



cityofnovi.org

CITY of NOVI CITY COUNCIL

Agenda Item ⁷
January 22, 2008

SUBJECT: Approval to award professional services contract to McKenna Associates, Incorporated for preparation of a Master Plan of City-owned property at Taft and Ten Mile Roads (Fuerst Farmstead) in the amount of \$23,500.

SUBMITTING DEPARTMENT: Parks, Recreation & Forestry

CITY MANAGER APPROVAL:

EXPENDITURE REQUIRED	\$23,500
AMOUNT BUDGETED	0
APPROPRIATION REQUIRED	\$23,500
LINE ITEM NUMBER	To be charged to the General Fund-Building and Grounds Department; line item assignment will be made upon approval; will request an amendment in third or fourth quarter if needed for the other services and charges category.

BACKGROUND INFORMATION: On December 17, 2007, City Council authorized the request for proposals to develop a Master Plan for the City-owned property at Taft and Ten Mile Roads (Fuerst Farmstead). The City received two proposals and interviewed both firms utilizing a Qualified Based Selection (QBS) process, which determined each firm's approach to the master planning and community input process regarding the plan.

The QBS proposal review factors included the following:

- Firms current resource capability to complete plan content
- Evaluation of assigned personnel
- Related experience – parks, historic, land use planning
- Related experience – citizen engagement/facilitation
- Project scope and work plan

The following chart below summarizes the results of the QBS process:

Firm	Total Fee	Staff Review Score	Proposal Rank
McKenna Associates, Inc./RCLCO	\$ 23,500	930	1
BEI Associates, Inc./Diamond and Schmitt	\$ 20,000	665	2

McKenna Associates, Inc. will facilitate community input through five (5) Focus Group meetings. The meetings will be scheduled at a variety of times (weekdays, weeknights, and weekends) to provide stakeholders the greatest opportunity to attend and provide input. Facilitation methods will be employed that will encourage everyone to voice his/her opinion and that will avoid domination by any one person or any one viewpoint (unless the viewpoint is shared by everyone in the group).

Based upon the QBS process and the interviews, staff recommend award of the contract to McKenna Associates, Incorporated. The firm has significant land planning, park and recreation planning experience and an effective approach to citizens engagement in the planning process. Additionally, the firm is local and will effectively coordinate planning efforts with BEI Associates, which is designing the new Novi Library facility. McKenna Associates will begin the project on January 23, 2008 and submit the plan with recommendations by February 28, 2008.

RECOMMENDED ACTION: Approval to award professional services contract to McKenna Associates, Incorporated for preparation of a Master Plan of City-owned property at Taft and Ten Mile Roads (Fuerst Farmstead) in the amount of \$23,500.

	1	2	Y	N
Mayor Landry				
Mayor Pro Tem Capello				
Council Member Crawford				
Council Member Gatt				

	1	2	Y	N
Council Member Margolis				
Council Member Mutch				
Council Member Staudt				

COMMUNITY
PLANNING

COMMUNITY & ECONOMIC
DEVELOPMENT

CONSENSUS
BUILDING
AND PUBLIC
PARTICIPATION

COMMUNITY DESIGN

ENVIRONMENTAL
PLANNING

GEOGRAPHIC
INFORMATION
SYSTEMS

LANDSCAPE
ARCHITECTURE

PARKS AND
RECREATION PLANNING

TRANSPORTATION
PLANNING

ZONING AND
LAND USE
REGULATIONS

McKenna
ASSOCIATES
INCORPORATED

Proposal to
Provide Professional
Planning Services

**Master Plan for
Long Term
Public Use of
City Owned
Property at
10 Mile Road &
Taft Road**

Prepared for the

**City of Novi,
Michigan**

January 9, 2008

Proposal to Provide
Professional Planning Services
to Develop "Master Plan for Long Term
Public Use of City Owned Property
at 10 Mile Road & Taft Road

for the

**City of Novi,
Michigan**

by

McKenna Associates, Incorporated

235 East Main Street
Suite 105
Northville, Michigan 48167
Telephone (248) 596-0920
Fax (248) 596-0930
E-Mail: info@mcka.com
Website: www.mcka.com

In Cooperation With

Wilkie & Zanley, Architects, AIA

4242 Biddle Avenue
Wyandotte, Michigan 48192
Telephone (734) 285-1924
Fax (734) 285-2833
E-Mail: mail@wilkie-zanley.com
Website: www.wilkie-zanley.com

January 9, 2008

January 10, 2008

Ms. Carol J. Kalinovik, Purchasing Director
Office of the Purchasing Director
45175 W. Ten Mile Road
Novi, Michigan 48375

Re: **Proposal and Qualifications to Provide Professional Planning and Design Services for the preparation of the "Master Plan for Long Term Public Use of City Owned Property at 10 Mile Road & Taft" for the City of Novi**

Dear Ms. Kalinovik:

We are pleased to submit our proposal and qualifications to assist you with your "Fuerst Farmstead" site Master Plan. We are very familiar with the City of Novi through years of designing many key projects including Community Sports Park master plan update, Novi Main Street and 12 Mile Crossing. We are enthusiastic about the opportunity of working with you and the Department of Parks, Recreation and Forestry on the Master Plan for long term public use of City owned property at the southeast corner of Ten Mile and Taft Roads.

Exciting Opportunities

We join you in seeing the exciting opportunities for this historic site. We have seen firsthand the explosive growth that Novi has witnessed over the last 15 years, while still maintaining a high quality of life. Novi's prime location, excellent schools, and quality services have made it one of the most **desirable places to live, work, and recreate** in Oakland County.

Development Pressures

We understand that time is of the essence due to the recent approval of the Library expansion and close proximity of the subject site to Novi High School. We also agree **that meaningful public participation** in the form of **focus group meetings** are important for protecting the historic legacy of the Fuerst Farmstead, balancing the needs of City services and expansion, and sensitivity of adjacent residential subdivisions.

Outstanding Team

The McKenna Team includes **outstanding professionals** from McKenna Associates and Wilkie & Zanley. We will provide the City with a set of creative and practical land use recommendations for the site that balance development with preservation of natural features, historical assets and **quality of life issues**. McKenna and Wilkie & Zanley have a long standing working relationship helping municipal clients develop innovative and award winning projects that become an important fabric in the daily lives of their citizens.



235 East Main Street
Suite 105
Northville, MI 48167
TEL 248-596-0920
FAX 248-596-0930

151 South Rose Street
Suite 920
Kalamazoo, MI 49007
TEL 269-382-4443
FAX 269-382-4540

30 East Mulberry Street
Suite A
Lebanon, OH 45036
TEL 513-934-2345
FAX 513-934-2809

10 West Streetsboro Street
Suite 204
Hudson, OH 44236
TEL 330-528-3342
FAX 330-342-5699

TOLLFREE 888-226-4326
WEB www.mcka.com

Ms. Carol J. Kalinovik
Purchasing Director
January 10, 2008
Page 2

Effective Public Facilitators

The members of the McKenna Team are respected experts in **turning stakeholder desires into sound and responsible recommendations**. The McKenna Team includes **seasoned facilitators**, skilled at determining the vision of the stakeholders and achieving consensus, and **turning the consensus objectives into actions** that will be realized through **effective implementation tools**.

McKenna Design = Guaranteed Success

McKenna Associates, Inc., has always had success in **public facilitation, neighborhood development, designing for business districts, establishing creative working relationships, and providing solid design expertise**.

Our methodology insures **stakeholder involvement** and site-specific content, and it solidifies **community ownership** in the land use recommendations that emerge from this process. We measure the success of a plan not only by the soundness of its recommendations, but also by the results that it produces for the community.

Deliverables

Our deliverables include three meetings (e.g. kickoff, draft and final presentations) with the Steering Committee; up to 5 focus group meetings; and one concept plan and report, including one original, one digital copy on CD, presentation board(s) and ten bound copies.

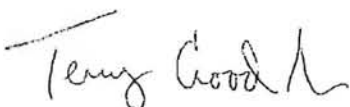
Terry Croad, Project Director, is a **13 year resident of Novi** and has been an active member of the community through his participation with Novi schools, Novi Youth Baseball League, Orchard Hills Homeowners Association, Novi Parks and Recreation, and CERT. His planning expertise, public facilitation, and intimate knowledge of the community will be an asset to the project team.

We believe that our team owes its success over the past years to the **strength of our planning expertise, design capability, and similar work experience coupled with our ability to determine the desires of stakeholders and to build consensus**.

We look forward to discussing our proposal with you in greater detail.

Sincerely,

McKENNA ASSOCIATES, INCORPORATED



Terry Croad, AICP, ASLA
Vice President

Enclosure

TABLE OF CONTENTS

	<u>Page</u>
TABLE OF CONTENTS	i
PROJECT UNDERSTANDING	1
SCOPE OF SERVICES	2
QUALIFICATIONS OF PROJECT TEAM	4
STAFFING AND PROJECT TEAM	9
RELATED EXPERIENCE	14
PROJECT SCHEDULE AND DELIVERABLES	19
REFERENCES	20

Resumes
Project Examples

PROJECT UNDERSTANDING

The City is desirous of hiring a consultant to assist City staff in determining the best long term public use of City owned property (Fuerst Farmstead), located at the southeast corner of Ten Mile and Taft Roads.

The historic Fuerst Farmstead (6.5 acres) contains a home, three barns, well house, gardens and orchards. The subject site is located adjacent to Novi High School, the Novi Public Library, which is developing plans for an expanded library, and several residential subdivisions.

Community input recommendations are required and shall involve citizens at-large; adjacent homeowner associations; the Novi Public Library; the Novi Community School District; the Planning Commission; the Parks, Recreation, & Forestry Commission; and the Historical Commission.

Potential redevelopment uses for the subject site include, but are not limited to: a historical park incorporating the Farmstead and the old Township Hall; a use associated with the new Library; an active recreational use (e.g. soccer field); a community/cultural center; or other public use determined by the consultant to be the best sustainable long term use of the site. If a use is recommended that would require relocating the Farmstead, then suggestions shall be made regarding where historic buildings should be sited. A deed restriction requires that the property remain for a public use.

Time is of the essence. The final report shall be submitted no later than February 28, 2008.



SCOPE OF SERVICES

1. Kickoff meeting: The McKenna Team will meet with the Parks, Recreation & Forestry department and designated City staff (Steering Committee) to review project requirements, existing documents, identify key issues, obtain contact information on key stakeholders (e.g. City School, Library, homeowners associations, etc.), and finalize the project schedule.
2. Base Map: The McKenna Team will prepare a base map of the project area from GIS data and information provided by the City.
3. Opportunities and Constraints Map: The McKenna Team will prepare an opportunity and constraints map of the subject site and adjacent land uses. Future plans from the new Library expansion, City Master Plan and Novi School district will be incorporated.
4. Public Facilitation: The McKenna Team will coordinate with the Steering Committee to schedule up to **five (5) Focus Group meetings**. A mutually agreed schedule and times (e.g. two week-day times, two week-night times, and one weekend) will be developed. All key stakeholders (e.g. Novi Community School District; Novi Library, adjacent Homeowner Associations, Planning and Historic Commissions, and designated City departments) and interested parties will be invited to RSVP to one of the five scheduled focus group meetings on a first come basis (maximum 20 – 25 participants each).

Each focus group meeting will start with a project overview, review of existing conditions, opportunities and constraints, and meeting guidelines. Participants will be asked to give opinions and comments on future activities on the site. Base maps will be provided to “draw out” concept plans and ideas for the site. Participants will be requested to “prioritize ideas” at the end of each focus group meeting. Meeting notes and plans will be summarized and used for preparation of the draft plan.

Facilitation methods will be employed that will encourage everyone to voice his/her opinion and that will avoid domination by any one person or any one viewpoint (unless the viewpoint is shared by everyone in the group).



McKenna facilitators will effectively run each focus group meeting, drawing out opinions from the attendees, achieving consensus where possible, and creating enthusiasm for the project.

5. Prepare Draft Concept Plan: A draft concept plan will be prepared, utilizing comments received during the focus group meetings, information supplied by the Steering Committee, similar project experience and sound planning principles.

The draft plan will be presented to the Steering Committee for final comments and recommendations.

6. Prepare Final Concept Plan and Report: Comments received from the Steering Committee on the Draft Concept Plan will be incorporated into the final illustrative document. The final report will include: 1) Concept Plan; 2) project narrative, including notes from the focus group meetings; 3) Cost Estimates; and 4) Recommendations, including relocation of historic buildings if required. The final report will be submitted to the City to meet the **February 28, 2008 deadline.**

QUALIFICATIONS OF PROJECT TEAM

The McKenna Team includes Wilkie & Zanley, Architects. The team brings extensive knowledge gained from years of designing a diverse range of public facilities. We have partnered together on several projects, notably the award winning Flat Rock Community Center.

McKenna will be the project lead and primary client contact. McKenna will provide planning, landscape architecture and public facilitation. Wilkie & Zanley Architects will contribute architectural and facility expertise as required by the project.

McKenna Associates

McKenna is a corporation formed under the laws of Michigan on May 2, 1978. McKenna's offices are in Northville, Detroit, and Kalamazoo, Michigan, and Ohio offices in Hudson and Lebanon.

235 East Main Street, Ste. 105
Northville, Michigan 48167
Telephone (248) 596-0920
Fax (248) 596-0930

151 South Rose Street, Ste. 920
Kalamazoo, Michigan 49007

30 East Mulberry Street, Ste. A
Lebanon, Ohio 45036

407 East Fort Street, Ste. 600
Detroit, Michigan 48226

10 West Streetsboro Street, Ste. 204
Hudson, Ohio 44236

E-Mail: info@mcka.com

Website: www.mcka.com

McKenna has the capacity to provide a variety of services to numerous clients and to deliver quality services and products. McKenna has a high client satisfaction rating and an outstanding record of on-time delivery of products.

History

McKenna provides planning, zoning, community and economic development and design assistance to Midwest cities, villages, townships, counties, regional agencies and private clients.

McKenna has established itself as a leading firm of its type in the Midwest. McKenna's professional staff is experienced in the practice of long-range planning, zoning, site planning, landscape architecture, urban design, redevelopment, assisted housing, economic development, strategic planning and public participation, and public project management.

McKenna currently provides planning and landscape architectural services in over 200 communities in Michigan, Ohio, Indiana, Kentucky, and Illinois.

Established Reputation for Professional Quality Service

Communities rely on McKenna because of:

Philosophy of providing *planning innovation specifically* tailored to the needs and circumstances of each community.

- *Highly creative professionals* who operate at the forefront of planning ideas and best practices.
- *Broad success* acquired over the past 29 years in helping communities of all types, sizes and goals.
- *Responsiveness* to community needs in a timely, helpful and caring manner.

As a client of the firm, each community has access to a team of planning and design professionals who are at the leading edge of planning, economic development and design practice, an invaluable resource for each client.

Areas of Practice and Services

McKenna offers a depth and variety of innovation and service that will be an important resource for you. McKenna will provide services specifically desired by you. Following is a detailed list summarizing available McKenna services:

Community Planning

- Master Growth Management Plans
- Neighborhood Preservation Plans
- Park and Recreation Plans
- Capital Improvements Programs
- Redevelopment Plans
- Corridor Plans
- Community Impact Studies
- Waterfront Planning
- Open Space Planning
- Historic Preservation
- Parking and Circulation Studies
- Central Business District Plans
- Traditional Midwest Small Town Design

Zoning and Land Use Regulations

- Zoning Ordinance/Resolution Review and Preparation
- Continuing Services to City Council
- Continuing Services to Planning and Zoning Commissions

Master Plan for Long Term Public Use of City Owned Property at
10 Mile Road & Taft Road
City of Novi, Michigan



- Continuing Services to Boards of Zoning Appeals
- Subdivision and Condominium Regulations
- Environmental Regulations - Wetlands, Woodlands
- Expert Witnessing
- Growth Management
- Sign Regulations
- Annexation Advisory Assistance
- Open Space Regulations
- Planning and Zoning Training Seminars

Public Participation

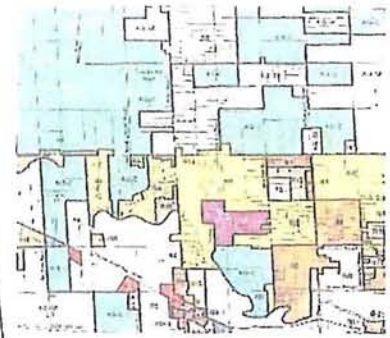
- Visioning Workshops
- Focus Group Meetings
- Web-based Surveys
- Telephone Surveys
- Public Meetings
- Open Houses
- Citizen Advisory Committees
- Consensus building
- Participatory decision-making

Landscape Architecture

- Parks and Recreation Master Plans
- Residential and Mixed-Use Site Plans
- Golf Course Design
- Woodlands Preservation
- Wetlands Delineation/Mitigation
- On-site Construction Inspection
- Construction Documents
- Construction Cost Estimates
- Bid Assistance and Review
- Site Design

Environmental Planning

- Community-Wide Sensitive Land Planning
- Environmental Performance Standards
- Floodplain Regulation
- Environmental Impact Studies and Assessments
- Open Space Design - Greenways, Bikeways
- Wetlands/Woodlands/Groundwater/Aesthetic/Vista Protection Regulations
- Brownfield Redevelopment Plans



Urban Design

- Community Design Plans
- Landscape Architecture
- Park and Recreation Facilities Design
- Streetscape Design
- Site Planning
- Aesthetics Regulations
- Visual Communications and Graphics
- Historic Park Design
- Design Review
- Site Evaluation and Selection
- Site Design Manuals
- Neo-Traditional Design (TND)



Economic Development

- Grant Applications
- Downtown Development Action Plans
- Corridor Redevelopment
- Tax Increment Finance Plans
- SAFETEA-LU Grant Applications
- Development Project Management
- Market Studies - Retail, Office, Industrial, Residential
- Elderly Housing Assistance
- Public/Private Project Packaging
- Project Management
- Redevelopment Financing Assistance



Zoning Litigation

- Assisting attorneys with preparation of successful litigation strategy, evidentiary exhibits, maps, reports and court testimony for zoning cases.

Wilkie & Zanley, Architects

Wilkie & Zanley, Architects, AIA, formerly Yops & Wilkie, was founded by Jack Yops in 1955. His practice consisted mostly of designing unique churches, schools and office buildings.

We have continued to diversify, adding municipal, recreational, medical, and light industrial projects to our scope.

Jack Yops & John Wilkie made a pact to work together to consistently provide the best architectural services in the region. Dave Zanley is committed to the same goal.

Jack Yops retired in 1988 and is now deceased, but his legacy continues in the Philosophy of Wilkie & Zanley:

"Design Beautiful Buildings that Work...Put Your Client on a Pedestal."

We pride ourselves on our ability to effectively communicate with clients and contractors, and to work within mutually agreed budget constraints.

Our success has been built on the foundation of a long list of satisfied clients. We believe that every problem that we can solve on paper will not have to be solved in the field.

STAFFING AND PROJECT TEAM

The following team has been assembled to prepare the Master Plan.

Team Contact Information

Terry Croad, Project Director will serve as day-to-day contact during the project. Terry is a resident of Novi and can be reached at the following numbers:

Work: 248-596-0920

Home: 248-348-4390

Cell: 248-921-6716

Project Planners, Landscape Architects, and Public Facilitations

McKenna Associates, Inc.

235 East Main Street, Suite 105

Northville, MI 48167

Phone: (248) 596-0920 Fax: (248) 596-0930

McKenna has a team of 24 professionals available to assist on this project if required.

Project Architects

Wilkie & Zanley, Architects

4242 Biddle Avenue

Wyandotte, MI 48192

Ph: (734) 285-1924 Fax: (734) 285-2833

PROJECT DIRECTOR/MANAGER

Terry Croad, AICP, ASLA

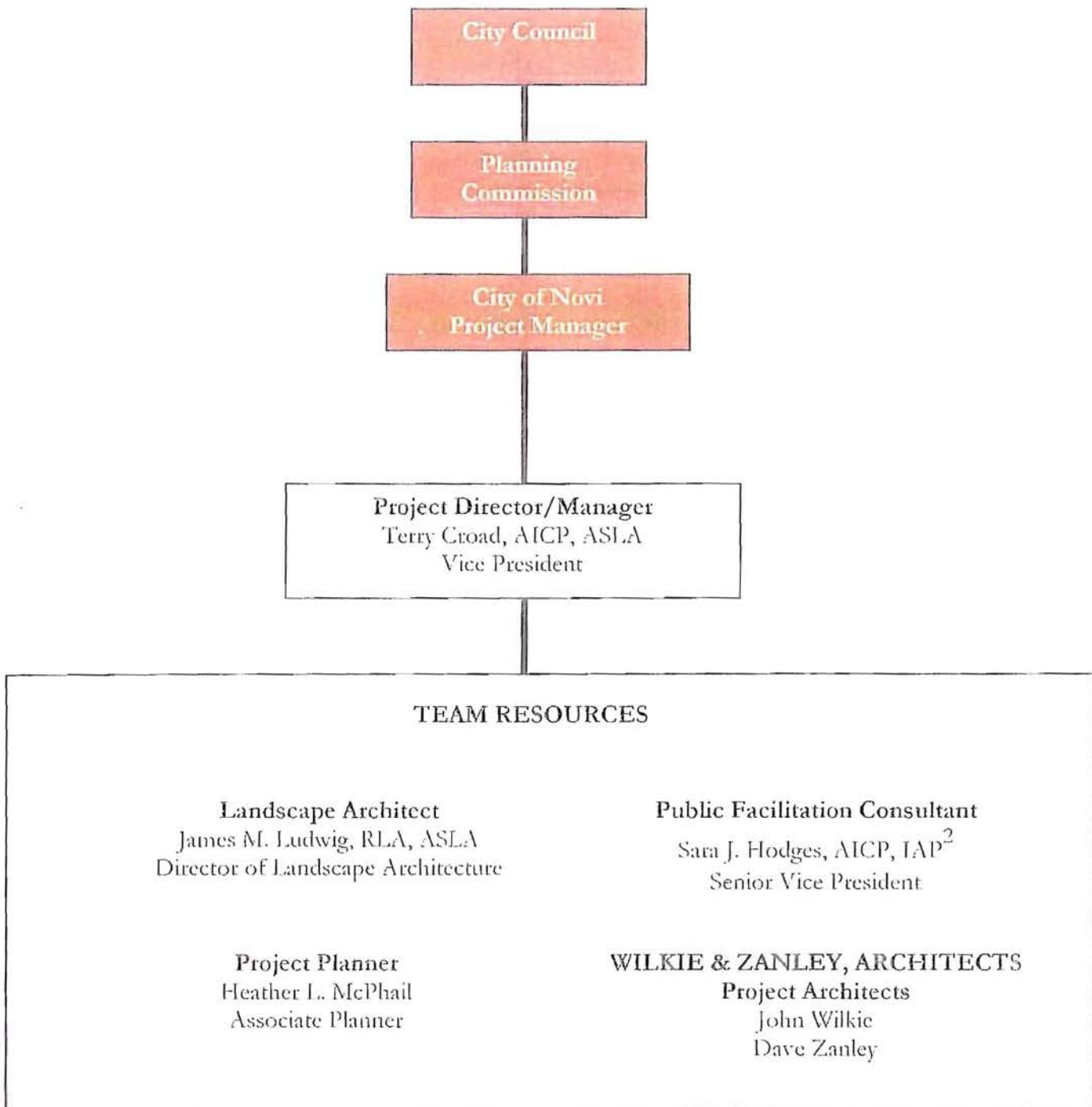
Vice President

Mr. Croad will be the Project Director for the Fuerst Farmstead Master Plan project and have ultimate responsibility for staff supervision, management of work tasks and scheduling, public meeting facilitation, quality control, and overall project guidance for all work.

Terry has over 20 years of urban design, planning, zoning, and recreation master planning experience and has served on numerous multidiscipline teams as project manager, both in New York and Michigan. In addition to his planning and zoning work, Mr. Croad has prepared 28 Recreation Master Plans, as well as several grant applications and greenways plans.

PROJECT MANAGEMENT

Fuerst Farmstead Master Plan City of Novi, Michigan



Mr. Croad is a skilled facilitator and consensus builder. He is active in the Michigan Recreation and Parks Association and historic interpretation.

Mr. Croad is a graduate of the State University of New York College of Environmental Science and Forestry (Bachelor of Landscape Architecture). He successfully completed course work for a minor in American History at the Maxwell School of Citizenship at Syracuse University.

PROJECT LANDSCAPE ARCHITECT
James M. Ludwig, RLA, ASLA
Director of Landscape Architecture

Mr. Ludwig will oversee the site planning and landscape architecture component of the Plan. Mr. Ludwig has over 28 years of experience in landscape architecture and site design for numerous built projects, including public and private parks, and master site plans for public schools and private golf courses.

His extensive site design experience responds to the context and environmental features of the site and surrounding area. This approach insures sustainable design solutions.

Mr. Ludwig has specialized in the design of cluster single family residential and retail mixed use projects including attached townhomes and detached condos and plats with thoughtfully developed open spaces and retail areas in Oakland County, Michigan. He recently directed the reuse of urban design for Novi Main Street, a mixed-use project.

Mr. Ludwig is a Registered Landscape Architect in Michigan, Ohio and Louisiana. He graduated from Michigan State University, with a Bachelor's Degree in Landscape Architecture and has extended studies in Poland, Mexico, and at Harvard School of Design. In 2001, he served as president of the Michigan Society of Landscape Architects.

PUBLIC FACILITATOR
Sara J. Hodges, AICP, IAP2
Senior Vice President

Ms. Hodges will be responsible for consulting and assisting the public participation component of the Plan process.

Ms. Hodges is an excellent public communicator who has organized and successfully facilitated numerous public participation forums, ranging from over 200 participants to a few. She is certified by the International Association for Public Participation (IAP2), trained in public participation, and is skilled at listening to local public officials and community residents and

translating their concerns and priorities into a plan. Likewise, she is adept at interviewing members of the public and designing interview tools in ways that engage individuals and evoke meaningful, useful responses.

Ms. Hodges holds a Master of Science in Urban Planning from the University of Arizona, and a Bachelor of Arts in Geography from the University of Delaware.

PROJECT PLANNER

Heather L. McPhail

Associate Planner

Ms. McPhail will be Project Planner for the Master Plan. She will be responsible for data collection and project assistance.

Ms. McPhail is experienced with a broad range of planning projects including community master plans and parks and recreation plans. She is currently assisting the city of Farmington Hills (Oakland County) and Hartland Township (Livingston County) in preparing their parks and recreation master plans. Both plans are heavily focused on the public participation process, including focus groups, public workshops, and telephone interviews. In addition to plan preparation, Ms. McPhail provides planning and zoning services, including site plan reviews, ordinance updates, and master planning for other Michigan townships including Hartland Township and Hamburg Township (Livingston County), City of Flat Rock and Van Buren Charter Township (Wayne County), and LaSalle Township (Monroe County).

Ms. McPhail holds a Master of Urban and Regional Planning from the University of Michigan, with a concentration on land use and environmental planning, and a Bachelor of General Studies in Pre-Law, also from the University of Michigan. Ms. McPhail has been a part of the McKenna team since 2005.

PROJECT ARCHITECTS

John Wilkie

Architect

John Wilkie will be the Project Architect for the Master Plan. He has over 40 years of professional architectural experience.

John is a 1965 graduate of Lawrence Technological University, where he earned a Bachelor of Science degree in Architectural Engineering.

Terry Croad and John Wilkie have a longstanding working relationship.

PROJECT ARCHITECTS

Dave Zanley
Architect

Dave Zanley will be the Project Architect for the Master Plan. Dave has been associated with Yops & Wilkie since 1974. He received his Bachelor of Science Degree in Architecture from Lawrence Technological University in 1980 and his Master of Architecture from the University of Minnesota in 1988.

Mr. Zanley was named Associate of the Firm in 1991 and became John's partner in 2004.

*Resumes for the entire project team are included in the appendix

RELATED EXPERIENCE

Public/parks property master planning (e.g. historic, cultural, recreational, etc.). See Appendix for illustrations of the projects described below.

McKenna Associates

RIGGS HERITAGE FARMSTEAD CHARTER TOWNSHIP OF VAN BUREN

McKenna prepared the plans for Riggs Heritage Park (Est. 1836), which will be a historic homestead and farm (30 acres) to be enhanced and used as a passive park, cultural center, agricultural preserve, historical village, trailhead (train depot replica), amphitheater, pathways, pond, picnic and community events area. The park land was donated and a \$1,000,000 Wayne County grant received.

Phase one construction plans for the development of Riggs Park are being designed by McKenna Associates and have several key design elements.

“The Depot”:

The universal access picnic shelter / rest room is being modeled after the original train depot in Belleville. It is located adjacent to the same rail line approximately one mile from its original location that helped to settle the area.

Short Grass Prairie:

A short grass prairie is being planted to return the land to its environmentally sustainable, pre-settlement conditions. This area will contain a network of walking-biking trails to allow movement through this rich ecosystem. This will be supplemented by other native plantings and interpretive signage to help park users gain a better understanding of this type of ecosystem and how it relates in historical context to the period of the original Riggs Farm.

Sustainable Storm Water Management:

The storm water management system will utilize several Best Management Practices (BMP's) to minimize the impact of the site development and use patterns. This project will have many modern conveniences like rest rooms, permeable and conventional paving and low impact parking but, the design strives to minimize the impact on the site and environment. These BMP's will include permeable pavement, surface runoff, bio-swales and wet meadow plantings.



Bike Path Trail Head:

This trail head will eventually connect to Lower Huron Metropark to the east and be part of the regional bike path network.

Passive Recreation areas

This design will also include mown grass areas intended to provide open space for passive recreation activities. The closest publicly accessible open space of this scale is miles away.

MEMORY LANE HISTORIC VILLAGE CITY OF FLAT ROCK, MICHIGAN

In March 2001, McKenna facilitated a public workshop and design charrette on the development of a Historic Preservation Master Plan, including concept development of "Memory Lane" historic village. Three topical areas were explored: 1) Historic Restoration; 2) Site Development; and 3) Programming. The historic village concept plan including placement of three existing historic buildings (Munger General Store (1875), No. 94 Caboose (1925), and Bobceen Stable), two relocated historic buildings (Smith Hote (1896) & Langs-Wagar House (1874))



KARNER FARM WEST BLOOMFIELD PARKS AND RECREATION MASTER PLAN

Karner Farm is a 32 acre triangular lot, accessible from Halsted Road, north of Maple Road. This historic farmstead contains a house (circa late 1800's), barn (which has been altered), community garden, gravel parking lot, porta-johns, storage, and dog park. A Heron Rookery (0.86 acres) is located to the west of the site, across Halsted.



As part of the 2007-2011 Parks and Recreation Master Plan, McKenna prepared a concept plan and preliminary cost estimate for redevelopment of the historic site. Recommendations included: ADA compliance; expand and pave existing parking lot; develop prairie; install trail system loop; connect trail to Heron Rookery; relocate or construct replica historic home for adaptive reuse; Add/expand (new) barn/agriculture buildings; create farmers market; promote community events; add second barn; provided environmental education venues; provide additional activities (e.g. hay, sleigh and pony rides, etc.); install wayfinding signage; and develop pedestrian linkages.



FLAT ROCK COMMUNITY CENTER CITY OF FLAT ROCK

The 27 acre wooded site inspired the project team to develop a rustic theme for the building and grounds, incorporating Adirondack architecture and design elements from the National Parks' system. Key to the success of this project has been the careful integration of site plan elements: building, parking, and trailway within the existing woodlands and topography. The final design enhances dynamic views of the creek and woodlands and incorporates rustic features.

The natural building materials give the Community Center (50,000 sq. ft.) a sense of timelessness: "The center looks like it has always been there and will always fit its natural setting". The project team integrated the design of a previously approved and funded non-motorized trail to take advantage of the views of the creek, wooded wetland, and access to the Community Center and parking. A trail head with kiosk, interpretive signage, benches, bicycle rack, and trash receptacle were also installed.

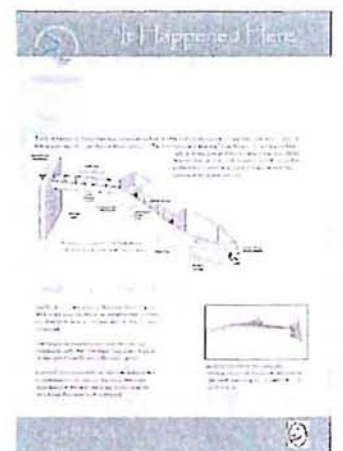
McKenna Associates performed the site planning and landscape architecture in conjunction with Wilkie and Zanely, who performed the architectural services for this award winning project.

DOWNRIVER LINKED GREENWAYS SOUTHEAST MICHIGAN

McKenna facilitated a number of public workshops and focus group meeting to develop design guidelines and templates for the Downriver Linked Greenways Initiative's non-motorized pathway project. This template was made available to the 17 member communities to be used in development of their trailway programs.

Working with the National Park Service, McKenna's sign guidelines (wayfinding and interpretive panels) were incorporated into the Downriver Linked Greenways Wayside Companion. McKenna has assisted many downriver communities in researching, designing, and fabricating several interpretive panels and trail maps. The themes of the panels include: historic people & places, cultural significance, and environmental awareness.

In addition, McKenna has developed sign ordinance regulations, sign design standards, and prepared successful grant applications for trail development.



PUBLIC PARTICIPATION

McKenna Associates have performed hundreds of public participation meetings from a handful of individuals to several hundred. Public participation methods have included: roundtable discussions, focus group meetings, surveys, visioning sessions, visual preference surveys, design charrettes, and public hearings. McKenna's team of professional facilitators include experience at several state conferences and local presentations and certification from International Association of Public Participation (IAP2).

A list of recent public participation meetings include:

City of St. Clair
City of Lincoln Park
City of Westland
City of Flat Rock
Berlin Charter Township
Royal Oak Charter Township

Wilkie & Zanley, Architects

CITY OF FLAT ROCK RECREATION CENTER

Located on a 25 acre wooded site, the majority of which were wetlands. We worked closely with McKenna Associates on the Master Plan & Landscaping. Facilities included a 50,000 s.f. Recreation Center, a bike path, a Future Teen Center and Maintenance Garage.

HERITAGE PARK & PETTING FARM CITY OF TAYLOR

A unique one-of-kind development which includes:

- Petting Farm Barn, Corrals, Visitors Center & Meeting Rooms & Animal Treatment Center.
- Replica buildings including a Train Station, Town Hall, School House, and Cider Mill.
- A relocated Historic Church.
- A relocated Historic Farmhouse.
- An Activity Building with outdoor area for performances.

City of Allen Park Recreation and Senior Citizens Center
including related site planning.

City of **Romulus Recreation Center** and Master Site Plan which includes Future Jogging Trail, Ice Rink and Concession Building. Numerous Projects for **Wayne County Parks & Recreation** including a **Visitors Center & Community Building** restoration as well as Picnic Shelters, Comfort Stations & Playgrounds.

Numerous Buildings for the **Huron Clinton Metropolitan Authority** including **Aquatic Centers, Food Service Facilities, Visitors Centers, Tot Lots, Maintenance Buildings, a Nature Center** and Marshland Museum.

PROJECT SCHEDULE

Anticipated Award Date: Monday, January 21, 2008
Delivery Date: February 28, 2008

Meetings to be schedule at mutually agreed times to meet project deadlines.

PROJECT DELIVERABLES

- Preparation and facilitation of up to 5 Focus Group meetings.
- One Kick-off meeting.
- One Draft Concept Plan Review meeting.
- One Final Presentation meeting.
- One “camera-ready” original, one digital copy on CD, and ten copies of the final report with all concept plans, meeting notes, and attachments.
- One Final Rendered Master Plan at display scale.

REFERENCES

McKenna Associates

Hon. Richard Jones
Mayor
City of Flat Rock
25500 Gibraltar Road
Flat Rock, MI 48134
(734) 782-2455

Anita Twardesky (DLGI Co-Chair)
Riverside Kayak Connection
4016 Biddle
Wayndotte, MI 48192
(734) 626-5464

Bruce Ross, Director of Parks and Recreation
Charter Township of Van Buren
46425 Tyler Road
Belleville, MI 48111
(734) 699-8900

Dan Navarre, Director
West Bloomfield Parks and Recreation Commission
4640 Walnut Lake Road
West Bloomfield, MI 48323
(248) 451-1900

Wilkie & Zanley, Architects

Municipal References

Kurt Kobiljak, Supervisor
Grosse Ile Township
(734) 676-4422

Cameron Priebe, Mayor -or-
Joe Nardone, Community Development Director
City of Taylor
(734) 374-1449

Mike Arens, Chief Engineer
Huron Clinton Metropolitan Authority
(810) 227-2757

Richard Jones, Mayor
City of Flat Rock
(734) 284-9779

Master Plan for Long Term Public Use of City Owned Property at
10 Mile Road & Taft Road
City of Novi, Michigan

Dan Guzzi, Mayor
City of Rockwood
(734) 379-9496

James DeSana, Mayor
City of Wyandotte
(734) 324-4540

Alan Lambert, Mayor
City of Romulus
(734) 942-7571

Paul Lehr
City of Gibraltar
(734) 676-5229

McKenna
ASSOCIATES
I N C O R P O R A T E D

TERRY CROAD, AICP, ASLA

Vice President

Professional Experience

Recreation Planning: Directed the preparation of parks, recreation and open space plans, wayfinding, greenways, pathways, and grant applications for local governments including analysis, design, programming, financing and construction management. Facilitated citizen participation and special events.

Planning and Zoning Administration: Directed, prepared and implemented comprehensive land use, zoning, recreation, economic development, neighborhood and Community Development Block Grant programs; directed and supervised research, investigations and special studies of social, economic and environmental aspects of development projects; directed and participated in the preparation of applications for federal and state grants-in-aid and administered federal grants-in-aid projects.

Transit Planning: Directed and prepared facility plans, design guidelines, concept plans, pedestrian amenities, and Federal (ISTEA, TEA-21, etc.) applications for transit facilities and pedestrian amenities.

Downtown Development: Prepared and participated in urban renewal, streetscape design, open space, parking and circulation, historic preservation and tourism planning for central business districts. Provided staff support to Downtown Development Authorities.

Historic and Tourism Planning: Responsible for an extensive analysis of colonial history in the Mohawk Valley of New York. Coordinated local participation in state and federal resource inventories, the collection of historical data, preparation of tourist related promotional material and prepared eligibility criteria for nomination of a national heritage corridor. Organized special events.

Waterfront Revitalization: Supervised and participated in the preparation of waterfront redevelopment projects including slums and blight analysis, urban renewal plans, design master plans, festival planning and tourist related planning.

Property Acquisition/Relocation Administration: Directed the administration of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, for HUD programs and projects. Negotiated the acquisition and relocation of several commercial, residential, owner-occupied and rental properties.

Neighborhood Redevelopment: Prepared and administered major urban design and neighborhood revitalization efforts in inner city neighborhoods and older commercial strips and facilitated public and private improvements through citizen and merchant involvement in the neighborhood revitalization process.

Education

B.L.A. in Landscape Architecture - 1986, State University of New York; College of Environmental Science and Forestry, Syracuse

Off-Campus Independent Study: Paternalistic Planning in Urban Housing, 1985 - London, England.

Successfully completed course work required for a minor in American History at the Maxwell School of Citizenship, Syracuse University.

TERRY CROAD, AICP, ASLA, Cont.

Professional Memberships

- American Institute of Certified Planners
- American Society of Landscape Architecture
- American Planning Association
- National Trust for Historic Preservation
- National Arbor Day Foundation
- Michigan Association of Planning

Publications

- “Flat Rock Community Fields: ‘A Field of Dreams’, ” Michigan Planning, April 2003
- “Taylor Plans A New ‘Midtown’, ” Michigan Planner, July 2002
- “Flat Rock Community Fields - Field of Dreams”, Michigan Municipal Review, May 2002
- “City of Flat Rock saves historic buildings, establishes framework for downtown” Michigan Planner, December 2000.
- “Smart Planning: Smart’s Capital Facilities Plan for Passenger Amenities”, Planning and Zoning News, January 1999 (Vol. 17, No. 3)

Professional Awards

- 2007 MRPA Outstanding Facility Design Award for the Flat Rock Community Center
- Site Design Project Manager for Flat Rock Community Center, selected by CAM magazine as one of 2005 Special Issue’s outstanding projects of the year.
- 2004 MRPA Innovative Park Resource Award
- 2002 MRPA Master Plan Award.
- 2002 MASLA Merit Award for Landscape Architectural Design.
- 2001 MRPA Outstanding Facility Design Award for Landscape Architectural Design.
- Outstanding Volunteer Service, Rescue Mission of Utica, New York.
- Meritorious Award for Outstanding Achievement, City of Utica, New York.

Community Service

- Community Emergency Response Team (CERT), Novi, Michigan.
- Novi Youth Baseball League (NYBL), Novi, Michigan.
- Grounds and Infrastructure Committee, Novi, Michigan, Community School District.
- Executive Director: Northern Frontier American Heritage Project, Northern New York State.
- Advisory Board on Runaway and Homeless Youth, Oneida County, New York.
- Advisory Board Bureau of Senior Citizens, Utica, New York.
- Homeless and Housing Task Force, Utica, New York.
- Cornhill Youth Coalition, Utica, New York.
- Erie Canal Trails Committee, New York State.

TERRY CROAD, AICP, ASLA, Cont.

Conferences and Workshops

- APA National Conferences: Boston (1998), New Orleans (2001), Washington D.C. (2004), and San Antonio (2006)
- Michigan Recreation and Park Association (MRPA) 1999-2007.
- Michigan Association of Planning Annual Conference: 1999, 2002 - 2005, 2007.
- HUD NOFA Outreach Workshop, Drug Elimination Grant, Economic Development and Supportive Services, Kansas City, MO, 1997.
- Michigan Municipal League: Crime Prevention through Environmental Design (CPTED).
- The ADA Outdoor Recreation Accessibility Guidelines Update, 1995.
- Relocation Assistance and Real Estate Acquisition Regulations Changes, 1989, 1991 - 1993.
- Urban Waterfronts 10: Cities Reclaim Their Edge; Washington, D.C., 1992.
- Environmental Law: Understanding SEQR, and Advanced Seminar on SEQR, Marist College, 1991.
- New York Planning Federation 1990 Annual Planning and Zoning Institute, Lake Placid, New York.
- National Main Street Conference: Revitalizing Downtown, Rochester, New York, 1989.

Certification

American Institute of Certified Planners (AICP).

JAMES M. LUDWIG, RLA, ASLA, CNU

Director of Landscape Architecture

Professional Experience

Over 20 years of experience as a landscape architect and urban designer directing a wide range of projects including site planning and design, landscape architecture, urban design and environmental design. Projects include single-family subdivisions, multi-family housing layout and design, shopping center designs, mixed-use designs including traditional neighborhood districts and town centers, large-scale office development, village design plans, recreation planning and design, and elaborate custom residential designs and land stabilization projects. Typical project scope ranges from analysis to final design, construction drawings, bidding and observation.

Urban Design: Created urban designs for brownfield redevelopment of a river front site in Dayton, including over 150,000 sq. ft. of mixed-use, high-tech office and supporting commercial. Directed design of a Neo-Traditional town center redevelopment plan, incorporating new urbanist design principles, historic preservation, mixed-use and “life style” center elements to revitalize a village center.

Ball Park Design: Prepared master plans, detail designs and working drawings for a wide range of college, school and community ball parks, university (Big Ten), high school and public baseball diamonds, off-street parking, landscaping, pedestrian circulation and practice facilities. Completed entire field redesign, specifications, and construction observation for Fisher Field at the University of Michigan to bring it to NCAA championship standards.

Public Park Design: Prepared park design and re-design of projects with scale ranges from ten (10) acre neighborhood parks to 1000 acre award-winning county parks. Prepared construction drawings for riverfront pedestrian trails and fitness paths with solutions for handicapped access, riverbank erosion control, off-street parking, planting problems, lighting and local tourist promotions.

Streetscape: Prepared urban streetscape designs for regional thoroughfares, including solutions to off-street parking, service, pedestrian and vehicular safety, landscaping, sidewalks and lighting. Designs include creative solutions for traffic calming, scale reduction and urban solutions.

Mixed-Use Master Plans: Directed and prepared numerous plans that include vehicular and pedestrian circulation design, entry and arrival; prepared overall landscape plan, tennis courts, golf course, ski area, jogging and cross country trails, pedestrian shopping malls, hotels and condominiums. Designed a destination resort with an environmentally sensitive character, restricted vehicular traffic and protected pedestrian circulation; prepared detailed construction drawings (grading, utilities, roads, walks and planting plans).

Residential Site Design: Prepared creative site plan solutions for a wide range of housing types and mixed-use developments. Designs include elements of neo-traditional town planning. Many designs include mitigation plans for environmentally-sensitive wetlands and woodlands. Project scope included working with diverse users and balancing the needs of the developer with those of the municipality and the local residents.

JAMES M. LUDWIG, Cont.

Professional Experience

Apartment Site Designs: Served as landscape architect in charge of site planning, road and entry layout, grading, overall landscape plan, detailed landscape plans, pool design, signage and logo design, lighting plan, jogging paths and fitness trails. Worked with owners, local residents, and municipal officials to refine designs and obtain approvals. Directed range of projects including multi-family housing layout and design and final working drawings. Supervised elaborate custom residential designs and land stabilization projects.

Golf Course Design: Prepared designs for golf course communities with specific housing types and varied challenge levels. Prepared construction drawings to detail greens, tees, bunkering, berming, and planting. Completed permitting process for courses incorporating wetlands. Successfully completed site analysis, wetland determination, the development of conceptual plans for a golf course residential community for 376 acres of rolling land with 25 percent wetlands. Integrated 18-hole championship course with single-family housing types including attached and detached clusters.

Education

- Bachelor of Landscape Architecture, Michigan State University
- Institute Regional de Mexico, Yucatan, Mexico
- Agricultural University of Warsaw, Warsaw, Poland
- Graduate School of Design, Golf Course Design, Resort Planning and Design, Harvard University

Memberships

- Member of American Society of Landscape Architects, Past President of the Michigan Chapter of American Society of Landscape Architects
- Michigan Recreation and Parks Association
- Michigan Society of Planning
- American Planning Association
- Congress of New Urbanism

Licenses and Certificates

Registered Professional Landscape Architect, State of Michigan
Registered Professional Landscape Architect, State of Ohio
Registered Professional Landscape Architect, State of Louisiana

SARA J. HODGES, AICP, IAP2

Senior Vice President

Professional Experience

Tax Increment Financing: Provided executive leadership in the planning, development, and implementation of Michigan tax increment financing techniques, using the DDA, LDFA, TIFA and BRA statutes; assistance has included the supervision of program budgets, financial consultants, bond counsel, presentations to bond rating houses and project management.

Community Planning: Prepared comprehensive land use plans; provided day-to-day planning and zoning advisory services and site plan reviews for communities ranging from mature cities to urbanizing suburbs and rural townships; completed data collection and analysis for specialty goods movement study, capital improvement programs and fiscal impact assessments; determination of land development capabilities for commercial, industrial and residential projects.

Economic Development: Prepared and directed the implementation of development plans including transportation, utilities and land use using a variety of techniques including tax increment financing, tax abatement, special assessments and public improvements. Managed the planning, implementation, and representation of city interests in the development of 1,600 acres of vacant land involving provision of infrastructure, negotiation of highway access, and marketing to public and private sector users.

Community Development: Prepared Community Development Block Grant applications and statistical support materials; evaluated target areas for participation in HUD Rental Rehabilitation Demonstration Project; prepared neighborhood redevelopment plan including financing and marketing for an older central city residential district; facilitated citizen participation and program implementation.

Commercial District Planning: Directed the preparation of plans to enhance and revitalize outdated commercial strips and central business districts, including merchant participation.

Recreation and Tourism Planning: Coordinated local participation in a statewide tourism promotion program, including preparation of grant applications, and development, review, and distribution of promotional materials; project manager for recreation and resource management plans; evaluated needs and prepared proposal for private development of public park and marina facilities.

Rural and Small Town Planning: Prepared a model zoning ordinance and facilitated comprehensive planning scaled to the needs of small communities; prepared prime farmland preservation plans and analyzed resultant local revenue impacts; developed urban growth boundary criteria.

Public Participation: Planned, organized and facilitated stakeholder participation for master plans, transportation plans, recreation plans, strategic plans and visioning processes; conducted successful consensus-building efforts to guide planning recommendations.

Education

Master of Science in Urban Planning, University of Arizona, 1980.

Bachelor of Arts in Geography, University of Delaware, 1977.

SARA J. HODGES, AICP, IAP2 Cont.

Honors

1983 Hugh Pomeroy Award of the New York State Planning Federation for excellence and innovation in zoning.

Phi Beta Kappa Honorary Society, University of Delaware, 1977.

Professional Memberships

- American Planning Association
- Michigan Association of Planning
- Michigan Community Development Directors Association
- International Association for Public Participation (IAP2)
- American Institute of Certified Planners (AICP)

HEATHER McPHAIL

Associate Planner

Professional Experience

Zoning Advisory Service: Researched and produced reports for existing zoning and future land use map for development sites and PUD projects. Reviewed and prepared recommendations regarding proposed site plans and development applications for communities ranging from growth townships to mature cities.

Agriculture and Open Space Preservation: Created a watershed land use plan designating future uses and preservation of sensitive areas and agricultural land. Provided recommendations for future development to protect valuable natural resources.

Economic Development: Prepared a brownfield reuse strategy for Brownfield Redevelopment Authority. Tasks included creating an inventory of all probable brownfields, crafting reuse goals, developing criteria to target areas where brownfield redevelopment could best fulfill local reuse goals, and creating frameworks for reuse in those areas with the highest redevelopment potential. Project winner of a state planning award.

Downtown Revitalization: Created a downtown design guidelines plan for a declining Michigan city, including aesthetic and infrastructure improvements.

Community Planning: Assisted the planning director in a Northern Michigan county and facilitated the CDBG grant program. Duties included maintaining the information for the housing rehabilitation program for those receiving rehab and new home assistance. Provided planning assistance to a Northern Michigan land development company. Duties included potential development site visits, meetings with property owners, research of codes and meetings with City officials.

Real Estate Development Planning: Prepared a development plan for a downtown narrow-lot infill project. Developed feasibility analysis and calculated potential return on investment for the project.

Recreation Planning: Assisted in preparation of several community parks and recreation plans. Participation in community recreation workshops and visioning sessions.

Master Planning: Assisted in the preparation of several community master plans and master plan updates. Participation in community master plan visioning sessions.

Training Sessions: Developed training sessions on planning and zoning and redevelopment topics for community officials throughout Southeast Michigan.

HEATHER McPHAIL, Cont.

Education

Master of Urban Planning, A. Alfred Taubman College of Architecture and Urban Planning,
University of Michigan - Ann Arbor

Bachelor of General Studies, University of Michigan - Ann Arbor

Awards

Recipient, 2005 Outstanding Student Project Award, Michigan Association of Planning. "New
Directions for Vehicle City: A Framework for Brownfield Reuse".

Professional Memberships

American Planning Association
Michigan Association of Planning

JOHN WILKIE

DAVE ZANLEY



JOHN WILKIE IS A 1965 GRADUATE OF LAWRENCE TECHNOLOGICAL UNIVERSITY, WHERE HE EARNED A BACHELOR OF SCIENCE DEGREE IN ARCHITECTURAL ENGINEERING. HE WAS SELECTED AS ONE OF TWENTY OUTSTANDING ALUMNI HONORED AT HIS 50TH ANNIVERSARY CELEBRATION OF LTU IN 1982.

JOHN WILKIE HAS OVER 40 YEARS OF PROFESSIONAL ARCHITECTURAL EXPERIENCE. HE WAS WITH SMITH, HINCHMAN AND GRYLLS, DETROIT, WHERE HE WORKED ON THE UNIVERSITY OF MICHIGAN DENTAL SCHOOL AND THE METROPOLITAN AIRPORT INTERNATIONAL TERMINAL; AND WAS ALSO WITH MINORU YAMASAKI ASSOCIATE, TROY, WHERE HE WORKED ON THE FORMER WORLD TRADE CENTER IN NEW YORK.

HE JOINED JACK YOPS IN 1967 AS AN ASSOCIATE, AND BECAME HIS PARTNER IN 1975.

DAVE ZANLEY HAS BEEN ASSOCIATED WITH YOPS & WILKIE SINCE 1974. HE RECEIVED HIS BACHELOR OF SCIENCE DEGREE IN ARCHITECTURE FROM LAWRENCE TECHNOLOGICAL UNIVERSITY IN 1980 AND HIS MASTER OF ARCHITECTURE FROM THE UNIVERSITY OF MINNESOTA IN 1988.

MR. ZANLEY WORKED IN MINNEAPOLIS FOR 5 YEARS AS A DESIGNER AND PROJECT MANAGER ON VARIOUS COMMERCIAL PROJECTS. IN 1987, HE RETURNED TO YOPS & WILKIE SERVING AS CHIEF DESIGNER AND PROJECT MANAGER. HIS PROJECTS INCLUDE TAYLOR CITY HALL, THE LAKES OF TAYLOR CLUBHOUSE AND ST. JOSEPH CATHOLIC CHURCH IN TRENTON.

MR. ZANLEY WAS NAMED AN ASSOCIATE OF THE FIRM IN 1991 AND BECAME JOHN'S PARTNER IN 2004.