



## Legislation Text

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**File #:** 19-1801, **Version:** 1

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Resolution to Approve a Professional Services Agreement with International Association for Public Participation (IAP2) USA Great Lakes Chapter a/k/a International Association for Public Participation (IAP2) USA Midwest Chapter (IAP2 USA Midwest Chapter) for Community Engagement Training Services (\$45,000.00)

The resolution before you requests approval of a contract with International Association for Public Participation (IAP2) USA Great Lakes Chapter a/k/a International Association for Public Participation (IAP2) USA Midwest Chapter for community engagement training services to support staff's efforts across the organization to conduct effective community engagement. There has been a growing demand from the community and city leadership to continue to expand public participation opportunities in city initiatives and processes. As the expectations evolve, staff needs ongoing training to enhance and increase their knowledge, confidence and skills. "Foundations in Public Participation Training" through IAP2 will include "Planning for Effective Public Participation" and "Techniques for Effective Public Participation."

Budget/Fiscal Impact: \$45,000.00 for this training is available in the FY20 General Fund Non Departmental Citywide Training Budget.

IAP2 is the leading professional organization in community engagement training, and conducts a certification process for trainers. IAP2 USA Midwest Chapter issued a Request for Submissions: 2019-20 Midwest Chapter-hosted Foundations Courses in June 2019. Four responses were received from the following IAP2 certified trainers:

- Mary Hamel
- Kim Hyshka
- Tannis Topolnisky
- Brenda Walton (rejected: missing required elements)

The submission review committee determined that Tannis Topolnisky was most qualified and available to provide the City of Ann Arbor with Foundations in Public Participation training. IAP2 will contract with the trainer, and the city will contract with IAP2. The proposed agreement between the city and IAP2 USA Midwest Chapter includes the fee structure for services, which totals \$45,000.00.

IAP2 USA Midwest Chapter complies with the requirements of the City's nondiscrimination and living wage ordinances.

Prepared By: Kayla Coleman, Systems Planning Analyst/Community Engagement Specialist

Reviewed By: Marti Praschan, Chief of Staff Public Services Area

Approved By: Craig Hupy, Public Service Area Administrator

Whereas, The city has seen a growing demand from the community and city leadership to continue to expand public participation opportunities in city initiatives and processes;

Whereas, The city has a Community Engagement Toolkit which details the process and provides

resources that staff is expected to use for outreach on projects, policies and programs that affect the community;

Whereas, Ongoing community engagement training will enhance and increase staff knowledge, confidence and skills in effectively applying the Community Engagement Toolkit;

Whereas, The International Association for Public Participation is the leading professional organization in community engagement training;

Whereas, The International Association for Public Participation (IAP2) USA Great Lakes Chapter a/k/a International Association for Public Participation (IAP2) USA Midwest Chapter has completed a training proposal solicitation;

Whereas, a certified IAP2 trainer has been identified to deliver the IAP2 Foundations in Public Participation training;

Whereas, Staff recommends Council approve the attached Professional Services Agreement with International Association for Public Participation USA Great Lakes Chapter a/k/a International Association for Public Participation USA Midwest Chapter for IAP2 Foundations in Public Participation Training Services ("Agreement");

Whereas, Funding is available for the Agreement in the FY20 General Fund Non Departmental Citywide Training Budget (\$45,000.00); and

Whereas; International Association for Public Participation USA Great Lakes Chapter a/k/a International Association for Public Participation USA Midwest Chapter complies with the requirements of the City's Non Discrimination and Living Wage Ordinances;

RESOLVED, That City Council approve the attached Professional Services Agreement with International Association for Public Participation (IAP2) USA Great Lakes Chapter a/k/a International Association for Public Participation USA Midwest Chapter in the amount of \$45,000.00 for FY20;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute the agreement after approval as to substance by the Public Service Area Administrator and City Administrator and approval as to form by the City Attorney;

RESOLVED, That the City Administrator be authorized to take all necessary actions to implement this Resolution including authorizing any amendments or renewals that do not exceed the amounts authorized herein or that are otherwise budgeted in future years.