



**Request for City Council Committee Action  
From the Department of Finance and Property Services**

**Date:** July 14, 2014

**To:** Honorable John Quincy, Chair Ways & Means Committee

**Subject:** **Contract Award- ADA Facility Compliance Surveys**

**Recommendation:**

That the proper City Officers be authorized to negotiate and execute a professional services agreement with Julee Quarve-Peterson, Inc. (JQP) for an amount not-to-exceed \$100,000 for services to complete an ADA Facility Compliance Survey of City-owned buildings. The source of funding for the project is (Fund 4100 Department 9010923).

**Previous Directives:**

- None

**Prepared by:** Greg Goeke, Director, Property Services, 673-2706

**Approved by:**

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Kevin Carpenter, Chief Financial Officer, Finance and Property Services Dept.

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Jay Stroebel, Interim City Coordinator

**Presenters:** Greg Goeke, Director, Property Services

**Reviews**

Permanent Review Committee (PRC): Approval \_NA Date \_\_\_\_\_

Civil Rights Approval Approval \_\_\_\_ Date Pending 7/9 mtg

Policy Review Group (PRG): Approval \_NA Date \_\_\_\_\_

**Financial Impact**

No Financial Impact

## **Community Impact**

Neighborhood Notification:  
City Goals: One Minneapolis, A City That Works  
Comprehensive Plan:  
Zoning Code:

## **Background/Supporting Information**

The City of Minneapolis has not completed a wholesale survey/audit (of its owned and occupied buildings and associated sites) for Americans with Disabilities Act compliance since 1995. The intent of the current project is to complete a comprehensive survey/audit to identify deficiencies, options for resolution and an estimated cost for each identified deficiency and to create a compliance plan until needed improvements can be funded and implemented.

The City of Minneapolis owns and operates a variety of buildings including office buildings, police precincts, fire stations, public works facilities, parking ramps/garages (including connecting skyways and tunnels) and specialty buildings such as the Animal Care and Control facility. The buildings range in age from over 100 years old to newly constructed. A total of 58 buildings were included in the RFP. Some buildings were not included due to the nature of the building (such as the majority of the Water Works facilities), and others were excluded because they had recently been surveyed separate from this comprehensive survey (for example the Minneapolis Convention Center and the Traffic Maintenance Facility at Border Ave).

The facilities to be included in the Project are limited to the City's buildings used for Municipal Operations and does not include Transit facilities, Park facilities, Schools or Libraries as these facilities are not owned or operated by the City of Minneapolis.

In advance of issuing the RFP, the evaluation committee sought and received input and guidance from the Mayor's Committee on People with Disabilities. The City received seven proposals in response to the RFP, and three firms were interviewed.

The evaluation panel is recommending awarding the contract to QJP, Inc., for an amount not to exceed \$100,000. QJP, Inc. is a woman owned firm that specializes in accessibility. This firm's application to become certified (as a woman owned business) has been submitted to the Civil Rights Department, and will be considered at their July 9 monthly meeting.

CC: Doreen Bragstad-Otto, Finance & Property Services  
Lance Knuckles, NCR