



## Request for City Council Committee Action from the Department of Regulatory Services

Date: March 23, 2006

To: Health, Energy and the Environment Committee  
Referral to: Way and means

**Subject: Requesting authorization to release a Request for Proposals for Regulatory Services Providers.**

### Recommendation

We respectfully request that your Committee authorize the proper city officials to release a Request for Proposals, pending PRC approval, to establish a list of Regulatory Services providers for environmental health services

### Previous Directives

(NA)

Prepared or Submitted by: Lisa Smestad, Project Coordinator, Healthy Homes and Lead Hazard Control, 612-673-3733

Approved by (names, title, signature)

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Lori Olson, Deputy Director, Environmental Management and Safety

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Rocco Forte', Assistant City Coordinator, Director of Emergency Preparedness

**Permanent Review Committee (PRC)** Approval  Pending  Not Applicable

**Note:** To determine if applicable see <http://insite/finance/purchasing/permanent-review-committee-overview.asp>

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

**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)**

- No financial impact (If checked, go directly to Background/Supporting Information).
- Action requires an appropriation increase to the  Capital Budget or  Operating Budget.
- Action provides increased revenue for appropriation increase.
- Action requires use of contingency or reserves.
- Business Plan:  Action is within the plan.  Action requires a change to plan.
- Other financial impact (Explain): If grant awarded tracking of matching funds (in-kind), application may contain a request for matching funds (in-kind and to be determined).
- Request provided to department's finance contact 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**

This RFP is a way to identify and select providers of such services as evaluation, education, emergency management/preparedness, remediation coordination services, testing and environmental health outreach. This will allow the department to have quick access to partners for grant proposals that often have short turn-around times, while also complying with the City's procurement requirement for competitive access by agencies to City funds. In addition, this list will be helpful for other department initiatives that require services in these areas. In past years the PRC has recommended this course of action. This is similar to the process Health and Family Support went through earlier this year.