



Legislation Text

File #: 07-1199, **Version:** 1

Resolution to Approve a Professional Services Agreement with Winter & Company for the Ann Arbor Discovering Downtown (A2D2) Historic Preservation and Design Guidelines Projects (\$43,360.00) Attached for your review and approval is a resolution to approve a Professional Services Agreement with Winter & Company, in the amount of \$39,360, plus a contingency of \$4,000. This contract will cover consulting services to finalize the historic district design standards document and conduct training modules on downtown design guidelines.

In March 2007, City Council approved a professional service agreement with Winter & Company|RACESTUDIO to facilitate the A2D2 urban design public outreach and its recommended outcomes (R-104-3-07). Based on the recommendation of the A2D2 Design Guidelines Advisory Committee, Council authorized the development of downtown design guidelines on June 15, 2007 (R-258-6-07). Winter & Company subsequently worked with the advisory committee to develop design guidelines, standards and review process recommendations, which were approved by City Council on October 18, 2007 (Resolution 07-495).

Concurrent with the A2D2 design guidelines project, consultant Kristine Kidorf worked with the Historic Preservation Advisory Committee to create historic preservation design guidelines, which were approved by City Council on June 18, 2007 (R-259-6-07). An implementation strategy for the A2D2 historic preservation project was approved by City Council on September 24, 2007 (R-07-446).

In reviewing implementation needs for both A2D2 projects, staff determined that the project would benefit from retaining Winter & Company to provide expertise currently unavailable. In the proposed scope of work, Winter & Company will format and provide additional illustrations for the historic district guidelines to create a document that has the same look and feel as the design guidelines document. In addition, Winter & Company will provide two on-site training modules on the design guidelines and review process, including mock design review exercises. These training sessions are designed to include multiple participants, including neighborhood representatives, architects, developers, planning commissioners, historic district commissioners and City staff.

Prepared by: Wendy Rampson, Systems Planner

Reviewed by: Jayne Miller, Community Services Administrator

Whereas, City Council approved historic preservation design guidelines recommendations on June 18, 2007 (R-259-6-07) and downtown urban design guidelines recommendations on October 15, 2007 (Resolution 07-0219);

Whereas, Staff has determined that additional work is necessary to implement the historic preservation guidelines and downtown design guidelines projects, including document illustration and formatting, and on-site training opportunities; and

Whereas, Winter & Company has demonstrated the required experience, professional qualifications as the consultant to the A2D2 design guidelines process and has extensive experience in historic preservation work;

RESOLVED, That City Council approve a contract with Winter & Company in the amount of \$39,360.00 from the A2D2 project budget for consulting services to finalize the historic district design standards document and create and conduct training modules on the new downtown design guidelines;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said professional services agreement, after approval as to form by the City Attorney and approval as to substance by the City Administrator; and

RESOLVED, That City Council approve a contingency in the amount of \$4,000.00 to cover potential contract change orders, to be approved by the City Administrator, and approve a total project budget of \$43,360 for the life of the project without regard to fiscal year.