



Legislation Text

File #: 11-0585, **Version:** 1

Resolution to Approve Five Three-Year Professional Services Agreements (PSA) for Architecture, Landscape Architecture, and Engineering Services for Parks & Recreation for a Not to Exceed Annual Amount of \$100,000.00 per PSA

Attached for your review and action is a resolution to approve Professional Services Agreements with Architecture, Landscape Architecture, and Engineering firms to provide design services for capital improvements and renovation projects for the Parks & Recreation system.

Parks & Recreation Services often requires the services of consultants to perform design and engineering work on multiple small and medium size projects, including, but not limited to, architectural design of additions for existing recreation facilities, structural engineering work for bridges and retaining walls and to evaluate aging buildings, and civil engineering design of storm water facilities, parking lots and entry roads. Issuing RFPs and selecting consultants for each project individually is labor intensive for both the City and consultants. Pre-qualifying consultants having appropriate experience to perform the work meeting our needs saves valuable staff time and expedites project completion.

Pre-qualifying consultants was initially implemented three years ago to create efficiencies and streamline the process of choosing consultants for a variety of Parks & Recreation design projects on an as-needed basis. It proved to be very successful. Some of the projects that were completed under the existing contracts with pre-qualified consultants include structural repairs to the vehicle bridges at Bandemer and Gallup Parks, ADA improvements to the Kempf House, and the kitchen upgrades at Cobblestone Farm Barn.

In March, 2011, Request for Qualifications, RFQ #793, was advertised on the Michigan Inter-Governmental Trade Network as well as on the City of Ann Arbor Purchasing website. Twenty six firms submitted statements of qualifications in response to RFQ #793. After review of qualifications and interviews, staff selected the following five firms to be qualified for the required services:

- Mitchell and Mouat Architects
- JJR, LLC
- Inform Studio
- Beckett and Raeder, Inc
- Stantec Consulting Michigan, Inc

Consultants will submit a fee proposal for each project to be designed so that staff has a basis upon which to evaluate the individual projects and so that competitive pricing is still achieved. Individual work statements will be issued for each project awarded to the most qualified and cost-effective consultant for that project. Each of the pre-qualified consultants understand that there is no guarantee or implied promise of any nature that any Work Statements at all will be issued and that the City is under no obligation to issue or consent to any Work Statements. Staff is recommending approval of professional services agreements (PSA) with each of these five consultants for

Architecture, Landscape Architecture and Engineering services on an as-needed basis for a period of three years. Total expenditures per fiscal year per individual contract will not to exceed \$100,000.00.

Prepared by: Amy Kuras, Park Planner

Reviewed by: Colin Smith, Parks and Recreation Services Manager

Sumedh Bahl, Community Services Area Administrator

Whereas, The City issued a Request for Qualifications, RFQ #793, to identify consultants experienced in Architecture, Landscape Architecture, and Engineering Services for parks and recreation projects;

Whereas, Twenty six firms submitted statements of qualifications in response to RFQ #793;

Whereas, Staff has selected the following five consultants as qualified to perform the type of work identified in RFQ #793:

- Mitchell and Mouat Architects
- JJR, LLC
- Inform Studio
- Beckett and Raeder, Inc
- Stantec Consulting Michigan, Inc

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

Whereas, There is sufficient funding to cover the cost of these services to be performed for the projects in FY 2012;

Whereas, Funding for projects in FY 2013 and FY 2014 will be allocated as project budgets are established and if so approved by Council; and

Whereas, The five firms currently have Human Rights approval, and have agreed to comply with the living wage ordinance as part of the qualification process;

RESOLVED, That City Council approve three-year Professional Services Agreements with Mitchell and Mouat Architects, JJR, LLC, Inform Studio, Beckett and Raeder, Inc., and Stantec Consulting Michigan Inc. for Architecture, Landscape Architecture, and Engineering Services; and

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said Professional Services Agreements after approval as to substance by the City Administrator and approval as to form by the City Attorney for an amount not to exceed \$100,000.00 per consultant per fiscal year for three years.