



Request for City Council Committee Action from the Department of Minneapolis Convention Center

Date: January 31, 2013

To: The Honorable Betsy Hodges, Chair, Ways & Means Committee

Subject: Extension to Contract C-21358 with FedEx Office and Print Services, Inc. for management of the Business Center at the Convention Center.

Recommendation: Authorize proper City officials to extend Contract C-21358 until 9/30/13 to allow issuance of an RFP for the Business Center at the Convention Center.

Department Information

Prepared by: Linda Denson, Business Services Manager
Approved by: Jeff Johnson, Executive Director
Presenters in Committee: Jeff Johnson, Executive Director

Reviews

- Permanent Review Committee (PRC): Approval Date 1/31/13
- Civil Rights Approval Approval Date _____
- Policy Review Group (PRG): Approval Date _____

Financial Impact

- No financial impact

Community Impact

- City Goals

Supporting Information

The Convention Center contracted with FedEx Office and Print Services on 1/20/2005 to design and construct a Business Center and operate it for a 5-year term. This contract was extended on 5/25/10 for an additional three (3) years. The current contract will expire on 1/31/2013. This request is to obtain approval for a short term extension of that contract for eight (8) months until 9/30/2013. The Executive Management Team at the Convention Center determined that an RFP would provide the opportunity to accept proposals from different companies (i.e. UPS, DHL) to ensure that good business decisions are made. This extension is requested to ensure a satisfactory timeframe to issue an RFP and complete the required process.