



**Request for City Council Committee Action  
from the Department of  
Community Planning & Economic Development  
Planning Division**

Date: May 19, 2005  
To: Gary Schiff, Chair Zoning & Planning Committee  
Referral to: Barbara Johnson, Chair Ways & Means Committee  
Subject: **Authorization to enter into contract for the Industrial Land Use and Employment study**

**Recommendation:**

**Recommend that the Planning Division of CPED be authorized to enter into a contract not to exceed \$130,000.<sup>00</sup>, with Maxfield Research Inc. for the completion of a study of existing and future industrial uses and policies within the City of Minneapolis. (SPHO 890 8962 5070-19 SPHO6005)**

**Previous Directives**

none

Prepared or Submitted by Pam Miner, Community Planning Supervisor, 673-3240

Approved by Barbara Sporlein, Planning Director \_\_\_\_\_

[Permanent Review Committee](#) Approval 1-27-05 Not Applicable \_\_\_\_\_

**Policy Review Group (PRG)** Approval \_\_\_\_\_ Date of Approval \_\_\_\_\_ Not Applicable X

Note: The Policy Review Group is a committee co-chaired by the City Clerk and the City Coordinator that must review all requests related to establishing or changing enterprise policies.

Presenters in Committee (name, title)

**Financial Impact (Check those that apply)**

X No financial impact - or - Action is within current department budget.

(If checked, go directly to Background/Supporting Information)

\_\_\_ Action requires an appropriation increase to the Capital Budget

\_\_\_ Action requires an appropriation increase to the Operating Budget

\_\_\_ Action provides increased revenue for appropriation increase

\_\_\_ Action requires use of contingency or reserves

\_\_\_ Other financial impact (Explain):

\_\_\_ Request provided to the Budget Office when provided to the Committee Coordinator

**Community Impact (use any categories that apply)**

Neighborhood Notification

City Goals

Comprehensive Plan

Zoning Code

Other

**Background/Supporting Information Attached**

At the January 28, 2005 Minneapolis City Council meeting, the action was approved to authorized the issuance of a Request for Proposal (RFP) for consultant services for preparation of a industrial land use and employment policy plan, contingent upon approval by the Permanent Review Committee.

The Permanent Review Committee reviewed and approved the RFP at its meeting of January 13, 2005; a letter of approval was issued February 18, 2005.

The RFP was issued in February 2005, with responses due March 15, 2005. A meeting of the planning process steering committee reviewed all applications received and interviewed finalists. Maxfield Research Inc. was chosen as the preferred contractor. The Minneapolis City Attorney has approved the contract language. The Planning Division is requesting authorization to execute the contract in an amount not to exceed \$130,000.<sup>00</sup>.