ADDENDUM No. 2

RFP No. 25-51

Five Year Parks Recreation and Open Space Plan 2027 – 2031

Due: November 5, 2025 at 2:00 P.M. (local time)

The information contained herein shall take precedence over the original documents and all previous addenda (if any), and is appended thereto. **This Addendum includes two (2) pages.**

The Proposer is to acknowledge receipt of this Addendum No. 2, including all attachments in its Proposal by so indicating in the proposal that the addendum has been received. Proposals submitted without acknowledgement of receipt of this addendum may be considered non-conforming.

The following forms provided within the RFP Document should be included in submitted proposal:

- **Attachment B - Non-Discrimination Declaration of Compliance**
- **Attachment C - Living Wage Declaration of Compliance**
- **Attachment D - Vendor Conflict of Interest Disclosure Form**

Proposals that fail to provide these completed forms listed above upon proposal opening may be rejected as non-responsive and may not be considered for award.

I. QUESTIONS AND ANSWERS

The following Questions have been received by the City. Responses are being provided in accordance with the terms of the RFP. Respondents are directed to take note in its review of the documents of the following questions and City responses as they affect work or details in other areas not specifically referenced here.

Question 1: The RFP states that all park assets have been assessed. What about facilities / building systems? If those have not been assessed, is that something you are looking for?

Answer 1: No. The Asset Management Plan referenced in the RFP includes full assessments of all building systems within our facilities—covering electrical, mechanical, HVAC, and roofing systems, among others.

Question 2: When it comes to the capital project strategy, are you interested in the consultant developing design concepts and cost estimates?

Answer 2: No. The capital project strategy portion of the PROS Plan will focus on integrating the findings of the Asset Management Plan into our capital planning and decision-making processes. The Asset Management Plan evaluated all park assets, identifying their remaining useful life, replacement costs, and criticality within the park system.

Question 3: Can you provide more detail about what is included in your Asset Management Plan?

Answer 3: The Ann Arbor Parks and Recreation Asset Management Plan is currently under development and is expected to be finalized in early 2026. The goal of the project is to minimize reactive maintenance and enable more proactive, data-driven capital planning. The plan is a comprehensive evaluation of the park system's existing assets and includes the following key components:

- Asset Inventory and Condition Analysis: A complete inventory and condition assessment of all park assets—from buildings and facilities to parks and natural areas. Components of each amenity were evaluated to generate an overall Facility Condition Assessment (FCA) score. Components were evaluated based on the type of asset being reviewed. For example, buildings included an evaluation of HVAC, Electrical, plumbing and interior finish systems. Pools and Ice Rinks had their respective systems evaluated as well. Parks and Natural Areas had trails, site furnishings, game courts, playgrounds, and other components assessed.

- Life Cycle Costs, Levels of Service, and Criticality: Each asset and component was evaluated for condition, estimated remaining useful life (ERUL), replacement cost, and a criticality factor. Assets were analyzed for risk of failure and overall impact on the park system and community. Preliminary findings indicate that the existing 20-year park millage, which expires in 2024, will not be sufficient to maintain current service levels. The plan will therefore help guide capital investment decisions and identify sustainable and alternative funding strategies.

- Interactive Dashboard and System Integration: A custom digital dashboard has been developed for Ann Arbor Parks and Recreation to display real-time FCA data, lifecycle information, and replacement costs. This tool will support long-term capital planning and reduce reactive responses to maintenance needs.

  Rather than a static document, the plan will function as a living tool—continuously updated as capital projects are completed. It integrates with the City's existing CityWorks and GIS platforms, enabling improved coordination between Park Management, Park Planning, and Operations and Maintenance units. This integration enables shared access to current data and a consistent understanding of system-wide priorities.

Offerors are responsible for any conclusions that they may draw from the information contained in the Addendum.