



**Request for City Council Committee Action  
From the Department of Health & Family Support**

**Date:** December 12, 2005

**To:** HEALTH & HUMAN SERVICES COMMITTEE  
**Referral to:** WAYS & MEANS/BUDGET COMMITTEE

**Subject:** APPROVAL OF A THREE YEAR ELIGIBLE CONTRACTORS LIST,  
AND AUTHORIZATION TO ENTER INTO CONTRACTS AS NEEDED  
AND NOT TO EXCEED THE SPECIFIED ANNUAL AMOUNTS

**Recommendation:**

1. Council approval of the 2006-2008 Eligible Contractors list for Health Education, Communications, and Emergency Preparedness Training and Exercises services for agencies and consultants selected through a competitive RFP process.
2. Council authorization to enter into contracts with those on the list, as needed and not to exceed the annual amounts indicated for each contract.

**Previous Directives:**

Council authorization on October 21, 2005, to issue RFP for Eligible Providers List for Health Education, Communications, and Emergency Preparedness Training and Exercises.

**Prepared or Submitted by:** Becky McIntosh, Director of Planning & Administration  
Phone: x2884

**Approved by:**

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Gretchen Musicant, Commissioner of Health

**Presenters in Committee:** Gretchen Musicant, Commissioner of Health

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

No financial impact - or - Action is within current department budget.  
(If checked, go directly to Background/Supporting Information)

**Background/Supporting Information Attached**

The Department is requesting approval of the attached three year Eligible Contractors list that was selected through a competitive process to provide services in the areas of Health Education, Communications, and Emergency Preparedness Training and Exercises. Contracts will be issued as needed for services, and for amounts not to exceed the annual dollars indicated on the list. The funds for these contracts is predominantly grant dollars. The Eligible Contractors list will be in effect through December 31, 2008, or until another RFP process is done.

**MINNEAPOLIS DEPARTMENT OF HEALTH & FAMILY SUPPORT**

**APPROVED CONTRACTORS LIST AND MAXIMUM ANNUAL CONTRACT AMOUNT  
FOR HEALTH EDUCATION, COMMUNICATIONS, AND  
EMERGENCY PREPAREDNESS TRAINING AND EXERCISES SERVICES  
January 1, 2006 – December 31, 2008**

**Health Education**

<b>Agency/Consultant</b>	<b>Annual Dollar Amount NTE</b>
Barbara Greene	\$200,000
Lara Pratt Tiede	\$200,000
Minnesota Institute of Public Health	\$200,000
Summit Health Group	\$200,000

**Communications**

<b>Agency/Consultant</b>	<b>Annual Dollar Amount NTE</b>
Minnesota Institute of Public Health	\$200,000
Judy Hohmann	\$200,000
Himle Horner	\$200,000
Brun Winter Reese, Inc.	\$200,000
Bard Advertising	\$200,000

**Emergency Preparedness Training and Exercises**

<b>Agency/Consultant</b>	<b>Annual Dollar Amount NTE</b>
Nick of Time, LLC	\$150,000
Jennifer Schmitz	\$150,000
Public Health Consultants, LLC	\$150,000
Cindy Kallstrom	\$150,000