

MEMORANDUM

TO: Park Advisory Commission

FROM: Colin Smith, Parks & Recreation Services Manager

DATE: January 28, 2020

SUBJECT: Resolution to recommend approval of a contract with Stantec Consulting Michigan, Inc. to provide lighting design services for the Ann Arbor Skatepark (\$38,913.00).

Attached for your review and action is a resolution to recommend approving a \$38,913.00 contract with Stantec Consulting Michigan, Inc. (Stantec) to provide lighting design services, including construction drawings and specifications, and construction oversight, for the installation of site lighting at the Ann Arbor Skatepark located in Veterans Memorial Park.

Budget/Fiscal Impact

Funding is available in the approved FY2020 Park Maintenance and Capital Improvement Millage budget. Funds in the amount of \$100,000 as a result of the Parks Fairness Resolution for the FY20 budget were transferred from the Parks General Fund as revenue to the Park Maintenance and Capital Improvement budget for the purposes of the Skatepark Lighting Project. This revenue needs to be appropriated and a corresponding expenditure budget established.

Project Description

The Ann Arbor Skatepark is a world-class facility located in Veterans Memorial Park and is part of the Ann Arbor Parks and Recreation system. It was opened in 2014 and is a very popular park amenity that is highly used year-round. The Skatepark is open during regular park hours of 6:00am to 10:00pm but it does not currently have site lighting, like the adjacent ball fields which are lit, and this limits the Skatepark's evening use.

The Skatepark Advisory Commission recommended that lighting be added to the Skatepark in order to extend its use into the evening to allow skateboarding to safely occur year-round during regular park hours. The Friends of the Ann Arbor Skatepark have started to raise funds to contribute to the installation of the lighting.

Skateparks can be challenging to light properly because skating is a fast, multi-directional sport and Skatepark features such as ramps, stairs, ledges, and bowls cast shadows. The lighting consultant will develop a design lighting system to provide adequate light levels to be able to quickly see contour changes of curved bowl features, reduce glare and shadows, and maximize visibility for safe use. The consultant will also utilize sustainable lighting principles to minimize energy consumption, reduce light

pollution to comply with the dark skies initiative, and explore options to use renewable energy sources such as solar power. Additionally, the consultant will work to reduce light pollution and light spill to surrounding areas.

The design contract includes the preparation of plans, specifications and cost estimates for the project, construction inspection/observation, contract administration, presentation at commission meetings and any required permit applications.

The Parks and Recreation Open Space (PROS) Plan identifies providing exceptional user experience as a goal, as this project would extend the usable hours of the Skatepark into the evening for this very popular and heavily-used amenity. This project also supports the PROS plan goal of providing a safe park system by providing adequate lighting to allow skating to occur safely and deter unwanted activity.

The project meets the sustainability goals of promoting active living and learning as skateboarding is an active recreational sport, as well as a social one. This project also supports the goal of having a safe community by minimizing the risk of skating accidents due to insufficient light. Additionally, the intent is to find a sustainable lighting solution that conserves energy and perhaps even utilizes renewable forms of energy.

In December 2019, the City received five proposals in response to a Request for Proposals (RFP) No. 19-39 for the project through the City's Procurement Unit following standard procedures. The RFP required each consultant to submit a statement of qualifications, examples of past involvement with similar projects, a work plan, fee proposal, and resumes of personnel that it proposed were qualified and available to work on City projects.

A selection team consisting of City Park Staff and Skatepark Advisory Commission members reviewed proposals and determined which firms were most qualified to perform the needed services. The firms were evaluated and scored on several criteria:

- Professional Qualifications (20%)
- Past Involvement with Similar Work (30%)
- Proposed Work Plan (30%)
- Fee Proposal (20%)

After reviewing and scoring the proposals, staff ranked the five responding firms in the following order:

- Stantec
- SmithGroup
- Illuminart
- Consulting Engineering Associates
- DiClemente Siegel

Fee proposals were then opened for Stantec and Smithgroup. Based upon the review of the fee proposals, Park staff determined that Stantec was the firm best suited to work on this project. Park staff have negotiated the scope of work and associated fee for this

project and that is reflected in the PSA that is recommended for Council approval. Stantec has submitted all required Non-Discrimination, Living Wage, and Conflict of Interest Disclosure forms and complies with the requirements of the City's Non-Discrimination and Living Wage ordinances. The form of contract will be the standard professional services agreement drafted by the City Attorney.

Staff is recommending awarding a contract to Stantec Consulting Michigan, Inc. in the amount of \$38,913.00 for lighting design services for the Ann Arbor Skatepark. A design contingency of 10% (\$3,891.30) is requested for additional work tasks that may be necessary to complete the project; subject to approval by the City Administrator. It is requested that a \$42,804.30 contract and contingency amount be approved for the life of the project without regard to fiscal year.

RESOLUTION TO RECOMMEND APPROVAL OF A CONTRACT WITH STANTEC CONSULTING MICHIGAN, INC. TO PROVIDE LIGHTING DESIGN SERVICES FOR THE ANN ARBOR SKATEPARK (\$38,913.00).

Whereas, the Ann Arbor Skatepark is a world-class facility located in Veterans Memorial Park and is part of the Ann Arbor Parks and Recreation system;

Whereas, the Skatepark is a very popular park amenity that is highly used year-round;

Whereas, the Skatepark is open during regular park hours of 6:00am to 10:00pm but it does not currently have site lighting which limits its evening use;

Whereas, the Skatepark Advisory Commission recommended that lighting be added to the Skatepark in order to extend its use into the evening to allow skateboarding to safely occur year-round during regular park hours;

Whereas, the Friends of the Ann Arbor Skatepark have raised funds to contribute to the installation of the lighting;

Whereas, Funds in the amount of \$100,000 as a result of the Parks Fairness Resolution for the FY20 budget were transferred from the Parks General Fund as revenue to the Park Maintenance and Capital Improvement budget for the purposes of establishing a Skatepark Lighting Project;

Whereas, the revenue needs to be appropriated and a corresponding expenditure budget established;

Whereas, the project supports the Parks and Recreation Open Space (PROS) Plan goals of providing exceptional user experience and a safe park system;

Whereas, the project meets the sustainability goals of promoting active living and learning and having a safe community;

Whereas, the project supports the City sustainability goals of promoting active living and learning and providing transportation options;

Whereas, a request for proposals selection process identified Stantec Consulting Michigan, Inc. as the firm best suited to work on the project;

Whereas, staff is recommending awarding a contract to Stantec Consulting Michigan, Inc.;

RESOLVED, That \$100,000 be appropriated from Parks Maintenance and Capital Improvements millage using revenue transferred from the Parks General Fund as a result of the Parks fairness resolution and a \$100,000 project budget for Skatepark Lighting be established;

RESOLVED, that the Park Advisory Commission recommend approval of a \$38,913.00 contract with Stantec Consulting Michigan, Inc. for lighting design services for the Ann Arbor Skatepark, and a design contingency of \$3,891.30 (10%) to cover potential contract change orders for a total contract amount of \$42,804.30 for the life of the project without regard to fiscal year.