



## Request for City Council Committee Action From the City Attorney's Office

Date: June 9, 2005  
To: Ways and Means/Budget Committee  
Referral to

**Subject: Extend contract with the Council on Crime and Justice to September 30, 2005.**

**Recommendation:** That the City Council authorize the proper City officials to amend the contract with the Council on Crime and Justice (Contract #017534) to extend the period of performance to September 30, 2005.

**Previous Directives:** None

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Approved by: \_\_\_\_\_  
Jay M. Heffern  
City Attorney

Presenters in Committee: Jay M. Heffern, City Attorney

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

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**

The Minneapolis City Attorney's Office has contracted for several years with the Council on Crime and Justice to provide victim/witness liaison services. The current contract expires June 30, 2005.

Last summer, the City Attorney's Office initiated a Request for Proposal (RFP) process to continue these services. Three proposals were received and evaluated by the City Attorney's Office. Because the City Attorney's Office needs to reduce its expenses to meet its obligations under the City's five-year financial plan, the RFP proposed three alternative service levels. One service level proposed continuing the current level of service; the other two would result in a reduction of services.

In order to meet the five-year financial plan, the City Attorney's Office will need to reduce expenditures in either its victim/witness program or its rent costs or both. The Facilities Management Division has not yet completed lease negotiations for the City Attorney's Office space in the Metropolitan Centre building. Although savings in rent are anticipated, the amount of these savings for the remainder of 2005 and the years thereafter will not be known until the lease negotiations are completed. As a result, it is unclear the extent that victim/witness services will need to be reduced in 2005, 2006 and 2007.

The Office is requesting that the current contract's period of performance be extended three months. This period of time should be sufficient to complete the lease negotiations and determine the amount of funds available for victim/witness services. All other terms of the current contract would remain in place, including the current service level and the current compensation for those services.