



Legislation Details (With Text)

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**Title:** Resolution to Approve a Contract with SmithGroupJJR to Develop the Allen Creek Greenway Master Plan (\$199,741.24) and Appropriate \$100,000.00 from the General Fund fund balance for Staff Team Efforts for the Allen Creek Greenway Master Plan (8 Votes Required)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. RFP # 948 Allen Creek Greenway—Master Plan Development Services, 2. ACG Team Organization Chart, 3. ACG Probable Timeline, 4. ACG PSA SmithGroupJJR.docx.docx, 5. ACG Staff Resources Memo from Administrator

| Date      | Ver. | Action By    | Action   | Result |
|-----------|------|--------------|----------|--------|
| 2/16/2016 | 2    | City Council | Approved | Pass   |

Resolution to Approve a Contract with SmithGroupJJR to Develop the Allen Creek Greenway Master Plan (\$199,741.24) and Appropriate \$100,000.00 from the General Fund fund balance for Staff Team Efforts for the Allen Creek Greenway Master Plan **(8 Votes Required)**

Attached for your review and approval is a resolution to approve a Professional Services Agreement in the amount of \$199,741.24 with SmithGroupJJR for master plan development services for Allen Creek Greenway Master Plan project; and to appropriate \$100,000 from the General Fund, fund balance to the Allen Creek Greenway Master Plan work effort project budget for staff team efforts.

In August 2011, The Ann Arbor City Council passed a Resolution in Support of the Allen Creek Greenway (R-11-325). Shortly thereafter, staff from The City’s Public Services Area and Community Services Area developed a draft scope of work for a “master plan approach” for the Allen Creek Greenway which included the following study areas:

- *Allen Creek Greenway:* Argo Cascades to South State Street, primarily along Ann Arbor Railroad corridor (owned by WATCO).
- *First and William:* a City-owned parcel located on the northeast corner of the intersection.
- *415 West Washington Street:* a City-owned, 2.52-acre site located on the south side of West Washington Street between First and Third Streets, within the Downtown Development Authority District and Old West Side Historic District.
- *North Main Corridor:*
  - 721 North Main Street: a City-owned, 5.10-acre site located on the west side of North Main Street between Felch Street and West Summit Street
  - North Main Street and adjacent parks and amenities between M-14 and Summit Street

- North Main and Depot Street Intersection.

Staff identified the need for a consultant to assist in the master plan development with an estimated cost totaling \$300,000 for these efforts, which were outlined in RFP # 948 Allen Creek Greenway-Master Plan Development Services (attached Exhibit 1). The *Allen Creek Greenway Master Plan* process will explore improvement options that balance the needs and desires of a variety of users and considers the significant resources within the study area. To develop this plan, City of Ann Arbor staff recommends a planning process that will engage stakeholders, community leaders and residents in shaping the content and direction of the master plan. Various groups will be involved in the process, including a Project Management Team, Technical Advisory Committee, Citizen Advisory Committee, and Stakeholders/Community at Large as shown in the Team Organization chart (attached exhibit 2).

On May 18, 2015, City Council passed a resolution to adopt the FY2016 Planning Services operations and maintenance budget which includes \$200,000.00 for consulting services for development of a master plan for the Allen Creek Greenway.

A staff team has been identified to support the development of a master plan for the Allen Creek Greenway, with an estimated cost of \$100,000 of General Fund funding for work efforts which exceed the allocation of funds in the FY2016 budget. Work efforts began in September 2015 and will continue through January, 2018 as shown in the probable timeline (attached Exhibit 3). The work approach involves four tasks:

Procure Consultant Services

- Task 1 Project Initiation
- Task 2 Planning Objectives and Options
- Task 3 Master Plan Recommendations and Strategies
- Task 4 Master Plan Documentation and Adoption

On October 7, 2015, a request for proposal (RFP) for professional master plan development services was posted to the Michigan Inter-governmental Trade Network (MITN) BidNet® website and proposals from four consultants were received on October 29, 2015. Based on qualifications requested in the RFP, two firms were selected for interviews. Staff and three members from the Citizen Advisory Committee performed the interviews and selected SmithGroupJJR as the most qualified consulting firm based on their previous work experience, their proposed work plan, their competitive fee schedule and their interview. SmithGroupJJR complies with the requirements of the City's Non-Discrimination and Living Wage ordinances.

Prepared by: Connie Pulcifer, Systems Planning Unit

Reviewed by: Craig Hupy, Public Services Area Administrator

Approved by: Tom Crawford, Interim City Administrator

Whereas, On August 4, 2011 the City Council of Ann Arbor passed Resolution R-11-325 in Support of the Allen Creek Greenway;

Whereas, The proposed work approach recommends that consulting services be obtained to fully support the development of a master plan for the Allen Creek Greenway;

Whereas, On May 18, 2015, City Council passed a resolution to adopt the FY2016 budget which included \$200,000.00 for consulting services for development of a master plan for the Allen Creek Greenway;

Whereas, Funding of and additional \$100,000.00 is necessary for staff to support the development of a master plan for the Allen Creek Greenway for work efforts which exceed the allocation of funds in the FY2016 budget.

Whereas, SmithGroupJJR has demonstrated the required experience, qualified professionals, and competitive fee schedule for the required services;

Whereas, SmithGroupJJR complies with the requirements of the City's Non-Discrimination and Living Wage ordinances; and

Whereas, Funding for this contract is available in the approved FY16 Planning Services Unit General Fund operating budget;

RESOLVED, That City Council approves a professional services agreement with SmithGroupJJR in the amount of \$199,741.24 for master plan development services for Allen Creek Greenway Master Plan project;

RESOLVED, That the \$200,000.00 included in the Planning Services Unit General Fund Operations and Maintenance budget be transferred to fund 00CP, General Capital Fund, to establish a project budget for the Allen Creek Greenway master plan;

RESOLVED, That City Council appropriate an additional \$100,000.00 from the General Fund, fund balance increasing the revenue and expenditure budget in the General Fund to cover the staff team efforts required for the Allen Creek Greenway Master Plan,

RESOLVED, That the \$100,000.00 appropriated from the General Fund, fund balance be transferred to fund 00CP, General Capital Fund;

RESOLVED, That the revenue and expense budgets of fund 00CP be increased by \$300,000.00;

RESOLVED, That the Allen Creek Greenway Master Plan project budget be available without regard to fiscal year;

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 authorizes the City Administrator to take necessary administrative actions to implement this resolution.