



TO: Mayor and Council

FROM: John Fournier, Assistant City Administrator

CC: Derek Delacourt, Community Services Area Administrator
Craig Hupy, Public Services Area Administrator
Nick Hutchinson, City Engineer
Molly Maciejewski, Public Works Manager
Michael Pettigrew, City Treasurer
Marti Praschan, Financial & Administrative Services Area Administrator
Colin Smith, Parks & Recreation Manager

SUBJECT: August 2, 2021 Council Agenda Responses

DATE: July 29, 2021

CA-1 - Resolution to Award a Construction Contract to Doan Construction Co. (Bid No. 4685) for the 2021 Sidewalk Gap Elimination Project (\$439,780.38) and to Appropriate \$374,731.00 from the Sidewalk Construction Millage Fund and \$56,000.00 in Contributions (8 Votes Required)

Question: I appreciate the explanation about how Boardwalk may have to be incorporated into a future contract. Will that cause any significant delay in work? Do we expect that project will still be completed during this construction season? (Councilmember Nelson)

Response: If the sidewalk on Boardwalk should need to be delayed due to funding, construction would be postponed until the 2022 construction season.

CA-2 - Resolution to Award a Construction Contract to E.T. MacKenzie Company for On-Call Construction Services in the Amount of \$500,000.00 per Year for a Period of Two Fiscal Years (\$1,000,000.00 total) (RFP No. 21-16)

Question: Please share the proposal tab for [RFP 21-16](#) as well as all RFP responses. (Councilmember Eyer)

Response: In addition to the documents from the single response to the RFP that were attached to the [Legistar file](#), the proposal tab has also been attached.

Question: How many firms responded to this RFP? (Councilmember Briggs)

Response: One firm responded to the RFP and the response documents are attached to the [Legistar file](#).

CA-4 – Resolution to Approve a Professional Services Agreement (PSA) for a Parks ADA Compliance Assessment and Transition Plan with Altura Solutions, LLC for \$116,915.00

Question: Does staff have an estimate at this time for how long it will take to make these ADA upgrades to our parks, once this study is completed? Is it likely that the Parks budget will need to be increased to pay for them? (Councilmember Disch)

Response: One of the main things the study will do is assist in prioritizing upgrades. The size and scale of the park system dictates that upgrades will need to take place over an extended period of time, hence the need for the transition plan. For all upgrades to be made within a specified period of time additional funding above the existing Parks budget would be required and other communities have used studies such as this to build a case for a dedicated millage or other funding source to facilitate such improvements.

Question: Among the received proposals, were any of the service providers more local? (Councilmember Nelson)

Response: We received 11 proposals, two of which were local Michigan Firms – AC3 Collaborative Architecture and DLZ. The selection committee reviewed the original proposals prior to selecting six for the interview stage. While both DLZ and AC3 Collaborative perform ADA assessments, AC3 Collaborative did not specialize in ADA Transition Plans, and were not asked to move into the Interview Stage. Following the interview stage, DLZ ranked lower than Altura Solutions, LLC based on pre-determined grading criteria.

Question: Will we be paying for these consultants to travel to Ann Arbor from Austin, Texas? (Councilmember Nelson)

Response: Yes, the fee provided includes travel expenses for the Altura Solutions team. The Altura Solutions original fee proposal, including travel, was lower than the DLZ fee proposal by \$18,696.00.

Question: I do not recall this project ever being discussed at the Commission on Disabilities Issues (I hesitate to admit that my memory is not perfect). In anticipation of this project, what local stakeholder/advocates were engaged, e.g. is the city collaborating with or getting feedback from the Center for Independent living? (Councilmember Nelson)

Response: Yes, the City will be reaching out and collaborating with the Center for Independent Living and the Commission on Disability Issues. Zach Damon, the Chairman of The Ann Arbor Commission on Disability Issues, was an integral part of the selection team. He helped score all eleven proposals, sat in on interviews with the six selected teams, and helped make the final determination. The Center for Independent Living was not part of the selection committee, however they will play a role in the ADA Transition Plan once underway. Parks has been in contact with Alex Gossage, Executive Director for the Ann Arbor Center for Independent Living, about this project. This project currently has two planned community engagement meetings, two online surveys to be distributed, and time set aside for one-on-one stakeholder interviews.

CA-6 – Resolution to Approve Street Closings for the 2021 Taste of Ann Arbor Special Event - Sunday, September 19, 2021

Question: Which city service areas are collaborating for the health and safety of this event? (Councilmember Nelson)

Response: Washtenaw County Health Department inspects and licenses any vendor who prepares and serves food outside. In the past, some restaurants have applied for, and received temporary food licenses after inspection by the Washtenaw County Health Department. Additionally, the applicant reached out to the Environmental Health Director for Washtenaw County Health to inquire about any current or possible future COVID-19 restrictions or recommendations.

Question: Given that this is an event around food and eating (presumably with masks off) and it is one that will surely appeal to all ages (including age groups that are completely unvaccinated), is this event planned to create intentional/separate space for eating? (Councilmember Nelson)

Response: This event does not traditionally provide seating or designated areas for eating. Additionally, at this time, there are no seating, capacity, or other similar restrictions for outdoor events or for restaurants. If restrictions are put in place in the future, this event would likely follow any restrictions for either outdoor gathering events and/or restaurants.

Question: Are there any anticipated considerations for crowd control or social distancing? (Councilmember Nelson)

Response: This event is fully outdoors and at this time, there are no broad restrictions on outdoor gatherings in terms of crowd limitations. Additionally, restaurant vendors will be spaced apart at a minimum of 15-20 feet between booths and there will be signage throughout the event asking people to socially distance. Main Street Area Association (MSAA) recommends that restaurants use plexiglass shields at ordering areas.

Question: Has anyone discussed recommendations or public messaging regarding vaccinated/unvaccinated visitors and the use of masks for an event like this? (Councilmember Nelson)

Response: The Washtenaw County Health Department continues to provide messaging around benefits of vaccination and vaccination opportunities, masking recommendations and other items related to COVID-19. There are updated signs on their [website](#), information is also pushed out through social media, press releases and newsletters. MSAA will push information out by linking to the Washtenaw County Health Dept. page on their website and networks. MSAA and the Washtenaw County Health Dept have been in contact and will remain in contact and discuss/implement any updated recommendations prior to the event.

CA-8 – Resolution to Approve the Fuller Park Parking Lot Land Lease with the University of Michigan (8 Votes Required)

Question: How many parking spots are in all three lots? (Councilmember Briggs)

Response: There is a total of 450 parking spots between the 3 lots. There are 250 spots in Lot A, 115 spots in Lot B, and 85 spots in Lot C.

Question: What is the cost/space of the lease agreement? (Councilmember Briggs)

Response: The cost per space for first year of the lease agreement is \$287.66.

Question: How many other City/DDA properties are leased out for parking? (Councilmember Briggs)

Response: The DDA is not aware of any City owned properties, within the DDA footprint, that are leased out for parking to another agency.

Question: How does this lease compare with those leases? (Councilmember Briggs)

Response: Parks also leases 18 spots at Riverside Park behind Kellogg Eye Center to U-M for \$13,704.00 or \$761.00 per spot.

Question: Have these properties been appraised/considered for other uses? (Councilmember Briggs)

Response: The primary function of the three parking lots is to provide parking for park visitors and the hours that the lots are available for University use is determined with this in mind. While the north lots regularly provide enough parking for normal pool and park use throughout the year, the south lot is needed when special events such as tournaments are held at Fuller Park.

CA-11 – Resolution Authorizing Water Capital Recovery Charges for 1868 Upland Dr. (\$4,348.00)

CA-12 – Resolution Authorizing Sanitary Sewer Capital Recovery Charges for 1868 Upland Drive (\$9,890.00)

Question: Why are these items on our agenda? I thought, per the City’s Charter, Council only approved budget requests above \$25k? (Councilmember Briggs)

Response: CA-11 & CA-12 fall under Section [1:278](#) of Chapter 12 of City Code. With Council’s approval, these capital recovery charges will be assessed to the property and collected per the terms included in the resolution and is indicated in Chapter 13 Section 1:292, which indicates the City Treasurer may seek City Council approval to place a special assessment upon the lot or tax parcel for the charges. The Charter language to which you are referring is in Section 14.2 of the City Charter, entitled “Purchase and Sale of Personal Property”. The items being considered in CA-11 & CA-12 do not fall under this section of the City Code as they do not consider a purchase or a contract for services.

CA-15 – Resolution to Approve a Professional Services Agreement between the City and C&S Engineers Inc. for Work Related to the Ann Arbor Municipal Airport Hangar Project (\$62,197.00)

Question: Has the City recently evaluated the costs/benefits of operating a Municipal Airport? Please share any relevant materials/reports/analyses. (Councilmember Briggs)

Response: The Airport is completely financially independent from the rest of the City’s funds and is self-sufficient, so there is no financial benefit to the City’s General Fund for closing the facility. In addition, the Airport is an economic driver in Washtenaw County. Currently, there are 80 FTEs employed either directly by the City, by the FAA, or by contractors and service providers who occupy space at the Airport. The economic impact on the County is likely in the tens of millions of dollars, though a formal economic analysis has not been completed in some time. The Airport Manager is currently out of the office, but when he returns he can provide further documentation for Council.

Question: Are Airport operations and improvements entirely supported through this fund? Is the Airport entirely self-supporting? (Councilmember Briggs)

Response: Yes, all airport operations are entirely funded through revenue dollars derived from the use of the airport and from grant funding made available from the FAA and MDOT, and all of these funds are managed through the Airport Fund. The Airport is financially self-sufficient.

Question: Will this proposed contract cover all costs for constructing the new hangers? (Councilmember Briggs)

Response: No. This contract is only for design, bidding, and construction administration of the hangars. There will be additional costs to complete construction.

Question: Are any additional future expansion/upgrade projects under consideration? (Councilmember Briggs)

Response: The Airport requires constant capital maintenance, and when those projects are undertaken we always consider improvements to the existing structures. However, in terms of major improvements that would alter the footprint of buildings or other infrastructure, we have an environmental assessment that is currently underway to evaluate a reconfiguration of the runway, we intend to proceed with the construction of a six-stall box hangar at some future date yet to be determined, and there have been some conversations with the Airport Advisory Committee about building more regular T-hangars; however we have no definite plans to do so at this point. We are also considering a reconstruction of the Airport's access road.