

REQUEST FOR PROPOSAL RFP 871

Design and Front-end Development for Digital Rebranding of
www.a2gov.org



Proposal Due Date: **Monday September 9, 2013** by 10:00AM EST

Issued By:
City of Ann Arbor
Procurement Unit
301 East Huron Street
Ann Arbor, Michigan 48107-8647

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SECTION I – INSTRUCTIONS TO RESPONDENTS

A. OBJECTIVE

The purpose of this RFP is to request firms present their qualifications and capabilities to provide services to complete the digital rebranding of the City of Ann Arbor website. It is the intent of the City to contract with a respondent that provides the best creative and technical service to the City of Ann Arbor.

B. PRE-PROPOSAL MEETING

A pre-proposal meeting for this project will not be held. All questions regarding the proposal process or the technical content of the RFP shall be directed to the individuals referenced below.

C. QUESTIONS OR CLARIFICATIONS OF RFP REQUIREMENTS

The RFP is issued by the City of Ann Arbor, Procurement Unit. All questions regarding this RFP shall be submitted via email. Emailed questions and inquiries will be accepted from any and all prospective respondents in accordance with the terms and conditions of this RFP.

All questions must be submitted on or before Tuesday September 3, 2013 by 5:00 P.M. and should be addressed as follows:

Scope of Work/Proposal Content questions emailed to Kevin Eyer, Change Manager ITSU at KEyer@a2gov.org.

RFP Process and HR Compliance questions to Karen Lancaster, Finance Director at klancaster@a2gov.org

Should any prospective Respondent be in doubt as to the true meaning of any portion of this Request for Proposal, or should a prospective Respondent find any ambiguity, inconsistency or omission therein. The Respondent shall make a written request for an official interpretation or correction. Such requests must be submitted via email to klancaster@a2gov.org.

All requests for Clarification are due on or before Tuesday September 3, 2013 by 5:00 P.M.

Answers to submitted questions and requested clarifications will be posted as an addendum on Friday, September 6, 2013.

D. ADDENDUM

All interpretation or correction, as well as any additional RFP provisions that the City may decide to include, will be made only as an official addendum that will be posted to Michigan Inter-governmental Trade Network (MITN) www.mitn.info and the City of Ann Arbor web site www.a2gov.org for all parties to download.

It shall be the Respondent's responsibility to ensure they have received all addendums before submitting a proposal. Any addendum issued by the City shall become part of the RFP and will be incorporated in the proposal.

Each Respondent must in its RFP, to avoid any miscommunications, acknowledge all addenda which it has received, but the failure of a Respondent to receive, or acknowledge receipt of; any addenda shall not relieve a Respondent of the responsibility for complying with the terms thereof.

The City will not be bound by oral responses to inquiries or written responses other than written addenda.

E. PROPOSAL TERMS AND REQUIREMENTS

The City reserves the right to reject any and all proposals, to waive or not waive informalities or irregularities in the response procedures, and to accept or further negotiate cost, terms, or conditions of any proposal determined by the City to be in the best interest of the City. All agreements resulting from negotiations that differ from what is represented within the RFP or in the Respondent's response shall be documented and included as part of the final contract.

Proposals must be signed in ink by an official authorized to bind the Respondent to its provisions for at least a period of one hundred twenty (120) days from the due date of this RFP. Failure of the successful respondent to accept the obligation of the contract may result in the cancellation of any award.

In the event it becomes necessary to revise any part of the RFP, Addenda will be provided. Deadlines for submission of RFP's may be adjusted to allow for revisions.

Proposals should be prepared simply and economically providing a straightforward, concise description of the Respondent's ability to meet the requirements of the RFP. No erasures are permitted. Mistakes may be crossed out and corrected and must be initialed in ink by the person signing the proposal. The total submittal shall not be more than 20 pages, with material on two sides of each page. Proposals should not include any plastic covers, binders, or other non-recyclable materials. Fee proposals must be submitted in a separate sealed envelope at the same time. All envelopes for technical proposal and separate fee proposals must be clearly marked "**City of Ann Arbor RFP #871 Design and Front-end Development for Digital Rebranding of www.a2gov.org**"

To be considered, each Respondent must submit a response to this RFP using the format provided in Section IV. No other distribution of proposals is to be made by a respondent. Respondents must submit 2 copies of the Proposal fees in a separate sealed envelope. Price Quotations stated in the Fee Proposal will not be subject to any price increase from the date on which the proposal is opened by the City to the mutually agreed to date of the contract. Fees other than those stated in the Fee Proposal will not be allowed unless authorized by contract.

All information in a respondent's Proposal is subjected to disclosure under the provisions of Public Act No. 442 of 1976 know as the "Freedom of Information Act". This act also

provides for the complete disclosure of contracts and attachments thereto except where specifically exempted under the Freedom of Information Act.

The selected Respondent will be required to provide the City of Ann Arbor an IRS form W-9 before a payment order can be issued.

The City is tax exempt from all taxes. The Respondent, if awarded a contract for this work, shall be responsible for all "sales taxes" and "use taxes" as applicable to this work.

E. PROPOSAL SUBMISSION

All Proposals are due and must be delivered to the City Procurement Unit on or before Monday, September 9, 2013 **by 10:00AM. (local time)**. Proposals submitted late or via oral, telephonic, telegraphic, electronic mail or facsimile **will not** be considered or accepted.

Fee Proposal Submission Requirements

The fee amount should be listed as a not-to-exceed fixed fee. An hourly rate for work done outside of the project scope should be provided.

Each Respondent must submit one (1) original Proposal, and four (4) additional Proposal copies and 1 electronic copy on DVD+R disc. Two (2) copies of the Proposal Fee shall be submitted in a separate sealed envelope contained within the Respondents sealed proposal. Proposal submitted must be clearly marked: **City of Ann Arbor RFP No. 871 Design and Front-end Development for Digital Rebranding of www.a2gov.org** and then list Respondents name and address.

Proposals must be addressed and delivered to:

City of Ann Arbor
Procurement Unit, 5th Floor
301 East Huron Street
P.O. Box 8647
Ann Arbor, MI 48107

All Proposals received on or before the Due Date will be publicly opened and recorded immediately. No immediate decisions are rendered.

Hand delivered Proposals will be date/time stamped/signed by the Procurement Unit at the address above in order to be considered. Normal business hours are 9:00 a.m. to 3:00 p.m. Monday through Friday, excluding Holidays. The City will not be liable to any Respondent for any unforeseen circumstances, delivery or postal delays. Postmarking on the Due Date will not substitute for receipt of the Proposal. Each Respondent is responsible for submission of their Proposal.

Additional time will not be granted to a single Respondent; however, additional time may be granted to all Respondents when the City determines that circumstances warrant it.

A Proposal will be disqualified if the Fee Proposal is not contained within a separate sealed envelope.

F. SELECTION CRITERIA

Responses to this RFP will be evaluated using a point system, as shown in Section III. The evaluation will be completed by a selection committee of staff from the City of Ann Arbor.

At the initial evaluation, the fee proposals will not be reviewed. The fee proposal will only be opened for the top scored respondents. After initial evaluation, the City will determine which, if any, respondents will be interviewed. During the interviews, the selected company will be given the opportunity to discuss in more detail their proposal, qualifications, past experience, and their fee proposal. The City of Ann Arbor further reserves the right to interview key personnel assigned by the respondents selected for interview to this project.

G. INTERVIEW

The City has the right to request interviews with selected Respondents when necessary. The selected Respondents will be given the opportunity to discuss in more detail their qualifications, past experience, proposed work plan and fee proposal. The interview must include the project team members expected to complete a majority of work on the project, but no more than 6 members total. The interview shall consist of a presentation by the Respondent, including the person who will be the project manager on this Contract, followed by questions and answers. Audiovisual aids may be used during the oral interviews. The oral interviews may be recorded on tape by the Evaluation Team.

If the City chooses to interview any respondents, the interviews will be held the week of Week of September 23, 2013. Respondents selected for interview will be expected to be available that week.

H. TYPE OF CONTRACT

A sample of the standard Professional Services Agreement (PSA) is included in Section IV. Those who wish to submit a proposal to the City are required to carefully review the Professional Services Agreement. Respondents should specifically note that the insurance requirements under a City contract are listed in Exhibit C of the sample Professional Services Agreement. **The City will not entertain changes to the standard Professional Services Agreement.**

The City reserves the right to award the total proposal, to reject any and all proposals in whole or in part, and to waive any informality or technical defects if, in the City's sole judgment, the best interests of the City will be so served.

I. COST LIABILITY

The City of Ann Arbor assumes no responsibility or liability for costs incurred by a respondent prior to the execution of a Professional Services Agreement. The liability of the City is limited to the terms and conditions outlined in the Agreement. By submitting a proposal, Respondent agrees to bear all costs incurred or related to the preparation, submission and selection process for the proposal.

J. SCHEDULE

The City has defined the following schedule in regards to this procurement.

Activity/Event	Anticipated Date
Proposal Due Date	Monday, September 9, 2013
Interview (as needed)	Week of September 23, 2013
Tentative Award	Week of September 30, 2013
City Council Authorization	Monday, October 21, 2013

Note: The above schedule is for information purposes only, and is subject to change at the City's discretion.

K. AWARD PROTEST

All award protests must be in writing and filed with the Purchasing Agent within five (5) business days of the award action email. The Respondent must clearly state the reasons for the protest. If a Respondent contacts a City Service Area/Unit and indicates a desire to protest an award, the Service Area/Unit shall refer the vendor to the Purchasing Agent. The Purchasing Agent will provide the Respondent with the appropriate instructions for filing the protest. The protest shall be reviewed by the City Administrator or designee who's decision shall be final.

L. DEBARMENT

Submission of a Proposal in response to this RFP is certification that the Respondent is not currently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from participation in this transaction by any State or Federal departments or agency. Submission is also agreement that the City will be notified of any changes in this status.

M. SUBCONTRACTORS

No contract may be sublet without the written consent of the City of Ann Arbor. Any subcontractor, so approved, shall be bound by the terms and conditions of this contract. The selected Respondent shall be fully liable for all acts and omissions of its subcontractor(s) and shall indemnify the City of Ann Arbor for such acts or omissions.

N. HUMAN RIGHTS INFORMATION

The City's standard Services Agreement, outlines the requirements for fair employment practices under City of Ann Arbor contracts. To establish compliance with this requirement, the Respondent should complete and return with its proposal completed copies of the Human Rights Division forms.

In event they are not, the respondent will have 24 hours from the City's request to return completed forms.

O. LIVING WAGE

All respondents proposing to do business with the City of Ann Arbor, except those specifically exempted by regulations promulgated by the Administrator and approved by City Council, agree to comply with the living wage provisions of Chapter 23 of the Ann Arbor City Code and, if a "covered employer" as defined therein to pay those employees providing services to the City under this agreement a "living wage" as defined in Chapter 23 of the Ann Arbor City Code; and, if requested by the City, provide documentation to verify compliance. The respondent agrees to comply with the provisions of Section 1:1815 of Chapter 23 of the Ann Arbor City Code

The Living Wage form should be submitted with proposal. In event they are not, the respondent will have 24 hours from the City's request to return completed forms.

P. INDEPENDENT FEE DETERMINATION

1. By submission of a proposal, the respondent certifies, and in the case of joint proposal, each party thereto certifies as to its own organization, that in connection with this proposal:
 - a) They have arrived at the fees in the proposal independently, without consultation, communication, or agreement, for the purpose of restricting competition as to any matter relating to such fees with any other proposal respondent or with any competitor.
 - b) Unless otherwise required by law, the fees which have been quoted in the proposal have not been knowingly disclosed by the respondent and will not knowingly be disclosed by the respondent prior to award directly or indirectly to any other prospective respondent or to any competitor.
 - c) No attempt has been made or shall be made by the proposal respondent to induce any other person or firm to submit or not submit a proposal for the purpose of restricting competition.
 - d) Each person signing the proposal certifies that she or he is the person in the proposal respondent's organization responsible within that organization for the decision as to the fees being offered in the proposal and has not participated (and will not participate) in any action contrary to 1.a), b), or c) above.

2. A proposal will not be considered for award if the sense of the statement required in the Fee Analysis portion of the proposal has been altered so as to delete or modify 1.a), c), or 2 above. If 1.b) has been modified or deleted, the proposal will not be considered for award unless the respondent furnishes with the proposal a signed statement which sets forth in detail the circumstances of the disclosure and the Issuing Office determines that such disclosure was not made for the purpose of restricting competition.

Q. RESERVATION OF RIGHTS

1. The City of Ann Arbor reserves the right to accept any Proposal or alternative Proposal proposed in whole or in part, to reject any or all Proposals or alternatives Proposals in whole or in part and to waive irregularity and/or informalities in any Proposal and to make the award in any manner deemed in the best interest of the City.
2. The City reserves the right not to consider any Proposal which it determines to be unresponsive and deficient in any of the information requested within the RFP.
3. The City reserves the right to determine whether the scope of the project will be entirely as described in the RFP, a portion of the scope, or that a revised scope be implemented.

SECTION II -BACKGROUND AND SCOPE OF WORK

A. BACKGROUND

The City of Ann Arbor, in response to The Understanding Group's (TUG) information architecture and wireframe specifications,(See TUG functional specification in Attachment A) seeks to redesign the City of Ann Arbor's website, www.a2gov.org, in order to provide a user experience that is:

- Simpler and more coherent
- Easy to navigate and is intuitive
- Visually pleasing
- Utilizes responsive design
- Accessible based on Section 508 of the Rehabilitation Act of 1973 (29 U.S.C.794d) (See Accessibility Addendum)
- Loads quickly on all major web browsers

We are seeking a design firm to provide creative and front-end development services. The work plan for the delivery of the services should include detail about the design and development process. (i.e. design requirements meetings, number of comps and revisions, etc.)

A comprehensive list of functional requirements can be found in the table below.

Deliverables and Functional Requirements	Description
Responsive design	Adheres to best practices utilized by frameworks such as Twitter Bootstrap.
Primary navigation mega menus	See Exhibit B pages 4 and 5. Must be easily maintained by a developer.
Front-end development utilizing HTML5 and CSS3	Support for IE8+, Chrome, Firefox, Safari, Opera.
Homepage design and front-end development	See Exhibit B pages 2 through 7.
Parks and Recreation Facility template - Design and front-end development	See template 5 in Exhibit B pages 16 through 19.
Parks and Recreation Program template - Design and front-end development	See template 7b in Exhibit B page 28. This should also support a template variation without the Parks and Recreation banner and top navigation.
ADA and Section 508 Accessibility	Meet ADA and Rehabilitation Act of 1973 functional performance criteria as applicable for proposed Electronic and Information Technology (EIT) deliverable (See Exhibit A

EXHIBIT A

Webpages and content must be accessible as defined by American with Disabilities Act and the Rehabilitation Act of 1973.

- Website must be designed so it can be displayed using the color and font settings of each visitor's browser and operating system
- Webpage design must include a text equivalent to every image and graphic on the website (HTML tag such as an "alt" tag for brief amount of text or a "longdesc" tag for large amounts)
- Webpage design must allow for posting of documents in a text-based format (HTML or RTF) in addition to PDF
- Webpage design must include audio descriptions of images and provide text captions synchronized with video images Webpage design must include a "skip navigation" link at the top of webpages which allow individuals using screen readers to ignore navigation links and skip directly to webpage content
- Website design must minimize blinking, flashing, or other distracting features, and if used must allow objects or pages to be paused or stopped
- Website must include visual notification and transcripts if sounds automatically play

Website designs should include a plan to ensure that updates are accessible.

EXHIBIT B

A2gov.org Homepage and Parks Functional Specification

See “ EXHIBIT B - City of Ann Arbor Homepage & Navigation + Parks & Recreation Wireframes & Specifications v2”.

SECTION III -EVALUATION CRITERIA

Proposal Evaluation

The Selection Committee will evaluate each proposal by the criteria described below based on the point system of 100 points

Experience	Points 30
References and prior work	Points 30
Work Plan	Points 30
Cost	Points 10

During the initial evaluation period, the fee proposals will not be reviewed. The City reserves the right to not consider any proposal which it determines to be unresponsive and/or deficient in any of the information requested for evaluation.

After the initial evaluation based on the above point system, less the Fee Proposal, the City will open only those fee proposals of the respondents judged to be most qualified. The City will then determine which, if any, respondents will be interviewed. A proposal with all the requested information does not guarantee the respondent to be a candidate for an interview. The Selection Committee may contact references to verify material submitted by a respondent.

The Committee then will schedule the interviews with the selected respondents. The selected respondents will be given the opportunity to discuss in more detail their qualifications, past experience, proposed work plan and fee proposal. The interview must include the project team members expected to complete a majority of work on the project,; one of which must be the individual who will serve as Project Manager if the respondent is selected. The selected respondents shall be required to provide presentations of their proposals to the Selection Committee.

The interview shall consist of a presentation of not more than 2 hours followed by questions and answers.

Respondent proposals could be further negotiated with the selected respondents before leading to the award of a contract, if suitable proposals are received.

SECTION IV - MINIMUM INFORMATION REQUIRED

Respondents should organize proposals into the following Sections:

- 1) Name, address, phone number, fax number, email address, and brief description of firm (1-2 pages).
- 2) Résumés of key personnel to be assigned to this project, highlighting skills, abilities, and knowledge relating to the delivery of the proposed services (1-3 pages).
- 3) A narrative as to firm's skills, abilities, and knowledge relating to the delivery of the proposed services (1-2 pages).
- 5) Description of services to be provided by the firm which meets the services requested by the Scope of Work section of this RFP. (2-4 pages).
- 6) Cost of providing services listed in the Scope of Work. **(In a separate sealed envelope labeled sealed envelope)** This should be comprehensive and should include design hours, production expenses, and any additional expenses related to providing the services listed in this RFP scope of work. (1-2 pages)
- 7) A minimum of three (3) examples of prior work. These may links to websites developed.
- 8) Completed Living Wage Declaration form (Attachment A)
- 9) Completed Contract Compliance form (Attachment B)
- 10) Complete Legal Status of Respondent form (Attachment C)
- 11) Provide three (3) or more firm references (1 page).

Respondents are reminded to submit the following number of copies of their proposal in the format specified below:

- **1 electronic copy in DVD+R disc format and 5 printed copies of Proposal**
- **2 copies of the FEE PROPOSAL in a separate sealed envelope labeled FEE PROPOSAL**

ATTACHMENT A - LIVING WAGE REQUIREMENTS

**CITY OF ANN ARBOR
LIVING WAGE ORDINANCE**

RATE EFFECTIVE APRIL 30, 2013 - ENDING APRIL 29, 2014

\$12.52 per hour

If the employer provides health care benefits*

\$13.96 per hour

If the employer does **NOT** provide health care benefits*

Employers providing services to or for the City of Ann Arbor or recipients of grants or financial assistance from the City of Ann Arbor for a value of more than \$10,000 in a twelve-month period of time must pay those employees performing work on a City of Ann Arbor contract or grant, the above living wage.

ENFORCEMENT

The City of Ann Arbor may recover back wages either administratively or through court action for the employees that have been underpaid in violation of the law. Persons denied payment of the living wage have the right to bring a civil action for damages in addition to any action taken by the City.

Violation of this Ordinance is punishable by fines of not more than \$500/violation plus costs, with each day being considered a separate violation. Additionally, the City of Ann Arbor has the right to modify, terminate, cancel or suspend a contract in the event of a violation of the Ordinance.

* Health Care benefits include those paid for by the employer or making an employer contribution toward the purchase of health care. The employee contribution must not exceed \$.50 an hour for an average work week; and the employer cost or contribution must equal no less than \$1/hr for the average work week.

The Law Requires Employers to Display This Poster Where Employees Can Readily See It.

**For Additional Information or to File a Complaint Contact
Karen Lancaster at 734/794-6500 or Klancaster@a2gov.org**

**City of Ann Arbor
LIVING WAGE ORDINANCE
DECLARATION OF COMPLIANCE**

The Ann Arbor Living Wage Ordinance (Section 1:811-1:821 of Chapter 23 of Title I of the Code) requires that employers providing services to the City or recipients of grants for financial assistance (in amounts greater than \$10,000 in a twelve-month period of time) pay their employees who are working on the City project or grant, a minimum level of compensation known as the **Living Wage**. This wage must be paid to the employees for the length of the contract/project.

Companies employing fewer than 5 persons and non-profits employing fewer than 10 persons are exempt from the Ordinance. If this exemption applies to your firm, please check below:

_____ This company is exempt due to the fact that we employ or contract with fewer than 5 individuals.

_____ This non-profit agency is exempt due to the fact that we employ or contract with fewer than 10 employees.

The Ordinance requires that all contractors/vendors and/or grantees agree to the following terms:

a) To pay each of its employees performing work on any covered contract or grant with the City, no less than the living wage, which is defined as \$12.52.17/hour when health care is provided, or no less than \$13.96/hour for those employers that do *not* provide health care. It is understood that the Living Wage will be adjusted each year on April 30, and covered employers will be required to pay the adjusted amount thereafter. The rates stated above include any adjustment for 2012.

b) Please check the boxes below which apply to your workforce:

Employees who are assigned to *any covered* City project or grant will be paid at or above the applicable living wage without health benefits Yes _____ No _____

OR

Employees who are assigned to *any covered* City project or grant will be paid at or above the applicable living wage with health benefits Yes _____ No _____

c) To post a notice approved by the City regarding the Living Wage Ordinance in every work place or other location in which employees or other persons contracting for employment are working.

d) To provide the City payroll records or other documentation as requested; and,

e) To permit access to work sites to City representatives for the purposes of monitoring compliance, investigating complaints or non-compliance.

The undersigned authorized representative hereby obligates the contractor/vendor or grantee to the above stated conditions under penalty of perjury and violation of the Ordinance.

Company Name

Address City State Zip

Signature of Authorized Representative

Phone (area code)

Type or Print Name and Title

Email address

Questions about this form? Please contact: Procurement Office: 734/794-6500

ATTACHMENT B ANN ARBOR CITY CODE FAIR EMPLOYMENT PRACTICE

The consultant, its agents or sub-contractors, shall comply with all requirements of Chapter 112 of Title IX of the Code of the City of Ann Arbor and in particular the following excerpts therefrom:

9:161 NONDISCRIMINATION BY CITY VENDORS

- (1) All vendors proposing to do business with the City of Ann Arbor shall satisfy the nondiscrimination administrative policy adopted by the City Administrator in accordance with the guidelines of this section. All vendors shall receive approval from the Director prior to entering into a contract with the City, unless specifically exempted by administrative policy. All City vendors shall take affirmative action to insure that applicants are employed and that employees are treated during employment in a manner which provides equal employment opportunity and tends to eliminate inequality based upon race, national origin or sex.
- (2) Each prospective vendor shall submit to the City data showing current total employment by occupational category, sex and minority group. If, after verifying this data, the Director concludes that it indicates total minority and female employment commensurate with their availability within the vendor's labor recruitment area, i.e., the area from which the vendor can reasonably be expected to recruit, said vendor shall be accepted by the Director as having fulfilled affirmative action requirements for a period of one year at which time the Director shall conduct another review. Other vendors shall develop an affirmative action program in conjunction with the Director. Said program shall include specific goals and timetables for the hiring and promotion of minorities and females. Said goals shall reflect the availability of minorities and females within the vendor's labor recruitment area. In the case of construction vendors, the Director shall use for employment verification the labor recruitment area of the Ann Arbor-Ypsilanti standard metropolitan statistical area. Construction vendors determined to be in compliance shall be accepted by the Director as having fulfilled affirmative action requirements for a period of six (6) months at which time the Director shall conduct another review.
- (3) In hiring for construction projects, vendors shall make good faith efforts to employ local persons, so as to enhance the local economy.
- (4) All contracts shall include provisions through which the vendor agrees, in addition to any other applicable Federal or State labor laws:
 - (a) To set goals, in conference with the Human Resources Director, for each job category or division of the work force used in the completion of the

- City work;
- (b) To provide periodic reports concerning the progress the vendor has made in meeting the affirmative action goals it has agreed to;
 - (c) To permit the Director access to all books, records and accounts pertaining to its employment practices for the purpose of determining compliance with the affirmative action requirements.
- (5) The Director shall monitor the compliance of each vendor with the nondiscrimination provisions of each contract. The Director shall develop procedures and regulations consistent with the administrative policy adopted by the City Administrator for notice and enforcement of non-compliance. Such procedures and regulations shall include a provision for the posting of vendors not in compliance.
- (6) All City contracts shall provide further that breach of the obligation not to discriminate shall be a material breach of the contract for which the City shall be entitled, at its option, to do any or all of the following:
- (a) To cancel, terminate, or suspend the contract in whole or part and/or refuse to make any required periodic payments under the contract;
 - (b) Declare the vendor ineligible for the award of any future contracts with the City for a specified length of time;
 - (c) To recover liquidated damages of a specified sum, said sum to be that percentage of the labor expenditure for the time period involved which would have accrued to minority group members had the affirmative action not been breached;
 - (d) Impose for each day of non-compliance, liquidated damages of a specified sum, based upon the following schedule:

<u>Contract Amount</u>	<u>Assessed Damages Per Day of Non-Compliance</u>
\$ 10,000 - 24,999	\$25.00
25,000 - 99,999	50.00
100,000 - 199,999	100.00
200,000 - 499,999	150.00
500,000 - 1,499,999	200.00
1,500,000 - 2,999,999	250.00
3,000,000 - 4,999,999	300.00
5,000,000 - and above	500.00

- (e) In addition the vendor shall be liable for any costs or expenses incurred by the City of Ann Arbor in obtaining from other sources the work and services to be rendered or performed or the goods or properties to be furnished or delivered to the City under this contract.

INSTRUCTIONS FOR CONTRACTORS FOR COMPLETING CONTRACT COMPLIANCE FORM

City Policy

The “non discrimination in contracts” provision of the City Code, (Chapter 112, Section 9:161) requires contractors/vendors/grantees doing business with the City not to discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, condition of pregnancy, marital status, physical or mental limitations, source of income, family responsibilities, educational association, sexual orientation, gender identity or HIV status against any of their employees, any City employee working with them, or any applicant for employment. It also requires that the contractors/vendors/grantees include a similar provision in all subcontracts that they execute for City work or programs.

This Ordinance further requires that each prospective contractor/vendor submit employment data to the City showing current total employee breakdown by occupation, race and gender. This allows the Human Rights Office to determine whether or not the contractor/vendor has a workforce that is reflective of the availability of women and under-represented minorities within the contractor’s labor recruitment area (the area where they can reasonably be expected to recruit employees). **This data is provided to the City on the Human Rights Contract compliance Forms (attached).**

To complete the form:

- 1) **If a company has more than one location, then that company must complete 2 versions of the form.**
 - **Form #1** should contain the employment data for the **entire corporation**.
 - **Form #2** should contain the employment data for those employees:
 - who will be working on-site;
 - in the office responsible for completing the contract; or,
 - in the case of non-profit grantees, those employees working on the project funded by the City grant(s).
- 2) If the company has only one location, fill out Form #1 only.
- 3) Complete all data in the upper section of the form including the name of the person who completes the form and the name of the company/organization’s president.
- 4) Complete the Employment Data in the remainder of the form. Please be sure to complete all columns including the Total Columns on the far right side of the form, and the Total row and Previous Year Total row at the bottom of the form.
- 5) Return the completed form(s) to *your contact* in the City Department for whom you will be conducting the work.

For assistance in completing the form, contact:

Procurement Office of the City of Ann Arbor
734/794-6500

CITY OF ANN ARBOR PROCUREMENT OFFICE
HUMAN RIGHTS CONTRACT COMPLIANCE FORM
Entire Organization (Totals for All Locations where applicable)

Form #1

Name of Company/Organization _____ Date Form Completed _____

Name and Title of Person Completing this Form _____ Name of President _____

Address _____ County _____ Phone # _____
 (Street address) (City) (State) (Zip) (Area Code)

Fax# _____ Email Address _____
 (Area Code)

EMPLOYMENT DATA

Job Categories	Number of Employees (Report employees in only one category)												
	Male						Female						TOTAL COLUMNS A-L
	White	Black or African American	Asian	Hispanic or Latino	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	White	Black or African American	Asian	Hispanic or Latino	Native Hawaiian or Other Pacific Islander	American Indian or Alaskan Native	
A	B	C	D	E	F	G	H	I	J	K	L		
Exec/Sr. Level Officials													
Supervisors													
Professionals													
Technicians													
Sales													
Admin. Support													
Craftspeople													
Operatives													
Service Workers													
Laborers/Helper													
Apprentices													
Other													
TOTAL													
PREVIOUS YEAR TOTAL													

**CITY OF ANN ARBOR PROCUREMENT OFFICE
HUMAN RIGHTS CONTRACT COMPLIANCE FORM**
Local Office (Only those employees that will do local or on-site work, if applicable)

Form #2

Name of Company/Organization _____ Date Form Completed _____

Name and Title of Person Completing this Form _____ Name of President _____

Address _____ County _____ Phone # _____
(Street address) (City) (State) (Zip) (Area Code)

Fax# _____ Email Address _____
(Area Code)

EMPLOYMENT DATA

Job Categories	Number of Employees (Report employees in only one category)													
	Male						Female						TOTAL COLUMNS A-L	
	White	Black or African American	Asian	Hispanic or Latino	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	White	Black or African American	Asian	Hispanic or Latino	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native		
A	B	C	D	E	F	G	H	I	J	K	L			
Exec/Sr. Level Officials														
Supervisors														
Professionals														
Technicians														
Sales														
Admin. Support														
Craftspeople														
Operatives														
Service Workers														
Laborers/Helper														
Apprentices														
Other														
TOTAL														
PREVIOUS YEAR TOTAL														

**ATTACHMENT C
LEGAL STATUS OF RESPONDENT**

(The Respondent shall fill out the appropriate form and strike out the other two.)

By signing below the authorized representative of the Respondent hereby certifies that:

The Respondent is:

- A corporation organized and doing business under the laws of the state of _____, for whom _____ bearing the office title of _____, whose signature is affixed to this proposal, is authorized to execute contracts on behalf of respondent.*

*If not incorporated in Michigan, please attach the corporation's Certificate of Authority

- A limited liability company doing business under the laws of the state of _____, whom _____ bearing the title of _____ whose signature is affixed to this proposal, is authorized to execute contract on behalf of the LLC.

- A partnership organized under the laws of the state of _____ and filed with the county of _____, whose members are (attach list including street and mailing address for each.)

- An individual, whose signature with address, is affixed to this RFP.

Respondent has examined the basic requirements of this RFP and its scope of services, including all Addendum (if applicable) and hereby agrees to offer the services as specified in the RFP.

Signature Date: _____,

(Print) Name _____ Title _____

Firm: _____

Address: _____

Contact Phone _____ Fax _____

Email _____

APPENDIX A – SAMPLE PROFESSIONAL SERVICES AGREEMENT

AGREEMENT BETWEEN
AND THE CITY OF ANN ARBOR
FOR PROFESSIONAL SERVICES

The City of Ann Arbor, a Michigan municipal corporation, having its offices at 301 E Huron Avenue, Ann Arbor, Michigan 48103 ("City"), and _____

_____ ("Consultant") a(n) _____
_____ (State where organized) _____ (Partnership, Sole Proprietorship, or Corporation)
with its address at _____
agree as follows on this _____ day of _____, 20____.

The Consultant agrees to provide professional services to the City under the following terms and conditions:

I. DEFINITIONS

Administering Service Area/Unit means _____.

Contract Administrator means _____, acting personally or through any assistants authorized by the Administrator/Manager of the Administering Service Area/Unit.

Deliverables means all Plans, Specifications, Reports, Recommendations, and other materials developed for or delivered to City by Consultant under this Agreement

Project means _____
Project name; File and Subfile No.

II. DURATION

This Agreement shall become effective on _____, 20____, and shall remain in effect until satisfactory completion of the Services specified below unless terminated as provided for in this Agreement.

III. SERVICES

- A. The Consultant agrees to provide professional services ("Services") in connection with the Project as described in Exhibit A. The City retains the right to make changes to the quantities of service within the general scope of the Agreement at any time by a written order. If the changes add to or deduct from the extent of the services, the contract sum shall be adjusted accordingly. All such changes shall be executed under the conditions of the original Agreement.
- B. Quality of Services under this Agreement shall be of the level of professional

quality performed by experts regularly rendering this type of service. Determination of acceptable quality shall be made solely by the Contract Administrator.

- C. The Consultant shall perform its Services for the Project in compliance with all statutory, regulatory and contractual requirements now or hereafter in effect as may be applicable to the rights and obligations set forth in the Agreement.
- D. The Consultant may rely upon the accuracy of reports and surveys provided to it by the City except when defects should have been apparent to a reasonably competent professional or when it has actual notice of any defects in the reports and surveys.

IV. COMPENSATION OF CONSULTANT

- A. The Consultant shall be paid in the manner set forth in Exhibit B. Payment shall be made monthly, unless another payment term is specified in Exhibit B, following receipt of invoices submitted by the Consultant, and approved by the Contract Administrator. Total compensation payable for all Services performed during the term of this Agreement shall not exceed _____.
- B. The Consultant will be compensated for Services performed in addition to the Services described in Section III, only when those additional Services have received prior written approval of the Contract Administrator. Compensation will be payable according to the fee schedule in Exhibit B. The Contract Administrator shall be the sole arbitrator of what shall be considered "reasonable" under this provision.
- C. The Consultant shall keep complete records of time spent and materials used on the Project so that the City may verify invoices submitted by the Consultant. Such records shall be made available to the City upon request and submitted in summary form with each invoice.

V. INSURANCE/INDEMNIFICATION

- A. The Consultant shall procure and maintain during the life of this contract, such insurance policies, including those set forth in Exhibit C, as will protect itself and the City from all claims for bodily injuries, death or property damage which may arise under this contract; whether the acts were made by the Consultant or by any subcontractor or anyone employed by them directly or indirectly. In the case of all contracts involving on-site work, the Consultant shall provide to the City, before commencement of any work under this contract, documentation demonstrating it has obtained the policies required by Exhibit C.
- B. Any insurance provider of Consultant shall be admitted and authorized to do business in the State of Michigan and shall carry and maintain a minimum rating assigned by A.M. Best & Company's Key Rating Guide of "A-" Overall and a

minimum Financial Size Category of “V”. Insurance policies and certificates issued by non-admitted insurance companies are not acceptable unless approved in writing by the City.

- C. To the fullest extent permitted by law, the Consultant shall indemnify, defend and hold the City, its officers, employees and agents harmless from all suits, claims, judgments and expenses including attorney's fees resulting or alleged to result, from any acts or omissions by the Consultant or its employees and agents occurring in the performance of or breach in this Agreement.

VI. COMPLIANCE REQUIREMENTS

- A. Nondiscrimination. The Consultant agrees to comply and to require its subcontractor(s) to comply, with the nondiscrimination provisions of Section 209 of the Elliot-Larsen Civil Rights Act (MCL 37.2209) The Contractor further agrees to comply with the nondiscrimination provisions of Chapter 112 of the Ann Arbor City Code and to assure that applicants are employed and that employees are treated during employment in a manner which provides equal employment opportunity.
- B. Living Wage. The Consultant is a “covered employer” as defined in Chapter 23 of the Ann Arbor City Code and agrees to comply with the living wage provisions of Chapter 23 of the Ann Arbor City Code. The Consultant agrees to pay those employees providing Services to the City under this Agreement a “living wage,” as defined in Section 1:815 of the Ann Arbor City Code, as adjusted in accordance with Section 1:815(3) and specified in Exhibit D; to post a notice approved by the City of the applicability of Chapter 23 in every location in which regular or contract employees providing services under this Agreement are working; to maintain records of compliance; if requested by the City, to provide documentation to verify compliance; to take no action that would reduce the compensation, wages, fringe benefits, or leave available to any employee or person contracted for employment in order to pay the living wage required by Section 1:815; and otherwise to comply with the requirements of Chapter 23.

VII. WARRANTIES BY THE CONSULTANT

- A. The Consultant warrants that the quality of its Services under this Agreement shall conform to the level of professional quality performed by experts regularly rendering this type of service.
- B. The Consultant warrants that it has all the skills, experience, and professional licenses necessary to perform the Services specified in this Agreement.
- C. The Consultant warrants that it has available, or will engage, at its own expense, sufficient trained employees to provide the Services specified in this Agreement.
- D. The Consultant warrants that it is not, and shall not become overdue or in default

to the City for any contract, debt, or any other obligation to the City including real and personal property taxes.

VIII. TERMINATION OF AGREEMENT

- A. If either party is in breach of this Agreement for a period of fifteen (15) days following receipt of notice from the non-breaching party with respect to a breach, the non-breaching party may pursue any remedies available to it against the breaching party under applicable law, including but not limited to, the right to terminate this Agreement without further notice.
- B. The City may terminate this Agreement, on at least thirty (30) days advance notice, for any reason, including convenience, without incurring any penalty, expense or liability to Consultant, except the obligation to pay for Services actually performed under the Agreement before the termination date.
- C. Consultant acknowledges that, if this Agreement extends for several fiscal years, continuation of this Agreement is subject to appropriation of funds for this Project. If funds to enable the City to effect continued payment under this Agreement are not appropriated or otherwise made available, the City shall have the right to terminate this Agreement without penalty at the end of the last period for which funds have been appropriated or otherwise made available by giving written notice of termination to the Consultant. The Contract Administrator shall give the Consultant written notice of such non-appropriation within thirty (30) days after it receives notice of such non-appropriation.
- D. The remedies provided in this Agreement will be cumulative, and the assertion by a party of any right or remedy will not preclude the assertion by such party of any other rights or the seeking of any other remedies.

IX. OBLIGATIONS OF THE CITY

- A. The City agrees to give the Consultant access to the Project area and other City-owned properties as required to perform the necessary Services under this Agreement.
- B. The City shall notify the Consultant of any defects in the Services of which the Contract Administrator has actual notice.

X. ASSIGNMENT

- A. The Consultant shall not subcontract or assign any portion of any right or obligation under this Agreement without prior written consent from the City. Notwithstanding any consent by the City to any assignment, Consultant shall at all times remain bound to all warranties, certifications, indemnifications, promises and performances, however described, as are required of it under the Agreement unless specifically released from the requirement, in writing, by the City.

- B. The Consultant shall retain the right to pledge payment(s) due and payable under this Agreement to third parties.

XI. NOTICE

All notices and submissions required under this Agreement shall be delivered to the respective party in the manner described herein to the address stated in this Agreement or such other address as either party may designate by prior written notice to the other.

Notices given under this Agreement shall be in writing and shall be personally delivered, sent by next day express delivery service, certified mail, or first class U.S. mail postage prepaid, and addressed to the person listed below. Notice will be deemed given on the date when one of the following first occur: (1) the date of actual receipt; (2) the next business day when notice is sent next day express delivery service or personal delivery; or (3) three days after mailing first class or certified U.S. mail.

If Notice is sent to the CONSULTANT, it shall be addressed and sent to:

If Notice is sent to the CITY, it shall be addressed and sent to:

City of Ann Arbor
301 E. Huron St., POB 8647
Ann Arbor, Michigan 48107
Attn:

XII. CHOICE OF LAW

This Agreement will be governed and controlled in all respects by the laws of the State of Michigan, including interpretation, enforceability, validity and construction. The parties submit to the jurisdiction and venue of the Circuit Court for Washtenaw County, State of Michigan, or, if original jurisdiction can be established, the United States District Court for the Eastern District of Michigan, Southern Division, with respect to any action arising, directly or indirectly, out of this Agreement or the performance or breach of this Agreement. The parties stipulate that the venues referenced in this Agreement are convenient and waive any claim of non-convenience.

XIII. OWNERSHIP OF DOCUMENTS

Upon completion or termination of this Agreement, all documents (i.e., deliverables) prepared by or obtained by the Consultant as provided under the terms of this Agreement shall be delivered to and become the property of the City. Original basic survey notes, sketches, charts, drawings partially completed drawings, computations, quantities and other data shall remain in the

possession of the Consultant as instruments of service unless specifically incorporated in a deliverable, but shall be made available, upon request, to the City without restriction or limitation on their use. The City acknowledges that the documents are prepared only for the Project. Prior to completion of the contracted Services the City shall have a recognized proprietary interest in the work product of the Consultant.

Unless otherwise stated in this Agreement, any intellectual property owned by Consultant prior to the effective date of this Agreement (i.e., preexisting information) shall remain the exclusive property of Consultant even if such Preexisting Information is embedded or otherwise incorporated in materials or products first produced as a result of this Agreement or used to develop Deliverables. The City's right under this provision shall not apply to any Preexisting Information or any component thereof regardless of form or media.

XIV. CONFLICT OF INTEREST

Consultant certifies it has no financial interest in the Services to be provided under this Agreement other than the compensation specified herein. Consultant further certifies that it presently has no personal or financial interest, and shall not acquire any such interest, direct or indirect, which would conflict in any manner with its performance of the Services under this Agreement.

XV. SEVERABILITY OF PROVISIONS

Whenever possible, each provision of this Agreement will be interpreted in a manner as to be effective and valid under applicable law. However, if any provision of this Agreement or the application of any provision to any party or circumstance will be prohibited by or invalid under applicable law, that provision will be ineffective to the extent of the prohibition or invalidity without invalidating the remainder of the provisions of this Agreement or the application of the provision to other parties and circumstances.

XVI. EXTENT OF AGREEMENT

This Agreement, together with any affixed exhibits, schedules or other documentation, constitutes the entire understanding between the City and the Consultant with respect to the subject matter of the Agreement and it supersedes, unless otherwise incorporated by reference herein, all prior representations, negotiations, agreements or understandings whether written or oral. Neither party has relied on any prior representations, of any kind or nature, in entering into this Agreement. This Agreement may be altered, amended or modified only by written amendment signed by the Consultant and the City.

FOR CONSULTANT

FOR THE CITY OF ANN ARBOR

By _____
Type name

By _____
John Hieftje, Mayor

Its _____

By _____
Jacqueline Beaudry, City Clerk

Approved as to substance

Steven D. Powers, City Administrator

Services Area Administrator

Approved as to Form and Content

Stephen K. Postema, City Attorney

SAMPLE AGREEMENT EXHIBITS

EXHIBIT A

(negotiated scope of work based on accepted terms of Proposal)

EXHIBIT B

(negotiated compensation based on accepted terms of Proposal)

EXHIBIT C

INSURANCE REQUIREMENTS

Effective the date of this Agreement, and continuing without interruption during the term of this Agreement, Contractor shall provide certificates of insurance to the City on behalf of itself, and when requested any subcontractor(s).

A. The certificates of insurance shall meet the following minimum requirements.

1. Worker's Compensation Insurance in accordance with all applicable state and federal statutes. Further, Employers Liability Coverage shall pbe obtained in the following minimum amounts:

Bodily Injury by Accident - \$500,000 each accident
Bodily Injury by Disease - \$500,000 each employee
Bodily Injury by Disease - \$500,000 each policy limit

2. Commercial General Liability Insurance equivalent to, as a minimum, Insurance Services Office form CG 00 01 07 98 or current equivalent. The City of Ann Arbor shall be an additional insured. There shall be no added exclusions or limiting endorsements which diminish the City's protections as an additional insured under the policy. Further, the following minimum limits of liability are required:

\$1,000,000	Each occurrence as respect Bodily Injury Liability or Property Damage Liability, or both combined
\$2,000,000	Per Job General Aggregate
\$1,000,000	Personal and Advertising Injury

3. Motor Vehicle Liability Insurance, including Michigan No-Fault Coverages, equivalent to, as a minimum, Insurance Services Office form CA 00 01 07 97 or current equivalent. The City of Ann Arbor shall be an additional insured. There shall be no added exclusions or limiting endorsements. Coverage shall include all owned vehicles, all non-owned vehicles and all hired vehicles. Further, the limits of liability shall be \$1,000,000 for each occurrence as respects Bodily Injury Liability or Property Damage Liability, or both combined.

4. Umbrella/Excess Liability Insurance shall be provided to apply in excess of the Commercial General Liability, Employers Liability and the Motor Vehicle coverage enumerated above, for each occurrence and for aggregate in the amount of \$1,000,000.
- B. Insurance required under .A 2 and .A.3 above of this contract shall be considered primary as respects any other valid or collectible insurance that the City may possess, including any self-insured retentions the City may have; and any other insurance the City does possess shall be considered excess insurance only and shall not be required to contribute with this insurance. Further, the Contractor agrees to waive any right of recovery by its insurer against the City.
 - C. Documentation must provide and demonstrate an unconditional 30 day written notice of cancellation in favor of the City of Ann Arbor. Further, the documentation must explicitly state the following: (a) the policy number; name of insurance company; name and address of the agent or authorized representative; name and address of insured; project name; policy expiration date; and specific coverage amounts; (b) any deductibles or self-insured retentions which shall be approved by the City, in its sole discretion; (c) that the policy conforms to the requirements specified. An original certificate of insurance may be provided as an initial indication of the required insurance, provided that no later than 21 calendar days after commencement of any work the Contractor supplies a copy of the endorsements required on the policies. Upon request, the Contractor shall provide within 30 days a copy of the policy(ies) to the City. If any of the above coverages expire by their terms during the term of this contract, the Contractor shall deliver proof of renewal and/or new policies to the Administering Service Area/Unit at least ten days prior to the expiration date.



City of Ann Arbor

Homepage & Navigation

+

Parks & Recreation

Wireframes & Specifications v2

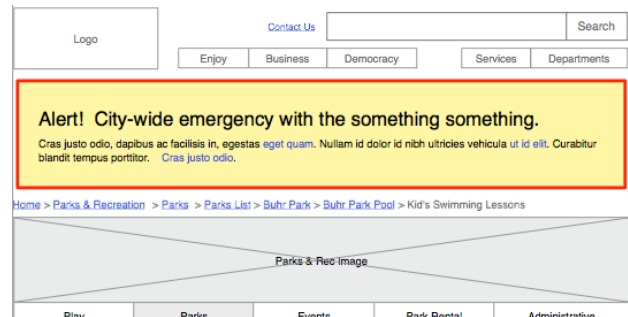
October 31, 2012

City of Ann Arbor Home Page

- 1.0: On every page, except the homepage, the logo should link to the homepage.
- 1.1: The default location of the cursor will be in the search box. Note that once search functionality on the City site becomes robust, helpful & effective, then consider - for the home page - moving the search query field into a more central location. The improved search should be able to auto-suggest a wide variety of popular queries phrased in a variety of ways, so it should then be OK to remove the "What do you need?" links (1.5) from the home page, as they should all be easily addressed through search.
- 1.2: These three navigation elements should stand out on the page. Each should be iconic in either color or imagery. On hover, rich drop-downs open up. (see 2.0-2.4 for more dropdown info)
- 1.3: City Services & City Events are not drop downs and should look slightly different than & be grouped separate from the other main drop down navigation elements.
- 1.4: Just below the navigation should be a template element which displays an alert area, only to be used in emergencies. The area should be designed to be visually disruptive (so it's noticed, and so people want it to be removed from the site as soon as possible).



Alert on Home page.



Alert on lower-level department page

- 1.5: Items in "What Do You Need?" should be included based on web traffic historical & seasonal popularity. This list should not exceed 10 items. Labels need to be constrained to a single line (no label wrapping to 2+ lines).
- 1.6: Page background is a high resolution image that has been taken in Ann Arbor. On page refresh the image can change. The image should fit horizontally on the screen and fade vertically to a solid color to avoid an abrupt end. A description of the image optionally can include a link to more info about the activity or related department.
- 1.7: For Phase 1, Property Information will be looked up primarily through this search. If a person searches for an address using the global search, property information can be returned as a result item.
- 1.8: News area has one "Featured" news item (image required). This featured news item can be displayed as long as desired, until replaced by a new featured item.
- 1.9: News area has three "regular" news items with no images that are recent news items with the most recent at the top. These items cycle each time a news item is published. ALL news items will have the opportunity to pass through display on the home page.
- 1.10: Currently this is govdelivery. In the future this could be a way to sign up for specific types of news (Alerts, Safety, Maintenance, Parks, etc.).
- 1.11: Links to City News area that is formatted like a blog or online newspaper.
- 1.12: An anchor link to the "Get Updates" part of the "Contact Us" page.



[Contact Us](#)

Search bar with callout 1.1

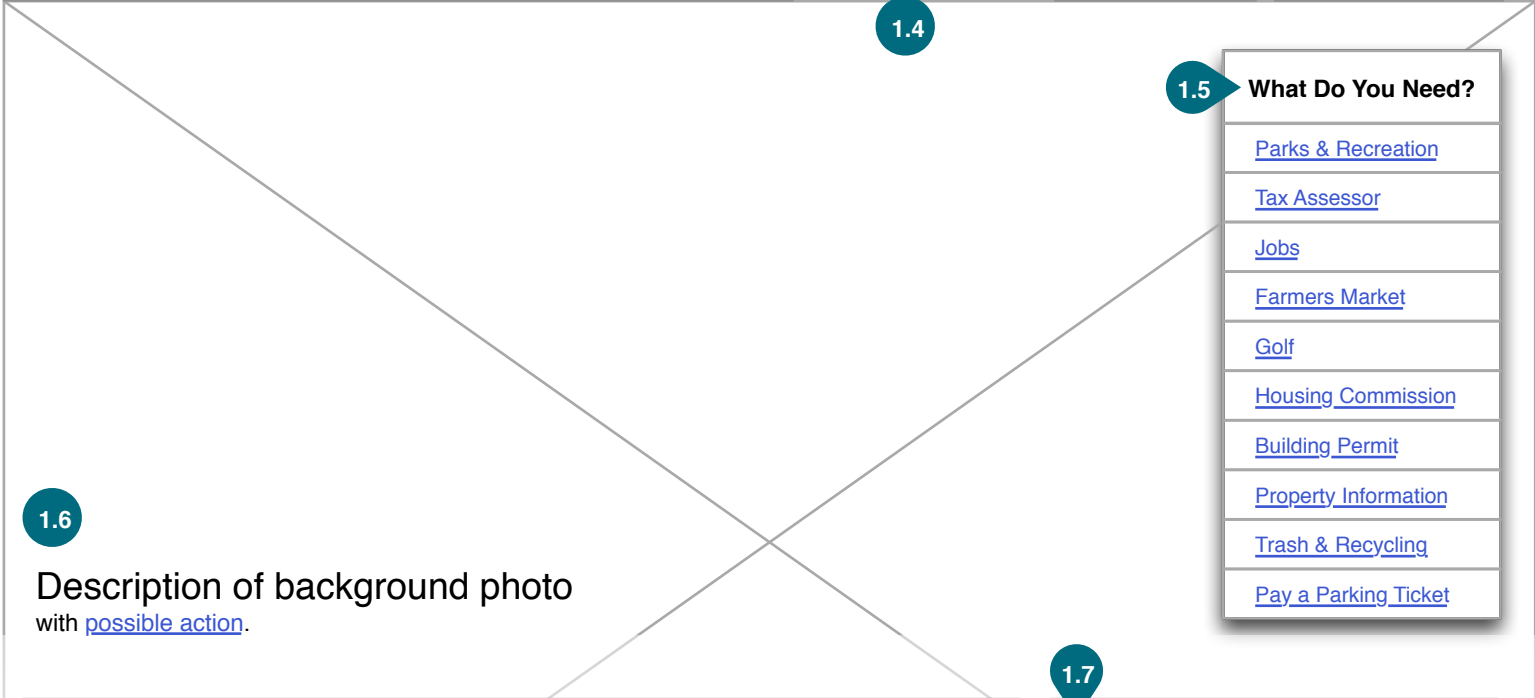
Enjoy Ann Arbor 1.2

Business in Ann Arbor

Democracy in Ann Arbor

City Services 1.3

City Departments



1.6

Description of background photo with [possible action](#).

1.5

What Do You Need?

- [Parks & Recreation](#)
- [Tax Assessor](#)
- [Jobs](#)
- [Farmers Market](#)
- [Golf](#)
- [Housing Commission](#)
- [Building Permit](#)
- [Property Information](#)
- [Trash & Recycling](#)
- [Pay a Parking Ticket](#)

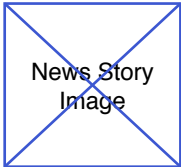
1.7

Look up Property Information

Enter a valid Ann Arbor address

Look Up Property

City News



[Title of a News Story](#) 1.8

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum id neque vel leo convallis convallis. Nullam rutrum risus id velit consectetur eget blandit lacus malesuada. Mauris vehicula imperdiet cursus. Nulla porta ipsum nec tellus sollicitudin sed viverra tellus tincidunt. Cras non urna nisi, et aliquam lorem.

[Read more...](#)

[Another Title of a News Story](#) 1.9

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum id neque vel leo convallis convallis. Nullam rutrum risus id velit consectetur eget blandit lacus malesuada. [Read more...](#)

[Another Title of a News Story](#)

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum id neque vel leo convallis convallis. Nullam rutrum risus id velit consectetur eget blandit lacus malesuada. [Read more...](#)

[Another Title of a News Story](#)

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum id neque vel leo convallis convallis. Nullam rutrum risus id velit consectetur eget blandit lacus malesuada. [Read more...](#)

[All City News...](#) 1.11

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[Subscribe to updates](#) 1.10

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[More ...](#) 1.12

[Calendar of Events](#)

(734) 794-6000


[Contact Us](#)

[Sitemap](#)

[Privacy Policy](#)

[Accessibility](#)

City of Ann Arbor Home Page Drop Down Menus

- 2.0: Pulls in the two closest events that have been flagged as specifically appropriate to appear here.
- 2.1: Links to traffic information for a specific event. It is important to remove this once an event is over.
- 2.2: Links to a specific category of event that contains seasonal openings and closings for parks & recreation. These events should focus on "enjoy" and getting people involved in city events. (so, less "taxes" more "swimming season").
- 2.3: Links to a listing of city contacts that are specifically for the business community.
- 2.4: Links to meetings.visitannarbor.org site
- 2.5: The indicator for links to external sites could alternately be an icon such as: 

City of Ann Arbor Home Page Drop Down Menus

Enjoy Ann Arbor	Business in Ann Arbor	Democracy in Ann Arbor	City Services	City Departments
2.0	Upcoming Events Featured Event Title - Sept. 12 Featured Event Title - Sept. 12 More Events... VisitAnnArbor.org*	Parks & Rec. Parks Map Programs Activities Seasonal Calendar	Getting around A2 Parking Map* Bus Routes* getDowntown* Art Fair Traffic*	Volunteer Volunteer Opportunities Parks & Rec Opportunities Volunteer Portal
		2.2	2.1	<i>* External Site</i>

Enjoy Ann Arbor	Business in Ann Arbor	Democracy in Ann Arbor	City Services	City Departments
2.3	Starting a Business Business Starter Kit Chamber of Commerce* S.P.A.R.K.* N.E.W. Center* City Business Contacts	Zoning & Ordinances Codes & Ordinances Zoning Applications Permits & Licenses City Bids & Contracts City Employment	Filming in Ann Arbor Filming Requirements Forms & Applications Downtown Downtown Area Associations* Downtown Development Authority* getDowntown*	
2.4	Conventions & Meetings*			<i>* External Site</i>

2.5

Enjoy Ann Arbor	Business in Ann Arbor	Democracy in Ann Arbor	City Services	City Departments
		Voting Where to vote Current ballot issues Elected Officials Mayor's Office City Council	Meetings Public Meetings Minutes & Agendas Video of Meetings Boards & Commissions Apply to serve	A2 Open City Hall Legislation Codes & Ordinances FOIA Request Community Media Community Television Network

City of Ann Arbor - Footer

This footer will appear on all pages, with the exception of the Home page.

The "Contact the City" link would go to the Contact Us page.

The phone number should be routed appropriately, depending on time of day.

If the city decides to enable online chat functionality, then a link to this should go near the contact information in the footer, and be displayed when chat service is available.

[Calendar of Events](#)

[City News](#) 

Lookup Property Information

Enter a valid Ann Arbor address

Look Up Property

[Get Updates from the City](#)



[Like us on Facebook](#)



[Follow us on Twitter](#)



[Subscribe to updates](#)



[CodeRED emergency alerts](#)

[Contact the City](#)

(734) 794-6000

customerservice@a2gov.org

Emergency? dial: 911

[Report A Problem](#)

[Sitemap](#)

[Privacy Policy](#)

[Accessibility](#)

Parks & Recreation Homepage - Template 1

1.0: Main navigation recedes into the header. Drop-down on hover functionality is still active & behaves as normal.

1.1: All breadcrumbs, except the current/last crumb should be a link to the corresponding parent page.

1.2: Static image (to allow people to associate the department to the image. Image could change seasonally. Should probably have "Parks & Recreation" text overlaid on the image. The height needs to be constrained; the image height should not be taller than the logo and breadcrumbs (as shown in the current proportions).

1.3: P&R navigation display drop-downs when hovered over. (Figure A)

Main Navigation Links (not the drop-down links):

"Play" -> Play Overview page (Template 7 list view, sorted A-Z)

"Parks & Places" -> List of Parks(first child in drop-down.

"Events" -> Events Calendar Page

"Park Rental" -> Rental Information (first child in drop-down)

"Administrative" -> Administrative Overview page (Template 7)

1.3.1: "Play > All 28 Activities..." links to a page with all of the park's activities listed. (see Figure B). The # of activities should be dynamic.

1.3.2: "Park Rental > Shelter Features" links to a list of all shelter features available. (see Figure B) All "Parks Rental" information could be moved under "Parks & Places", and this main navigation area replace by a "Volunteer" link, if that is the direction P&R wants to go.

1.4: Social icons link to the P&R's main social account pages.

1.5: "I'd like to..." options can be changed seasonally to reflect the most popular needs or based on known popularity from analytics. There should not be more than 6 items allowed at any one time. (On the home page of other departments, we suggest a similar resource be displayed.)

1.6: P&R's homepage carousel should be limited to 5 items. Items cycle automatically after at least 15 seconds. Clicking on either arrow moves the corresponding image, then pause the automatic slide effect. Clicking on the image should take you to a relevant page. This area could feature Volunteering, Seasonal events, etc.

1.7: This should be an exhaustive list of all the P&R Activities. Links should go to map view that has the selected activity set as a filter and the filter panel in the closed position.

1.8: Should pull from the P&R events calendar for items that are specifically flagged as a featured event. List should be limited to about 8 events. "All Park Events" should go to the P&R Event calendar.

Figure A

Play	Parks & Places	Events	Park Rental	Administrative
Kid's Programs	Parks		Rental Information	Staff Directory
Adult's Programs	Facilities		Shelters	Volunteer
Baseball	Map		Shelter Features	Report a Problem
Canoeing				Maintenance & Improvements
Swimming				Natural Area Preservation
Golf				Meetings
All 28 Activities...				Parks Advisory Commission Info
				Task Forces
				Donate to Parks

Can change seasonally or by popularity. List total should not exceed 7.

1.3.1

1.3.2

Figure B

All Activities	All Features	All Rental Features
<input checked="" type="checkbox"/> Basketball 4 Parks	<input checked="" type="checkbox"/> Swimming 4 Parks 10 Programs	<input checked="" type="checkbox"/> Paved Path 4 Parks
<input checked="" type="checkbox"/> Soccer 4 Parks	<input checked="" type="checkbox"/> Baseball 4 Parks	<input checked="" type="checkbox"/> Unpaved Path 4 Parks
<input checked="" type="checkbox"/> Hockey 4 Parks	<input checked="" type="checkbox"/> Ice Skating 4 Parks 10 Programs	<input checked="" type="checkbox"/> Wooden Path 4 Parks
<input checked="" type="checkbox"/> Dirt Bike 4 Parks	<input checked="" type="checkbox"/> Disc Golf 4 Parks 10 Programs	<input checked="" type="checkbox"/> Boat Launch 4 Parks
<input checked="" type="checkbox"/> Golf 4 Parks 10 Programs	<input checked="" type="checkbox"/> Tennis 4 Parks	<input checked="" type="checkbox"/> Pavilion 4 Parks
<input checked="" type="checkbox"/> Softball 4 Parks	<input checked="" type="checkbox"/> Trails 4 Parks 10 Programs	<input checked="" type="checkbox"/> Play Structure 4 Parks
		<input checked="" type="checkbox"/> Restrooms 4 Parks
		<input checked="" type="checkbox"/> Bandshell 4 Parks
		<input checked="" type="checkbox"/> Bike Rack 4 Parks
		<input checked="" type="checkbox"/> Picnic Tables 4 Parks
		<input checked="" type="checkbox"/> Grills 4 Parks
		<input checked="" type="checkbox"/> Parking 4 Parks

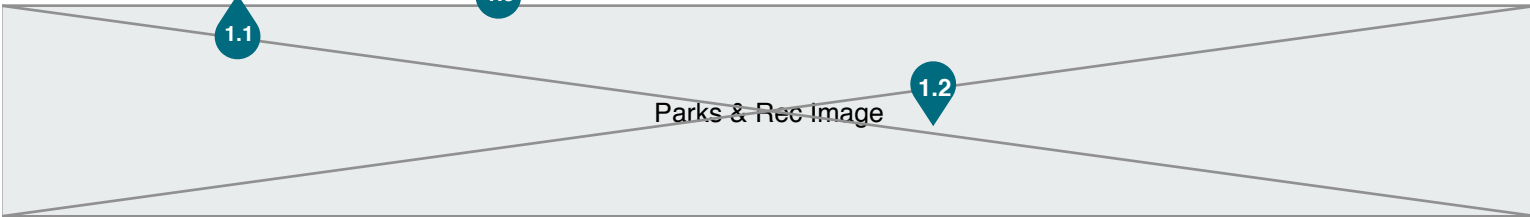
1.3.1

1.3.2

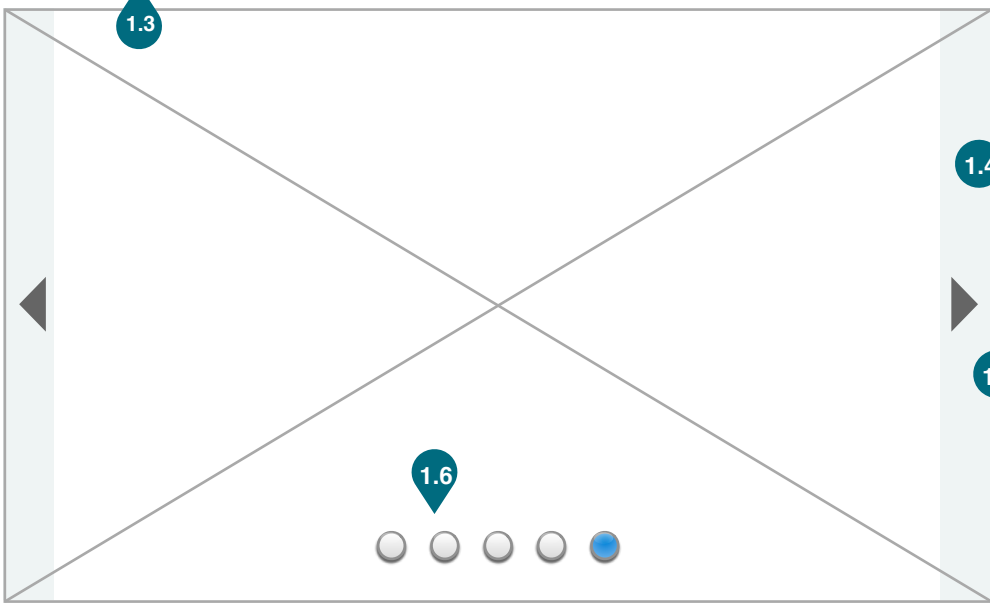
Logo [Contact Us](#) Search

Enjoy Business Democracy Services Departments

[Home](#) > Parks & Recreation



- Play
- Parks & Places
- Events
- Park Rental
- Administrative



Parks and Rec Customer Service:
555-555-5555

- 1.4 [Like us on Facebook](#)
- [Follow us on Twitter](#)

I'd like to...

- 1.5 [Set up a tee time](#)
- [Rent a park](#)
- [Discover a new park](#)
- [Volunteer](#)
- [Find a sport league](#)

Find something to do in Ann Arbor 1.7

- [Swimming](#)
- [Basketball](#)
- [Soccer](#)
- [Swimming](#)
- [Basketball](#)
- [Soccer](#)
- [Hiking](#)
- [Jogging](#)
- [Kayaking](#)
- [Baseball](#)
- [Jogging](#)
- [Kayaking](#)
- [Baseball](#)
- [Yodeling](#)
- [Ice Skating](#)
- [Rowing](#)
- [Tennis](#)
- [Ice Skating](#)
- [Rowing](#)
- [Tennis](#)
- [Volleyball](#)
- [Playground](#)
- [Biking](#)
- [Canoeing](#)
- [Playground](#)
- [Biking](#)
- [Canoeing](#)

Upcoming Events 1.8

- October 30th - [Trick or Treat!](#)
- November 1 - [Street Fair](#)
- November 3 - [Horse Parade](#)
- November 4 - [Fishing Contest](#)
- November 9 - [Festival](#)
- November 22 - [Thanksgiving Run](#)
- November 23 - [Get out and sho...](#)
- December 1 - [Lights over Kerry...](#)
- [All Park Events...](#)

Parks & Recreation Homepage - Template 2

2.0: Filters Panel Default States:

When navigating to the page with no pre-set parameters, the filter panel should be open.

When linking to the page with pre-set filter parameters, the filter panel should be closed. (see also 2.2 & Figure A)

Contextual Filters:

Type - Always present [Options: All, Park, Facility, Program]

Activity - Always present [Options: <all p&r activities>]

Feature - Present when Type = All, Park, or Facility [Options: <all park features>]

Open - Present when Type = All, Park, or Facility [Options: Now, On Date]

Date - Present when Type = Program [Options: Now, On Date] - Functions the same as "Open"

Agers - Present when Type = All, Program [Options: all, <standard p&r age ranges>]

Rentable - Present when Type = All, Park, Facility [Options: either, yes, no]

Park - Present when Type = Program [Options: <all parks & facilities>]

Consider adding a "Neighborhood" filter.

2.1: "Now" should look for parks that are open for at least a 1/2 hour past the time the query was run.

2.2: Filter layout changes depending on whether the filter panel is open or closed.

Open: Shown in wireframe

Closed (Figure A): When panel is closed, show active filters - <filter_set>: <value>

2.3: Map/List toggle switches between Map (Template 2) and List (Template 3). When using this toggle, currently set or selected filters get carried over between the two.

2.4: When determining the "center" of the map, the user should be prompted to allow Location Services on load - remember choice for session or longer.

- If Location Services are enabled - Center on current location and show about 3sq. miles. (OR, zoom out until at least 1 result is displayed)

- If Location Services are disabled - Center on downtown Ann Arbor and zoom out to show all of Ann Arbor.

- Map should include zoom and navigation controls.

- To keep the map interface agile, consider loading maps progressively, only loading park data for those present in the current view.

2.5: List of all of park's features. Hover over to see name of feature.

Clicking on icon will bring you to selected park's page and highlight that feature on the park's map.

2.6: "More at this location:" is only visible if there is a park/facility nested inside another park/facility. All nested parks/facilities should be linked here. If "More at this location:" does not show up, remove the vertical line to the left and bottom align the "More Info" button horizontally.

2.7: On load, the most centrally located park will have its pop-up window open. Clicking on another park will open that park's window and close the current pop-up window.

2.8: Example of a Program pop-up window.

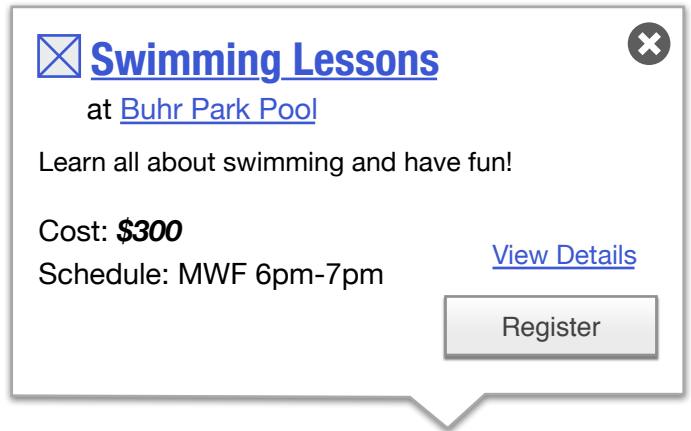


Figure A



Parks & Recreation Homepage - Template 2

Logo [Contact Us](#) Search

Enjoy Business Democracy Services Departments

[Home](#) > [Parks & Recreation](#) > [Parks & Places](#) > Map

Parks & Rec Image

Play Parks & Places Events Park Rental Administrative

All Park Facility Program

 Swimming Canoeing Disc Golf Golf

 Pool Baseball Diamond Basketball Court Canoe Livery

 Now On Date

 Ages: all

 Rentable: both

[reset filters](#)

Map [List](#) Close Filters ▲

2.3 2.4 2.5 2.6 2.7

Buhr Park

 Cost: **Free**

 Today's Hours: Dawn-Dusk

 Features:

 [Buhr Park Pool](#)

 [Buhr Park Ice Rink](#)

 [Wet Meadow Shelter](#)

Parks & Recreation List - Template 3

3.0: by [Location](#) link switched the display to Maps view, w/ the same filters selected.

3.1: Sort Options

[Relevance(default), A-Z]

3.2: Parks, Programs, and Facilities should have icons to differentiate the result from one another. Parks and Facilities can have a single icon that represents all parks and another icon that represents all facilities. Programs should adopt the icon from the activity that is featured in the program (i.e.- Swimming Lessons should use the Swimming icon).

3.3: Park hours and program registration schedules should be able to be parsed so that status messages can be displayed. Clicking this will go to the parts detail page.

"**Park Open for another 2 hours**" - 1 through infinite hours

"**Park Open for less than an hour**" - <= 1 Open hour left.

"**Park Closed**" - if park is closed

"**Park Opens within an hour**" - park currently closed but opens within an hour

"**Registration Open**" - if registration for program is currently open

"**Registration Closed**" - if registration for program is closed

3.4: List of all of park's features. Hover over to see name of feature. Clicking on icon will bring you to selected park's page and highlight that feature on the park's map.

3.5: Links to List (Template 3) with a preset filter.

Filter Set: Park: *<selected park>* & Type: *Program*

3.6: Button (Primary) Action:

Park/Facility: "View Park"[link to park/facility page (Template 5)]

Program (Open Registration): "Register" [link directly to registration tool's instance of this program (external link)]

Program (Closed Registration): none

Link (Secondary) Action:

Park/Facility: none

Program (Open/Closed Registration): "Program Details" [link to description of program(template 6)]

Parks & Recreation List - Template 3

Logo [Contact Us](#) Search

Enjoy Business Democracy Services Departments

[Home](#) > [Parks & Recreation](#) > [Parks & Places](#) > Parks List



Play Parks & Places Events Park Rental Administrative

Type: All Park Facility Program

Activity: Swimming Canoeing Disc Golf Golf

Feature: Pool Baseball Diamond Basketball Court Canoe Livery

Open: Now On Date

Ages: all Rentable: all

[by Location](#) 3.0

[reset filters](#)

Map List Close Filters ▲ 3.1

4 Results

Sort: Relevance ▼

[Buhr Park Pool](#) 3.2

Cost: \$4-5
Today's Hours: 1pm - 8pm

[View All Buhr Park Pool Programs \(6\)](#) 3.5

Features: 3.4

Park Open for another 3+ hours

[View Park](#)

[Swimming for Kids](#) at [Buhr Park Pool](#) 3.6

Cost: \$300 Schedule: MWF 9-12pm
Ages: 6-12 June 7 - July 20

Learn all about swimming and have fun!

[Picnic Tables](#)
4 Tables

Registration Open

[Program Details](#)

[Go to Registration](#)

[Swimming for Kids](#) at [Buhr Park Pool](#) 3.6

Cost: \$300 Schedule: MWF 9-12pm
Ages: 6-12 May 10 - June 30

Learn all about swimming and have fun!

Registration Closed

[Program Details](#)

[Swimming for Kids](#) at [Buhr Park Pool](#) 3.6

Cost: \$300 Schedule: MWF 9-12pm

Registration Open

Parks & Recreation Events - Template 4

4.0: **Show Options**

All deselected by default.

4.1: **Event Calendar Navigator**

Clicking a date displays the events for that day.

4.2: **Event Categories**

Events are categorized and each category renders a different color and icon. Categories can be selected to filter results

Note: "Volunteering" should be included as a category.

4.3: **Collapsed Event**

Here also, events are categorized and each category renders a different color and icon.

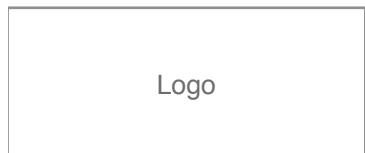
4.4: **Expanded Event**

All of the details of the event should be displayed, stretch the height to fit all of the details.

The event name should link to a separate page(template 7) that has the same set of details on a dedicated page with a stable url.

4.5: **Event Actions**

Events that require registration should explicitly mention that they require registration and include a "Register" button. All events should have a "view event" text link that goes to a separate page (template 7) that has the same set of details with a stable url.



[Contact Us](#)

[Home](#) > [Parks & Recreation](#) > Events

Parks & Rec Image

Events

Show: Only Free: Age: all Recurring: **4.0**

September 2012

S	M	T	W	T	F	S
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

Select Today

Event Categories

- Category Name**
- Category Name**
- Category Name**
- Category Name**
- Category Name**

[Subscribe to Event updates](#)

Sunday August 31, 2012

[Event name](#)

[Event name](#)

Monday September 1, 2012

[Event name](#)

Monday September 1 @ 5 - 8pm

Event details and description here.

Registration Required

Cost: **Free** Suitable for all ages

[view event](#)

[Event name](#)

[Event name](#)

[Event name](#)

Tuesday September 2, 2012

[Event name](#)

[Event name](#)

[Event name](#)

Parks & Recreation Park - Template 5

5.0: By default the map of the park should be shown. The **Map | Photos** text toggles the visual area between a map and photos. - When the Photos are selected, thumbnails appear below the main display area. Something like:

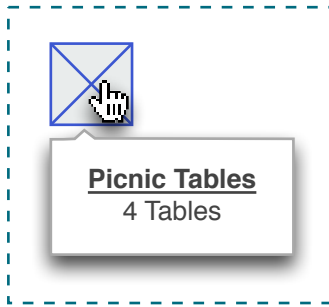


The first thumbnail is selected by default & the large version is displayed in the main area. Other thumbnails can be clicked to make the corresponding image appear in the main display area.

5.1: If a park/facility has any number of parks/facilities within it (i.e. - Buhr Park contains Buhr Park Pool and Buhr Park Ice Rink), this section displays, and all sub-parks/facilities are all listed and linked to from here.

5.2: It should be assumed that this is NOT normally here. Content in this box should be an "Alert" or "Alarm" informing visitors that they are unable to partake in the offerings of the facility. As a rule, messaging in this box should be written to DECREASE the number of people coming to the park, not increase it. (i.e. - "Pool is closed today for Maintenance." or "All Canoes have holes, no canoeing until October 12, 2012.") This area should appear visually imposing & sort of unpleasing, and should move everything down the page to make room for it.

5.3: Below the Map & Photos area are the park features. Icons can be clicked to highlight their corresponding location on the map. (if Photos is selected when a feature is clicked, the display is set back to the Map.) Hovering over a map's feature thumbnail shows information about that feature.



5.4: If a park/facility has their own social media channels or blogs, they can be linked to here. If they do not have their own social media channels, then display the parent's channels (either Parks or NAP)

5.5: This row of links serves as the rest of the page's table of contents. Every park/facility should have "About", "Events", and "Programs" - Events and Programs sections should still be displayed if they are empty to show that there is nothing going on at this location. When Programs is clicked, then all the available programs should be shown, whereas if the visitor scrolls down the page, the Programs section can simply show the first 2 programs listed.

"FAQ" and "Rental Information" are examples of the types of content that a park can have on their page. The order and type of content past "Programs" can be decided by the web editor.

We envision any of the other pages that need to be linked to the park/facility (ex: farmers market vendors) could be done so from inline links & not structurally indicated in the template.

Logo [Contact Us](#) Search

Enjoy Business Democracy Services Departments

[Home](#) > [Parks & Recreation](#) > [Parks & Places](#) > [Parks List](#) > Buhr Park



Play	Parks & Places	Events	Park Rental	Administrative
------	----------------	--------	-------------	----------------

Buhr Park

[Map](#) | [Photos](#)

5.0

5.3

Prices

Admission:
Free

Hours

Everyday:
Dawn - Dusk

see facilities below for specific pricing and hours

Facilities at Buhr Park

- [Buhr Park Pool](#)
- [Buhr Park Ice Rink](#)
- [Wet Meadow Shelter](#)

5.1

Attention!

5.2



Some kind of timely and relevant information goes here. Not to be abused.

5.4

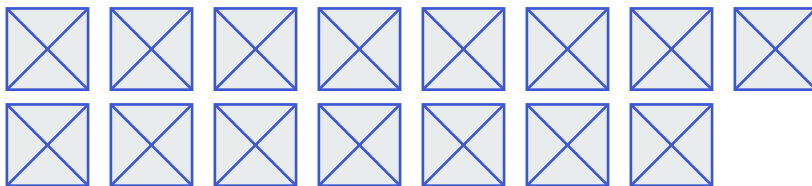
[Like us on Facebook](#)

[Follow us on Twitter](#)

[Follow us Pinterest](#)

[BuhrParkBlog.org](#)

Park Features



[About](#) [Events](#) [Programs](#) [FAQ](#) [Rental Information](#)

5.5

About Buhr Park

Buhr Park is a 39 acre park serving the south central part of town with softball diamonds, 2 tennis courts, play equipment, basketball court, open field play, sledding hill, picnic facilities with a grill, an outdoor pool with a family activity pool, and a

Events at Buhr Park

◀ September 2012 ▶

S	M	T	W	T	F	S
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

Today

September 2, 2012

☒ [Event Name](#)

☒ [Event Name](#)

Tuesday September 2 @ 5 - 8pm

Event details and description here.

Registration Required

Cost: **Free** Suitable for all ages

☒ [Event Name](#)

[View All Park & Recreation Events](#)

Programs at Buhr Park

[Swimming Lessons for Kids at Buhr Park Pool](#)

This swimming lesson teaches kids how to swim very well. They will swim like dolphins, but better.

Cost: **\$300**

Ages: **6-12yrs**

Schedule: MWF 6-8pm

June 7 - July 10

[Swimming Lessons for Kids at Buhr Park Pool](#)

This swimming lesson teaches kids how to swim very well. They will swim like dolphins, but better.

Cost: **\$300**

Ages: **6-12yrs**

Schedule: T TH 6-8pm

June 8 - July 12

[View All Buhr Park Programs \(6\)](#)

FAQ for Buhr Park

Q: Question

Q: Question

Q: Question

A: Answer

Q: Question

Rental Information

Monday - Thursday:

Resident:	1 - 6 hours: \$44
	7 - 12 hours: \$82
Non-Resident:	1 - 6 hours: \$82
	7 - 12 hours: \$104
Corporate:	1 - 6 hours: \$82
	7 - 12 hours: \$137

Friday - Sunday & Holidays:

Resident:	All Day: \$110
Non-Resident:	All Day: \$137
Corporate:	All Day: \$220

Alcohol Permit:

Resident:	\$25
Non-Resident:	\$30
Corporate:	\$45

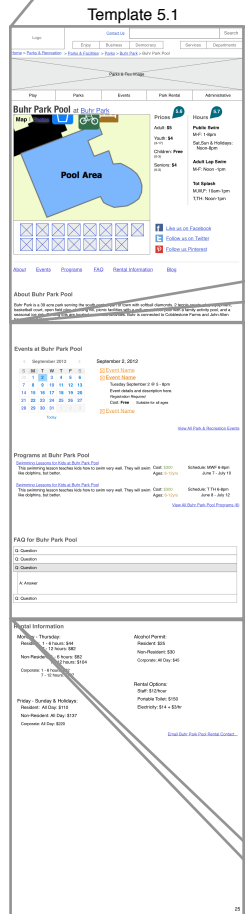
Rental Options:

Staff:	\$12/hour
Portable Toilet:	\$150
Electricity:	\$14 + \$3/hr

[Email Buhr Park Rental Contact...](#)

Parks & Recreation Park Alt. - Template 5

- 5.6: Prices should be listed in order of the most common use with the "normal" rate listed first.
- 5.7: Hours should be listed in order of the most common use with the "normal" schedule listed first.
- 5.8: If the child has social media of its own, then show that. Otherwise, show the social media links of the parent facility or park. If neither have any social media links, then nothing displays.



Logo
Contact Us
Search

Home > Parks & Recreation > Parks & Facilities > Parks > Buhr Park > Buhr Park Pool
Services Departments

Parks & Recreation

Play
Parks
Events
Park Rental
Administrative

Buhr Park Pool at Buhr Park

Prices 5.6

Adult: \$5

Youth: \$4 (9-17)

Children: Free (0-8)

Seniors: \$4 (65+)

Hours 5.7

Public Swim
M-F: 1-8pm
Sat, Sun & Holidays:
Noon-5pm

Adult Lap Swim
M-F: Noon-1pm

Tot Splash
M,W,F: 10am-1pm
T,TH: Noon-1pm

Like us on Facebook
Follow us on Twitter
Follow us on Pinterest

About Buhr Park Pool

Buhr Park is a 39 acre park serving the south central part of town with softball diamonds, 2 tennis courts, play equipment, basketball court, open field play, sledding hill, picnic facilities with a grill, an outdoor pool with a family activity pool, and a seasonal ice rink. Parking lots are located near most activities. Buhr is connected to Cobblestone Farms and John Allen Elementary School.

Events at Buhr Park Pool

September 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Today

September 2, 2012

Event Name

Event Name

Tuesday September 2 @ 5 - 8pm

Event details and description here.

Registration Required

Cost: Free Suitable for all ages

[View All Park & Recreation Events](#)

Programs at Buhr Park Pool

Swimming Lessons for Kids at Buhr Park Pool

This swimming lesson teaches kids how to swim very well. They will swim like dolphins, but better.

Cost: \$300 Schedule: MWF 6-8pm
Ages: 6-12yrs June 7 - July 10

Swimming Lessons for Kids at Buhr Park Pool

This swimming lesson teaches kids how to swim very well. They will swim like dolphins, but better.

Cost: \$300 Schedule: T,TH 6-8pm
Ages: 6-12yrs June 8 - July 12

[View All Buhr Park Pool Programs \(6\)](#)

FAQ for Buhr Park Pool

Q: Question

Q: Question

Q: Question

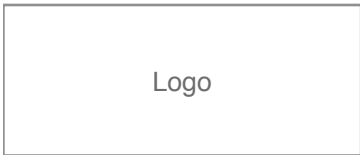
A: Answer

Q: Question

Rental Information

<p>Monday - Thursday:</p> <p>Resident: 1 - 6 hours: \$44 7 - 12 hours: \$62</p> <p>Non-Resident: 1 - 6 hours: \$62 7 - 12 hours: \$104</p> <p>Corporate: 1 - 6 hours: \$82 7 - 12 hours: \$137</p> <p>Friday - Sunday & Holidays:</p> <p>Resident: All Day: \$110 Non-Resident: All Day: \$137 Corporate: All Day: \$220</p>	<p>Alcohol Permit:</p> <p>Resident: \$25 Non-Resident: \$30 Corporate: All Day: \$45</p> <p>Rental Options:</p> <p>Staff: \$12/hour Portable Toilet: \$150 Electricity: \$14 + \$3/hr</p> <p style="text-align: right;">Email Buhr Park Pool Rental Contact</p>
--	---

20



[Contact Us](#)

- Enjoy
- Business
- Democracy

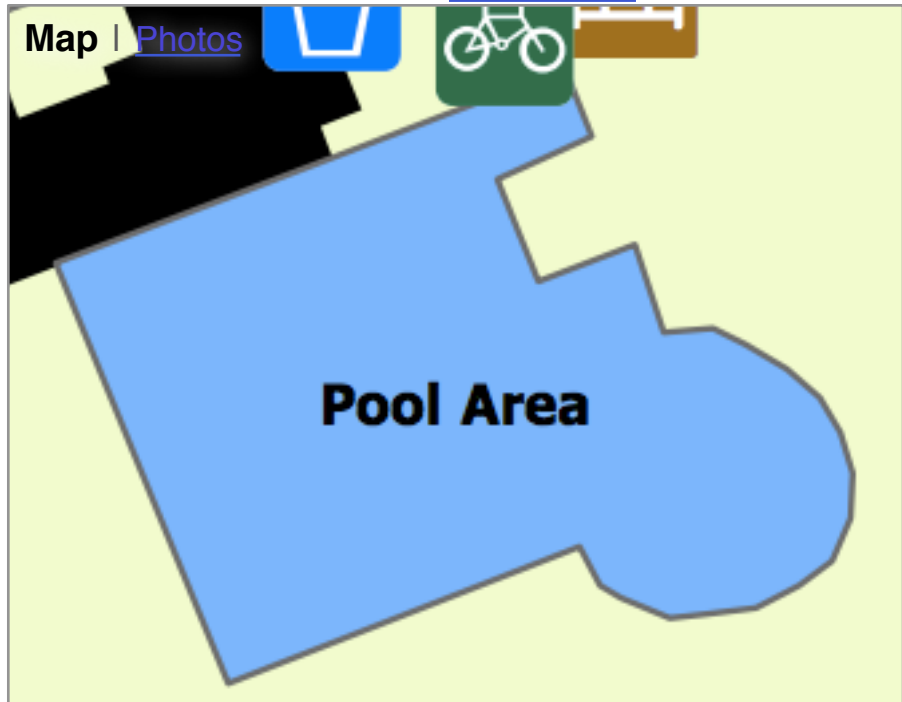
- Services
- Departments

[Home](#) > [Parks & Recreation](#) > [Parks & Places](#) > [Parks List](#) > [Buhr Park](#) > Buhr Park Pool

Parks & Rec Image

- Play
- Parks & Places**
- Events
- Park Rental
- Administrative

Buhr Park Pool at [Buhr Park](#)



Prices 5.6

- Adult: **\$5**
- Youth: **\$4**
(3-17)
- Children: **Free**
(0-3)
- Seniors: **\$4**
(0-3)

Hours 5.7

- Public Swim**
M-F: 1-8pm
Sat, Sun & Holidays: Noon-8pm
- Adult Lap Swim**
M-F: Noon -1pm
- Tot Splash**
M,W,F: 10am-1pm
T,TH: Noon-1pm

[Like us on Facebook](#) 5.8

[Follow us on Twitter](#)

[Follow us Pinterest](#)

[BhurParkBlog.org](#)

Park Features

-
-
-
-
-
-
-

- [About](#)
- [Events](#)
- [Programs](#)
- [FAQ](#)
- [Rental Information](#)

About Buhr Park Pool

Buhr Park is a 39 acre park serving the south central part of town with softball diamonds, 2 tennis courts, play equipment, basketball court, open field play, sledding hill, picnic facilities with a grill, an outdoor pool with a family activity pool, and a seasonal ice rink. Parking lots are located near most activities. Buhr is connected to Cobblestone Farms and John Allen

Events at Buhr Park Pool

◀ September 2012 ▶

S	M	T	W	T	F	S
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

Today

September 2, 2012

☒ [Event Name](#)

☒ [Event Name](#)

Tuesday September 2 @ 5 - 8pm

Event details and description here.

Registration Required

Cost: **Free** Suitable for all ages

☒ [Event Name](#)

[View All Park & Recreation Events](#)

Programs at Buhr Park Pool

[Swimming Lessons for Kids at Buhr Park Pool](#)

This swimming lesson teaches kids how to swim very well. They will swim like dolphins, but better.

Cost: \$300

Ages: 6-12yrs

Schedule: MWF 6-8pm
June 7 - July 10

[Swimming Lessons for Kids at Buhr Park Pool](#)

This swimming lesson teaches kids how to swim very well. They will swim like dolphins, but better.

Cost: \$300

Ages: 6-12yrs

Schedule: T TH 6-8pm
June 8 - July 12

[View All Buhr Park Pool Programs \(6\)](#)

FAQ for Buhr Park Pool

Q: Question

Q: Question

Q: Question

A: Answer

Q: Question

Rental Information

Monday - Thursday:

Resident: 1 - 6 hours: \$44
7 - 12 hours: \$82

Non-Resident: 1 - 6 hours: \$82
7 - 12 hours: \$104

Corporate: 1 - 6 hours: \$82
7 - 12 hours: \$137

Friday - Sunday & Holidays:

Resident: All Day: \$110

Non-Resident: All Day: \$137

Corporate: All Day: \$220

Alcohol Permit:

Resident: \$25

Non-Resident: \$30

Corporate: \$45

Rental Options:

Staff: \$12/hour

Portable Toilet: \$150

Electricity: \$14 + \$3/hr

[Email Buhr Park Pool Rental Contact...](#)

Parks & Recreation Program - Template 6

6.0: For now, the register button should link directly to the registration tool's instance of this program.

6.1: Staff thumbnails can be clicked to select that staff member. The first staff member's thumbnail will be selected by default. When any other staff thumbnail image is selected, then their image, name and bio swaps out as the displayed staff member.

6.2: This displays the parent facility. The link goes back up to the parent page.

Logo [Contact Us](#) Search

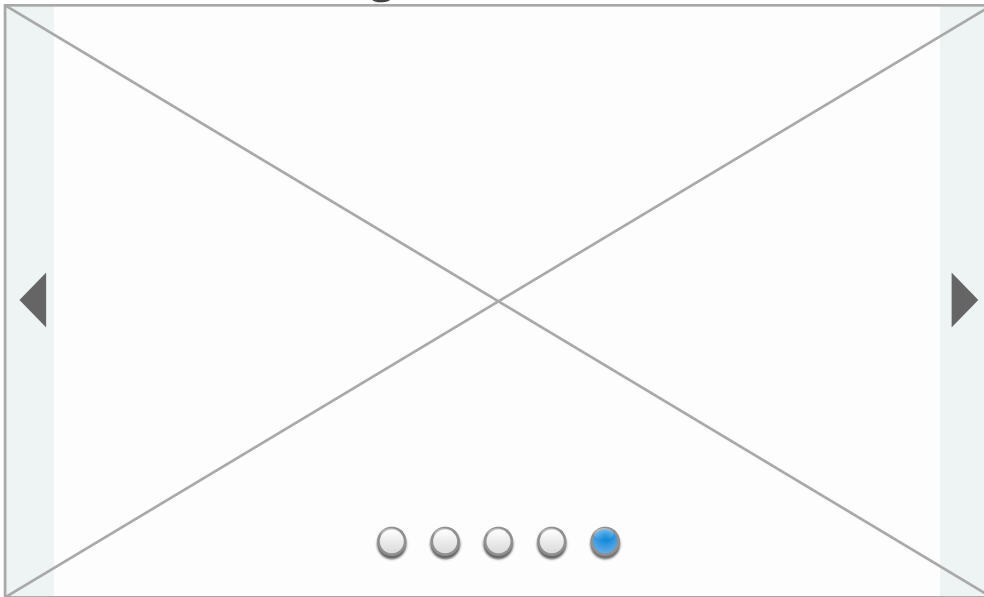
Enjoy Business Democracy Services Departments

[Home](#) > [Parks & Recreation](#) > [Parks & Places](#) > [Parks List](#) > [Buhr Park](#) > [Buhr Park Pool](#) > Kid's Swimming Lessons



Play	Parks & Places	Events	Park Rental	Administrative
------	---------------------------	--------	-------------	----------------

Kid's Swimming Lessons at [Buhr Park Pool](#)



Cost

\$300

Schedule

MWF: 9:30am-12pm
June 10 - July 30

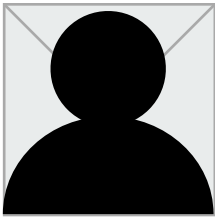
This swimming lesson teaches kids how to swim very well. They will swim like dolphins, but better.

Ages: 1 - 5yrs

[Go to Registration](#)

6.0

Our Staff



John Public

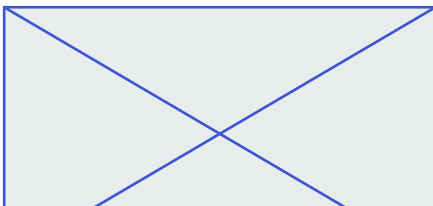
Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum id neque vel leo convallis convallis.

6.1



Our Facility

6.2



[Buhr Park Pool](#)

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum id neque vel leo convallis convallis.

Parks & Recreation Program - Template 7

These template pages illustrate pages that can have arbitrary amounts of sub-navigation. A park could theoretically contain one of these pages, such as the Farmer's Market having a listing of all the vendors. In the following examples, we show how the navigation would unfold as the Administrative section is navigated.

7.0: This page shows how navigation would display on the top level page of Administration.

7.1: This page shows how navigation would display for a 2nd level page.

7.2: This page shows how navigation would display for a 3rd level page.

7.3: This page shows how to deal with content below a 3rd level. Basically, if there is a lot of content at this level, break it into sub groups & put it all on the same page, with anchor links at the top of the page for quick navigation to the rest of the content.

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[Home](#) > [Parks & Recreation](#) > Administration

Parks & Rec Image

Play	Parks & Places	Events	Park Rental	Administrative
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Administrative



Staff Directory
Volunteer
Report a Problem
Maintenance & Improvements
Natural Area Preservation
Meetings
Parks Advisory Commission
Task Forces
Donate to Parks

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Logo	Contact Us	Search		
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[Home](#) > [Parks & Recreation](#) > [Administration](#) > Maintenance & Improvements

Parks & Rec Image

Play	Parks & Places	Events	Park Rental	Administrative
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Maintenance & Improvements

Staff Directory
Volunteer
Report a Problem
Maintenance & Improvements
Improvements
Maintenance
Natural Area Preservation
Meetings
Parks Advisory Commission
Task Forces
Donate to Parks

7.1

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Logo	Contact Us	Search
Enjoy	Business	Democracy
		Services
Departments		

[Home](#) > [Parks & Recreation](#) > [Administration](#) > [Maintenance & Improvements](#) > Improvements

Parks & Rec Image

Play	Parks & Places	Events	Park Rental	Administrative
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Improvements

- Staff Directory
- Volunteer
- Report a Problem
- Maintenance & Improvements
- Improvements 7.2
- Maintenance
- Natural Area Preservation
- Meetings
- Parks Advisory Commission
- Task Forces
- Donate to Parks

[Anchor 1](#) [Anchor 2](#) [Anchor 3](#) [Anchor 4](#) [Anchor 5](#)

7.3

Anchor 1

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Anchor 4

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Anchor 5

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