

MEMORANDUM

TO: Park Advisory Commission

FROM: Colin Smith, Parks & Recreation Services Manager

SUBJECT: Resolution to Recommend Approval of a Three-Year Professional Services Agreement (PSA) for Playground Improvement Services for Parks & Recreation for a Not to Exceed Annual Amount of \$150,000.00

DATE: January 27, 2015

Attached for your review and action is a resolution to recommend approval of a Professional Services Agreement with Michigan Recreational Construction, Inc. to provide improvement services for playground and site renovation projects within the Parks & Recreation system.

The Ann Arbor Park and Recreation system has nearly 80 playgrounds throughout the City. Playground construction and maintenance requires knowledge of and experience with safety standards and guidelines, multiple brands and types of equipment, surfacing types, drainage installation, and equipment construction requirements. In order to construct and maintain safe playgrounds, a contractor who will be able to assess sites, properly install surfacing and equipment, and make repairs must have both the expertise and experience to implement these safety standards.

Pre-qualifying consultants with appropriate experience to perform work saves valuable staff time and expedites project completion. Having a contractor with the knowledge and qualifications to perform the myriad services required at the City's playgrounds will assure that Ann Arbor's playgrounds are safe for all users.

Pre-qualifying consultants was initially implemented six years ago to create efficiencies and streamline the process of choosing consultants for a variety of Parks & Recreation design projects on an as-needed basis. It has proven to be very successful. Previous contracts have been for engineering and architecture services. This is the first contract focused on playgrounds.

Request for Proposal (RFP) #919 was released on December 18, 2014, and was advertised on the Michigan Inter-Governmental Trade Network as well as on the City of Ann Arbor Purchasing website. Three firms submitted proposals including Michigan Recreational Construction, Inc, KEO & Associates, Inc, and Great Lakes Recreation Company. After review of qualifications and interviews, staff selected Michigan Recreational Construction to be the most qualified firm for the required services.

Michigan Recreational Construction, Inc. has extensive experience with all aspects of playground construction and maintenance. They will be providing a wide variety of services to insure that new playgrounds are installed properly, that thorough inspections are performed and repairs prioritized, and other playground services, such as surfacing and edging replacements, are completed as needed.

The firm will submit a fee proposal for each project so that staff has a basis upon which to evaluate the individual projects. Individual work statements will be issued for each project.

Staff is recommending approval of a professional services agreement (PSA) with Michigan Recreational Construction on an as-needed basis for a period of three years. Total expenditures per fiscal year per individual contract will not exceed \$150,000.00.

Funding is available in the Parks Maintenance and Capital Improvements Millage.

RESOLUTION TO RECOMMEND APPROVAL OF A THREE-YEAR PROFESSIONAL
SERVICES AGREEMENT (PSA) FOR PLAYGROUND IMPROVEMENT
SERVICES FOR PARKS & RECREATION FOR A NOT TO EXCEED
ANNUAL AMOUNT OF \$150,000.00

Whereas, The City issued a Request for Proposals, RFP #919, to identify contractors experienced in Playground improvements projects;

Whereas, Three firms submitted proposals in response to RFP #919;

Whereas, Staff has selected Michigan Recreational Construction, Inc. as qualified to perform the type of work identified in RFP #919:

Whereas, Award of contracts for services on an as-needed basis will allow the City to expedite the playground improvements in the Parks & Recreation system;

Whereas, Funding is available in the approved FY2015 Parks Maintenance and Capital Improvements budget;

Whereas, Funding for services in FY 2016 and FY 2017 will be contingent upon City Council approval of the Parks Maintenance and Capital Improvements budget; and

Whereas, Michigan Recreational Construction has Human Rights approval, and have agreed to comply with the living wage ordinance as part of the qualification process;

RESOLVED, That the Park Advisory Commission recommend City Council approve a Professional Services Agreement with Brock Associates, Inc. for an amount not to exceed \$150,000.00 per fiscal year for three years.