



Legislation Text

File #: 14-1520, **Version:** 1

Resolution to Approve Two Three-Year Professional Services Agreements (PSA) for Architectural Services for Parks & Recreation for a Not to Exceed Annual Amount of \$150,000.00 per PSA Attached for your review and action is a resolution to approve Professional Services Agreements with architecture firms to provide design services for capital improvements and renovation projects within the Parks & Recreation system.

Parks & Recreation Services often requires the services of consultants to perform design and architecture work on multiple projects, including, but not limited to, renovations of existing buildings, design for new structures such as shelters and restrooms, evaluation of aging buildings, and restoration of historic structures.

Issuing RFPs and selecting consultants for each project individually is labor intensive for both the City and consultants. Pre-qualifying consultants with appropriate experience to perform the work saves valuable staff time and expedites project completion.

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. Some of the projects that were completed under prior contracts with pre-qualified architecture firms include historic restoration projects at the Kempf House, West Park, and Island Park, reports and recommendations for renovations to the Cobblestone Farm barn and house, roof replacements at Cobblestone Farm, concept design for Bryant Community Center addition, Gallup Park Canoe Livery renovations, and upgrades to the locker rooms at Veterans Memorial Park pool and ice arena.

Request for Proposal (RFP) #909 was released on August 4, 2014, and was advertised on the Michigan Inter-Governmental Trade Network as well as on the City of Ann Arbor Purchasing website. Six firms submitted proposals. After review of qualifications and interviews, staff selected two firms, Mitchell and Mouat Architects and Kohler Architects, to be qualified for the required services.

The selected firms will submit a fee proposal for each project to be designed so that staff has a basis upon which to evaluate the individual projects. Individual work statements will be issued for each project awarded to the most qualified and cost-effective consultant for that project. Each of the pre-qualified consultants understand that there is no guarantee or implied promise of any nature that any Work Statements at all will be issued and that the City is under no obligation to issue or consent to any Work Statements. Staff is recommending approval of professional services agreements (PSA) with each of these two consultants for Architecture services on an as-needed basis for a period of three years. Total expenditures per fiscal year per individual contract will not to exceed \$150,000.00. Funding is available in the approved FY2015 Parks Maintenance and Capital Improvements budget to cover the cost of these services.

The Park Advisory Commission recommended approval of these agreements at their October 21,

2014 meeting.

Attachments: Request for Proposals for Architecture Services

Prepared by: Amy Kuras, Park Planner

Reviewed by: Colin Smith, Parks and Recreation Services Manager
Sumedh Bahl, Community Services Area Administrator

Approved by: Steven D. Powers, City Administrator

Whereas, The City issued a Request for Proposals, RFP #909, to identify consultants experienced in Architecture Services for parks and recreation projects;

Whereas, Six firms submitted proposals in response to RFP #909;

Whereas, Staff has selected the following two consultants as qualified to perform the type of work identified in RFP #909:

Mitchell and Mouat Architects

Kohler Architects

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

Whereas, Funding is available in the approved FY2015 Parks Maintenance and Capital Improvements budget to cover the cost of these services;

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, The two firms currently have Human Rights approval, and have agreed to comply with the living wage ordinance as part of the qualification process;

RESOLVED, That City Council approve three-year Professional Services Agreements for Architecture Services with Mitchell and Mouat Architects and Kohler Architects; and

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said Professional Services Agreements after approval as to substance by the City Administrator and approval as to form by the City Attorney for an amount not to exceed \$150,000.00 per consultant per fiscal year for three years.