



## Legislation Details (With Text)

**File #:** 09-0567      **Version:** 1      **Name:** 6/15/09 Winter & Co - A2D2 Professional Services Agreement  
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**Title:** Resolution to Approve a Professional Services Agreement with Winter & Company for the Ann Arbor Discovering Downtown (A2D2) Design Guidelines Revision Project (\$34,230.00)

**Sponsors:** Marcia Higgins

**Indexes:**

**Code sections:**

**Attachments:** 1. Winter Scope of Services.pdf

Date	Ver.	Action By	Action	Result
6/15/2009	1	City Council	Approved	Pass

Resolution to Approve a Professional Services Agreement with Winter & Company for the Ann Arbor Discovering Downtown (A2D2) Design Guidelines Revision Project (\$34,230.00)

Attached for your review and approval is a resolution to approve a Professional Services Agreement with Winter & Company, in the amount of \$31,230, plus a contingency of \$3,000 for a total project cost of \$34,230. This contract will cover consulting services to revise the draft downtown design guidelines document to respond to comments from the A2D2 Steering Committee and the public. This contract also will cover consulting services to revise the draft historic preservation design guidelines document to reflect the changes to the downtown design guidelines.

In March 2007, City Council approved a professional services agreement with Winter & Company|RACESTUDIO to facilitate the A2D2 urban design public outreach and to work with the appointed A2D2 Design Guidelines Advisory Committee to develop recommended outcomes (R-104-3-07). Based on the recommendation of the Design Guidelines Advisory Committee, Council authorized the development of downtown design guidelines on June 15, 2007 (R-258-6-07). Winter & Company subsequently worked with the Design Guidelines Advisory Committee to develop design guidelines, standards and review process recommendations. City Council adopted a resolution on October 18, 2007 (Resolution 07-495) requesting that the Planning Commission develop supporting amendments to the Downtown Plan and city codes to implement the design recommendations.

On May 20, 2008, the Planning Commission held a public hearing on draft amendments to implement design guidelines and design review as part of the A2D2 zoning amendments. The Commission tabled these amendments for further review and public comment. The A2D2 Steering Committee subsequently recommended that the design guidelines be separated from the zoning proposal to allow for additional refinement. In particular, the Steering Committee recommended that the language of the guidelines be more specific and that the proposed design review process be redefined.

Now that the A2D2 zoning amendment project is nearing completion, the A2D2 Steering Committee has determined it will be important to support the new zoning by completing revisions to the draft design guidelines document and review process. The Steering Committee has determined it would be beneficial to retain Winter & Company to assist staff in bringing the project to completion.

In the proposed scope of work, Winter & Company will evaluate and revise the existing draft downtown design guidelines document. A primary objective is to simplify and streamline the design guidelines to aid in their application. The design review process also will be revised to reflect an advisory, rather than mandatory, approach. The revised document and process is proposed to be presented at a joint working session with the City Council, Planning Commission and Downtown Development Authority in September 2009.

Once agreement has been reached on the downtown design guidelines, Winter & Company will update the draft historic preservation design guidelines to reflect the changes.

Under a contract previously approved by City Council (R 08-009), Winter & Company will provide two on-site training modules on the design guidelines and review process once the design guidelines have been accepted. These training sessions are designed to include multiple participants, including neighborhood representatives, architects, developers, planning commissioners, historic district commissioners and City staff.

Prepared by: Wendy Rampson, Systems Planner

Reviewed by: Jayne Miller, Community Services Administrator

Whereas, City Council approved urban design guidelines recommendations for the downtown on October 15, 2007 (Resolution 07-0219);

Whereas, On May 20, 2008, the City Planning Commission held a public hearing on draft amendments to implement design guidelines and design review and tabled them for further review;

Whereas, The A2D2 Steering Committee has recommended that revisions to the draft downtown design guidelines document and proposed review process are necessary to respond to public comment; and

Whereas, Winter & Company has demonstrated the required experience and professional qualifications as the consultant to the A2D2 design guidelines process and has extensive experience in design and historic preservation projects;

RESOLVED, That City Council approve a contract with Winter & Company in the amount of \$31,230.00 from the FY 09 A2D2 project budget for consulting services to revise the draft downtown design guidelines and process and the draft historic preservation design guidelines;

RESOLVED, That City Council approve a contingency in the amount of \$3,000.00 to cover potential contract change orders, to be approved by the City Administrator, and approve a total project budget of \$34,230.00 for the life of the project without regard to fiscal year;

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

RESOLVED, That the City Administrator be authorized to take all necessary administrative actions to

implement this resolution including the authority to approve change orders within approved contingency.