



## Legislation Text

---

**File #:** 10-0976, **Version:** 1

---

Resolution to Approve a Contract with Hooker/DeJong to Prepare a Strategic Plan for the Ann Arbor Senior Center (\$34,570.00)

Attached for your review and action is a resolution to approve a \$34,750.00 contract with Hooker/DeJong to prepare a strategic plan for the Ann Arbor Senior Center.

In May, 2009 City Council created the Senior Center Task Force to work with staff to examine options for increased revenue as well as potential cost reduction measures to sustain operations at the Ann Arbor Senior Center.

An important element of the Task Force final recommendation delivered to City Council in March, 2010 was to establish long-term planning at the Ann Arbor Senior Center, through the development of a strategic plan.

The Ann Arbor Senior Center applied for and was awarded a grant from the Ann Arbor Community Foundation for \$16,949. This grant is to be used to help develop a strategic business/operating plan to ensure the long-term sustainability of the Ann Arbor Senior Center.

Following the adoption of FY 2011 budget, staff developed and issued an RFP for an Ann Arbor Senior Center Strategic Plan. Three proposals were received and reviewed by staff along with a representative from the Park Advisory Commission and City Council. One proposal was disqualified for failing to respond to the scope of the RFP.

Initial bids exceeded available funds, so a best and final offer letter was sent to the two qualifying proposals. Both proposers submitted a best and final offer, of which one was disqualified for exceeding the stipulated not-to-exceed contract amount. Hooker/DeJong submitted a proposal that fit within the available budget and after meeting with representatives from the company, staff selected their proposal.

Funding for this contract is available through two sources:

- An Ann Arbor Community Foundation grant - \$16,949
- Approved FY 2011 Community Services General Fund budget - \$17,621

Hooker/DeJong meets the living wage and prevailing wage requirements and received Human Rights approval September 24, 2010

Prepared by: Jeff Straw, Parks & Recreation Deputy Manager

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

Approved by: Roger W. Fraser, City Administrator

Whereas, The Senior Center Task Force was created to work with staff to examine options for increased revenue as well as potential cost reduction measures to sustain operations at the Senior

Center;

Whereas, An important element of the Task Force final recommendation to Council in March, 2010 was to establish long-term planning and sustainability at the Senior Center through the development of a strategic plan;

Whereas, Staff developed an RFP for the development of a Senior Center Strategic Plan;

Whereas, Staff and committee members selected the Hooker/DeJong proposal;

Whereas, Funding for this contract is available through an Ann Arbor Community Foundation grant and budgeted General Fund expenses; and

Whereas, Hooker/DeJong received Human Rights approval on September 24, 2010;

RESOLVED, That City Council approve a contract with Hooker/DeJong to prepare a strategic plan for the Ann Arbor Senior Center for \$34,570.00;

RESOLVED, That the City Administrator be authorized to take all necessary administrative actions to implement this resolution; and

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute the contract after approval as to substance by the City Administrator and approval as to form by the City Attorney.