



Legislation Text

File #: 12-1647, **Version:** 1

Resolution to Approve Contract with The Conservation Fund for \$156,230.00 with Two One-Year Renewal Options

Attached for your review and action is a resolution to approve a contract for professional services with The Conservation Fund, per RFP #842, to provide Program Administration Consulting Services for the Greenbelt and Parkland Acquisition Millage Program. Funding for this contract is in the approved FY 2013 Open Space and Parkland Preservation Millage operating budget.

The Conservation Fund will act as general manager of the Open Space and Parkland Preservation Millage Program, perform requisite administrative functions associated with administration of the Millage Program, and will be responsible for administering all phases of the land preservation program. The consultant will serve as liaison and staff to the Greenbelt Advisory Commission and the Land Acquisition Committee of the Park Advisory Commission on land acquisition processes and procedures. The Community Services Administrator will oversee the direction and quality of work of The Conservation Fund.

RFP was advertised on BidNet and the City's website. Three potential proposers attended the mandatory pre-proposal meeting. One proposal, from The Conservation Fund, was received on October 28, 2012. The proposal was evaluated on four components: overview of agency and professional qualifications (20 points), past involvement with similar projects (30 points), proposed work plan (30 points), and fee proposal (20 points).

The resolution requests approval of an 18-month contract for \$156,230.00 and authorization for the City Administrator to approve two additional one-year renewal contracts, at the City option, if deemed in the best interest of the City..

The Conservation Fund received Human Rights approval on August 17, 2012 and complies with the living wage ordinance.

Prepared by: Sumedh Bahl, Community Services Area Administrator

Approved by: Steven D. Powers, City Administrator

Whereas, In November, 2003, City of Ann Arbor voters approved a ballot proposal commonly known as the Parks and Greenbelt Proposal, to provide funds for the preservation and protection of parkland, open space, natural habitats, and City sourcewaters by the acquisition and management of land and land rights within and outside the City of Ann Arbor;

Whereas, City Administration determined that the most effective means of implementing the goals and objectives identified in Chapter 42 was to solicit the services of a qualified consultant for the oversight and implementation process;

Whereas, Since 2004 the City has contracted with The Conservation Fund (TCF) to provide project oversight and implementation of the Open Space and Parkland Preservation Millage Program;

Whereas, The City issued RFP #842 to solicit proposals for the continued Program Administration of the Open Space and Parkland Preservation Millage Program and received only one proposal, from TCF, in response to the RFP;

Whereas, The City has been satisfied with the work of TCF and has selected TCF and negotiated a contract for the necessary services, setting forth the services to be performed, and the payments to be made by the City therefore, all of which are agreeable to the City;

Whereas, There is sufficient funding in the Open Space and Parkland Millage to cover the cost of these services; and

Whereas, On August 17, 2012, The Conservation Fund received Human Rights approval and complies with the living wage ordinance;

RESOLVED, That City Council approve an 18-month contract for services with The Conservation Fund in the amount of \$156,230.00 for the administration of the Greenbelt and Parkland Acquisition Millage Program with the option to renew the contract for up to two, one-year periods under the same terms and conditions;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said contract after approval as to substance by the City Administrator and approval as to form by the City Attorney; and

RESOLVED, That the City Administrator be authorized to take the necessary administrative actions to implement this resolution including the authority to approve renewal of the contract for additional one-year terms on the same terms and conditions.