

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject

Date

Campus Master Plan Update Consultant Services Contract Award

May 23, 2017

BACKGROUND

Allocating space on campus is an ongoing challenge. Institutions continually assign new and existing space in an attempt to meet pressing program needs and priorities. Undertaking a comprehensive space planning effort allows the College to right-size both academic and nonacademic space allotments.

Last year one of the College's strategic initiatives was to update its campus master plan. The College's most recent master plan was completed over 10 years ago in 2007. Funding has been allocated this fiscal year to update our master plan and an RFP was issued to select a planning consultant that could take a holistic view of the College's current 291 acres and provide a roadmap for future development that align with the College's strategic planning initiatives.

The RFP was issued to seven planning consultants who specialize in higher education or institutional campus master planning. These firms were both local and national firms. The request for proposal also appeared on the College's Purchasing web page.

The College received two responses to its RFP, and the Campus Master Plan Consultant Selection Committee, comprised of Trustee Hatcher, Trustee DeVarti, President Bellanca, CFO Johnson, and VP Flowers met on April 11, 2017 to reach a final consensus on the selection of the consultant and make a recommendation to the full Board of Trustees. Attached for your reference is a composite of the committee's selection assessment worksheet.

RECOMMENDATION

That the Board of Trustees approve a consultant contract with Albert Kahn for an amount not to exceed \$225,000.00 contingent upon the College administration obtaining a satisfactory contract with the firm.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Damon B. Flowers

Recommended by: Rose B. Bellanca, Ed.D.

Title: Vice President

Rose B. Bellanca, President

Facilities, Grounds, and Campus Safety
