

MEMORANDUM

TO: Park Advisory Commission

FROM: Colin Smith, Parks & Recreation Services Manager

SUBJECT: Resolution to Recommend Approval of a Three-Year Professional Services Agreement (PSA) for Playground Improvement Services for Parks & Recreation for a Not to Exceed Annual Amount of \$200,000.00

DATE: January 23, 2018

Attached for your review and action is a resolution to approve a Professional Services Agreement with Michigan Recreational Construction, Inc. to provide improvement services for playground site renovation projects within the Parks & Recreation system.

The Ann Arbor Park and Recreation system has nearly 80 playgrounds throughout the City. Playground construction and maintenance requires knowledge of and experience with safety standards and guidelines, multiple brands and types of equipment, surfacing types, drainage installation, and equipment construction requirements. In order to construct and maintain safe playgrounds, a contractor who will be able to assess sites, properly install surfacing and equipment, and make repairs must have both the expertise and experience to implement these safety standards.

Pre-qualifying a construction company with appropriate experience to perform work saves valuable staff time and expedites project completion. Having a contractor with the knowledge and qualifications to perform the myriad services required at the City's playgrounds will assist in making Ann Arbor's playgrounds safe for all users.

This contract meets multiple Sustainability Goals, including:

- Safe Community
- Human Services
- Active Living and Learning

Request for Proposal (RFP) #18-01 was released on December 12, 2017, and was advertised on the Michigan Inter-Governmental Trade Network as well as on the City of Ann Arbor Purchasing website. One firm submitted a proposal, the incumbent Michigan Recreational Construction, Inc. After review of qualifications and fees, staff selected Michigan Recreational Construction for the required services based on their successful past performance in working with Parks and Recreation, including the construction of the Rotary Centennial Universal Access Playground at Gallup Park.

Michigan Recreational Construction, Inc. has extensive experience with all aspects of playground construction and maintenance. They will continue providing a wide variety of services to insure that new playgrounds are installed properly, that thorough inspections are performed and repairs prioritized on existing structures, and other playground services, such as surfacing and edging replacements, are completed as needed.

The firm will submit a fee proposal for each project so that staff has a basis upon which to evaluate the individual projects. Individual work statements will be issued for each project.

Staff is recommending approval of a professional services agreement (PSA) with Michigan Recreational Construction on an as-needed basis for a period of three years. Total expenditures per fiscal year per individual contract will not exceed \$200,000.00.

Budget/Fiscal Impact:

Funding is available in the approved FY2018 Parks Maintenance and Capital Improvements budget to cover the cost of these services and funding for services in FY 2019 and FY 2020 will be contingent upon City Council approval of the Parks Maintenance and Capital Improvements budget.

RESOLUTION TO RECOMMEND APPROVAL OF A THREE-YEAR PROFESSIONAL SERVICES AGREEMENT (PSA) FOR PLAYGROUND IMPROVEMENT SERVICES FOR PARKS & RECREATION FOR A NOT TO EXCEED ANNUAL AMOUNT OF \$200,000.00

Whereas, The City issued a Request for Proposals, RFP #18-01, to identify contractors experienced in playground improvements projects;

Whereas, one firm submitted proposals in response to RFP #18-01;

Whereas, Staff has selected Michigan Recreational Construction, Inc. as qualified to perform the type of work identified in RFP #18-01:

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

Whereas, Funding is available in the approved FY2018 Parks Maintenance and Capital Improvements budget to cover the cost of these services;

Whereas, Funding for services in FY2019 and FY 2020 will be contingent upon City Council approval of the Parks Maintenance and Capital Improvements budget; and

Whereas, Michigan Recreational Construction has agreed to comply with the living wage and prevailing wage ordinances as part of the qualification process;

RESOLVED, That the Park Advisory Commission recommend City Council approve a three-year Professional Services Agreement for Playground Improvement Services with Michigan Recreational Construction for an amount not to exceed \$200,000.00 per fiscal year for three years.