

# COMMUNITY ENGAGEMENT CONSULTING POOL

## Purpose and Need

The Public Works Community Engagement Consulting Pool establishes a master services contract that will allow City departments to direct-select businesses and organizations for engagement needs.

- Partner with people already working in communities representing a balanced cross section of the city's population.
- Build capacity within partner organizations and develop projects and plans that are supported by the constituencies these projects and plans are meant to serve.

## Example Work Opportunities

Some examples of current and past community engagement projects at Minneapolis Public Works include:

- An educational campaign on traffic safety, such as our recent "20 is plenty" campaign.
- Engagement on upcoming street reconstruction projects, informing design elements.
- Communicating impacts of construction well in advance of, and during, construction.
- City-wide planning and engagement for policy documents, such as the Transportation Action Plan.

## Engagement Services

Proposers must select Engagement Services that the business or organization is willing to perform. These include:

Engagement Services	On-the-Ground Outreach	Training Services
Community Engagement Plans	Event Planning and Implementation	Trainings
Communications	Facilitation and Presentation	
Display or Educational Materials	(Online) Surveys	
Engagement Report on Activities and Outcomes	Door Knocking	
Photography and Video	Tabling	
Aerial (Drone) Photography and Video	Storytelling	
	Stakeholder Meetings and Coordination	



## Eligible Vendors

Eligible vendors could include, but are not limited to:

- Businesses with experience in community engagement and marketing.
- Neighborhood organizations with experience working in one or more geographies within the city.
- Community based organizations and community groups representing socio-economic and cultural groups with work experience in communities representing BIPOC, disability, language, veteran, youth, senior, businesses, LBGTO+, renter, and downtown employee populations, among others.
- 501c3 non-profits with experience working in Minneapolis communities.
- Artists, theater groups, musicians, university groups.

## Pool Structure

The initial Engagement Pool master services contract will run for two years. To establish this Engagement Pool, the City of Minneapolis Public Works department is issuing a Request for Proposals (RFP) seeking proposals. The Engagement Pool has two Tiers, relating to total contract amount and maximum scope of services amount.

- Tier I contracts will have a maximum contract amount not to exceed \$300,000 with each Scope of Services (Work Order) limited to a maximum of \$100,000.
- Tier II contracts are smaller, have a maximum contract not to exceed \$100,000 with each Scope of Services limited to a maximum of \$25,000.

**Proposals are due on November 26, 2024, at 2:00 PM Minneapolis Time.**

## Transportation Action Plan

This project is aligned with the Transportation Action Plan, the city's vision for safer, greener and more modern streets that serve all people and all the ways they want to get around.

## Contact us

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For reasonable accommodations or alternative formats please contact Menno Schukking, Public Works. People who are deaf or hard of hearing can use a relay service to call 311 at 612-673-3000. TTY users call 612-263-6850.

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