



Legislation Details (With Text)

File #: 26-0228 **Version:** 1 **Name:** 3/2/26 - Resolution to Approve PSA for PROS Plan Consultant

Type: Resolution **Status:** Passed

File created: 3/2/2026 **In control:** City Council

On agenda: 3/2/2026 **Final action:** 3/2/2026

Enactment date: 3/2/2026 **Enactment #:** R-26-096

Title: Resolution to Approve a Professional Services Agreement with Agency Landscape + Planning, LLC for Development of the 2028-2032 Parks and Recreation Open Space Plan (RFP #25-51) (\$443,000.00)

Sponsors:

Indexes:

Code sections:

Attachments: 1. Agency Landscape+Planning LLC - Professional Services Agreement (PSA).pdf

Date	Ver.	Action By	Action	Result
3/2/2026	1	City Council	Approved	Pass

Resolution to Approve a Professional Services Agreement with Agency Landscape + Planning, LLC for Development of the 2028-2032 Parks and Recreation Open Space Plan (RFP #25-51) (\$443,000.00)

This resolution approves a Professional Services Agreement with Agency Landscape + Planning, LLC to assist the Parks & Recreation Services Unit with the development of the 2028-2032 Parks and Recreation Open Space (PROS) Plan.

The PROS Plan is the guiding planning document for the City’s park and recreation system, providing a long-term vision for services, programs, parkland, facilities, and open space. The Parks and Recreation Services Unit updates the PROS Plan every five years to maintain eligibility for Michigan Department of Natural Resources (MDNR) funding, which has provided millions of dollars for park improvements and land acquisition. This Plan will replace the 2023-2027 PROS Plan.

Historically, the PROS Plan has functioned primarily as a goal-setting and reporting document. For the 2027-2032 update, Parks is undertaking a more comprehensive effort in response to several significant challenges facing the system. In recent years, the City has completed-or is in the process of completing-major planning efforts, including the Asset Management Plan and the ADA Transition Plan, which together identify substantial long-term capital needs and financial commitments. While these studies provide critical information, they also raise complex questions about how to prioritize investments, allocate limited resources, and maintain service levels moving forward.

The 2028-2032 PROS Plan will build on this work by providing a broader decision-making framework to guide future investments and policy choices. A central component of the effort will be a comprehensive community needs analysis evaluating the park and recreation system, including parks, facilities, trails, green spaces, and partner-managed assets. Through extensive community engagement, data analysis, and peer benchmarking, the Plan will identify system strengths, challenges, and unmet needs, helping establish clear priorities that align available resources with

community expectations.

The PROS Plan process is anticipated to be completed by December 2027, ensuring the City meets MDNR recreation planning requirements. MDNR has established a February 1, 2028 deadline for submission of the 2028-2032 PROS Plan to maintain grant eligibility.

Procurement: Request for Proposal (RFP) #25-51 was released on November 5, 2025, and advertised on the Michigan Inter-Governmental Trade Network and the City of Ann Arbor Purchasing website. Five firms submitted proposals. Following proposal review, three teams were selected for interviews. After the interview process, the selection committee-comprised of five City staff-recommended Agency Landscape + Planning as the consultant for development of the 2028-2032 PROS Plan.

Budget/Fiscal Impact: Funding is available in the approved Park Maintenance and Capital Improvement Millage Fund budget. A 15% design contingency (\$66,450.00) is requested to cover potential contract change orders to be approved by the City Administrator. It is requested that the \$443,000.00 contract and contingency amount be approved for the life of the project without regard to fiscal year.

The Park Advisory Commission recommended approval of this contract at their February 24, 2026 meeting.

Prepared by: Adam Fercho, Landscape Architect Capital Project Manager

Reviewed by: Derek Delacourt, Community Services Area Administrator

Approved by: Josh Landefeld, Parks & Recreation Services Manager
Milton Dohoney Jr., City Administrator

Whereas, The Parks & Recreation Services Unit utilizes a five-year Parks and Recreation Open Space (PROS) Plan to help set goals and guide the direction of the park system, as well as apply for Michigan Department of Natural Resource grant opportunities;

Whereas, The current 2023-2027 PROS Plan will expire at the end of 2027, requiring a new PROS plan to be submitted to and approved by the Michigan Department of Natural Resources (MDNR) by February 1, 2028;

Whereas, The Parks & Recreation Services Unit will be undertaking a more comprehensive PROS Plan effort in response to several significant challenges facing the system;

Whereas, The City received five proposals in response to RFP# 25-51, issued on November 5th, 2025, for a consultant to help develop the 2028-2032 PROS Plan;

Whereas, Agency Landscape + Planning, LLC was recommended by the selection committee to enter a Professional Services Agreement for the development of the 2028-2032 PROS Plan in the amount of \$443,000.00;

Whereas, Funding for this project is available from the approved Park Maintenance and Capital Improvement Millage Fund; and

Whereas, The Park Advisory Commission recommended approval of this contract at their February 24, 2026 meeting;

RESOLVED, That City Council approves a Professional Services Agreement with Agency Landscape + Planning, LLC in the amount of \$443,000.00 for development of the 2028-2032 Parks and Recreation Open Space (PROS) Plan;

RESOLVED, That a contingency amount of \$66,450.00 (15%) is established within the project budget to cover potential contract change orders for the life of the project without regard to fiscal year and that the City Administrator is authorized to approve additional change orders not to exceed the contingency amount in order to satisfactorily complete the project;

RESOLVED, That the Mayor and City Clerk are authorized and directed to execute the agreement after approval by the City Administrator and City Attorney; and

RESOLVED, That the City Administrator is authorized to take all appropriate actions to implement this resolution and the agreement, including execution of subagreements, change orders, or related documents, and to make all determinations and exercise all authority delegated to the City under the agreement.