



## Request for City Council Committee Action From the Department of Public Works

**Date:** January 31, 2006  
**To:** Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee  
**Subject:** Contract with Hennepin County Sentencing to Service Program for Routine Maintenance of City of Minneapolis Owned Properties

**Recommendation:**

That the proper City Officials be authorized to execute a contract with the Hennepin County Sentencing to Service Program to perform routine maintenance of City owned properties. The contract will be for an amount not-to-exceed \$155,000 per year.

**Previous Directives:**

- a. All previous directives were authorized by the MCDA Board of Commissioners.
- b. On June 20, 2003 the Board of Commissioners for the MCDA authorized staff to enter into a contract with the Hennepin County Sentencing to Service Program to provide routine property management services – which an Amendment was subsequently entered into dated December 30, 2004 to reduce the amount of services and to extend the contract until December 31, 2005 (Contract #A031042 – Amendment #C-20390).

**Prepared by:** Julie McGuire, Supervisor, Property Services, 673-5165

**Approved by:**

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Klara Fabry, P.E., City Engineer, Director of Public Works

**Presenters:** Julie McGuire, Supervisor, Property Services

Permanent Review Committee (PRC)      Approval \_\_\_\_\_ Not applicable   X  

Policy review Group (PRG)              Approval \_\_\_\_\_ Not applicable   X

**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
- Business Plan:  Action is within the plan.  Action requires a change to plan.
- Other financial impact (Explain):
- Request provided to department's Finance Dept. contact when provided to the Committee Coordinator

**Community Impact**

- Neighborhood Notification: Not Applicable
- City Goals: Maintain the physical infrastructure to ensure a healthy, vital and safe city
- Comprehensive Plan: Not Applicable
- Zoning Code: Not Applicable

**Background/Supporting Information**

On January 1, 2005, the Property Management Operations from the former MCDA, now CPED, were transferred and consolidated into Public Works - Property Services. The operation consisted of City (CPED) staff and a contract with the Hennepin County Sentencing to Service Program to provide daily property management services for development properties.

The history of the relationship between the City (MCDA now CPED) & the Hennepin County Sentencing to Service Program started in 1993 to provide routine property management services (mowing, snow removal, trash pickup, house/building clean outs, etc) which has resulted in a partnership that has lasted over 12 years. The City's utilization of Sentencing to Service has helped further the goals and objectives of the Sentencing to Service Program which provides employment training for its participants and results in community service to various public improvement projects.

In June 2003, the MCDA Board of Commissioners & the Mayor of the City of Minneapolis approved MCDA to enter into a contract with Hennepin County and its Community Correction's Department. This contract was for August 1, 2003 until July 31, 2004 (Contract #A031042). On December 30, 2004, the City of Minneapolis & Hennepin County agreed to Amend Contract #A030142 to extend the dates of this contract until December 31, 2005.

Therefore, Public Works recommends that the proper City Officials be authorized to enter into a contract with the Sentencing to Service Program with the option to renew with a not to exceed amount of \$155,000 per calendar year to provide routine maintenance for various land inventory owned by the City of Minneapolis. Sentencing to Service is a sole source.