



Legislation Details (With Text)

<b>File #:</b>	24-0079	<b>Version:</b>	1	<b>Name:</b>	2/5/24 Resolution to Approve a Professional Services Agreement with G.O. Williams & Associates, L.L.C. for Circular Economy Planning and Stakeholder Engagement
<b>Type:</b>	Resolution	<b>Status:</b>			Passed
<b>File created:</b>	2/5/2024	<b>In control:</b>			City Council
<b>On agenda:</b>	2/5/2024	<b>Final action:</b>			2/5/2024
<b>Enactment date:</b>	2/5/2024	<b>Enactment #:</b>			R-24-039
<b>Title:</b>	Resolution to Approve a Professional Services Agreement with G.O. Williams & Associates, L.L.C. for Circular Economy Planning and Stakeholder Engagement (\$80,000.00)				

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. GO WILLIAMS & ASSOCIATES LLC - Professional Services Agreement (PSA).pdf, 2. 2024 Scope of Work for Circular Economy Strategic Planning and Engagement.pdf

Date	Ver.	Action By	Action	Result
2/5/2024	1	City Council	Approved	Pass

Resolution to Approve a Professional Services Agreement with G.O. Williams & Associates, L.L.C. for Circular Economy Planning and Stakeholder Engagement (\$80,000.00)

One of the six core strategies in the A<sup>2</sup>ZERO Plan focuses on advancing a circular economy. Over the last year, staff in the Office of Sustainability and Innovations and Public Works have been working, via a grant, with G.O. Williams & Associates, L.L.C. to design an equitable public engagement process that could be implemented to help create a living circular economy strategy for the City. This work culminated in a report, informed by nearly a dozen local stakeholders, outlining authentic and strategic approaches to more equitably engage community members in shaping what a circular economy in Ann Arbor could look like and what it could include.

In the fall of 2023, G.O. Williams & Associates, L.L.C. generated a short report summarizing the findings of this multi-month engagement process, which included a series of recommendations on next steps. Staff reviewed these recommendations and used them to inform a scope of work to advance circular economy planning and stakeholder engagement.

Due to previous work in this space plus the relational work that was developed through the equitable engagement process, staff identified G.O. Williams & Associates, L.L.C. as the preferred vendor to execute this updated scope of work. G.O. Williams & Associates, L.L.C. was approached about continuing these efforts, expressed an interest, and submitted a proposal to continue this work.

Staff reviewed the proposal, made slight modifications in tandem with G.O. Williams & Associates and landed on the final scope of services which is included in the Council packet. This scope of services includes five main tasks:

1. Establish and Organize the City’s Internal Planning Team

2. Resident Advisory Committee Formation and Meetings
3. Support Grant Fundraising Around the Circular Economy
4. Community Engagement
5. Ongoing Project Management

The resolution before Council seeks authorization to engage in a 1-year professional services agreement with G.O. Williams & Associates to undertake Circular Economy Planning and Stakeholder Engagement. G.O. Williams & Associates is compliant with the City's non-discrimination, living wage, and conflict of interest policies, and the City's insurance requirements.

Budget/Fiscal Impact: Budget to support this work is budgeted in the Office of Sustainability and Innovations Community Climate Action Millage budget.

Prepared by: Missy Stults, Sustainability and Innovations Director

Reviewed by: Marti Praschan, Chief Financial Officer

Approved by: Milton Dohoney Jr., City Administrator

Whereas, In 2022 Ann Arbor residents voted to pass the Community Climate Action Millage;

Whereas, A portion of Community Climate Action Millage funds were intended to support advancements towards a local circular economy;

Whereas, The A<sup>2</sup>ZERO plan explicitly calls for movement towards creating a more circular local economy under Strategy 5;

Whereas, In late 2022 through fall 2023, the Office of Sustainability and Innovations and Public Works, via a grant, engaged with G.O. Williams & Associates, L.L.C. to design an equitable engagement process that could eventually be implemented to ensure that all community voices, especially non-traditional voices, were centered in the creation of a future circular economy strategy;

Whereas, Through the creation of an equitable engagement strategy, G.O. Williams and Associates, L.L.C. worked with nearly a dozen local stakeholders to design a series of recommendations on how to implement more equitable engagement practices;

Whereas, Staff reviewed these recommendations and put together a scope of work to integrate many of the recommendations into a circular economy planning and stakeholder engagement scope of work;

Whereas, G.O. Williams & Associates, L.L.C. was identified as the best firm to implement this scope of services based on previous work experience and relationships built during the equitable engagement planning initiative;

Whereas, The Office of Sustainability and Innovations has allocated funds in its Approved Fiscal Year 24 and Planned Fiscal Year 25 Community Climate Action Millage budgets to support work towards the circular economy; and

Whereas, G.O. Williams & Associates, L.L.C. is compliant with the City's non-discrimination, living wage, and conflict of interest policies;

**RESOLVED**, That Ann Arbor City Council approve a Professional Services Agreement with G.O. Williams & Associates, L.L.C., in the amount of \$80,000.00, to advance circular economy planning

and stakeholder engagement;

RESOLVED, That all amounts approved and appropriated herein are without regard to fiscal year;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute a Professional Services Agreement with G.O. Williams & Associates, L.L.C. after approval as to substance by the City Administrator and approval as to form by the City Attorney; and

RESOLVED, That the City Administrator be authorized to take the necessary administrative actions to implement this resolution.