



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

**Date:** October 14, 2005

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

**Subject:** FOUR YEAR CONTRACT WITH CLEARWATER RESEARCH, INC. TO  
PROVIDE SERVICES AS PART OF THE STEPS TO A HEALTHIER  
MINNEAPOLIS PROJECT

**Recommendation:**

Council authorization for the proper City officials to contract with Clearwater Research, Inc. for \$264,300 from fund/org 0300-860-8615 for the period of January 1, 2006 through September 21, 2009, to provide survey services for the federally funded Steps to a Healthier Minneapolis project.

**Previous Directives:**

None

**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:** David Rak, Epidemiologist

**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**

Steps to a Healthier Minneapolis is part of a five-year grant from the Centers for Disease Control and Prevention that was awarded to the Minnesota Department of Health (MDH), and includes the four communities of Minneapolis, St. Paul, Rochester, and Willmar. The initiative's aim is to reduce the burden of diabetes, asthma, obesity, and overweight by increasing physical activity, improving nutrition, and reducing tobacco exposure. One of the grant requirements is to conduct the Behavioral Risk Factor Surveillance Study (BRFSS) among Minneapolis adults. The BRFSS is a telephone survey concerning the health and well-being of adults.

The Permanent Review Committee reviewed and approved the department's request for a waiver from the City's competitive process requirements for this contact because this company was selected through a state competitive process. MDH conducted a competitive RFP to find a qualified vendor to conduct the BRFSS on behalf of all four community grantees. Clearwater Research, Inc. won the contract, and will conduct approximately 6,500 BRFSS interviews in Minneapolis during the course of the project.