

# HENNEPIN COUNTY

## MINNESOTA

### FINAL BOARD AGENDA

#### BOARD OF HENNEPIN COUNTY COMMISSIONERS

THURSDAY, JUNE 11, 2026  
1:30 PM

Chair: Irene Fernando, District 2  
Vice-Chair: Debbie Goettel, District 5  
Members: Jeff Lunde, District 1  
Marion Greene, District 3  
Angela Conley, District 4  
Heather Edelson, District 6  
Kevin Anderson, District 7

- 
1. Pledge of Allegiance
  2. Approval of Agenda
  3. Hennepin Highlights
  4. Minutes from Previous Meeting
    - 4.A. May 19, 2026 Meeting Minutes

**Attachments:** [BOARDMINUTES-19-May-2026](#)

5. Referral of Correspondence and Department Communications

Correspondence

- 5.A. [26N-0022](#)

Professional and Personal Service Agmts/Amds of \$100,000 or less which have been approved by Department Director, Assistant/County Administrator. Report Number: 26RAA-07

**Attachments:** [26RAA-07](#)

5.B. [26N-0023](#)

County Receivable contracts approved by the County Administrator during the second quarter of 2026.

Report Number 26RAA - 2nd Qtr Rec.

**Attachments:** [26RAA-2nd Qtr Recv](#)

5.C. [26N-0024](#)

Claim/Summons - 1. Devika Ghai - RE: Devika Ghai Property Damage Claim. -  
2. Troy K. Scheffler - RE: Notice of Claim Troy K. Scheffler v. Hennepin County.  
- 3. Chase Sobania - RE: Chase Sobania Property Damage Claim.

**Attachments:** [D.Ghai-Property-Damage-Claim-6.1.26](#)

[T.K.Scheffler-Claim-6.1.26](#)

[C.Sobania-Property-Damage-Claim-6.8.26](#)

Department Communications

5.D. [26-0236](#)

Claims Register for the period ending June 12, 2026

5.E. [26-0237](#)

Claims Register for the period ending June 19, 2026

5.F. [26-0238](#)

Claims Register for the period ending June 26, 2026

Referred to Administration, Operations and Budget Committee

5.G. [26-0217](#)

2026 Watershed Board Appointments - Riley Purgatory Bluff Creek Watershed District Board

5.H. [26-0218](#)

Ratification of permits, leases, lease amendments, and related property agreements approved by the County Administrator, period 01/01/26-03/31/26

**Attachments:** [Real Estate Documents Executed by Administrator First Quarter 2](#)

5.I. [26-0219](#)

Neg Assignment, Assumption and Amd 2 to Agmt A14354, approving transfer of ownership of property to Bickham Court Limited Partnership, ext term to 12/31/80, incr NTE to \$710,000; terminate Agmts A18627 and A15921

5.J. [26-0220](#)

Agmt A2613329, WIOA MOU aligning One-Stop partners around a coordinated workforce system, clarifying shared accountability, and supporting efficient, integrated service delivery for job seekers and employers, DOE-12/31/28

5.K. [26-0221](#)

Agmt PR00008508 with Willis Towers Watson to provide insurance broker and related services, forensic accounting and complex claims services for the period 08/21/26-08/31/28, NTE \$208,955

5.L. [26-0222](#)

Adopt revisions to the Hennepin County purchasing rules, including adopting a Responsible Contractor Policy for contract solicitations for construction and building maintenance, repair, and remodeling contracts and building services contracts

**Attachments:** [Purchasing Rules](#)

5.M. [26-0215](#)

Transfer Disparity Elimination departments from the General Fund to the Human Services Fund; Rename the Human Services and Public Health department as the Human Services, Public Health, and Disparity Elimination department, effective January 1, 2027

Referred to Health Committee

5.N. [26-0223](#)

Agmt A2513067 through HRSA for the Ryan White HIV/AIDS Program Part A Emergency Relief Project grant, 03/01/26-02/28/27, incr recv by \$4,329,742 for a new total recv of \$6,010,733

Referred to Human Services

5.O. [26-0224](#)

Human Services & Public Health resolution, including contracts and amendments to contracts with provider - 2608

5.P. [26-0225](#)

Amd 1 to JPA A2412241 with the Mpls City Attorney's Office to support early engagement of high-risk residents, ext end date to 12/31/26

Referred to Law, Safety and Justice Committee

5.Q. [26-0226](#)

Amds to 7 Agmts with local agencies to provide services to children at risk for truancy and/or educational neglect, ext end date 06/30/27 and revise total combined NTE to \$2,365,000

Referred to Public Works Committee

5.R. [26-0227](#)

Authorization to acquire right of way by direct purchase or condemnation for various transportation projects

**Attachments:** [Exhibit A ROW BAR](#)  
[ROW Acquisition Maps](#)

5.S. [26-0228](#)

Agmt PR00008301 with TKDA for preliminary design, engineering, and professional services for reconstruction of CSAH 9 (42nd Avenue) in Crystal and Robbinsdale, CP 2194300, (county cost NTE \$1,100,000 Transportation Advancement Account - Complete Streets)

**Attachments:** [Map of CSAH 9 \(42nd Ave\) Reconstruction Project CP 2194300](#)

5.T. [26-0229](#)

Agmt PR00008459 with Bolton & Menk Inc. for preliminary design services for CSAH 101 (Wayzata Boulevard/Central Avenue), CP 2173700, county cost NTE \$1,400,000 State Aid Municipal

**Attachments:** [Map of CSAH 101 Reconstruction CP 2173700](#)

5.U. [26-0230](#)

Amd 2 to Agmt PR00004057 with Bolton and Menk, Inc for final design engineering and construction support for CSAH 5 (Franklin Avenue) reconstruction, CP 2172600, (incr NTE \$3,460,000 State Aid Regular and ext period to 06/01/28)

**Attachments:** [Map CP 2172600 in Minneapolis \(1\)](#)

5.V. [26-0231](#)

Amd 2 to Agmt PR00005142 with Stantec Consulting Services, Inc. for professional services for CSAH 52 (Nicollet Avenue) reconstruction, CP 2120800, incr NTE to \$2.75M (\$2.55M State Aid Regular, \$0.2M Transportation Advancement Account - Preservation)

**Attachments:** [Map Nicollet Ave CP 2120800 Richfield \(1\)](#)

5.W. [26-0232](#)

Neg Agmt PW 18-49-26 with Eden Prairie and PW 19-82-26 with Twin Cities & Western Railroad Co for Bridge No. 27502 replacement, CP 2181300 (est recv \$35,000)

**Attachments:** [Map of CSAH 4 Bridge Replacement CP 2181300](#)

5.X. [26-0233](#)

Neg and execute six Healthy Tree Canopy grant agmts, 08/01/26-07/31/27, total NTE \$138,025

**Attachments:** [Tree Planting Prioritization Map](#)

**6. Commendations**

**7. Commissioner Communications/Updates**

**8. Claims Register**

8.A. [26-0212](#)

Claims Register for the period ending May 22, 2026

8.B. [26-0213](#)

Claims Register for the period ending May 29, 2026

8.C. [26-0214](#)

Claims Register for the period ending June 5, 2026

**9. Consent**

9.A. [26-0192](#)

Submission of HC Consortium HOME-ARP Allocation Plan and substantial amendment to the 2021 HUD Annual Action Plan; neg 1 HOME-ARP award Agmt, 05/12/26-05/12/81, NTE \$1,000,000

- 9.B. [26-0193](#)  
Neg Amd 1 to Agmt A2613452 with Tasks Unlimited Lodges, add three properties, amend and restate related documents, ext end date to 12/31/36, incr NTE to \$588,000
- 9.C. [26-0194](#)  
Neg Agmts with Microsoft Corporation for Microsoft volume licensing, 01/01/27-12/31/29; Agmt M57026 with Insight Public Sector, Inc. for the purchase of Microsoft products and services, 06/11/26-02/20/30, NTE \$42,000,000
- 9.D. [26-0195](#)  
Authorize the County Assessor to consider impact of conservation easements on property values
- 9.E. [26-0196](#)  
Resolution Directing Exploration of a Metro County Public Impact Summit in Partnership with the University of Minnesota Humphrey School of Public Affairs - offered by Commissioners Edelson and Anderson
- 9.F. [26-0197](#)  
Amd 3 to Agmt A2412166 with MN Dept of Human Services for Ryan White Program Part B HIV/AIDS services, ext end date to 06/30/27, incr recv by \$2,000,000 for a new total recv amt of \$8,202,927; supp appr \$1,000,000
- 9.G. [26-0198](#)  
Amd 6 to Agmt PR00004056 with Change Healthcare Technologies, LLC, Hennepin Health's vendor of evidence-based clinical criteria, incr NTE by \$71,750 for new total NTE of \$2,568,024
- 9.H. [26-0199](#)  
Human Services & Public Health resolution, including contracts and amendments to contracts with provider - 2607  
**Attachments:** [HSPH Board Report 2607 5-29-26](#)
- 9.I. [26-0200](#)  
Acceptance of the 2025 Special Gift Fund Annual Report  
**Attachments:** [SGF 2025 Annual Report](#)

9.J. [26-0201](#)

Amd 2 to JPA A2412550 with the MN Dept of Human Services for the provision of emergency shelter and tenancy supports for people with disabling conditions who are experiencing homelessness, ext end date to 06/30/27, incr recv by \$3,169,507.79 for a new total recv of \$9,350,785.79

9.K. [26-0202](#)

Amd 2 to JPA A2412551 with the MN Dept of Human Services for the provision of housing services for American Indians with severe substance use disorders who are experiencing homelessness, ext end date to 06/30/27, incr recv by \$1,385,848.93 for a new total recv of \$4,098,425.93

9.L. [26-0203](#)

Agmt A2613462 with the MN Dept of Human Services to receive Federal Financial Participation funding for administration of NEMT, 07/01/26-12/31/27, \$6,000,000 (recv)

9.M. [26-0204](#)

JPA A2613478 with the City of Minneapolis for victim advocacy services to be performed by a 1.0 FTE position in the Hennepin County Attorney's Office, Domestic Abuse Service Center, 07/01/26-06/30/29, \$250,000 (recv)

9.N. [26-0205](#)

Amd 1 to Agmt PR00006169 with Steps for Change LLC to provide residential sexual health treatment services for Community Corrections clients, ext end date to 12/31/27, incr NTE by \$100,000 for a new total NTE of \$600,000

9.O. [26-0206](#)

Neg Agmt PW 29-40-26 with MnDOT and Stantec to perform an architectural history survey of CSAH 5 in Saint Louis Park (CP 2168000) (est county cost \$9,402 State Aid Regular)

**Attachments:** [Map of Minnetonka Blvd Phase II Reconstruction CP 2168000](#)

Financial CP 2168000 survey

9.P. [26-0207](#)

Agmt PW 21-40-26 with MnDOT to accept LBRP grant funds for the Bridge No. 27542 replacement along CSAH 1 in Eden Prairie (CP 2181200); adjust budget; (county recv \$742,794.26 State Grants)

**Attachments:** [Map of Bridge 27542 Replacement along CSAH 1](#)

9.Q. [26-0208](#)

Neg Amd 2 to Agmt PR00005488 with Met Council and HCRRA for Blue Line Extension Project, ext end date to 06/30/27; no increase to the NTE

9.R. [26-0209](#)

Agmt PR00008437 with the City of Eden Prairie for an organics drop-off grant, 06/15/26-06/15/28, NTE \$2,470

9.S. [26-0210](#)

Neg various agmts for aquatic invasive species prevention projects, various periods, total combined NTE \$132,086

9.T. [26-0216](#)

Directing County Administrator to identify and retain a consultant to assist with recruiting and vetting candidates for reconstituted Hennepin Healthcare System board; and to engage the County's consultant for finalizing a long-term capital planning strategy for county-owned real estate leased to Hennepin Healthcare System.

**10. Non-Consent**

**11. Progressed**

11.A. [26-0191](#)

Establish Annual Heart of Hennepin Service Award - offered by Commissioner Edelson

**12. Old Business**

**13. Immediate Approvals**

13.A. [26-0234](#)

Establish closed labor meetings on Tuesday, July 14, 2026, and Tuesday, August 18, 2026, at 10:00AM to discuss matters related to labor strategies

13.B. [26-0235](#)

Submission of 2026 Hennepin County Local Performance Measurement data to the Office of the State Auditor and declaration of participation in the Local Performance Measurement program for the 2026 budget year.

**Attachments:** [2026 HC Performance Measurements Report](#)

# HENNEPIN COUNTY

300 South Sixth Street  
Minneapolis, MN  
55487-0240

## MINNESOTA

### Board Action Request

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**TMP-26-0485**

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**Item Description:**

May 19, 2026 Meeting Minutes

# HENNEPIN COUNTY

## MINNESOTA

### BOARD MINUTES

#### BOARD OF HENNEPIN COUNTY COMMISSIONERS

TUESDAY, MAY 19, 2026  
1:30 PM

Chair: Irene Fernando, District 2  
Vice-Chair: Debbie Goettel, District 5  
Members: Jeff Lunde, District 1  
Marion Greene, District 3  
Angela Conley, District 4  
Heather Edelson, District 6  
Kevin Anderson, District 7

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Commissioner Irene Fernando, Chair, called the meeting of the Hennepin County Board of Commissioners for Tuesday, May 19, 2026 to order at 1:30 p.m.

**Present:** Commissioner Irene Fernando, Commissioner Debbie Goettel, Commissioner Jeff Lunde, Commissioner Marion Greene, Commissioner Angela Conley, Commissioner Heather Edelson, and Commissioner Kevin Anderson

**1. Pledge of Allegiance**

Commissioner Irene Fernando led the Pledge of Allegiance.

**2. Approval of Agenda**

**APPROVE**

**Commissioner Heather Edelson moved, seconded by Commissioner Kevin Anderson, to approve the Agenda.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

**3. Hennepin Highlights**

3.A. EMS Awareness Week; presented by Dr. Timothy Kummer, Medical Director, Hennepin EMS Bridge

**4. Presentation**

4.A. Legislative Session Wrap-up - Liz Young, Director, Intergovernmental Relations

**5. Minutes from Previous Meeting**

5.A. April 28, 2026 Meeting Minutes

**APPROVE**

**Commissioner Debbie Goettel moved, seconded by Commissioner Kevin Anderson, to approve the Minutes.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

**6. Referral of Correspondence and Department Communications**

Correspondence

**CORRESPONDENCE REFERRED AS RECOMMENDED**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer as recommended.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.A. [26N-0018](#)

Professional and Personal Service Agmts/Amds of \$100,000 or less which have been approved by Department Director, Assistant/County Administrator. Report Number: 26RAA-06

**CORRESPONDENCE REFERRED AS RECOMMENDED**

6.B. [26N-0019](#)

Summary of Hennepin Health agreements and amendments to agreements approved in fourth quarter (Q4) of 2025 by the Hennepin Health Executive Director

**CORRESPONDENCE REFERRED AS RECOMMENDED**

6.C. [26N-0020](#)

Summary of Hennepin Health agreements and amendments to agreements approved in first quarter (Q1) of 2026 by the Hennepin Health Executive Director

**CORRESPONDENCE REFERRED AS RECOMMENDED**

6.D. [26N-0021](#)

Claim/Summons - 1. Tomeka Hunter - RE: Tomeka Hunter Property Damage Claim. - 2. Vlad Zayarni - RE: Vlad Zayarni Vehicle Damage Claim. - 3. James Geisinger - RE: James Geisinger Motor Vehicle Damage Claim.

**CORRESPONDENCE REFERRED AS RECOMMENDED**

Department Communications

6.E. [26-0212](#)

Claims Register for the period ending May 22, 2026

**REFER AS RECOMMENDED**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela**

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**Conley, to refer as recommended the Resolution to the Board of Hennepin County Commissioners.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.F. [26-0213](#)

Claims Register for the period ending May 29, 2026

**REFER AS RECOMMENDED**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer as recommended the Resolution to the Board of Hennepin County Commissioners.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.G. [26-0214](#)

Claims Register for the period ending June 5, 2026

**REFER AS RECOMMENDED**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer as recommended the Resolution to the Board of Hennepin County Commissioners.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

Referred to Administration, Operations and Budget Committee

6.H. [26-0192](#)

Submission of HC Consortium HOME-ARP Allocation Plan and substantial amendment to the 2021 HUD Annual Action Plan; neg 1 HOME-ARP award Agmt, 05/12/26-05/12/81, NTE \$1,000,000

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Administration, Operations and Budget Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.I. [26-0193](#)

Neg Amd 1 to Agmt A2613452 with Tasks Unlimited Lodges, add three properties, amend and restate related documents, ext end date to 12/31/36, incr NTE to \$588,000

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela**

**Conley, to refer to committee the Resolution to the Administration, Operations and Budget Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.J. [26-0194](#)

Neg Agmts with Microsoft Corporation for Microsoft volume licensing, 01/01/27-12/31/29; Agmt M57026 with Insight Public Sector, Inc. for the purchase of Microsoft products and services, 06/11/26-02/20/30, NTE \$42,000,000

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Administration, Operations and Budget Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.K. [26-0195](#)

Authorize the County Assessor to consider impact of conservation easements on property values

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Administration, Operations and Budget Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.L. [26-0196](#)

Resolution Directing Exploration of a Metro County Public Impact Summit in Partnership with the University of Minnesota Humphrey School of Public Affairs - offered by Commissioner Edelson

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Administration, Operations and Budget Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

Referred to Health Committee

6.M. [26-0197](#)

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Amd 3 to Agmt A2412166 with MN Dept of Human Services for Ryan White Program Part B HIV/AIDS services, ext end date to 06/30/27, incr recv by \$2,000,000 for a new total of recv amt of \$8,202,927 supp appr \$1,000,000

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Health Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.N. [26-0198](#)

Amd 6 to Agmt PR00004056 with Change Healthcare Technologies, LLC, Hennepin Health's vendor of evidence-based clinical criteria, incr NTE by \$71,750 for new total NTE of \$2,568,024

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Health Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

Referred to Human Services Committee

6.O. [26-0199](#)

Human Services & Public Health resolution, including contracts and amendments to contracts with provider - 2607

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Human Services Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.P. [26-0200](#)

Acceptance of the 2025 Special Gift Fund Annual Report

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Human Services Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.Q. [26-0201](#)

Amd 2 to JPA A2412550 with the MN Dept of Human Services for the provision of emergency shelter and tenancy supports for people with disabling conditions who are experiencing homelessness, ext end date to 06/30/27, incr recv by \$3,169,507.79 for a new total recv of \$9,350,785.79

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Human Services Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.R. [26-0202](#)

Amd 2 to JPA A2412551 with the MN Dept of Human Services for the provision of housing services for American Indians with severe substance use disorders who are experiencing homelessness, ext end date to 06/30/27, incr recv by \$1,385,848.93 for new total recv of \$4,098,425.93

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Human Services Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.S. [26-0203](#)

Agmt A2613462 with the MN Dept of Human Services to receive Federal Financial Participation funding for administration of NEMT, 07/01/26-12/31/27, \$6,000,000 (recv)

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Human Services Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

Referred to Law, Safety and Justice Committee

6.T. [26-0204](#)

JPA A2613478 with the City of Minneapolis for victim advocacy services to be performed by a 1.0 FTE position in the Hennepin County Attorney's Office, Domestic Abuse Service Center, 07/01/26-06/30/29, \$250,000 (recv)

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Law, Safety and Justice**

**Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.U. [26-0205](#)

Amd 1 to Agmt PR00006169 with Steps for Change LLC to provide residential sexual health treatment services for Community Corrections clients, ext end date to 12/31/27, incr NTE by \$100,000 for a new total NTE of \$600,000

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Law, Safety and Justice Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

Referred to Public Works Committee

6.V. [26-0206](#)

Neg Agmt PW 29-40-26 with MnDOT and Stantec to perform an architectural history survey of CSAH 5 in Saint Louis Park (CP 2168000) (est county cost \$9,402 State Aid Regular)

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Public Works Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.W. [26-0207](#)

Agmt PW 21-40-26 with MnDOT to accept LBRP grant funds for the Bridge No. 27542 replacement along CSAH 1 in Eden Prairie (CP 2181200); adjust budget; (county recv \$742,794.26 State Grants)

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Public Works Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.X. [26-0208](#)

Neg Amd 2 to Agmt PR00005488 with Met Council and HCRRA for Blue Line Extension Project, ext end date to 06/30/27; no increase to the NTE

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Public Works Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.Y. [26-0209](#)

Agmt PR00008437 with the City of Eden Prairie for an organics drop-off grant, 06/15/26-06/15/28, NTE \$2,470

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Public Works Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

6.Z. [26-0210](#)

Neg various agmts for aquatic invasive species prevention projects, various periods, total combined NTE \$132,086

**REFER TO COMMITTEE**

**Commissioner Jeff Lunde moved, seconded by Commissioner Angela Conley, to refer to committee the Resolution to the Public Works Committee.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

**7. Commendations**

**8. Commissioner Communications/Updates**

**Commissioner Lunde: Spoke of National Police Week and Law Enforcement Memorial**

**Commissioner Greene: Highlighted Doors Open Minneapolis**

**Commissioner Fernando: Gave a recap of the State of the County address**

**Commissioner Goettel: Mentioned Global Accessibility Awareness Day**

**9. Claims Register**

9.A. [26-0188](#)

Claims Register for the period ending May 1, 2026

**APPROVE/RATIFY**

**Commissioner Marion Greene moved, seconded by Commissioner Kevin Anderson, to approve/ratify the Resolution.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

9.B. [26-0189](#)

Claims Register for the period ending May 8, 2026

**APPROVE/RATIFY**

**Commissioner Marion Greene moved, seconded by Commissioner Kevin Anderson, to approve/ratify the Resolution.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

9.C. [26-0190](#)

Claims Register for the period ending May 15, 2026

**APPROVE/RATIFY**

**Commissioner Marion Greene moved, seconded by Commissioner Kevin Anderson, to approve/ratify the Resolution.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

**10. Consent**

**Commissioner Irene Fernando pulled item 10I for separate consideration. Commissioner Irene Fernando moved, seconded by Commissioner Debbie Goettel, to adopt the items in the consent agenda.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

10.A. [26-0165](#)

Submission of HUD 2026 Action Plan; neg Agmts A2613442, A2613443, A2613444 with HUD for 2026 CDBG, HOME, ESG Pgrms, 07/01/26-06/30/31, recv \$4,777,285; neg ten CDBG agmts, 07/01/26-06/30/31, NTE \$2,943,872; neg five HOME agmts, 07/01/26-06/30/81, NTE \$1,826,460

**ADOPT**

10.B. [26-0166](#)

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Agmt A2613421 with MN Dept of Public Safety to accept funds for the 2025 Urban Area Security Initiative Grant Program, 01/01/26-12/31/27, \$1,757,642.29 (recv)

**ADOPT**

10.C. [26-0168](#)

Agmt A2311581 with Federal Health Resources and Services Administration for continued operation of Hennepin County Health Care for the Homeless program, ext end date from 01/31/27, incr recv by \$1,144,558 for a new total recv of \$8,011,903

**ADOPT**

10.D. [26-0169](#)

Human Services & Public Health resolution, including contracts and amendments to contracts with provider - 2606

**ADOPT**

10.E. [26-0170](#)

JPA A2513328 with City of Minneapolis for the provision of funding for Housing Stability area staff, 01/01/26-12/31/28, NTE \$75,000 (recv)

**ADOPT**

10.F. [26-0171](#)

Amd 6 to Agmt PR00002848 with CornerHouse Interagency Child Abuse Evaluation Center for assessments of child sexual abuse victims and expert witness testimony, ext end date to 12/31/26, incr NTE to \$1,464,375 and add data reporting terms

**ADOPT**

10.G. [26-0172](#)

Amds to two agmts with local agencies to provide adult diversion services to the Hennepin County Attorney's Office, ext end dates to 12/31/26 and incr combined NTE to \$2,623,844

**ADOPT**

10.H. [26-0173](#)

Acceptance of Donation for K9 Procurement and Training

**ADOPT**

10.I. [26-0174](#)

Amd 1 to Agmt PR00006130 with Wellness That Fits, LLC to provide mental health and wellness services to Hennepin County Sheriff's Office employees from 06/01/24-05/31/28, incr NTE by \$450,000 for a new total of \$906,940

**ADOPT**

**Commissioner Irene Fernando moved, seconded by Commissioner Jeff Lunde, to adopt the Resolution.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

10.J. [26-0175](#)

2026-2028 Comprehensive Plan Two-Year Update pursuant to Minnesota Statute §401.06, subdivision 1(f)

**ADOPT**

10.K. [26-0176](#)

Authorization to negotiate five operations and maintenance agreements with the Met Council and cities along the METRO Green Line Extension LRT corridor (no county cost or recv)

**ADOPT**

10.L. [26-0177](#)

Negotiate Agmt PW 15-38-26 with Minnehaha Creek Watershed District for programmatic maintenance responsibilities, no county cost

**ADOPT**

10.M. [26-0178](#)

Neg Agmt 42-40-25 with MnDOT and Hess, Roise and Co to perform an architectural history survey of CSAH 22 in Minneapolis (CP 2052300) (est county cost \$13,500)

**ADOPT**

10.N. [26-0179](#)

Amd 1 to Cowley Lake Conservation Easement A10326129 with Rachel Development Inc for temporary ROW access

**ADOPT**

10.O. [26-0180](#)

Reappointment of Chris Mavis as County Surveyor for a four-year term effective July 1, 2026

**ADOPT**

**11. Non-Consent**

**12. Progressed**

12.A. [26-0167](#)

Authorize supplemental appropriations and contingency transfers to amend the 2025 budget

**ADOPT**

**Commissioner Debbie Goettel moved, seconded by Commissioner Jeff Lunde, to adopt the Resolution.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

12.B. [26-0191](#)

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Establish Annual Heart of Hennepin Service Award - offered by Commissioner Edelson

**REVISE**

**Commissioner Heather Edelson moved, seconded by Commissioner Irene Fernando, to revise the Resolution.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

**[26-0191 R1](#)**

Establish Annual Heart of Hennepin Service Awards - offered by Commissioner Edelson

**ADOPT**

**Commissioner Heather Edelson moved, seconded by Commissioner Irene Fernando, to adopt the Resolution.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

**13. Old Business**

**14. Immediate Approvals**

14.A. **[26-0211](#)**

Recognizing May 2026 as Community Action Month in Hennepin County - offered by Commissioner Greene

**ADOPT**

**Commissioner Marion Greene moved, seconded by Commissioner Irene Fernando, to adopt the Resolution.**

**Aye:** Commissioner Fernando, Commissioner Goettel, Commissioner Lunde, Commissioner Greene, Commissioner Conley, Commissioner Edelson, and Commissioner Anderson

On a motion by Commissioner Heather Edelson, seconded by Commissioner Debbie Goettel, the Hennepin County Board of Commissioners meeting was declared adjourned at 2:37 p.m. until Tuesday, June 11, 2026.

Maria Rose  
Clerk to the County Board

**Contracting opportunities can be found on the Hennepin County website:  
[www.hennepincounty.gov](http://www.hennepincounty.gov)**

### Board Action Request

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**26N-0022**

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**Item Description:**

Professional and Personal Service Agmts/Amds of \$100,000 or less which have been approved by Department Director, Assistant/County Administrator. Report Number: 26RAA-07

**Background:**

Pursuant to County Board resolution 98-4-233 (Purchasing Rules), the County Board delegated to the County Administrator and Assistant County Administrators the authority to enter into professional, personal and human service agreements of \$25,000 or less on behalf of the county. Under these rules, agreements are then to be communicated to the Board for its information.

Resolution 02-8-500 increased the authority of the County Administrator to enter into professional and personal service agreements of \$50,000 or less.

Resolution 19-0325R1 further increased the authority of the County Administrator to enter into professional and personal service agreements of \$100,000 or less.

This BAR continues communication of these agreements to the Board.

# Request for Administrative Approval Report

Report Communicated: June 11, 2026

BAR: 26N-0022

	Agreement #	Contractor	Summary of Services	Term Begin Date	Term End Date	Contract Amount
<b>Climate and Resiliency</b>						
	PR00008346	Climate Justice Commons	Agmt PR00008346 with Climate Justice Commons to provide FORTIFY supports emergency preparedness across hub sites through planning, community engagement, and required reporting and evaluation, 04/20/2026-01/31/2027, NTE \$25,000.00.	4/20/2026	1/31/2027	\$25,000.00
	PR00008436	Lighthouse Global LLC	Agmt PR00008436 with Lighthouse Global LLC to provide internal climate resiliency strategy by aligning teams, analyzing strengths and opportunities, and prioritizing key actions. Through workshops, shared drafting, and structured feedback, the process will produce a practical guide for coordinated climate resilience efforts, 04/27/2026-01/31/2027, NTE \$15,000.00.	4/27/2026	1/31/2027	\$15,000.00
<b>County Administration</b>						
	PR00008356	Minneapolis Downtown Council	Agmt PR00008356 with Minneapolis Downtown Council to provide Hennepin Go Outside 2026 programming, 01/01/2026-12/31/2026, NTE \$50,000.00.	1/1/2026	12/31/2026	\$50,000.00

Agreement #	Contractor	Summary of Services	Term Begin Date	Term End Date	Contract Amount
PR00008498	The Wiley Law Office, P.C.	Agmt PR00008498 with The Wiley Law Office, P.C. to provide employment-related investigative and consulting services, 05/20/2026-05/31/2027, NTE \$15,000.00.	5/20/2026	5/31/2027	\$15,000.00
<b>Environment and Energy</b>					
PR00008415	Waterfront Restoration, LLC	Agmt PR00008415 with Waterfront Restoration, LLC to provide 2026 AIS Prevention Grant, 05/01/2026-03/31/2027, NTE \$24,636.00.	5/1/2026	3/31/2027	\$24,636.00
PR00008421	WaterGuards LLC	Agmt PR00008421 with WaterGuards LLC to provide 2026 AIS Prevention Grant, 05/27/2026-03/31/2027, NTE \$23,600.00.	5/27/2026	3/31/2027	\$23,600.00
PR00008423	Fish Lake Area Residents Association	Agmt PR00008423 with Fish Lake Area Residents Association to provide 2026 WIP Prevention Grant, 05/20/2026-01/31/2027, NTE \$2,800.00.	5/20/2026	1/31/2027	\$2,800.00
PR00008424	Christmas Lake Homeowner's Association	Agmt PR00008424 with Christmas Lake Homeowner's Association to provide 2026 WIP Prevention Grant, 05/22/2026-05/01/2027, NTE \$15,000.00.	5/22/2026	5/1/2027	\$15,000.00
<b>Hennepin Health</b>					
PR00008458	Infiinite Slate LLC	Agmt PR00008458 with Infiinite Slate LLC to provide analytical services, 05/15/2026-08/14/2026, NTE \$120.00.	5/15/2026	8/14/2026	\$120.00

	Agreement #	Contractor	Summary of Services	Term Begin Date	Term End Date	Contract Amount
<b>Human Resources</b>						
	PR00000531	P.I.E. Management, LLC	Amd 8 to Agmt PR00000531 with P.I.E. Management, LLC to provide temporary staffing services, 10/15/2018-12/31/2027, NTE \$450,000.00.	10/15/2018	12/31/2027	\$450,000.00
	PR00007166	DB Latimore Professional Services Group	Amd 2 to Agmt PR00007166 with DB Latimore Professional Services Group to provide executive coaching, 01/01/2025-12/31/2026, NTE \$24,000.00.	1/1/2025	12/31/2026	\$24,000.00
<b>Library</b>						
	PR00008461	The Bakken	Agmt PR00008461 with The Bakken to provide science and technology programming for Hennepin County Library, 06/10/2026-07/31/2026, NTE \$3,360.00.	6/10/2026	7/31/2026	\$3,360.00
	PR00008462	Caponi Art Park	Agmt PR00008462 with Caponi Art Park to provide facilitation of summer art programs, 06/10/2026-08/10/2026, NTE \$5,750.00.	6/10/2026	8/10/2026	\$5,750.00
	PR00008486	StGeorge, Kaaren	Agmt PR00008486 with StGeorge, Kaaren to provide summer art programs for Hennepin County Library, 06/15/2026-08/22/2026, NTE \$5,169.00.	6/15/2026	8/22/2026	\$5,169.00
	PR00008504	Hooker, Donald E.	Agmt PR00008504 with Hooker, Donald E. to provide chess instruction for youth, 06/14/2026-07/31/2026, NTE \$1,400.00.	6/14/2026	7/31/2026	\$1,400.00

Agreement #	Contractor	Summary of Services	Term Begin Date	Term End Date	Contract Amount
PR00008506	WeePaints Events Cooperative LLC	Agmt PR00008506 with WeePaints Events Cooperative LLC to provide summer art program series at Brookdale Library, 06/22/2026-07/31/2026, NTE \$3,600.00.	6/22/2026	7/31/2026	\$3,600.00
<b>Northpoint Health and Wellness Center</b>					
PR00006468	RTA Consulting	Amd 2 to Agmt PR00006468 with RTA Consulting to provide psychiatric services for NorthPoint patients, 10/01/2024-09/30/2026, NTE \$700,000.00.	10/1/2024	9/30/2026	\$700,000.00
PR00007217	Jabez Youth and Family LLC	Amd 1 to Agmt PR00007217 with Jabez Youth and Family LLC to provide direct clinical behavioral health services (diagnostic assessments, individual, group, family, and couples therapy), 07/01/2025-12/31/2026, NTE \$320,000.00.	7/1/2025	12/31/2026	\$320,000.00
<b>Office of Budget and Finance</b>					
PR00003678	Pinnacle Actuarial Resources, Inc.	Amd 2 to Agmt PR00003678 with Pinnacle Actuarial Resources, Inc. to provide actuarial Resources, 12/31/2021-11/01/2029, NTE \$70,950.00.	12/31/2021	11/1/2029	\$70,950.00
<b>Public Health</b>					
PR00006096	Live Lingua LLC	Amd 4 to Agmt PR00006096 with Live Lingua LLC to provide 1:1 Spanish lessons, 05/01/2024-12/31/2026, NTE \$58,420.00.	5/1/2024	12/31/2026	\$58,420.00

Agreement #	Contractor	Summary of Services	Term Begin Date	Term End Date	Contract Amount
PR00006988	Grabow, Shannon	Amd 2 to Agmt PR00006988 with Grabow, Shannon to provide car seat safety training, 01/01/2025-12/31/2026, NTE \$16,800.00.	1/1/2025	12/31/2026	\$16,800.00
PR00007728	Reading & Math, Inc.	Amd 1 to Agmt PR00007728 with Reading & Math, Inc. to provide AmeriCorps with Reading & Math, Inc., 08/01/2025-07/31/2027, NTE \$85,000.00.	8/1/2025	7/31/2027	\$85,000.00
PR00008448	City of New Hope	Agmt PR00008448 with City of New Hope to provide Produce Plus program for seniors, 05/11/2026-10/31/2030, NTE \$5,000.00.	5/11/2026	10/31/2030	\$5,000.00

# HENNEPIN COUNTY

300 South Sixth Street  
Minneapolis, MN  
55487-0240

## MINNESOTA

### Board Action Request

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**26N-0023**

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**Item Description:**

County Receivable contracts approved by the County Administrator during the second quarter of 2026.

Report Number 26RAA - 2nd Qtr Rec.

**Background:**

Rec. Resolution 02-8-502 amended 94-10-737 and 95-2-36 permitting the County Administrator to enter into and sign all receivable contracts. This BAR continues quarterly communication of county receivable contracts to the Board.

# Request for Administrative Approval Receivables Report

Report Communicated: June 11, 2026

BAR: 26N-0023

Agreement #	Contractor	Summary of Services	Term Begin Date	Term End Date	Contract Amount
<b>Community Corrections and Rehabilitation</b>					
A2613356	ISD 281	Agmt A2613356 with ISD 281 to provide ABE to ACF, 5/1/2026 - 4/30/2031, recv \$225,000.00	5/1/2026	4/30/2031	\$225,000.00
A2613415	Morris Construction	Agmt A2613415 with Morris Construction to provide Productive Day Construction Labor, 4/1/2026 - 12/31/2026, recv \$30,000.00	4/1/2026	12/31/2026	\$30,000.00
A2613417	City of Shorewood	Agmt A2613417 with City of Shorewood to provide STS Landscape Maintenance, 5/1/2026 - 12/31/2026, recv \$12,409.20	5/1/2026	12/31/2026	\$12,409.20
A2613467	City of Dayton	Agmt A2613467 with City of Dayton to provide STS landscape services, 5/1/2026 - 5/31/2026, recv \$827.28	5/1/2026	5/31/2026	\$827.28
A2613480	Minnesota DNR	Agmt A2613480 with Minnesota DNR to provide MN State Fair set up and take down, 8/4/2026 - 9/9/2026, recv \$4,136.40	8/4/2026	9/9/2026	\$4,136.40
<b>Facility Services</b>					
A2613460	Minneapolis School District, Special School District No. 1	Agmt A2613460 with Minneapolis School District, Special School District No. 1 to provide Permit For Use of School District Space, 7/9/2026 - 8/8/2026, recv \$0.00	7/9/2026	8/8/2026	\$0.00

	Agreement #	Contractor	Summary of Services	Term Begin Date	Term End Date	Contract Amount
<b>HS Children and Family Services</b>						
	A2613410	The Sauer Family Foundation	Agmt A2613410 with The Sauer Family Foundation to provide Children's Transportation Enhancement, 4/1/2026 - 3/31/2028, recv \$152,000.00	4/1/2026	3/31/2028	\$152,000.00
<b>HS Econ. Supports, Child Supports, and Well-Being</b>						
	A2412534	Department of Employment and Economic Development (DEED)	Amd 2 to Agmt A2412534 with Department of Employment and Economic Development (DEED) to provide Youth Support Services (YSS), 7/1/2024 - 6/30/2026, recv \$40,000.00	7/1/2024	6/30/2026	\$40,000.00
<b>HS Housing Stability</b>						
	A2613418	Brooklyn Park Economic Development Authority	Agmt A2613418 with Brooklyn Park Economic Development Authority to provide Rent assistance, 4/12/2026 - 12/31/2026, recv \$50,000.00	4/12/2026	12/31/2026	\$50,000.00
	A2613456	National Alliance to End Homelessness, Inc.	Agmt A2613456 with National Alliance to End Homelessness, Inc. to provide National Alliance to End Homelessness' Leadership Council biannual meeting fees and travel, 6/1/2026 - 5/31/2026, recv \$2,500.00	6/1/2026	5/31/2026	\$2,500.00
<b>Human Resources</b>						
	A2613459	Motivation Education and Training, Incorporated	Agmt A2613459 with Motivation Education and Training, Incorporated to provide Senior Community Service Employment Program, 5/15/2026 - 6/30/2028, recv \$0.00	5/15/2026	6/30/2028	\$0.00

	Agreement #	Contractor	Summary of Services	Term Begin Date	Term End Date	Contract Amount
<b>Northpoint Health and Wellness Center</b>						
	A2412686	Turning Point, Inc.	Agmt A2412686 with Turning Point, Inc. to provide the establishment of a formal referral relationship with NorthPoint Health and Wellness Center, 6/1/2026 - 5/31/2029, recv \$0.00	6/1/2026	5/31/2029	\$0.00
<b>Sheriff's Office</b>						
	A2613370	Shoreline Fire	Agmt A2613370 with Shoreline Fire to provide administration and maintenance services on public safety radios that would connect to HCSO's radio systems, 2/1/2026 - 12/31/2030, recv \$0.00	2/1/2026	12/31/2030	\$0.00
	A2613451	State Court Administrator's Office	Agmt A2613451 with State Court Administrator's Office to provide LE services for educational events, 7/1/2026 - 6/30/2027, recv \$26,000.00	7/1/2026	6/30/2027	\$26,000.00
	A2613458	Jewish Family and Children's Service of Minnesota	Agmt A2613458 with Jewish Family and Children's Service of Minnesota to provide LE services for Annual Benefit, 12/4/2026 - 12/6/2026, recv \$2,000.00	12/4/2026	12/6/2026	\$2,000.00

# HENNEPIN COUNTY

300 South Sixth Street  
Minneapolis, MN  
55487-0240

## MINNESOTA

### Board Action Request

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**26N-0024**

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**Item Description:**

Claim/Summons - 1. Devika Ghai - RE: Devika Ghai Property Damage Claim. - 2. Troy K. Scheffler - RE: Notice of Claim Troy K. Scheffler v. Hennepin County. - 3. Chase Sobania - RE: Chase Sobania Property Damage Claim.



## Hennepin County Board of Commissioners

June 1, 2026

Devika Ghai  
2925 17<sup>th</sup> Ave. S.  
Minneapolis, MN 55407

Dear Devika Ghai:

RE: Devika Ghai Property Damage Claim

Your communication dated May 1, 2026, which was served by mail on June 1, 2026, will be formally recorded on the Communications List of the Hennepin County Board of Commissioners next meeting on June 11, 2026. The communication has been forwarded to the Civil Division of the Hennepin County Attorney's Office for investigation and further action. The investigation may not be completed until after the meeting date. You will be hearing from that office when the investigation is completed.

If you have further questions about this, you may contact the Hennepin County Attorney's Office at 612-348-5518.

Sincerely,

A handwritten signature in black ink that reads "Sheri Selton".

Sheri Selton  
Deputy Clerk to the County Board

em

cc: Ben Schweigert





## Hennepin County Board of Commissioners

June 1, 2026

Troy K. Scheffler  
26359 Shandy Trail  
Merrifield, MN 56465

Dear Troy K. Scheffler:

RE: Notice of Claim Troy K. Scheffler v.  
Hennepin County

Your communication dated May 21, 2026, which was served by mail on June 1, 2026, will be formally recorded on the Communications List of the Hennepin County Board of Commissioners next meeting on June 11, 2026. The communication has been forwarded to the Civil Division of the Hennepin County Attorney's Office for investigation and further action. The investigation may not be completed until after the meeting date. You will be hearing from that office when the investigation is completed.

If you have further questions about this, you may contact the Hennepin County Attorney's Office at 612-348-5518.

Sincerely,

A handwritten signature in black ink that reads "Sheri Selton".

Sheri Selton  
Deputy Clerk to the County Board

em

cc: Ben Schweigert





## Hennepin County Board of Commissioners

June 8, 2026

Chase Sobania  
313 Washington Ave. S. #1330  
Minneapolis, MN 55415

Dear Chase Sobania:

RE: Chase Sobania Property Damage Claim

Your communication dated May 19, 2026, which was served by mail on June 8, 2026, will be formally recorded on the Communications List of the Hennepin County Board of Commissioners next meeting on June 11, 2026. The communication has been forwarded to the Civil Division of the Hennepin County Attorney's Office for investigation and further action. The investigation may not be completed until after the meeting date. You will be hearing from that office when the investigation is completed.

If you have further questions about this, you may contact the Hennepin County Attorney's Office at 612-348-5518.

Sincerely,

A handwritten signature in black ink that reads "Sheri Selton".

Sheri Selton  
Deputy Clerk to the County Board

em

cc: Ben Schweigert



### Board Action Request

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**26-0236**

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**Item Description:**

Claims Register for the period ending June 12, 2026

**Resolution:**

BE IT RESOLVED, that the claims register for the period ending June 12, 2026, be ratified.

**Background:**

Resolution 07-4-154R1 delegated to the County Administrator and County Controller the authority to pay all claims of the County with subsequent ratification by the Board of Commissioners. Pursuant to Resolution 07-4-154R1 and Minnesota Statute 375.18, the list of claims paid since the last regularly scheduled Board meeting is now presented to the Board for informational purposes and ratification. The Claims Register is on file with the Clerk of the Board.

**Recommendation from County Administrator:** No Recommendation

## MINNESOTA

### Board Action Request

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**26-0237**

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**Item Description:**

Claims Register for the period ending June 19, 2026

**Resolution:**

BE IT RESOLVED, that the claims register for the period ending June 19, 2026, be ratified.

**Background:**

Resolution 07-4-154R1 delegated to the County Administrator and County Controller the authority to pay all claims of the County with subsequent ratification by the Board of Commissioners. Pursuant to Resolution 07-4-154R1 and Minnesota Statute 375.18, the list of claims paid since the last regularly scheduled Board meeting is now presented to the Board for informational purposes and ratification. The Claims Register is on file with the Clerk of the Board.

**Recommendation from County Administrator:** No Recommendation

## MINNESOTA

### Board Action Request

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**26-0238**

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**Item Description:**

Claims Register for the period ending June 26, 2026

**Resolution:**

BE IT RESOLVED, that the claims register for the period ending June 26, 2026, be ratified.

**Background:**

Resolution 07-4-154R1 delegated to the County Administrator and County Controller the authority to pay all claims of the County with subsequent ratification by the Board of Commissioners. Pursuant to Resolution 07-4-154R1 and Minnesota Statute 375.18, the list of claims paid since the last regularly scheduled Board meeting is now presented to the Board for informational purposes and ratification. The Claims Register is on file with the Clerk of the Board.

**Recommendation from County Administrator:** No Recommendation

### Board Action Request

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**26-0217**

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**Item Description:**

2026 Watershed Board Appointments - Riley Purgatory Bluff Creek Watershed District Board

**Resolution:**

BE IT RESOLVED, that in accordance with the Hennepin County Open Appointments Policy and with Minnesota Statute section 103D.311, the following individual(s) be appointed to the Riley Purgatory Bluff Creek Watershed District Board:

**Background:**

Consistent with County Board policy and with Minnesota Statutes section 103D.311, Hennepin County has conducted an open appointment application process to fill positions on the watershed board. The Hennepin County Board will hear qualification statements from applicants for these positions on June 23, 2026. Qualified applicants have been notified and invited to pre-record a statement. At a board meeting following, the County Board will take action to select from the pool of applicants to fill the available watershed board positions.

This request communicates the names of applicants for the open watershed board positions and helps build the agenda for qualification statements and appointments.

**Recommendation from County Administrator:** No Recommendation

## MINNESOTA

### Board Action Request

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**26-0218**

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**Item Description:**

Ratification of permits, leases, lease amendments, and related property agreements approved by the County Administrator, period 01/01/26-03/31/26

**Resolution:**

BE IT RESOLVED, that the agreements listed on the report entitled "Quarterly Summary of Real Estate Documents Executed by Administrator, First Quarter 2026: 1/1/26 - 3/31/26, dated March 31, 2026 be ratified.

**Background:**

Resolution 97-04-238, dated April 29, 1997, authorized the County Administrator to sign temporary permits, licenses, leases, lease amendments, and related property agreements, provided that the resulting expenditure does not exceed \$15,000 per year. Resolution 11-0339, dated August 16, 2011, delegated to the County Administrator the responsibility for the management and administration of all leases within the building located at 701 4th Avenue South, Minneapolis. Resolution 24-0433, dated November 19, 2024, delegated the County Administrator authority to acquire tax-forfeited land being sold through public auction by the Hennepin County Auditor. All agreements executed by the County Administrator pursuant to these resolutions are presented to the County Board for ratification on a quarterly basis.

**Current Request:** Ratification is requested of those agreements signed by the County Administrator for the period January 1, 2026 through March 31, 2026, as identified on the report entitled, "Quarterly Summary of Real Estate Documents Executed by Administrator, First Quarter 2026: 1/1/26 - 3/31/26, dated March 31, 2026."

**Recommendation from County Administrator:** Recommend Approval

**Quarterly Summary of Real Estate Documents Executed by Administrator,  
First Quarter 2026: 1/1/26 - 3/31/26  
Dated 3/31/26**

<b>Contracting Party</b>	<b>Subject Matter and Property</b>	<b>Date Approved</b>	<b>Authorizing Resolution</b>
Hennepin County Public Defender's Office	Amendment 6 to Lease Agreement A080233 for space at the 701 Building located at 701 4 <sup>th</sup> Ave. S., Minneapolis, establishing a termination date of December 31, 2025.	1/2/26	11-0339
The State of Minnesota	License Agreement A2513148 for the use of approximately 4,019 square feet by the State Guardian Ad Litem Board at the Juvenile Justice Center located at 590 Park Avenue South, Minneapolis, MN., for a period of five (5) years from January 1, 2026, through December 31,2030. No Rent.	1/14/26	97-4-238
Agate Housing and Services, Inc.	License Agreement A2513327 giving Hennepin County the right to install a kiosk for Human Services within space located at 2309 Nicollet Avenue, Minneapolis, MN., for the period of January 19, 2026, through January 31, 2028. No rent.	1/22/26	97-4-238
The State of Minnesota	Amendment 4 to Lease Agreement A050547 for the rental of 210 square feet by the State of Minnesota at the Public Safety Facility located at 401 South 4 <sup>th</sup> Street, Minneapolis, MN, extending the lease agreement five (5) years through February 28, 2031. First year rent: \$2,064.36.	2/13/26	97-4-238
The State of Minnesota	Amendment 4 to Lease Agreement A052312 for the use of approximately 1,500 square feet by the State of Minnesota's Department of Motor Vehicles at Hennepin County's Midtown Exchange Service Center located at 2925 Chicago Avenue, Minneapolis, MN, extending the lease agreement five (5) years through May 31, 2031. No rent.	2/13/26	97-4-238
High Praise Ministries – The Destiny Center	License Agreement A2512930 giving Hennepin County the right to access the property located at 1150 7 <sup>th</sup> Street North, Minneapolis, MN., for the purpose of installing and maintaining exterior security cameras and related equipment for the parking area for the period of five (5) years from April 1, 2026 through March 31, 2031. No rent.	3/18/26	97-4-238

## MINNESOTA

### Board Action Request

26-0219

#### Item Description:

Neg Assignment, Assumption and Amd 2 to Agmt A14354, approving transfer of ownership of property to Bickham Court Limited Partnership, ext term to 12/31/80, incr NTE to \$710,000; terminate Agmts A18627 and A15921

#### Resolution:

BE IT RESOLVED, that the County Administrator be authorized to negotiate the Assignment and Assumption of Agreement A14354, and related documents, allowing transfer of ownership of 2753 Louisiana Court in St. Louis Park, from Trellis Louisiana Court Acquisition LLC to Bickham Court Limited Partnership, or an affiliated entity; that following review and approval by the County Attorney's Office, the Chair be authorized to sign the Assignment and Assumption Agreement and other related documents on behalf of the county; and

BE IT FURTHER RESOLVED, that the County Administrator be authorized to negotiate Amendment 2 to Agreement A14354 with Bickham Court Limited Partnership, or affiliated entity, for supportive housing at 2753 Louisiana Court in St. Louis Park (Resolution 94-8-625), to add adjacent properties including 2759, 2760, 2765, and 2768 Louisiana Court in St. Louis Park, under one consolidated agreement, extending the contract period end date from December 31, 2027 to December 31, 2080, increasing the not to exceed amount from \$275, 000 to \$710,000 (consistent with the sum of consolidated agreements); extending, amending, and restating documents as necessary; that following review and approval by the County Attorney's Office, the Chair be authorized to sign the amendment and related documents on behalf of the county; and that the controller by authorized to disburse funds as directed; and

BE IT FURTHER RESOLVED, that the County Administrator be authorized to terminate Agreements A18627 and A15921 with Trellis Co., or affiliated entity, and related documents, after the requirements and properties subject to Agreements A18627 and A15921 are added to Agreement A14354 as authorized above.

#### Background:

Bickham Court, formerly known as Perspectives, is a 56-unit affordable housing development located in five adjacent buildings with addresses of 2753, 2759, 2760, 2765 and 2768 Louisiana Court in St. Louis Park. From 1994 to 2001, Hennepin County, on behalf of the Hennepin Housing Consortium, entered into three HOME Investment Partnerships agreements with Perspectives, Inc. for acquisition and rehabilitation of 12 units at 2753 Louisiana Court (Resolution 94-8-625, Agreement A14354, NTE \$275,000, 12/5/1994 to 12/31/2027), acquisition and rehabilitation of 24 units at 2760 and 2768 Louisiana Court (Resolution 98-5-332, Agreement A18627, NTE \$100,000, 10/28/1999 to 10/28/2029), and acquisition and rehabilitation of 20 units at 2759 and 2765 Louisiana Court (Resolution 00-6-381, Agreement A15921, NTE \$335,000, 12/27/2001 to 12/31/2031).

The project also received financing from the county's Community Development Block Grant (CDBG) program via the cities of St. Louis Park and Edina, and from the Hennepin County Housing and Redevelopment Authority's Affordable Housing Incentive Fund (AHIF), in addition to other funders.

In 2024, Perspectives, Inc filed for Chapter 11 bankruptcy and through that process sold the properties to

Trellis Louisiana Court Acquisition LLC. Hennepin County approved assignment and assumption of HOME agreements A14354, A18627 and A15921 by Trellis Louisiana Court Acquisition LLC, and amendment of HOME agreement A14354 to extend the end date to December 31, 2027 (Resolution 24-0293).

Trellis Co., a local non-profit affordable housing developer and owner and an entity related to both Trellis Louisiana Court Acquisition LLC and Bickham Court Limited Partnership, has obtained funding from a variety of sources to undertake a renovation and recapitalization of all of the subject Louisiana Court properties, including low-income housing tax credits and a 2025 Supportive Housing Strategy award from the Hennepin County Housing and Redevelopment Authority.

For administrative clarity, staff recommends assignment of Agreement A14354 to the new ownership entity, Bickham Court Limited Partnership, consolidating the three existing HOME agreements under an amended and restated loan agreement, A14354, for a combined new total not to exceed amount of \$710,000, and including all project properties and extending the contract end date to December 31, 2080 to match the new financing. These actions will allow the new financing to proceed to closing and will facilitate preservation of this important family supportive housing property.

**Current Request:** This request is for authorization to negotiate the Assignment, Assumption and Amendment 2 to Agreement A14354 with Bickham Court Limited Partnership, or affiliated entity, to ensure continued affordability of 56 affordable housing units through December 31, 2080, with a loan amount totaling \$710,000.

**Impact/Outcomes:** Approval of this request will facilitate preservation of 56 supportive housing units, 22 of which are further supported by project-based Section 8 rental assistance.

**Housing Disparity Outcomes:** Households of color are disproportionately housing-cost-burdened, and experience housing instability, including homelessness, at disproportionate rates. This request preserves housing opportunities for families experiencing homelessness and for households with incomes at or below 30% and 50% of area median income.

**This request funds services that are: core services**

**Recommendation from County Administrator:** Recommend Approval

## MINNESOTA

### Board Action Request

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26-0220

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#### Item Description:

Agmt A2613329, WIOA MOU aligning One-Stop partners around a coordinated workforce system, clarifying shared accountability, and supporting efficient, integrated service delivery for job seekers and employers, DOE -12/31/28

#### Resolution:

BE IT RESOLVED, that Agreement A2613329 between the parties required under the Workforce Innovation and Opportunity Act to formalize roles, responsibilities, and cost-sharing agreements to ensure coordinated service delivery and compliance within our local workforce development area, be approved; and that, following review by the parties to the agreement, the Hennepin County Board of Commissioners authorizes staff to make modifications to the agreement as may be required by those parties prior to signature; and that, following review and approval by the County Attorney's Office, the Chair of the Hennepin County Board be authorized to sign the Agreement on behalf of the County.

#### Background:

The Workforce Innovation and Opportunity Act (WIOA) requires local workforce development areas to enter into a Memorandum of Understanding (MOU) among all required One-Stop partners pursuant to WIOA Section 121(c)(2)(A) and implementing regulations at 20 C.F.R § 678.500 - 678.510. This MOU establishes the framework for operating a coordinated One-Stop delivery system - known in Minnesota as CareerForce - and defines partner roles, responsibilities, service coordination, and shared infrastructure and operating cost agreements. This MOU is not only a federal compliance requirement, but a core strategy for aligning how workforce partners collaborate to deliver services in a coordinated, efficient, and customer-centered manner.

The Hennepin - Carver Workforce Development Board (HCWDB) is the federally recognized Local Workforce Development Board (LWDB) overseeing MN Workforce Development Area 9 (WDA 9). The HCWDB is responsible for governing the local workforce development system, including oversight of WIOA-required agreements such as the One-Stop MOU. Pursuant to the Operating Agreement between the Hennepin - Carver Workforce Development Board and the Hennepin County Board (Agmt # A199586) the County is responsible for fiscal management, contracting, and administrative functions necessary to implement HCWDB policy decisions and ensure compliance with state and federal workforce requirements.

Federal regulations require that the MOU be time-limited and periodically updated to reflect changes in partners, services, and funding. The MOU must be reviewed at least every three years to ensure appropriate funding and delivery of services and to remain compliant with WIOA §121(c). Approval of the MOU ensures continued compliance with federal law, supports coordinated service delivery across workforce partners, and allows the local workforce development system to continue receiving WIOA and related workforce funding.

**Current Request:** This request seeks approval to execute a new Memorandum of Understanding, Agmt A2613329. The agreement is effective from the date of execution through December 31, 2028 and will be reviewed at least every three years to ensure appropriate funding and delivery of services and to remain compliant with WIOA §121(c).

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**26-0220**

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**Recommendation from County Administrator:** Recommend Approval

### Board Action Request

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**26-0221**

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**Item Description:**

Agmt PR00008508 with Willis Towers Watson to provide insurance broker and related services, forensic accounting and complex claims services for the period 08/21/26-08/31/28, NTE \$208,955

**Resolution:**

BE IT RESOLVED, that Agreement PR00008508 with Willis Towers Watson to provide insurance broker and related services during the period August 21, 2026 through August 31, 2028, in the not to exceed amount of \$208,955, be approved; that the Chair of the Board be authorized to sign the Agreement on behalf of the County, the County Administrator be authorized to later negotiate and sign a two-year extension to the Agreement, and approve claims or related expenses ; that the Controller be authorized to disburse funds as directed; and that, should it be in the best interest of the County; and

BE IT FURTHER RESOLVED, that the County Administrator be authorized to award insurance policies brokered pursuant to M.S. 383B.102 and M.S. 383B.143, whether through Willis Towers Watson or another contracted insurance broker; and that the Controller be authorized to disburse funds as directed; and

BE IT FURTHER RESOLVED, that the County Administrator may delegate the duties of awarding insurance policies to the Director of the Office of Budget and Finance.

**Background:**

Since 2005, the County has contracted with external firms to provide insurance broker services. These services are competitively bid approximately every five to six years. In February 2026, the County issued a Request for Proposals (RFP) seeking an insurance broker to support the County's property and casualty insurance, cyber security insurance, HERC property and casualty and environmental insurance, and other related services.

To avoid conflicts of interest, the RFP required that the selected broker be compensated only by the County. This means the broker cannot receive "contingent commissions" or other payments from insurance companies. These types of commissions have been widely discussed in national business media as potentially creating conflicts for brokers who place insurance coverage.

The agreement includes a not to exceed amount of \$208,955 over three years (a 2% increase from the current agreement). This amount covers broker services and the cost of placing insurance policies but does not include the insurance premiums themselves. Insurance premiums are paid separately after Willis completes the placement process.

Insurance placement through Willis includes the County's property and casualty insurance, cyber security insurance, HERC property and casualty, environmental insurance and related policies. The estimated premiums for these insurance policies are approved annually by the Board during the budget process.

**This request funds services that are: core services**

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**26-0221**

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**Recommendation from County Administrator:** Recommend Approval

### Board Action Request

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26-0222

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#### Item Description:

Adopt revisions to the Hennepin County purchasing rules, including adopting a Responsible Contractor Policy for contract solicitations for construction and building maintenance, repair, and remodeling contracts and building services contracts

#### Resolution:

BE IT RESOLVED, that the Hennepin County Board of Commissioners adopts the revised Hennepin County Purchasing Rules, dated June 2026; and

BE IT FURTHER RESOLVED that the Hennepin County Board of Commissioners approves the Responsible Contractor Policy for building maintenance agreements.

#### Background:

In October 2025 the Hennepin County Board adopted resolution 25-0374 directing the administrator to (1) draft a Responsible Contractor Policy for maintenance contract solicitations; (2) meet with relevant stakeholders to discuss policy elements; (3) present a recommended Responsible Contractor Policy to the Board.

The proposed policy builds from the State of Minnesota responsible contractor law (Minn. Stat. Sec. 16C.285) which applies to construction contracts in excess of \$50,000. Pursuant to this law, contractors must meet the statute's responsible contractor requirements for any Hennepin County construction contract in excess of \$50,000. This policy extends these requirements to contractors with Hennepin County for building maintenance contracts in excess of \$50,000, including, but not limited to, janitorial, window washing, and security services. This policy requires that these contractors:

- Meet state and federal licensing requirements;
- Are in good standing and do not have confirmed recent wage and hour violations;
- Pay the prevailing wage when required by Hennepin County, which may be met by wage payment or a combination of wage payment and fringe benefits;
- Provide employees with a complaint/grievance procedure;
- Meet Hennepin County requirements for job related training;
- Meet Hennepin County and industry environmental and green standards; and,
- Provide and maintain sanitary and safety accommodations for the use and protection, and health and welfare of the Contractor's employees in accordance with applicable Federal, State, and Local laws and ordinances.

Hennepin County staff met with stakeholders including small business building maintenance contractors and union officials to discuss elements of the policy. Stakeholder feedback was incorporated into the final policy draft.

Proposed revisions to the Hennepin County Purchasing Rules update section 6.B.9 - Determination that Low Bidder is Responsible - and incorporates the Responsible Contractor Policy into the bidding procedures for determining that a bidder is fully qualified to carry out the terms of the county contract.

The Hennepin County Purchasing Rules codify County Board resolutions/policies and Minnesota statutes governing purchasing. The County Board last approved revisions to the County's Purchasing Rules in 2023, Resolution 23-0338.

**Recommendation from County Administrator:** Recommend Approval

# **HENNEPIN COUNTY PURCHASING RULES**

**Board Approval – August 2019  
Resolution 19-0325 (including Callison amendment and Goettel Amendment)**

**HENNEPIN COUNTY PURCHASING RULES  
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# HENNEPIN COUNTY PURCHASING RULES

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## HENNEPIN COUNTY PURCHASING RULES

### Section 1: Purpose

The purpose of these Rules is to establish Hennepin County policies necessary for the County to conduct its business for purchasing, acquiring or selling all commodities, equipment, property, and services, including personal, professional and human services. To that end, these policies will:

- A. Incorporate and comply with all applicable Minnesota Statutes and Hennepin County Board Resolutions;
- B. Assist in the efficient and effective acquisition of needed commodities and services;
- C. Facilitate purchases of the greatest value for the cost
- D. Facilitate the purchase of sustainable goods and services that otherwise meet price, performance, and availability requirements and advance County goals;
- E. Maximize the benefit to the County for the sale or disposal of all property;
- F. Provide guidance to departments and vendor community for performing purchasing-related tasks;
- G. Provide contract administration and management guidance to County managers and other County staff; and
- H. Authorize the County Administrator to annually update and publish the Purchasing Rules, incorporating changes from Board resolutions, Minnesota statutes, and purchasing best practices. Except, changes that are substantive, policy related, or that modify agreement signature authority shall receive the Board's consent prior to taking effect.

Purchasing procedures may be included in the Administrative Manual.

## HENNEPIN COUNTY PURCHASING RULES

### Section 2: Ethics

All persons authorized to make purchases on behalf of Hennepin County will uphold and comply with the following standards:

- A. Employees shall ensure that all purchases and sales comply with MN Statutes. Any purchase or sale not in compliance with law will be void and the director of the organization making the purchase or sale will be personally liable for the cost of the order and for the reasonable value of the materials or equipment sold. MN Stat. 383B.149
- B. Employees shall not take advantage of their positions as County employees for personal gain.
- C. Employees will represent the County's interests in all transactions and will maintain independence in all interactions with vendors.
- D. No County employee shall have a financial interest, direct or indirect, in any contract or purchase. MN Stat. 383B.151
- E. Employees will treat all vendors and potential vendors honestly, fairly and impartially, giving no one preferential treatment.
- F. No County employee shall directly or indirectly receive money or anything of value from vendors doing business with the County. Hennepin County Human Resources Rules Section 16.3(c).
- G. No County employee shall make payments or incur obligations in excess of appropriations or when sufficient moneys are not or will not be available. MN Stat. 383B.116, Subd. 3
- H. Employees will follow the Rules of Conduct as set forth in the County's Human Resources Rules, particularly with respect to the rules regarding outside employment.
- I. Employees will follow the County's policy on Theft, Embezzlement and Other Dishonest Acts as set forth in the County's Administrative Manual.

## HENNEPIN COUNTY PURCHASING RULES

### Section 3: Equal Opportunity, Affirmative Action, and Underutilized Business Inclusion

The County Board of Commissioners has established three key programs to enhance diversity in County contracting and directed these programs be administered by the Purchasing and Contract Services Department: .

Equal Employment Opportunity and Affirmative Action Program – a program to ensure non-discrimination and promote the employment of women and minorities on County construction and non-construction contracts;

Small Business Enterprise Program – a race- and gender-neutral program to address identified barriers to small business formation and participation within County purchasing activities; and

Small Minority and/or Women-Owned Business Enterprise Program – a program that supplements and enhances the Small Business Enterprise Program with narrowly-tailored race- and gender-conscious measures to redress the contracting disparities documented in the 2017-Minnesota Joint Disparity Study (Study), and as amended, as referenced in Resolution 18-0140R2.

Resolution 00-8-590R2 authorized the County Administrator to make programmatic changes that are in accord with Hennepin County policy as it pertains to the Purchasing Department and Targeted Contract Services Division and that any programmatic changes will be reported to the County Board on a quarterly basis.

#### A. Employment EEO/AA Program

The County and its contractors will maintain a contracting environment that is free from discrimination based on race, color, creed, religion, national origin, sex, age, disability, marital status, sexual orientation, and public assistance status. Resolutions 84-5-403, 86-12-879R1, 87-6-394B as amended, 98-5-274, and 00-8-590R2

For contracts exceeding \$100,000, County shall:

1. Promote Affirmative Action Programs to encourage companies to actively seek qualified women and minorities for their employment opportunities.
2. Monitor contractor performance to meet goals, demonstrate goal-oriented actions and assure contractor adherence to their Affirmative Action Plan commitments, or make good faith efforts to do so. However, contracts made pursuant to MN Stat 471.345 Subd.20 may promote Affirmative Action by reporting requirements established by County.

## HENNEPIN COUNTY PURCHASING RULES

### Section 3: Equal Opportunity, Affirmative Action, and Underutilized Business Inclusion

3. Encourage labor and industry to train and hire unemployed and underemployed Hennepin County residents, including graduates of local training programs and ex-offenders, to meet the increased demand for a skilled workforce, while developing the County's economic resources.
4. Ensure that all contractors comply with the Contractor Non-Discrimination Statute. MN Stat. 181.59.
5. Ensure that non-exempt contractors with non-construction contracts maintain a workforce certificate with the Minnesota Department of Human Rights (MDHR). Resolution 18-0140R2.

#### B. Small Business Enterprise Program

The County is committed to breaking down the barriers small businesses face in accessing and participating in County business opportunities.

To promote and maintain an open competitive business environment with a level playing field, the County:

1. Certifies small business enterprises (SBEs) in construction, non-construction and personal and professional services for participation in the SBE Program and conducts SBE vendor searches for inclusion in solicitations. The County will recognize Targeted Group Small Business firms certified by the State of Minnesota and firms certified as Disadvantaged Business Enterprises (DBE) pursuant to the federal DBE certification program.
2. Sets SBE utilization goals and determines exceptions on construction and non-construction contracts over \$100,000.
3. Monitors whether contractors and their subcontractors demonstrate a good faith effort meeting an SBE utilization goal.
4. Determines the necessity for small businesses to be certified in order to do business with the County.
5. May establish, through a Request for Qualification or other selection process, a list of SBE and/or Target Group Small Business firms that may be directly solicited for construction, commodities or services within the statutory procurement rules.

## HENNEPIN COUNTY PURCHASING RULES

### Section 3: Equal Opportunity, Affirmative Action, and Underutilized Business Inclusion

#### C. Small Minority and/or Women-Owned Business Enterprise Program

The County is committed to redressing the contracting disparities with businesses owned by specific minority groups (MBEs) and women (WBEs), (the “Underutilized Firms”) as documented in the 2017-Minnesota Joint Disparity Study (Study), and as amended, as referenced in Resolution 18-0140R2. Resolutions 98-4-273, 99-8-583 and 08-590R2.

To promote a level playing field for small minority- and women-owned firms and to redress the contracting disparities documented in the Study, the County:

1. Certifies small business enterprises (SBEs), including firms owned by specific minority groups (MBEs) and women (WBEs) and conducts vendor searches for such firms for inclusion in solicitations.
2. The County Administrator may supplement and enhance the SBE program with narrowly-tailored race and/or gender-conscious measures to address the disparities documented in the Study, including setting utilization goals for Underutilized firms in contracts, and monitoring whether contractors demonstrate a good faith effort to meet such goals.
3. Purchasing and Contract Services Department will implement specific recommendations of the Study to reduce contracting disparities, and with input from Departments, will develop department-level contract inclusion goals and measures to reduce the contracting disparities documented in the Study, including for architectural and engineering contracts.

## HENNEPIN COUNTY PURCHASING RULES

### Section 4: County Board Contracting Authority

Except as otherwise delegated by these Rules or Board Resolution, the following sets forth purchasing related matters referred to the County Board for approval, ratification or information. This listing is not necessarily all-inclusive.

#### A. Approval

1. All contracts awarded to other than the lowest bidder meeting specifications (MN Stat. 383B.145, Subd. 8), and every grant and purchase of service contract for the purchase of community social services (MN Stat. 256.0112, Subd. 2) and all contracts awarded to businesses or social service organizations under the set-aside program (MN Stat. 383B.145, Subd. 5). Such contracts include those entered into for Hospital Shared Service Purchasing (MN Stat. 471.345, Subd. 10).
2. Road and Bridge, and Facility Construction Projects:
  - a. Schematic design and release of facility construction bid specifications:
    - 1) For new facility construction projects costing \$1,000,000 or more.
    - 2) For facility construction projects costing less than \$1,000,000 where there are major policy implications.
  - b. Contract awards:
    - 1) For facility construction projects (new construction, additions, and the acquisition of buildings and land).
    - 2) For facility remodeling/renovation/modification projects and facility asset preservation program projects costing \$500,000 or more or where there are major policy implications.
  - c. Road and bridge contract awards which require amendment(s) to approved project budgets resulting in a budget increase(s) or significantly affect the scope of the project.
    - 1) For Transportation Supplemental Capital Activities project contracts costing \$500,000 or more or where there are major policy implications.

## HENNEPIN COUNTY PURCHASING RULES

### Section 4: County Board Contracting Authority (contd)

- d. Any change order, contract amendment, or supplemental agreement which exceeds the approved project budget, or significantly affects the scope of a project.
3. Professional, personal, or human services contracts, including those contracts entered into through the State Cooperative Purchasing Venture, as follows:
  - a. contracts costing more than \$100,000; and
  - b. contracts or contract amendments where the not-to-exceed amount combined with the total expenditure under any and all existing contracts with the same Contractor during the 365 days preceding the start date of the new contract or amendment exceeds \$100,000.
4. Contracts for installment purchases, equipment/commodity leases, or lease purchases costing more than \$250,000 per annum.
5. Information Technology agreements exceeding \$500,000 per annum.
6. Transfer or sale of personal property, other than motor vehicles auctioned, where the estimated fair-market value of the property or sale proceeds exceeds the statutory bid limit.
7. Contracts for publication of official proceedings/matters. MN Stat. 375.12, MN Stat. 375.17, and MN Stat. 279.07-279.08.
8. Joint powers or cooperative purchasing agreements. MN Stat. 383B.143, Subd. 5 and 471.59
9. Except as expressly set forth herein, purchase, sale, lease or conveyance of real estate. MN Stat. 373.01
10. Lease of personal property to others. MN Stat. 373.01
11. Sole Source contracts that exceed \$250,000 per annum and that are not covered under Section 4(A)(3) above.

Facility construction project bid awards will be submitted for immediate approval at the first Board meeting following bid opening, whenever possible.

## HENNEPIN COUNTY PURCHASING RULES

### Section 4: County Board Contracting Authority (contd)

#### B. Ratification

1. Emergency purchases exceeding statutory bid limit. MN Stat. 383B.145, Subd. 2
2. Payments made to vendors prior to County Board approval in order for the County to avail itself of vendor discounts. MN Stat. 383B.147 and Resolution 81-1-61

#### C. Information

1. Delegation of authority to responsible officials to perform the purchasing powers and duties delegated to the County Administrator by the County Board. Resolution 80-1-2
2. Contracts for professional, personal, or human services not exceeding \$100,000, which were approved and signed by the County Administrator (or designee(s)). Resolution 02-500
3. Dispatch of county equipment and personnel to combat the danger of fires, hazard, casualty, or other similar occurrences taking place within or outside Hennepin County. Resolution 85-6-386R2
4. Temporary permits, licenses, leases, lease amendments, rights of entry and related property agreements that do not exceed \$15,000 per twelve-month period. Resolution 97-4-238

## HENNEPIN COUNTY PURCHASING RULES

### Section 5: Delegation of County Board Authority

#### A. County Administrator

1. County Board Resolution 80-1-2 delegated authority to the County Administrator to:
  - a. Implement the following purchasing functions:
    - 1) Purchasing and contracting for all goods, materials, supplies, equipment and contracted services, as provided in MN Stat. 383B.143.
    - 2) Preparing, reviewing, modifying, and approving all plans and specifications for goods, materials, supplies, equipment and contracted services.
    - 3) Transferring any goods, materials, supplies, or equipment to or between departments, boards, commissions and agencies.
    - 4) Selling or otherwise disposing of goods, materials, supplies, and equipment that are unusable or no longer required.
    - 5) Periodically reviewing and requiring department directors to supply necessary data concerning inventories and surpluses, and monitoring compliance by department directors with purchasing laws, rules, regulations and procedures.
  - b. Enter into price agreements and authorize directors of departments to make purchases within the scope of such agreements.
  - c. Make purchases in the event of emergencies when circumstances prevent the Board from acting.
  - d. Designate and delegate to a Purchasing Manager certain purchasing tasks empowered to the County Administrator under law or assigned to the Administrator by delegation of the Board.
  - e. Delegate to other persons those functions assigned to the County Administrator as Welfare Director.
2. In addition, Resolution 80-1-2 directed the County Administrator to:
  - a. Promulgate rules governing small purchases by departments.

## HENNEPIN COUNTY PURCHASING RULES

### Section 5: Delegation of County Board Authority (contd)

#### A. County Administrator (contd)

- b. Establish rules and regulations defining the criteria and conditions for the prequalification of bidders.
    - c. Promulgate rules concerning notice requirements for the solicitation of bids.
    - d. Adopt, promulgate, amend, as necessary, and file with the County Board rules and regulations governing all of the subject matter contained in MN Stat. 383B.148.
3. Pursuant to MN Stat. 383B.15, Subd. 2., the County Administrator may waive a bond or bonds, at discretion, on deciding that the bond or bonds are not reasonable or necessary for the protection of the County.
4. Resolutions 80-1-2 and 86-11-870 delegate authority to the County Administrator to:
  - a. Enter into non-disclosure agreements with potential customers to protect the County's interests in allowing for the use, testing and evaluation of computer software developed by the County.
  - b. Enter into non-disclosure agreements with municipalities in Hennepin County for the use of computer software developed by the County.
  - c. Enter into non-disclosure agreements with third parties related to the sharing, exchange, or handling of data or information as required to conduct County business.
5. Resolutions 80-1-2, 98-4-233, 99-182, and 05-333 delegate the following authority to the County Administrator:
  - a. For road and bridge; solid waste; or construction, modification, maintenance, operation, and repair of County facilities and space used by the County:

## HENNEPIN COUNTY PURCHASING RULES

### Section 5: Delegation of County Board Authority (contd)

#### A. County Administrator (contd)

- 1) Approve and sign facility remodeling/renovation/modification project contracts and facility asset preservation program contracts costing less than \$500,000 and where there are no major policy implications, and any change order, contract amendment, or supplemental agreement thereto. If the change order, contract amendment, or supplemental agreement increases the contract amount to \$500,000 or more or if it raises a major policy implication, the contract shall be referred to the Board for informational purposes.
- 2) For facility remodeling/renovation/modification project contracts and facility asset preservation program contracts costing \$500,000 or more or where there are major policy implications and for facility construction project contracts approve and sign any change order, contract amendment, or supplemental agreement which does not exceed the approved project budget and does not significantly affect the scope of the project.
- 3) Road and Bridge
  - a) Approve and sign contracts, contract amendments, change orders, supplemental agreements and increases to a contract sum that are within an approved project budget and do not significantly affect the scope of the project. Amendments to professional services agreements must not exceed 20% of the original contract award.
  - b) Approve and sign Transportation Supplemental Capital Activities project contracts costing less than \$500,000 and where there are no major policy implications, and any change order, contract amendment, or supplemental agreement thereto. If the change order, contract amendment, or supplemental agreement increases the contract amount to \$500,000 or more or if it raises a major policy implication, the contract shall be referred to the Board for informational purposes. Amendments to professional services agreements must not exceed 20% of the original contract award.

## HENNEPIN COUNTY PURCHASING RULES

### Section 5: Delegation of County Board Authority (contd)

#### A. County Administrator (contd)

- c) For Transportation Supplemental Capital Activities project contracts costing \$500,000 or more or where there are major policy implications approve and sign any change order, contract amendment, or supplemental agreement which does not exceed the approved project budget and does not significantly affect the scope of the project. Amendments to professional services agreements must not exceed 20% of the original contract award
  - d) Advise and make contract award recommendations to the State Commissioner of Transportation for certain road and bridge projects financed either in whole or in part with federal funds, pursuant to MN Stat. 161.36 and P.W. 66-40-86.
  - e) Under the Federal Delegation of Authority program for certain federally funded projects, evaluate bids received, award contract to the lowest responsible bidder, issue contract payments to the contractor as the work proceeds. Resolution 00-12-931, Mn/DOT Agreement No. 81115, and P.W. 59-40-00
  - f) Approve partial payment in excess of 95% of contract work completed on a County road or County state-aid highway. MN Stat. 162.04
- b. For personal, professional, or human services:
- 1) Approve and sign contracts for personal, professional, or human services, as follows: contracts or contract amendments where the not-to-exceed amount combined with the total expenditure under any and all existing contracts with the same Contractor during the 365 days preceding the start date of the new contract or amendment costs \$100,000 or less. Approve and sign amendments to board approved contracts for personal, professional, or human services to extend the term of agreements without increasing the contract amount.
  - 2) Adjust human services contract amounts, adjust rates, add or delete service locations, or make minor service changes that are within an approved budget for a category of human service

## HENNEPIN COUNTY PURCHASING RULES

### Section 5: Delegation of County Board Authority (contd)

#### A. County Administrator (contd)

(as denoted in County Board budget resolutions) and do not significantly affect the scope of the contract or category of service provision and directly benefit clients.

- c. Approve and sign installment purchases, equipment/commodity leases, or lease purchases not exceeding \$250,000 per annum.
  - d. Approve and effect the transfer or sale of personal property where the estimated fair-market value of the property or sale proceeds does not exceed the statutory bid limit and motor vehicle auction sales regardless of the amount of the sales.
6. Resolution 85-6-386R2 authorized the County Administrator to rent equipment to combat the danger of fire, hazard, casualty or other similar occurrences taking place within or occurring outside the territorial limits of Hennepin County.
  7. Resolution 87-5-336 authorized the County Administrator to accept right-of-way quit claim deeds on behalf of the County.
  8. Resolution 97-4-238 authorized the County Administrator to approve and sign temporary permits, licenses, leases, lease amendments, rights of entry, and related property agreements that do not exceed \$15,000 per twelve month period, provided that it is hereby required that the agreements listed in the quarterly report as set forth in said resolution be ratified and approved by the Board.
  9. Resolution 01-4-263 directed the County Administrator to establish minimum recycled content standards for the purchase of designed products, incorporating State and Federal guidelines and minimum content standards. The County Administrator shall update procedures as necessary to maximize the County's procurement of environmentally preferable products.
  10. Resolution 02-7-471 authorized the County Administrator to permit current and new County Cooperative Purchasing Program members to access certain County professional service agreements; to negotiate new agreements with existing cooperative members, and to negotiate new agreements with other Minnesota governmental units.
  11. Pursuant to MN Stat. 383B.142, Subd. 2 and Resolution 80-1-2 the County Administrator directed the Deputy County Administrator, Assistant County Administrators, Purchasing Manager, and Central Services Manager to perform certain responsibilities assigned to the Administrator

## HENNEPIN COUNTY PURCHASING RULES

### Section 5: Delegation of County Board Authority (contd)

#### A. County Administrator (contd)

by MN Stat. 383B.141 to 383B.151 and the resolution. Responsibilities of these positions are set forth in the following paragraphs.

12. Resolution 07-4-154R1 authorized the County Administrator to approve amendments or revisions to the purchasing credit card contract and program policies and procedures.
13. The Board hereby acknowledges that the County Administrator may change or modify the delegation of responsibilities within his/her authority provided that any such changes in delegation shall be incorporated into these Rules as an addendum.
14. In the absence of both the County Administrator and Deputy Administrator, the Administrator may delegate an Assistant Administrator or other person to perform those tasks delegated to the Administrator as listed in A above.
15. The County Administrator or his/her designee may sign certifications required pursuant to the application for and the acceptance of grants.
16. The County Administrator or his/her designee may terminate contracts for non-performance or for others reasons when it is in the best interests of the County.
17. The County Administrator may approve and sign Information Technology agreements not exceeding \$500,000 per annum. The County Administrator may delegate authority to enter software agreements to the end user when the end user is required to "click through" or otherwise accept the terms of an electronic agreement.
18. The County Administrator may approve and sign third party payable, reimbursable and receivable agreements related to the implementation and ongoing operation of the 800 MHz band, including but not limited to antenna agreements and site use/lease agreements. County and third-parties shall follow applicable policy regarding application and use of small-cell transmitters.

#### B. Deputy County Administrator

In the absence of the County Administrator or at the Administrator's direction, the Deputy County Administrator is responsible for performing those tasks delegated to the Administrator as listed in A. above.

## HENNEPIN COUNTY PURCHASING RULES

### Section 5: Delegation of County Board Authority (contd)

#### C. Deputy/Assistant County Administrators

1. The Deputy/Assistant County Administrators are responsible for performing, or causing to be performed, purchasing responsibilities including those related to professional, personal, or human services by the departments under their direction.
  - a. Purchasing responsibilities for personal, professional, or human services are as follows:
    - 1) Preparing or causing to be prepared, reviewing, modifying and approving plans and specifications for contracted services.
    - 2) Opening and evaluating proposals and recommending to the County Board approval of a contract exceeding \$100,000 with the provider most qualified to deliver the services.
    - 3) Approving and signing contracts not exceeding the amount delegated pursuant to the County Administrator's Addendum to Purchasing Rules (current amount is \$25,000).
    - 4) Determining the necessity and amount of any performance bond or other bonds.
    - 5) Obtaining the certificate of insurance when required by contract documents.
  - b. General purchasing responsibilities include:
    - 1) Monitoring departmental compliance with purchasing laws, rules, regulations and procedures.
    - 2) Monitoring and evaluating the performance of contractors.
    - 3) Authorizing emergency purchases necessitated by breakage, damage, or decay or when the public interest would suffer by delay, and submitting such purchases exceeding statutory bid limit to the County Board for ratification.
    - 4) Assuring that payment requests are processed in accordance with approved County procedures. (Hennepin

## HENNEPIN COUNTY PURCHASING RULES

### Section 5: Delegation of County Board Authority (contd)

County Administrative Policy "Payment Authorization Practices")

- 5) Assuring that contractors are in compliance with Hennepin County's Affirmative Action requirements.
- c. Deputy/Assistant County Administrators may designate other persons in departments under their direction to perform the purchasing responsibilities in C.1 above with the exception of approving and signing contracts and authorizing emergency purchases.
2. In addition to responsibilities in C.1 above, the Deputy/Assistant County Administrator – Health and Human Services is also responsible for those functions assigned to the County Administrator as Welfare Director and for performing or causing to be performed purchasing responsibilities related to the administration of Health and Human Services programs.

Additional human services-related responsibilities include:

For human services that directly benefit clients, approving adjustments to contract amounts, rate adjustments, addition or deletion of service locations, and minor service changes that are within an approved budget for a category of human service (as denoted in County Board budget resolutions) and do not significantly affect the contract scope or category of service provision.

3. In addition to responsibilities in C.1. above, the Deputy/Assistant County Administrator - Public Works is also responsible for performing or causing to be performed purchasing responsibilities related to the administration of solid waste and road and bridge projects.
  - a. Additional construction-related responsibilities for road and bridge projects include:

## HENNEPIN COUNTY PURCHASING RULES

### Section 5: Delegation of County Board Authority (contd)

- 1) Approving and signing contracts, contract amendments, change orders, supplemental agreements, professional services contract amendments, and increases to a contract sum that are within an approved project budget and do not significantly affect the scope of the project. Amendments to professional services agreements must not exceed 20% of the original contract award.
- 2) Advising and making contract award recommendations to the Commissioner of Transportation for certain road and bridge projects financed either in whole or in part with federal funds, pursuant to MN Stat. 161.36 and P.W. 66-40-86.
- 3) Under the Federal Delegation of Authority program for certain federally funded projects, evaluating bids received, awarding the contract to the lowest responsible bidder, and issuing contract payments to the contractor as the work proceeds. Resolution 00-12-931, Mn/DOT Agreement No. 81115, and P.W. 59-40-00
- 4) Approving partial payment in excess of 95% of contract work completed on a County road or County state-aid highway. MN Stat. 162.04. If the Deputy/Assistant County Administrator - Public Works is also the County Engineer, then this authority is suspended and the County Administrator is the approving authority.
- 5) Preparing or causing to be prepared, reviewing, modifying and approving plans and specifications for contracted services including commodities related thereto.
- 6) Advertising for bids through Purchasing.
- 7) Recommending to the Purchasing Manager the amount necessary for a bid bond or bid deposit when not required by law and the amount thereof.
- 8) Evaluating bids, and recommending to the Purchasing Manager the lowest responsible bidder who should be awarded the contract except in those instances where

## HENNEPIN COUNTY PURCHASING RULES

### Section 5: Delegation of County Board Authority (contd)

awarding of the contract is the responsibility of the County Board.

- 9) Recommending to the Purchasing Manager the necessity and amount of any performance and/or payment bonds.
  - 10) Obtaining the certificate of insurance when required by contract documents.
  - 11) Assisting the Purchasing and Contract Services Division in obtaining an affirmative action plan if a plan is required.
- b. Determining whether or not to advertise for bids for solid waste facilities pursuant to Minnesota Statute 473.811, Subd. 4b.
- c. The Deputy/Assistant County Administrator - Public Works may designate other persons within Public Works departments to perform the purchasing responsibilities in C.3 above with the exception of approving and signing contracts, contract amendments, change orders over \$15,000, supplemental agreements over \$15,000, and increases to a contract sum; and authorizing emergency purchases as long as said change orders or supplemental agreements are within approved scope and budget.

## HENNEPIN COUNTY PURCHASING RULES

### Section 5: Delegation of County Board Authority (contd)

#### D. Chief Information Officer

The Office of the Chief Information Officer is responsible for performing or causing to be performed purchasing responsibilities related to the administration of information technology. These additional information technology-related responsibilities to ensure purchases are consistent with County and departmental strategic plans include:

- 1) Review and approval of all contracts that require County Board approval with information technology persons or professionals prior to their approval by County Administration and/or the County Board.
- 2) The Office of the Chief Information Officer is responsible for reviewing and approving all Information Technology contracts. Departments pursuing and/or analyzing Information Technology shall ensure that the Office of the Chief Information Officer is duly consulted to ensure that externally developed information technologies/systems are acceptable prior to their approval by the Purchasing Manager, County Administration, and/or the County Board.
- 3) Review and approval of all specifications to purchase externally-developed information or communication technologies/systems.
- 4) Deciding whether any County Department may temporarily deploy, test and use no-cost Information Technology in a non-production environment without solicitation (may be referred to herein as a “proof of concept”). Proof of concept engagements shall otherwise be treated in the same manner as other Information Technology engagements with respect to the necessity of agreements and approval and signature authority for said agreements. During or following a proof of concept, if County elects to license or purchase Information Technology that involves specifications and/or requirements that are substantially similar to the proof of concept Information Technology, said license/purchase shall, despite the proof of concept, be treated in the same manner as other Information Technology engagements with respect to the solicitations, selections, necessity of agreement and signature authority for said agreements.

#### E. Purchasing Manager

The Purchasing Manager's responsibilities include:

1. Purchasing and contracting for all goods, materials, supplies, equipment and related services, and facility repair and maintenance, and performing

## HENNEPIN COUNTY PURCHASING RULES

### Section 5: Delegation of County Board Authority (contd)

all necessary and lawful purchasing related tasks to accomplish the same, including approving and signing contracts and related contract documents.

Approve and sign SBE program related construction contracts, which are less than the applicable statutory bid limit.

2. Preparing or causing to be prepared, reviewing, modifying and approving plans and specifications, drafted by the department or drafted in collaboration between Purchasing and the department, for facility construction projects, facility asset preservation program projects, goods, materials, supplies, equipment and contracted services, and for the sale of real estate.
3. Advertising for bids.
4. Opening and evaluating bids except where evaluation of bids is performed by other departments; and awarding the bid to the lowest responsible bidder or bidders (consistent with Section 6(B)(10)) meeting the specifications except in those instances where awarding of the bid is the responsibility of the Board or others.
5. Monitoring compliance by departments with purchasing laws, rules, regulations and procedures including but not limited to ensuring that the Chief Information Officer approves proposed Information Technology procurements, except where monitoring has been delegated to Deputy/Assistant County Administrators.
6. Monitoring and evaluating the performance of contractors and if necessary, canceling contracts.
7. Referring matters which are not routine or have policy implication or require special consideration to County Administration.
8. Transferring goods, materials, supplies, or equipment to or between departments, commissions and agencies; and selling or otherwise disposing of goods, materials, supplies, and equipment which are unusable or no longer required, exclusive of the transfer or sale of easily moved personal property (office furnishings and equipment, other equipment, and commodities) handled by the Central Services Manager.
9. Signing purchase orders, equipment maintenance agreements, and bills of sale for personal property except in those instances where responsibility/ authority belongs to the Board or others.

## HENNEPIN COUNTY PURCHASING RULES

### Section 5: Delegation of County Board Authority (contd)

10. Signing installment purchases, equipment/commodity leases, or lease purchases not exceeding \$250,000 per annum.
11. Approve and sign Information Technology agreements not exceeding \$500,000 per annum. The Purchasing Manager may delegate authority to enter software agreements to the end user when the end user is required to “click through” or otherwise accept the terms of an electronic agreement.
12. Authorizing exceptions to the County's standard contract language, including but not limited to the County's terms and conditions, with concurrence of the County Attorney's Office.
13. Renewing annual cooperative purchasing agreement with the State of Minnesota for its Cooperative Purchasing Venture. Approve, modify, sign, and renew any vendor/contractor agreement that is available to the County under the U.S. General Services Administration (GSA) or pursuant to a County Board approved joint powers or cooperative purchasing agreement. MN. Stat. 383B.143, Subd. 5.
14. Authorizing emergency purchases necessitated by breakage, damage, or decay or when the public interest would suffer by delay and submitting such purchases exceeding statutory bid limit to the County Board for ratification.
15. Facilitating or assisting in the following areas:
  - a. Determining the necessity for a bid bond or bid deposit when not required by law and the amount thereof.
  - b. Determining the necessity and amount of any performance or other required bonds.
  - c. Obtaining the certificate of insurance when required by contract documents.
  - d. Determining whether any product, service or vendor is sole source; approve and sign sole source contracts not exceeding \$250,000 per annum, except as otherwise delegated under Section 6(A)(4) below.
16. Implement SBE/EEO/AA and Diversity Policy compliance.

## HENNEPIN COUNTY PURCHASING RULES

### Section 5: Delegation of County Board Authority (contd)

17. In addition to other delegation of authority herein, the Purchasing Manager may designate other persons under his/her direction, to perform any specified tasks delegated to the Purchasing Manager in E. above.
18. The Purchasing Manager is authorized to develop procedures to use:
  - a. Reverse Auctions to purchase supplies, materials, and equipment using an electronic purchasing process in which vendors compete to provide the supplies, materials, or equipment at the lowest selling price in an open and interactive environment. MN Stat. 471.345, Subd. 16.
  - b. An electronic selling process in which purchasers compete to purchase surplus supplies, materials, or equipment which is surplus, obsolete, or unused, at the highest purchase price in an open and interactive environment. MN Stat. 471.345, Subd. 17.
  - c. Electronic bidding whereby vendors may submit bids, quotations, and proposals electronically in a form and manner required by the County; the County may allow bid, performance, or payment bonds, or other security to be furnished electronically. MN Stat. 471.345, Subd. 18.
19. The Purchasing Manager is authorized to award competitive sales of Hennepin County's service for recycling electronic devices. Resolution 07-11-591; and
20. The Purchasing Manager will establish guidelines for departments to determine the best solicitation process for Personal Services and Professional Services (e.g. Request for Proposals and Direct Negotiations). Solicitations for Human Services will be determined by the Deputy/Assistant County Administrator – Health and Human Services.
21. The Purchasing Manager shall develop and implement a vendor appeals process.

#### F. Central Services Manager

The Central Services Manager is responsible for:

1. Transferring surplus personal property (goods, materials, supplies and equipment) to or between departments, boards, commissions and agencies.

## HENNEPIN COUNTY PURCHASING RULES

### Section 5: Delegation of County Board Authority (contd)

2. Selling or otherwise disposing of easily moved surplus personal property which is unusable or no longer required except where solicitation of sealed bids is required, except where personal property is sold or transferred to a governmental unit and exceeds statutory bid limit, and except where the Purchasing Manager specifically designates commodities where it would be more advantageous to the County to be handled through Purchasing.
3. Annually requiring department directors to supply necessary data concerning surplus personal property and compiling a report for County Administration.

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction

Commodities, biddable services, and construction projects must be competitively bid in accordance with Minnesota Statutes unless specifically exempted from the bidding requirement.

All commodities, biddable services, and construction projects will be competitively bid unless Purchasing determines that sufficient justification exists to not bid.

Purchases estimated to cost more than the statutory bid limit will be purchased through a sealed-bid process and are formal bids.

Purchases equal to or less than the statutory bid limit or equipment rentals \$60,000 or less will be purchased through a bid process when practical, as determined by Purchasing, and are informal bids.

#### A. Purchases Exempted from Bidding Requirement

1. Small Purchases as defined by these Rules.
2. Emergency Purchases.
3. Sole Source Purchases.
4. Personal, Professional or Human Services. Notwithstanding this exemption service contracts shall be signed pursuant to these rules and/or other Board delegation of contracting authority.
5. Certain Set-Aside Programs. MN Stat. 383B.145, Subd. 5
6. Solid Waste Purchases. MN Stat. 473.811, Subd. 4B
7. Other bidding exemptions as defined by applicable law, including but not limited to MN Stat. 383B.217, and/or Resolutions 04-436, 04-126, as modified by 04-126R1, and 04-268, as updated by 08-021R1

#### B. Purchases Over Statutory Bid Limit - Formal Bids

1. General

These purchases will be competitively bid through a sealed-bid process that is publicly advertised. The bid will be based on a specification of the commodity, biddable service, or construction project and other terms and conditions that the County deems necessary. As an alternative to the sealed-bid process, the County may award a contract for construction, alteration, repair, or maintenance work to the contractor offering the best value under a request for proposals pursuant to MN Stat. 471.345, Subd 3a, as well as the price and performance criteria established

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction (contd)

#### B. Purchases Over Statutory Bid Limit - Formal Bids (contd)

by applicable law including but not limited to MN Stat. Chapter 16C. . Contracts awarded pursuant to the sealed-bid process or by best value procurement shall be approved according to these Rules.

#### 2. Specifications

##### a. General Requirements. Specifications:

- 1) Will describe the commodity, biddable service, or construction project to be purchased that will meet the needs of the County.
- 2) Will describe the products, materials, equipment or services that establish a standard of required function, dimension, appearance and quality that must be met.
- 3) Shall be prepared to permit free and full competition as is reasonably possible and shall not be prepared to exclude all but one type or kind. A violation of this provision for supplies or equipment which could be purchased competitively is a gross misdemeanor. MN Stat. 471.35 and .37
- 4) Should be clear, definite and concise to reasonably enable prospective bidders to understand the basis on which to submit proposals.
- 5) Should not call for features or levels of quality inappropriate for the intended use. Evaluation of essential features or levels of quality should consider overall economic advantage to the County.
- 6) Should describe the performance requirements, formulation, design and such other factors that may bear upon the County's determination that the Bidder is responsible.

b. Restrictive Specifications. Some latitude is permissible in specifying features of certain items. While it is not necessary to prepare specifications in a manner that every known manufacturer could competitively bid, the County should be able to demonstrate a reasonable basis for any restrictive specification.

c. Brand Name or Equal. "Brand Name" includes identification of products by manufacturer, make and model name or model number. Any item identified by "brand name or equal" is intended to be descriptive and not

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction (contd)

#### B. Purchases Over Statutory Bid Limit – Formal Bids (contd)

restrictive. Whenever an item, article or material is defined by describing proprietary product or by using the name of a manufacturer, the term “or equal” if not inserted shall be implied unless specifically stated to the contrary.

- d. **Prevailing Wage Rates.** For contracts estimated to exceed the statutory bid limit, except contracts made pursuant to Minn. Stat. 471.345, Sub. 20, if a minimum standard for wages and benefits with respect to the employees of a contractor is deemed appropriate to the County’s interest by the County Board, or is required for compliance with State of Minnesota or federal law, the specifications shall include such prevailing wage rates. Contracts made pursuant to Minn. Stat. 471.345, Sub. 20 shall be only for residential real estate projects completed by small businesses; specifications shall include a provision that workers shall be paid a minimum wage of \$15.00 per hour, and the wage will be reviewed periodically and adjusted accordingly. Resolutions 87-7-603, 91-9-810, 97-7-442.
  - e. **Vendor Involvement.** Direct vendor involvement in writing specifications at the department level is discouraged.
  - f. **Responsibility for Specifications.** Departments must utilize the Purchasing office for assistance in the development of specifications except for construction contracts that are the responsibility of the Transportation and Facility Services Departments.
  - g. **Affirmative Action/Small Business Enterprise Programs**
    - 1) All commodities, biddable services, and construction contracts over \$100,000 must comply with the County’s Affirmative Action Program requirements.
    - 2) All commodities, biddable services, and construction contracts over \$100,000 must comply with the Small Business Enterprise Program requirements.
3. **Bid Documents**
- a. **General.** Bid documents constitute the complete set of County requirements for the purchase. Bid documents will specify those parameters which will be considered in determining lowest responsible bidder meeting specifications.
  - b. **Copies of Bid Documents**

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction (contd)

#### B. Purchases Over Statutory Bid Limit – Formal Bids (contd)

- 1) Bidders may obtain complete sets of bid documents from the issuing office designated in the advertisement or invitation for bid, in the number of copies and for the deposit sum, if any, stated in the advertisement. The deposit will be refunded under conditions determined by the County.
  - 2) The County makes copies of bid documents available only for the purpose of obtaining bids and does not confer a license or grant for any other use.
4. Advertisement/Public Notice
- a. Formal bids must be advertised or solicited by public notice except as stated in applicable law, including but not limited to in MN Stat. 383B.145, Subd. 2, 3, 4, and 5. (See also MN Stat. 373.01).
  - b. Advertisement or public notice for formal bids must be published in accordance with the following schedules:
    - 1) Commodities, biddable services, and construction other than road and bridge projects. Advertisement or public notice must be published once a week for at least two (2) consecutive weeks. The last publication must be at least seven (7) calendar days before the date and time for bid opening. MN Stat. 383b.145(6).
    - 2) Road and Bridge Construction Projects. Advertisements must be published once a week for at least three (3) consecutive weeks. The last publication must be at least ten (10) calendar days before the date and time for bid opening. MN Stat. 160.17
    - 3) Real Estate Sales. Advertisements for sealed bids or proposals must be published once a week for at least three (3) consecutive weeks, and once in a newspaper of general circulation in the area where the property is located. The last publication must be at least seven (7) calendar days before the date and time for bid opening or proposal due date. The notice shall state the time and place of considering the proposals, contain a legal description of any real estate, and a brief description of any personal property. MN Stat. 373.01

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction (contd)

#### B. Purchases Over Statutory Bid Limit – Formal Bids (contd)

- c. Advertisements or public notices must specify the place where plans, specifications and bid forms can be obtained, and the time and place for opening.
- d. Advertisements or public notices shall be published as appropriate and in compliance with Minnesota Statutes and Hennepin County Board Resolutions.
- e. At the discretion of the Purchasing Manager, in a readvertisement or new public notice for bids, the bids may be opened no less than three (3) calendar days after the last publication.

#### 5. Bidding Procedure

##### a. General Procedure

- 1) Bids must be submitted in conformance with the bid documents. Bidders shall use complete sets of bid documents in preparing bids; the County will not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of bid documents.
- 2) Bids must be submitted in an envelope that is sealed, or as is required by the bid documents.
- 3) Bids must be delivered to the designated place listed in the advertisement prior to the time for bid opening. Bidders assume full responsibility for timely delivery.
- 4) Bidders must not change the bid form nor make additional stipulations on the bid form which are prohibited by or inconsistent with the provisions of the bid documents.
- 5) The bid must be signed by the person or persons legally authorized to bind the bidder to a contract.
- 6) Noncollusion. Bidders will comply with all federal and state laws regarding noncollusion.
- 7) Bid Security. The County may require a bid bond or bid deposit.

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction (contd)

#### B. Purchases Over Statutory Bid Limit – Formal Bids (contd)

- a) A required bid bond or bid deposit must be submitted with the bid and in the amount specified. Failure to submit the bid bond or bid deposit will be cause for rejection of the bid.
  - b) Bid bonds or bid deposits will be returned under conditions determined by the County. Upon release, the bid security will be returned to the bidders except that bid bonds will not be returned unless their return is specifically requested.
  - c) If a low bidder is allowed to withdraw a bid due to claim of error or if the low bidder fails to so execute or furnish any required document, the County reserves the right to retain the bid security
- b. Interpretation or Correction of Bid Documents/Addenda
- 1) Bidders shall promptly notify Purchasing of any ambiguity, inconsistency or error they find in the bid documents.
  - 2) Bidders requiring clarification or interpretation of the bid documents may be required to make a written request which shall reach the issuing office at least seven (7) calendar days prior to the date for bid opening.
  - 3) Any interpretation, correction or change of the bid documents will be made by addendum.
    - a) Addenda will be mailed or delivered to all that are known by the issuing office to have received a complete set of bid documents.
    - b) Copies of addenda will be made available for inspection in those offices stated in the advertisement or invitation for bid where the bid documents are on file for that purpose.
    - c) No addenda will be issued later than four (4) calendar days prior to the date for bid opening except an addendum withdrawing the request for bids or one which includes postponement of the date for bid opening.

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction (contd)

#### B. Purchases Over Statutory Bid Limit – Formal Bids (contd)

- d) Bidders are responsible for determining prior to submitting bids that they have received all addenda issued, and shall acknowledge the receipt of same in the bid.

Interpretations, corrections or changes of the bid documents made in any other manner than by addenda will not be binding and bidders shall not rely upon such interpretations, corrections and changes.

#### c. Substitutions on Brand Name or Equal or Other Specifications

- 1) Substitutions for commodities contemplated by the specifications may be considered prior to bid award.
- 2) The bidder must provide all information requested by the County to evaluate the proposed substitution. The burden of proof of the merit of the proposed substitute is upon the proposer.
- 3) Construction Project Substitutions. No substitution will be considered prior to bid opening unless written request for approval has been received by the office issuing the bid documents at least ten (10) calendar days or such other number of days as specified, prior to the date for bid opening.
  - a) The bidder must provide all information requested by the County or its consultant to evaluate the proposed substitution. The burden of proof of the merits of the proposed substitution is on the proposer.
  - b) The County may require the name of the material, product or equipment proposed, samples of the proposed substitution, a complete description of the proposed substitution including drawings, cuts, performance data, test data, changes in other materials, products, equipment, or work that would result from acceptance of the substitute or any other information deemed necessary for the evaluation.
  - c) If the County approves a substitution prior to bid opening, such approval will be set forth in an addendum to the specification. Bidders shall not rely upon approvals made in any other manner.

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction (contd)

#### B. Purchases Over Statutory Bid Limit – Formal Bids (contd)

- 4) All substitutions must be approved by the County and the County's decision to approve or disapprove of a substitution is final.
- 5) The County will determine if an addendum to the bid document is necessary for bids other than construction when it has approved a substitution.
- 6) No substitutions will be considered after the contract award unless specifically provided for in the contract documents.

#### d. Responsive Bids Required

- 1) Bidders must submit bids that conform in all material ways to the requirements of the bid documents.
- 2) The bidder must provide sufficient information for the County to determine whether the product offered meets the requirements of the bid documents. The County is not responsible for locating or securing such information.
- 3) The bidder shall also submit a list of any variations from the specifications. When variations are not cited, the bidder shall meet all of the requirements of the specifications.
- 4) If the bidder proposes to modify a product to make it conform to the requirements of the specifications, the bidder shall provide a clear description of such proposed modifications for prior approval when required or with the bid.
- 5) Modifications proposed after the bid opening to make a product conform to the requirements of the specifications will not be considered.

#### 6. Opening and Tabulation of Bids

Sealed bids must be publicly opened at the time and in the manner specified in the advertisement for bids, read aloud by the responsible Purchasing official and tabulated as soon as practical. The tabulation must be signed and a copy retained for public inspection. MN Stat. 383.145, Subd. 7

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction (contd)

#### B. Purchases Over Statutory Bid Limit – Formal Bids (contd)

##### 7. Reservation to Reject Bids and Rebid

The County has the right to reject bids. The County may reject:

- a. All bids when deemed to be in the County's best interest.
- b. An otherwise lowest bid when it is determined that another bid is more advantageous to the County. MN Stat. 383B.145 Subd. 8.
- c. A bid that is incomplete, irregular, conditional or qualified or otherwise not in compliance with the bid documents in all material respects or reasonable interpretation thereof.
- d. A bid from a debarred or disqualified vendor/bidder.

The County may advertise or readvertise for new bids when it is in the County's best interest.

##### 8. Modifications, Mistakes, Corrections or Withdrawals of Bids

###### a. General

- 1) Any decision involving a bid modification, mistake, bid correction or bid withdrawal is a decision for the Purchasing Manager.
- 2) The Purchasing office shall maintain sufficient records of evidence to establish the basis for allowing bid modifications, corrections or withdrawals.

###### b. Modifications or Withdrawals Before Bid Opening

A bidder may modify or withdraw a bid by written request received by the Purchasing office prior to the time designated for bid opening.

- 1) An individual legally authorized to bind the bidder to a contract must sign the request.
- 2) The original bid shall not be physically returned to the bidder until after the bid opening.
- 3) Bid security, if required, shall be in an amount sufficient for the bid as modified or resubmitted.

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction (contd)

#### B. Purchases Over Statutory Bid Limit – Formal Bids (contd)

##### c. Modifications or Withdrawals after Bid Opening

A bid may not be modified, withdrawn or cancelled by the bidder during the stipulated time period following the time and date designated for the bid opening, unless approved by the County, and each bidder so agrees in submitting a bid.

Nothing in these Rules prohibits the County from accepting a voluntary reduction in price from a bidder awarded the contract provided that such reduction is not conditioned on, or does not result in, the modification or deletion of any conditions contained in the contract requirements.

#### 9. Determination that Low Bidder is Responsible

Prior to award of the contract, if requested by the County, the apparent low bidder shall furnish current data relevant to determining bidder's responsibility as requested by County including but not limited to the bidder's financial resources, management, and organization within a time period determined by the County. The County shall have the right to request such data and take such steps as it deems necessary to determine the ability of the bidder to perform the work and the bidder shall furnish all such information and data for this purpose as the County may request. The County reserves the right to reject the bid where the available evidence or information does not satisfy the County that the bidder is fully qualified to carry out properly the terms of the contract or if the information is not provided within the requested time period. The County may require that the expertise of the bidder in the particular field of endeavor be demonstrated and documented to the County's satisfaction.

#### 10. Bid Award and Bid Consideration

When the County awards a contract, it must ordinarily award the contract to the lowest responsible bidder meeting the specifications and all requirements of the bid documents. The County may make multiple contract awards under a bid, so long as the awards go to the lowest responsible bidders meeting the specifications and all requirements of the bid documents, and making multiple contract awards is in the County's best interest.

- a. Bid award considerations include, but are not necessarily limited to factors such as:

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction (contd)

#### B. Purchases Over Statutory Bid Limit – Formal Bids (contd)

- 1) Adherence to all conditions and requirements of the bid specifications.
  - 2) Total bid price including any discounts.
  - 3) Experience of the bidder and key employees, including any information gathered from references.
  - 4) Evaluation of the bidder's ability to perform as specified.
  - 5) Financial ability of the bidder to successfully meet the requirements of the contract.
  - 6) Prior knowledge of and experience with the bidder in terms of past performance.
  - 7) Compatibility with existing commodities or systems.
  - 8) Environmentally Preferable Attributes.
    - a) Contains recycled content in the commodity or packaging,
    - b) Low or no hazardous or toxic content of commodity or packaging,
    - c) Minimizes or prevents waste generated by use and disposal of commodity or packaging,
    - d) Provides a preferable end of life disposal alternative,
    - e) Contains little or no volatile organic compounds,
    - f) Conserves energy or water,
    - g) Uses best available technology (BAT) and best environmental alternative (BEA) as approved in Resolution 92-6-489R2
- b. When the County deems that a bid other than the lowest bid meeting specifications is more advantageous, the reasons therefore must be stated and submitted by the department making the purchase to the

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction (contd)

#### B. Purchases Over Statutory Bid Limit – Formal Bids (contd)

County Board for action along with any documentation the Board may require in support of the recommendation. The documentation must be available for public inspection. MN Stat. 383B.145, Subd. 8

- c. The successful bidder will be notified of the bid award.
  
- d. Construction Bid Awards
  - 1) Road and Bridge Construction. The County Board must approve all contract awards which exceed the project budget or significantly affect the project scope.
  - 2) Facility Construction. The County Board must approve all contract awards unless it delegated approval by specific Board action or herein.

#### 11. Low-Tied Bids

The Purchasing Manager will resolve low-tied bids in a manner which, in the Manager's judgment, is in the County's best interest.

#### 12. Post-Award Considerations

##### a. Performance Bonds

- 1) Prior to contract execution, the successful bidder must provide a performance bond conditioned as required by law unless the County waives the bond. MN Stat. 383B.15
- 2) For construction contracts, the performance bond must be in an amount not less than the contract amount (MN Stat. 574.26). On all other contracts the performance bond must be in the amount specified by the County.
- 3) The bond must be written on the form furnished by the County, or on a form approved by the Purchasing Manager. The bond must be approved by the County Treasurer or designee.

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction (contd)

#### B. Purchases Over Statutory Bid Limit – Formal Bids (contd)

##### b. Payment Bonds

- 1) Prior to contract execution, the successful bidder on construction contracts must provide a payment bond in an amount not less than the amount of the contract unless the County waives the bond. MN Stat. 574.26
- 2) The County may require payments bonds on any construction-related service contracts.
- 3) The bond must be written on the form furnished by the County, or on a form approved by the Purchasing Manager. The bond must be approved by the County Treasurer or designee.

Note: Pursuant to MN Stat. 383B.15, Subd. 2., the County Administrator may waive a bond or bonds, at discretion, on deciding that the bond or bonds are not reasonable or necessary for the protection of the County.

##### c. Insurance

- 1) The successful bidder must obtain insurance coverage in types and amounts required by the County unless the County waives the insurance.
- 2) Prior to commencing work the successful bidder must provide a certificate of insurance that documents that the contractor has complied with the County's insurance requirements.
- 3) If the certificate form contains a certificate holder notification provision, the certificate of insurance shall state that the insurer will endeavor to provide not less than 30 days written notice to the County prior to cancellation of any described policies.

#### 13. Cancellation of Bid Award

Failure on the part of the successful bidder, within the time allowed, to sign the contract, furnish an acceptable performance bond(s), furnish required insurance, or comply with any other requirement imposed by the bid documents prior to execution of the contract shall be considered just cause for cancellation of the award and forfeiture of the bid security Contract award may then be made to the next lowest responsive and responsible bidder(s),

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction (contd)

#### B. Purchases Over Statutory Bid Limit – Formal Bids (contd)

the invitation for bids readvertised, or such other action taken as deemed appropriate by the County.

#### C. Purchases Under the Statutory Bid Limit - Informal Bids

1. If the amount of the contract is estimated to be greater than \$25,000 but not more than the statutory bid limit, the contract may be made either upon sealed bids or by direct negotiation, by obtaining at least two quotations when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. Negotiation is permissible when obtaining quotations. Quotations must be kept on file for at least one year after their receipt. MN Stat. 471.345, Subd. 4. Alternatively, the County may award a contract for construction, alteration, repair, or maintenance of County facilities to the contractor offering the best value under a request for proposals. MN Stat. 471.345, Subd 4a.
2. If the amount of the contract is estimated to be greater than the County's small purchase limit but not more than \$25,000 then the contract may be made by obtaining at least two quotations so far as practicable. If it is not practicable to obtain quotations, the purchase can be made in the open market. Quotations must be kept on file for at least one year after their receipt. Alternatively, the County may award a contract for construction, alteration, repair, or maintenance of County facilities to the vendor or contractor offering the best value under a request for proposals. MN Stat. 471.345, Subd 5.
3. If the amount of a contract for the rental of equipment is estimated to be \$60,000 or less, the contract may be made by direct negotiation by obtaining two or more quotations for the rental when possible and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations shall be kept on file for a period of at least one year after their receipt. MN Stat. 471.345, Subd. 5a

#### D. Solid Waste Facilities

Notwithstanding any other law, the County may contract for the acquisition, construction, improvement, maintenance or operation of solid waste facilities or property or property rights for solid waste facilities by any means available and in the manner determined by the County Board, with or without advertisement for bids. MN Stat. 473.811, Subd. 4b

#### E. Sole Source

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction (contd)

1. When a copyright, patent or exclusive franchise exists and purchases can be made only at a standard, fixed or uniform price and no advantage can be secured by advertisement and competitive bidding because of the noncompetitive nature of the item to be purchased, bidding is not required. MN Stat. 383B.145, Subd. 3
2. The Purchasing Manager will decide whether a purchase meets the requirement to be sole source.
3. The decision to make a sole source purchase must be documented in writing.

#### F. Set-Aside Program

To support businesses and social services organizations which have a majority of employees who would be eligible for public assistance or who would require rehabilitative services in the absence of their employment, the County Board may elect to use a negotiated price or bid contract procedure under a set-aside program following the conditions set forth in MN Stat. 383B.145, Subd. 5 or pursuant to MN Stat. 471.345, Subd. 8 (Procurement from Economically Disadvantaged Persons). County Departments shall when reasonable and appropriate attempt to identify vendors eligible for a set-aside contract and include such vendors on a bid list or recommend the vendor to the County Board for a negotiated set-aside contract.

#### G. Contract Form and Term

1. The contract will be prepared by the County on form(s) established by the County.
2. A contract original term may not exceed seven (7) years. MN Stat. 383B.143, Subd. 2 and 3
3. A contract may be extended for the number of times deemed in the County's best interest.
4. The Purchasing Manager will extend a contract only after receiving a recommendation from the operating department director(s) or designee.

#### H. Debarment/Disqualification of Vendors/Bidders

1. The County reserves the right to debar vendors, as determined by the County Administrator.

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction (contd)

2. Further, it is the policy of the County to not do business with vendors who are debarred by the State of Minnesota or Federal government. MN Stat. 161.315, Subd. 3

#### I. Contract Cancellation

The County may cancel any contract because of default or poor performance in meeting the contract requirements or for any other conditions specified in the contract.

#### J. Prequalification of Vendors/Bidders or Commodities/Services

1. To minimize problems such as poor performance or the delivery of inferior commodities or services, the County may prequalify vendors/bidders and commodities and services to ensure their reliability and capability.
2. In consultation with the County Attorney's Office, the County will conduct any prequalification process in writing and each prospective vendor/bidder must submit all information requested by the County in order to become prequalified.
3. It is the County's responsibility to make the prequalification decision. The County will document the reasons for its decisions, and each applicant will receive written notification of the decision and reasons therefore.
4. Vendors/bidders that are not prequalified are not precluded from bidding, as they may become qualified subsequent to the establishment of the list of prequalified bidders.

#### K. Small Purchases

Notwithstanding any requirement in these Rules, department directors or their designees may purchase a Commodity (not a service) in the open market when the aggregate purchase price does not exceed \$5,000 and a contract with the vendor does not exist. If federal funds are used, applicable federal procurement rules must be followed.

1. This policy must not be circumvented by purchasing a group of identical or similar items each costing \$5,000 or less but exceeding \$5,000 in aggregate.
2. The \$5,000 limit is by Commodity; however if multiple departments are purchasing the identical or similar Commodity and the aggregate spend exceeds \$5,000, the Purchasing Manager may require that an appropriate

## HENNEPIN COUNTY PURCHASING RULES

### Section 6: Purchase of Commodities, Biddable Services, and Construction (contd)

#### K. Small Purchases (contd)

- procurement method be utilized to obtain competitive pricing and a vendor contract.
3. A department director or designee may not authorize an open market purchase of a Commodity if a contract with a vendor exists. The Commodity must be purchased from the contracted vendor.
    - a. It is the responsibility of the departments to determine if a contract exists and whether the \$5,000 limit for a particular Commodity has been reached.
    - b. An exception to using an existing contract because of special requirements may be granted by the Purchasing Manager or his/her designee.
  4. Prior to implementation of this small purchase policy, department directors shall establish written procedures, subject to approval by the Purchasing Manager, for implementing and controlling this small purchase policy, including the requirement that adequate records are maintained by the department to document the propriety of the purchase.
  5. County Departments may use a Purchasing Credit Card (p-card) for certain small purchases as authorized by Resolution 07-4-154R1.

## HENNEPIN COUNTY PURCHASING RULES

### Section 7: Purchase of Personal, Professional and Human Services

The County will consider all factors that any reasonable purchaser would use in soliciting and selecting the greatest value for cost that will achieve the desired outcomes in purchasing personal, professional, and human services. The method of vendor solicitation, selection, and contract negotiation that will reasonably consider the maximum number of appropriate service providers and proposals will be used. Vendor selection will be on the basis of predetermined criteria by knowledgeable individuals. The County Attorney's Office should be consulted in the development and execution of these contracts. Some methods to assist in vendor selection are:

- Request for Proposal
- Request for Information
- Solicitation of Interest
- Request for Assistance
- Direct Negotiations

Human Services means those services purchased by the Hennepin County Health and Human Services that benefit Hennepin County Health and Human Services clients who are served by all service areas under the direction of the Deputy/Assistant County Administrator for Health and Human Services. These services also include those in the County's Children and Community Social Services Plan (MN Stat. 256M.01 to 256M.80) and in the County's Minnesota Family Investment Program Consolidated Fund Plan (MN Stat. 256.01).

All personal, professional and human services contracts, including State of Minnesota professional services contracts, costing more than \$100,000 must be approved by the County Board.

#### A. Description of Services

Departments are responsible for the description of services for non-biddable services. The description will clearly communicate requirements and desired outcomes for the service to be purchased.

#### B. Contract Form and Term

1. Written contracts are required except where state statute or rule explicitly establishes alternative methods of purchase.
2. The contract will be prepared by the County on a form established by the County.
3. A purchase contract original term may not exceed seven (7) years.
4. A contract may be extended or renewed for the number of times deemed in the County's best interest. The County Attorney's Office must be consulted at

## HENNEPIN COUNTY PURCHASING RULES

### Section 7: Purchase of Personal, Professional and Human Services (contd)

#### B. Contract Form and Term (contd)

each extension or renewal to determine if contract language requires modification.

#### C. Department Director Responsibility

Department Directors will develop procedures to ensure that these policies are followed in their departments. Such procedures need to assure documentation demonstrating compliance with the above policies is retained.

#### D. Chief Information Officer Responsibility

The Office of the Chief Information Officer is responsible for review and approval of all contracts that require County Board approval with information technology persons and professionals prior to the contract being submitted to County Administration or the County Board for approval.

#### E. Affirmative Action/Small Business Enterprise Programs

1. All personal, professional and human services contracts over \$100,000 must comply with the County's Affirmative Action Program requirements.
2. All personal and professional service contracts over \$100,000 must comply with the Small Business Enterprise Program requirements.

#### F. In Health and Human Services, procedures need to provide the following:

1. Methods for monitoring contract performance,
2. Methods for monitoring unit prices and vendor margins, as appropriate,
3. Separation of service placement authority from contract management and/or rate setting and claim payment responsibilities, and
4. Process for the original approving authority to approve or ratify, as appropriate, changes in contract terms, scope, rates, and not-to-exceed amounts except as otherwise delegated.

#### G. State, Government, and Cooperative Purchasing Contracts

Departments may use personal and professional service contracts available through the State of Minnesota Cooperative Purchasing Venture. Use of these contracts requires the same approvals and follows the same policies and procedures as any other personal or professional service contract. (Resolution 98-11-755R1)

## HENNEPIN COUNTY PURCHASING RULES

### Section 7: Purchase of Personal, Professional and Human Services (contd)

#### G. State Contracts (contd)

1. Departments will prepare a separate agreement with the contractor that clearly specifies the work to be accomplished for the County, the contract amount and term, contract manager, and incorporates the State of Minnesota contract, prior to using the state contract.
2. Departments must have the County Attorney's Office review these contracts.
3. Departments must have the Chief Information Officer review and approve use of State Information Technology agreements.

## HENNEPIN COUNTY PURCHASING RULES

### Section 8: Contract Administration

#### A. General

1. All county purchases require a contract to be in place prior to the purchase being authorized, ordered and paid, unless the purchase is specifically exempted from the contract requirement.
2. Department Directors will develop procedures to ensure that these policies are followed in their departments.
3. All contracts will name a specific individual or position as responsible for managing the contract to ensure that contractors comply with all contract terms.
  - a. The contract manager may be involved in any contract negotiations.
  - b. All contract negotiations will be reduced to writing and become part of the contract document.
4. Contract Amount. The contract amount should be set at the amount expected to cover all purchases (except for those contracts where no NTEs are set). Fiscal staff should be consulted to help ensure that financial matters are properly reflected in the final agreement.
5. Contract Usage
  - a. For Personal, Professional, or Human Services contracts, normally, only the department which originates a contract may use that contract.
  - b. Other departments wishing to use a Personal, Professional, or Human Services contract must obtain written approval from the originating department's contract manager or department director prior to using the contract.
6. Contract Changes. The original approving authority must approve or ratify all changes to the contract terms, except as otherwise delegated.
7. Requisition/Purchase Order Process. All purchases should follow the requisition approval process outlined in the Hennepin County accounting manual, unless initiated by a purchasing card (p-card) or authorized as a direct pay transaction in accordance with the accounting manual.
8. The County shall make reasonable efforts to avoid, mitigate, or neutralize an organizational conflict of interest by a vendor in competitive procurements. To avoid an organizational conflict of interest by a vendor, the County may utilize

## HENNEPIN COUNTY PURCHASING RULES

### Section 8: Contract Administration (contd)

methods including but not limited to disqualifying a vendor from eligibility for a contract award or canceling the contract if the conflict is discovered after a contract has been issued. To mitigate or neutralize an organizational conflict of interest by a vendor, the County may use methods including but not limited to revising the scope of work to be conducted, allowing vendors to propose the exclusion of task areas that create a conflict, or providing information to all vendors to assure that all facts are known to all vendors.

9. Notwithstanding anything in these Rules to the contrary, the County may engage in electronic procurement, including accepting electronic signatures on bids, quotes, contracts, and contract related documents. In accordance with applicable law, any County contract, including but not limited to those contracts processed through the Enterprise Contracting, may be electronically signed. For clarification and not limitation, a paper and ink signature on a contract may be converted into an electronic format, then electronically signed.

#### B. Commodity or Biddable Service Contracts

1. The Purchasing Office is responsible for approving which departments may use bid contracts.
2. For all bid contracts the Department Director or designee will be the contract manager.
3. The department that orders and receives the commodity or service is responsible for insuring that the specifications and contract terms are met.
4. Quality and performance testing, verification of quantities, inspection for damage, identification of any deviations from the specifications are the responsibilities of the using departments.
5. Any deviations from the specifications or performance requirements will be documented by the County department and promptly reported to the Purchasing office.
6. The Purchasing Manager is responsible for resolving any contract disputes with the vendor on commodity or biddable service contracts.

## HENNEPIN COUNTY PURCHASING RULES

### Section 8: Contract Administration (contd)

#### C. Construction Contracts

The Facility Services Department is responsible for administering facility construction or modification contracts and the Transportation Department is responsible for administering road and bridge construction contracts.

#### D. Personal, Professional and Human Services Contracts

1. The using department is responsible for contract administration.

#### 2. Contract Language

All contracts will contain the language recommended by the County Attorney's Office/Administrative Manual (usually contained in the most recently updated Contract Form 101) or so modified in consultation with the County Attorney's Office and contain the following, as appropriate:

- a. Scope of Work
- b. Contract Amount. Human Services contracts that are not cost-based, and where the department's budget is monitored on service authorizations, are not required to contain a contract amount.
- c. Contract Manager. This individual must assure that the contract terms are followed, deliverables received and payments properly processed.
- d. Payment Basis and Methods
- e. Definition of Costs. The contract, as appropriate, must specify the allowable costs, and must ensure that the same cost item is not billed more than once.
- f. Indemnification
- g. Insurance
- h. Default/Cancellation
- i. Independent Contractor
- j. Ownership of Materials
- k. Contract Modification Procedures

## HENNEPIN COUNTY PURCHASING RULES

### Section 8: Contract Administration (contd)

- I. Contract Term
  - m. Data Privacy
  - n. Access to Records
- E. Payments
1. Payments for commodities and services must be processed in accordance with the applicable policies and procedures in the Administrative Manual ("Payment Authorization Practices") and the Accounting Manual.
  2. Invoices must be paid promptly and according to the terms of the contract. If no contract terms apply, payment must be made within thirty-five (35) days from receipt of the commodities or completion of services or receipt of the invoice, whichever is later, unless the County in good faith disputes the obligation. MN Stat. 471.425
  3. Payments will be authorized when the commodities received and/or services rendered to the County have been satisfactory. Payments must be documented, authorized, and consistent with County business practices.
  4. A contractor or subcontractor who knowingly presents, or causes to be presented, to the County a false or fraudulent claim for payment or approval of payment violates MN Stat. 15C False Claims Against the State.
  5. Payments will not normally be made in advance of receipt and acceptance of goods or services. Advance payments will be made only when specified in state statute or rule or when required by the terms of a contract approved by the County Board or other designated person. Partial payments after receipt and acceptance of part of an order may be allowed.
  6. Payments must conform to the prices stated in the bidder's proposal or agreed to in the contract.

## HENNEPIN COUNTY PURCHASING RULES

### Section 9: Cooperative Purchasing Programs

Cooperative Purchasing Programs provide opportunities to maximize purchasing power by combining with other entities to achieve joint contracts for commodities, equipment and services. Hennepin County will participate in cooperative purchasing programs to the maximum extent possible and compatible with County Board policies.

- A. All joint powers agreements, including hospital shared services purchasing, shall be approved by the County Board. MN Stat. 383B.143, Subd. 5; 471.345, Subd. 10; and 471.59.
- B. The County Administrator, on behalf of the County Board, is authorized to negotiate new cooperative purchasing agreements with other states, educational institutions, or public or private organizations for the purpose of accessing goods, commodities or service agreements contingent upon County Board approval.
- C. All cooperative purchasing agreements will be administered by Purchasing. The Purchasing Manager, in consultation with the County Administrator, may extend or renew any cooperative purchasing agreement.
- D. Resolution 02-7-471 authorized the County Administrator to permit current and new County Cooperative Purchasing Program members to access certain County professional service agreements; to negotiate new agreements with existing cooperative members, and to negotiate new agreements with other Minnesota governmental units. This resolution also authorized the County Board Chair to sign new agreements.
- E. The County's Prevailing Wage Rules and Policies shall apply to applicable State Cooperative Venture Agreements.
- F. Departments may use contracts available through the State of Minnesota Cooperative Purchasing Venture, board approved cooperatives, allowable General Services Administration ("GSA") schedules, or the Minnesota Metropolitan County Cooperative if the Purchasing Manager has determined that (i) the vendor's pricing is fair and reasonable; (ii) the contract complies with applicable laws and regulations; and (iii) the contract was established through a competitive solicitation process. The foregoing applies whether the purchase is made directly from the proprietary vendor or from a reseller duly authorized to provide the services on behalf of the proprietary vendor.

## HENNEPIN COUNTY PURCHASING RULES

### Section 10: Transfer or Sale of Property

#### A. Sale of Personal Property

1. Sales estimated to exceed the statutory bid limit in MN Stat 373.01 will be conducted by sealed bid. 383B.148, Subd. (e)
  - a. Solicitation of sealed bids will be publicly advertised in a manner and for a time period expected to result in the best return for the County, but in any case for not less than two (2) consecutive weeks.
  - b. Bid Deposit  

The County may require a bid deposit be submitted with the bid.
  - c. Bid Award
    - 1) Sales will be awarded to the highest responsible bidder; however, the County reserves the right to reject all bids if deemed to be in the County's best interest.
    - 2) Any sale for more than the statutory bid limit must be submitted to the County Board for approval except for motor vehicle sales at public auction.
  - d. Award Cancellation. For any sealed bid where the successful bidder fails to pay for the property within the time period specified in the bid documents, the award may be cancelled and the item sold to the next highest responsible bidder. Any bid deposit from a bidder who fails to claim the awarded property may be retained by the County not as a penalty but in liquidation of certain damages.
2. Sales Estimated to be Under the Statutory Bid Limit
  - a. Sales estimated to be less than the statutory bid limit will be conducted by soliciting sealed bids or by obtaining two or more quotations when practical. Negotiation is permissible when obtaining quotations. Quotations must be kept on file for at least one year.
  - b. The decision to solicit sealed bids or quotations will be made by the Purchasing Manager.
3. Public Auction. A public auction publicly advertised may substitute for a sealed-bid sale of personal property.

## HENNEPIN COUNTY PURCHASING RULES

### Section 10: Transfer or Sale of Property (contd)

#### A. Sale of Personal Property (contd)

4. Transfer or sale of personal property to any unit of government may be made without regard to the uniform municipal contracting law. MN Stat. 383B.145, Subd. 1 and 9

5. Prohibition Against Purchase by Employees

County employees are prohibited from purchasing surplus personal property unless, after reasonable public notice, the purchase is at a public auction or by sealed bid if the employee is the highest responsible bidder and was not directly involved in the auction or sealed-bid process. MN Stat. 15.054

6. Sales Contrary to Law

If any property is sold contrary to the provisions of law, the sale shall be void, and the director of the department, board, commission, or agency shall be personally liable for the reasonable value of materials or equipment sold. MN Stat. 383B.149

#### B. Sale of Real Property

1. Sales of surplus real property will be conducted in accordance with Minnesota Statute 373.01, or other applicable law.

2. For real property, advertisements for sealed bids or proposals must be published once a week for at least three (3) consecutive weeks, and once in a newspaper of general circulation in the area where the property is located. The last publication must be at least seven (7) calendar days before the date and time for bid opening. The notice shall state the time and place for considering proposals, contain a legal description of any real estate, and a brief description of any personal property. MN Stat. 373.01.

3. Bid Deposit/Earnest Money

The County may require a bid deposit and/or earnest money be submitted with the bid or proposals.

4. Bid Awards

- a. The County Board must approve all sales or conveyances of real property.

## HENNEPIN COUNTY PURCHASING RULES

### Section 10: Transfer or Sale of Property (contd)

#### B. Sale of Real Property (contd)

- b. Sales of real property will normally be awarded to the highest responsible bidder; however, the County Board may reject all bids and complete the sale of the real property in the manner deemed to be in the County's interest. MN Stat. 373.01 Subd. 1(b)
5. Conveyance or sale of real property to any unit of government may be made without regard to other statutory provisions. MN Stat. 465.035; 471.64, Subd. 1.

## HENNEPIN COUNTY PURCHASING RULES

### Section 11: Definitions

The following defined terms may or may not be capitalized throughout the document:

1. **Addenda:** Written or graphic instruments issued by the County prior to the time of bid opening which modify or interpret the bid documents by additions, deletions, clarifications or corrections.
2. **Agreement:** The terms "agreement" and "contract" are considered synonymous throughout these Rules, and, as applicable, include any amendments thereto.
3. **Alternate Bid (or Alternate):** An amount stated in the bid to be added to or deducted from the amount of the base bid if the corresponding change in the commodities, services, or work as described in the bid documents is accepted; or, a substitute bid permitted by the specifications where different commodities, services, or work are offered, and the bid amount replaces the bid for the original item(s).
4. **Approval:** The process of County Board or other authorized County person's consent to an action prior to its execution.
5. **Approved Project Budget (See Budget.)**
6. **Award:** The acceptance of a bid or proposal resulting in a contract with a bidder. Strictly speaking the proper term is "contract award"; however, the term "bid award" is often used in referring to such a contract award.
7. **Base Bid:** The sum stated in the bid for which the bidder offers to provide the commodities, services, or work described in the bid documents as the base, to which commodities, services, or work may be added or deleted for sums stated in alternate bids.
8. **Best Value:** Minnesota purchasing laws permit Best Value procurement as an alternative to a traditional Bid procurement. Best value is a procurement method that considers the specifications in the request for proposals, performance criteria, and price in the evaluation and selection process.
9. **Bid:** A complete and properly signed proposal to provide the commodities, services, or work or designated portion thereof for the sums stated therein, submitted in accordance with the bid documents in response to an Invitation for Bids or Request for Quotation.
10. **Bid Deposit:** A certified or cashier's check furnished by a bidder guaranteeing that the bidder will not withdraw the bid for a specified period of time, will furnish bonds

## HENNEPIN COUNTY PURCHASING RULES

### Section 11: Definitions (contd)

or other documents, as required, and will accept a contract, if awarded, or forfeit the deposit. The bid deposit is in lieu of a bid bond.

11. Bid Documents: The specifications, contract terms and conditions, advertisement or Invitation for Bids, instructions to bidders, bid form(s), other forms, proposed contract forms including all addenda, issued prior to bid opening.
12. Biddable Service: A service which can be specified in sufficient detail and clarity that all bidders may precisely calculate the costs for the service and where low bidder meeting specifications can be the basis for contract award, or where a service is required by law to be bid.
13. Bidder: One who submits a proposal in response to an Invitation for Bids or Request for Quotation.
14. Bond
  - a. Bid Bond: An insurance agreement, accompanied by a monetary commitment, by which a third party accepts liability and guarantees that the bidder will not withdraw the bid for a specified period of time, the bidder will furnish bonds or other documents as required, and if the contract is awarded to the bonded bidder, the bidder will accept the contract as bid, or else the third party will pay a specific amount to the County.
  - b. Payment Bond: An insurance agreement which assures payment, as required by law, to all persons supplying labor or materials for the completion of work under a contract.
  - c. Performance Bond: An insurance agreement executed by a successful bidder subsequent to contract award, to protect the County from loss due to the bidder's failure to complete the contract as agreed; secures the fulfillment of all contract requirements.
15. Budget
  - a. Approved Project Budget: That sum approved by the County Board, or other authorized official, either as a part of the Capital Improvement Program or a department's operating budget.
  - b. Capital Budget: The County Board approved financial plan for the first year of the five-year Capital Improvement Program for capital projects that include, but are not limited to, facility construction, facility modification, leasehold improvements, road/bridge construction or improvement, land/building acquisition as well as building or system improvements such as the 800 MHz Trunked Radio System.

## HENNEPIN COUNTY PURCHASING RULES

### Section 11: Definitions (contd)

- c. Operating Budget: The financial plan for the fiscal year which authorizes proposed personnel complements, expenditures and the revenues to finance them.
- 16. Buyer: A worker in the Purchasing Office who is appointed to purchase a specific range of goods or services on a routine basis, usually under the supervision of the Purchasing Manager directly or through subordinate manager.
- 17. Capital Improvement Program: A five-year plan for proposed capital improvements, the first year of which is formally adopted as the Capital Budget.
- 18. Capital Project: A facility construction or modification project or a road and bridge project approved by the County Board as part of the Capital Improvement Program.
- 19. Certificate of Insurance: A document providing evidence that certain types of insurance coverages and limits have been purchased by the party required to furnish the certificate.
- 20. Change Order: A written change to the contract signed by the contractor, the County and, where applicable, the consultant; issued after execution of the contract authorizing a change in the work or quantities of pay items or an adjustment in the contract sum or the contract time.
- 21. Commodity: An article of trade, a movable article of value, something that is bought or sold, or any movable or tangible thing that is produced or used as the subject of barter or sale. Goods, materials, supplies and equipment are commodities.
- 22. Contract: A verbal or written agreement between authorized parties, with binding legal and moral force, usually exchanging goods or services for money or other consideration. Use of the term contract herein may, given its use and context, include amendments to the contract.
- 23. Contract Amendment: Any written alteration in specifications, delivery point, rate of delivery, period of performance, price, quantity or other provision of the contract, accomplished by mutual action of the parties to the contract prior to contract termination.
- 24. Contract Documents: As related to the competitive bid process, consist of the Specifications/Invitation for Bids, instructions to bidders, contractor's bid form with required and/or County accepted forms or attachments, if any, executed contract, conditions of the contract (general, supplementary and other conditions), any drawings, specifications, a required Affirmative Action Plan, other forms, all

## HENNEPIN COUNTY PURCHASING RULES

### Section 11: Definitions (contd)

addenda issued prior to bid opening and all modifications issued after execution of the contract.

25. Contractor or Vendor: The person or entity who enters into a contract with the County to furnish commodities, services, or work.
26. County: The County of Hennepin.
27. Debarment: The exclusion of a person or company from participating in a purchasing activity for an extended period of time because of previous illegal or irresponsible action.
28. Disqualification: The exclusion of a person or company from participating in a purchasing activity for a limited period, normally not to exceed twelve (12) months, because of previous performance problems, illegal or irresponsible actions.
29. Emergency Purchase: A purchase of commodities, services, or work necessitated by breakage, damage, or decay or when the public interest would suffer by delay, which is made without following the normal purchasing procedure.
30. Evaluation of a Bid: The process of examining a bid after opening to determine the bidder's price(s), responsibility, responsiveness to requirements and other characteristics of the bid related to the selection of the lowest responsible bidder meeting specifications.
31. Facility Construction Project(s): New construction, additions, or acquisition of buildings and land.
32. Facility Asset Preservation Program: Projects that preserve and maintain the functionality of a facility, including: i) correcting infrastructure deficiencies; ii) code upgrades; iii) equipment replacements; and iv) major facility repairs or renovations. For further explanation see the Facility Asset Preservation Program Guidelines.
33. Formal Bid (Bid over the Statutory Bid Limit): Unless specified otherwise in the bid proposal, a bid which must be submitted in a sealed envelope and in conformance with a prescribed format to be opened in public at a specified time. Bid statutes specify the minimum monetary amount when formal bidding is required. (See Statutory Bid Limit.)
34. Guarantee or Guaranty (See Warranty.)

## HENNEPIN COUNTY PURCHASING RULES

### Section 11: Definitions (contd)

35. Human Services: The services included in the County's Children and Community Social Services Plan (MN Stat. 256M.01 to 256M.80) and in the County's Minnesota Family Investment Program Consolidated Fund Plan (MN Stat. 256.01).
36. Informal Bid: An unsealed competitive offer conveyed by letter, telephone, or other means that does not require public advertisement and is not required by law to be bid.
37. Information Technology agreements include those for development, maintenance, support, and use/licensing of computer systems, software, networks and/or other technology, including cloud computing and cloud services, and optical fiber.
38. Invitation for Bids (IFB): A formal request which is made to prospective suppliers requesting the submission of a bid on commodities, services, or work.
39. Lease: A contract giving the County the right to use an asset owned by another (the lessor) for a specified time, in return for compensation. Title does not pass from the lessor to the County.
40. Lease-Purchase: A lease in which the lease payments are applied, in whole or in part, as installment payments for equity or ownership upon completion of the contract.
41. Lowest Responsible Bidder: The bidder whose bid is in compliance with the specifications in all material respects and whose bid in unit price, total cost of operation or value per dollar is lower than any of the other bidders, and whose past performance, and business and financial capabilities are such that they are judged by the appropriate authority to be capable of satisfying the County's needs for the specific contract.
42. Optical Fiber: fiber optic cable along with, as applicable, related conduit, duct or the like as well as necessary connections, vaults, panels, multiplexers and other equipment required to make the fiber operational.
43. Personal Services: Services provided by an individual, firm or corporate entity where time constraints or specialized service needs preclude use of County staff.
44. Prequalification of Vendors/Bidders: The screening of potential vendors in which the County considers such factors as financial capability and management in order to develop a list of responsible bidders qualified to bid on a contract(s).
45. Prequalification of Commodities and Services: A procedure whereby the procurement process is facilitated by establishing before bid solicitation (or bid award) whether a particular commodity or service meets the required quality standards.

## HENNEPIN COUNTY PURCHASING RULES

### Section 11: Definitions (contd)

46. Prevailing Wage Rate: The hourly basic rate of pay plus the contribution for health and welfare benefits, vacation benefits, pension benefits, and any other economic benefit paid to the largest number of workers engaged in the same class of labor within the area and includes, for the purposes of section 177.44, rental rates for truck hire paid to those who own and operate the truck. The prevailing wage rate may not be less than a reasonable and living wage. MN Stat. 177.42 Subd. 6
47. Price Agreement: A contractual agreement in which the County contracts with a vendor to provide the purchaser's requirements at a predetermined price per unit. Usually it involves a minimum number of units, orders placed directly with the vendor by the County and a limited duration of the contract (usually one year).
48. Professional Services: Those services which require specialized training, knowledge and intellectual skills such as architectural, engineering, medical, accounting, auditing, legal, real estate, consulting and counseling services.
49. Proposal: An offer to provide commodities or perform services, or work either at a specified cost as in a bid proposal, or at a rate or sum as in professional/personal services.
50. Purchase Order: The purchaser's document used to formalize a purchase transaction with a vendor. The terms and conditions printed on the back of the form or otherwise included in the document are not applicable when a Request for Quotation, the Standard Terms and Conditions, or other terms and conditions have been utilized.
51. Purchasing (or Purchasing office): See "Purchasing Manager" below.
52. Purchasing Coordinator: An employee who has authority to do one or more of the following: prepare purchasing documents and requests for quotations; approve office supply requisitions and purchase releases; purchase commodities in the open market in accordance with the generic contract utilization policy; and obtain telephone quotations for emergency purchases if so directed.
53. Purchasing Manager: The position, pursuant to Hennepin County's purchasing statute and Purchasing Rules, delegated the responsibility for most of Hennepin County's purchasing tasks.
54. Ratification: The process of County Board approval of an action subsequent to its execution which normally follows authorization of the action by the County Administrator or other responsible official.

## HENNEPIN COUNTY PURCHASING RULES

### Section 11: Definitions (contd)

55. Request for Proposal (RFP): A formal request for a written offer, to provide professional, personal, human, or other non-competitive services under circumstances when bidding is not required.
56. A Request for Quotation (RFQ): A form of informal solicitation, including obtaining oral or written quotes from vendors without formal advertising and receipt of sealed bids. The RFQ document contains the terms and conditions of a proposed transaction. It is normally used for purchases where statutes do not require formal sealed bids and it is considered good business practice to establish price competition.
57. Reseller: A third-party vendor that is duly authorized by the proprietary owner of Information Technology to sell said Information Technology on the owner's behalf
58. Responsible Bidder: A bidder whose past performance and business and financial capabilities are such that the bidder is judged by the appropriate responsible purchasing official to be capable of satisfying the government's needs for a specific contract and who is not debarred by the County.
59. Responsible Purchasing Official: An employee with responsibility and authority, approved by the County Board either directly or through written delegation, to perform purchasing duties.
60. Responsive Bidder: A bidder whose bid conforms to and/or does not materially vary from the specifications and terms set out in the Invitation for Bids.
61. Road and Bridge Project: A new construction, modification or repair, or an acquisition of buildings and/or land project for work to be performed on part of the County transportation system, and which is normally part of the Capital Improvement Program.
62. Sign: execution of an agreement by written (paper) signature or by electronic signature pursuant to the rules herein.
63. Single Source (See Sole Source.)
64. Small Purchase: An acquisition that may be made in the open market as allowed by law and County policy without regard to bidding procedures.
65. Software: computer software, applications, utilities or other related code that resides or operates on County's computers, vendor's computers or other hosted computers including but not limited to online subscriptions to vendor hosted applications and/or content.

## HENNEPIN COUNTY PURCHASING RULES

### Section 11: Definitions (contd)

66. Sole Source: Characterized as the one and only source, regardless of the marketplace, possessing a unique and singularly available performance capability for the purpose of the contract award. (Sometimes used interchangeable with the term "Single Source".)
67. Solicit: The process or method whereby County solicits, considers and/or selects a vendor for a purchase or license of services, Information Technology or other acquisitions.
68. Specifications: Any description, written or graphic as in the case of drawings, of the physical, technical, functional characteristics or of the nature of a commodity, service or construction item. It may include a description of any requirement such as inspecting, testing or preparing a commodity, service or construction item for delivery. It may also include provisions which govern various aspects of the relation of parties under the contract.
69. Statutory Bid Limit: The estimated contract amount as stated in MN Stat. 471.345, Subd. 3 at which the County and other municipalities are required to publicly solicit for sealed bids when applicable law demands bidding. (As stated in MN Stat. 471.345, Subd. 6, the purpose of this section is to establish for all municipalities uniform dollar limitations upon contracts which shall or may be entered into on the basis of competitive bids, quotations or purchase or sale in the open market. To the extent inconsistent with this purpose, all laws governing contracts by a particular municipality or class thereof are superseded. In all other respects such laws shall continue applicable.) The statutory bid limit, effective in July 2019 is \$175,000 Hennepin County's special purchasing statute 383B.141-.151, and 383B.159 interacts with this section 471.345.
70. Supplemental Agreement: A written agreement between Public Works road and bridge contracting authority and the contractor, executed on the prescribed form and approved as required by law, covering the performance of extra work or other alterations or adjustments as provided for within the general scope of the contract, but which extra work constitutes a modification of the contract as originally executed and approved.
71. Transportation Supplemental Capital Activities project contracts: Projects that preserve, maintain and update the functionality of a transportation asset, including: i) pavements, traffic signal systems, drainage structures, and roadside elements; ii) upgrade pedestrian ramps and install Accessible Pedestrian Signals (APS) to meet current ADA design standards; iii) implement safety and mobility improvements that target crash reduction and delays for all modes; and iv) engineering activities associated with capital projects. For further explanation see the Transportation Supplemental Capital Activities Guidelines.

## HENNEPIN COUNTY PURCHASING RULES

### Section 11: Definitions (contd)

72. Unit Price: An amount stated in the proposal as a price per unit for commodities or services as described in the bid documents or in the proposed contract documents.
73. Waste Facility: All property, real or personal, including negative and positive easements and water and air rights, which is or may be needed or useful for the processing or disposal of waste, except property for the collection of the waste and property used primarily for the manufacture of scrap metal or paper. Waste facility includes but is not limited to transfer stations, processing facilities, and disposal sites and facilities.
74. Warranty: The terms "warranty" and "guarantee" are often used informally and in commercial transactions as having the same meaning as where equipment is "guaranteed" for a number of years, the term "warranted" being the more appropriate term in such case. A warranty is the representation, either expressed or implied, that a certain fact regarding the subject matter of a contract is presently true or will be true subject to any specified limitation. In a sales contract it is often a guarantee of the integrity of a product and of the maker's responsibility for the repair or replacement of defective parts. "Guarantee" or "guaranty" means a contract or promise by one person to answer for the payment of a debt or performance of the obligations of another person in case of the other's default.

## HENNEPIN COUNTY PURCHASING RULES

### Section 12: List of Applicable Minnesota Statutes/Board Resolutions/Policies

#### List of Applicable Minnesota Statutes

13.03	Access To Government Data
13.37	Subd. 2 General, Nonpublic Data; Classification (Includes Trade Secret Information and Sealed Bids Before Opening, etc.)
15C	False Claims Against the State
15.054	Public Employees Not To Purchase Merchandise From Governmental Agencies; Exceptions; Penalty
15.71	Public Contracts; Security for Completion of Performance; Definitions
15.72	Progress Payments on Public Contracts; Retainage
15.73	Alternative Form of Retainage
15.74	Exceptions to Application
16B.122	Purchase and Use of Paper Stock; Printing
115A.15	State Government Resource Recovery
116.70	CFC - Processed Packaging - Definitions
119A.375	Community Action Agencies
144.581	Hospital Authorities
160.17	Road Construction Contracts; Counties And Towns
161.23	Excess Acquisition
162.04	Limitation on Payment of Contract Price
176.182	Business Licenses Or Permits; (Workers' Compensation) Coverage Required
177.42	Minimum Wages - Definitions (Includes "Prevailing Wage Rate")
181.59	Discrimination On Account of Race, Creed, Or Color Prohibited In Contract
256.0112	Grants and Purchase of Service Contracts
279.07	Bids for Publication of Delinquent Real Estate Tax List
279.08	Bid Award for Publication of Delinquent Real Estate Tax List (Newspaper Designation)
331A	Newspapers (Sets Forth The Law For The Publication of Public Notices By Qualified Newspapers)
336	Uniform Commercial Code
337.01	Building And Construction Contracts; Indemnification Agreements
337.02	Unenforceability Of Certain Agreements
337.03	Nonapplication To Certain Agreements
337.04	Validity Of Other Agreements
337.05	Agreements To Insure
337.06	Common Law Rights
337.10	Building and Construction Contracts; Prohibited Provisions
373.01	Powers
373.02	Powers, How Exercised
375.09	May Not Hold Other Office; Bribery; Violation; Malfeasance
375.12	Publication of Proceedings
375.13	County Board Chair (Officials' Signatures on Documents)
375.17	Publication of Financial Statements

## HENNEPIN COUNTY PURCHASING RULES

### Section 12: List of Applicable Minnesota Statutes/Board Resolutions/Policies

#### List of Applicable Minnesota Statutes (contd)

375.19	Additional County Board Powers
375.26	Gifts, Acceptance
375.27	Liabilities, Limitations, Conditions of Gifts of Realty
375.84	Prepay Software, Subscriptions, United States Documents
375.85	Counties May Market Software Products
375.86	Application Of Other Law
382.18	375.171 Credit Cards Officials Not To Be Interested In Contracts
383B.116	Subd. 3 Prohibited Payments and Obligations Subd. 4 Illegal Expenditure
383B.141	Central Purchasing Authorization
383B.142	Procedure
383B.143	Contracts For Purchases
383B.144	Prequalification
383B.145	Competitive Bidding
383B.146	Purchases Consistent With Law
383B.147	Vendor Discounts
383B.148	Rules And Regulations
383B.149	Purchases Or Contracts Forbidden
383B.15	Bonds
383B.151	Financial Interest Forbidden
383B.159	Real Property Leases
383B.217	Subd. 7 <i>Hennepin County Healthcare System</i> Purchases and Marketing.
383B.921	Subd. 1 <i>Hennepin County Healthcare System</i> Public Procurement
383B.99	Laws Not Applicable
384.13	Claims, Disbursements
465.03	Gifts to Municipalities
465.035	Public Corporation, Conveyance Or Lease Of Land
465.036	Gifts, Hospitals
465.71	Installment And Lease Purchases; Cities; Counties; School Districts
471.345	Uniform Municipal Contracting Law Subd. 5a County Rental Contracts Subd. 20 – Solicitations to small business enterprises or veteran-owned small businesses
471.35	Specifications Of Supplies Or Equipment
471.36	Noncompetitive Supplies And Equipment
471.37	Violations
471.38	Claims
471.391	Declaration Form
471.392	Penalty
471.40	Auditing Claims
471.41	Auditing Accounts Not Itemized A Gross Misdemeanor
471.425	Prompt Payment Of Local Government Bills
471.59	Joint Exercise Of Powers

## HENNEPIN COUNTY PURCHASING RULES

### Section 12: List of Applicable Minnesota Statutes/Board Resolutions/Policies

471.64	Acquisition Of Property From United States And State Agencies
471.85	Property Transfer; Public Corporations
471.87	Public Officers, Interest In Contract; Penalty
471.88	Exceptions
471.881	Exceptions; Application
471.89	Contract, When Void
471.895	Certain Gifts by Interested Persons Prohibited
473.811	Metropolitan Counties and Solid Waste Management
473.844	Metropolitan Landfill Abatement Fund
574.26	Contractors' Bonds
574.263	Forestry Development Projects
574.264	Security in Lieu of Bond (Forestry Development Projects)
574.38	Letters of Credit

NOTE: This list includes the major statutory references related to purchasing matters; however, it may not be all-inclusive.

### List of Applicable Hennepin County Board Resolutions

#### Section 3: Equal Opportunity and Affirmative Action

84-5-403  
86-12-879R1  
87-6-394B as amended  
98-4-273  
98-5-274  
99-8-58300-8-590R2  
18-0140R2

#### Section 4: County Board Contracting Authority

80-1-2  
81-1-61  
85-6-386R2  
97-4-238  
02-500

#### Section 5: Delegation of County Board Authority

80-1-2  
85-6-386R2  
86-11-870  
87-5-336  
97-4-238  
98-4-233

## HENNEPIN COUNTY PURCHASING RULES

### Section 12: List of Applicable Minnesota Statutes/Board Resolutions/Policies

#### List of Applicable Hennepin County Board Resolutions (contd)

99-182  
00-12-931  
01-4-263  
02-7-471  
05-333  
07-4-154R1  
07-11-591

#### Section 6: Purchase of Commodities, Biddable Services, and Construction

87-7-603  
91-9-810  
92-6-489R2  
97-7-442  
04-126 (as modified by 04-126R1)  
04-268, as updated by 08-021R1)  
04-436  
07-4-154R1.

#### Section 7: Purchase of Personal, Professional and Human Services

98-11-755R1

#### Section 9: Cooperative Purchasing Programs

02-7-471

NOTE: This list includes the major Hennepin County Board Resolution references related to purchasing matters; however, it may not be all-inclusive.

#### List of Applicable Hennepin County Policies

Hennepin County Human Resources Rules  
Hennepin County Administrative Manual  
Hennepin County Accounting Manual

NOTE: This list includes the major Hennepin County policy references related to purchasing matters; however, it may not be all-inclusive.

## Appendices

### Appendix A – Delegation/Designation Documents from County Administration

For the most recent delegation documents, contact County Administration or go to the Hennepin County intranet site:

<http://hennepin.sharepoint.com> > HC Connect > Departments > Purchasing and Contract Services > Policies, procedures and training > Delegation of contracting authority for professional and personal services.pdf

### Board Action Request

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**26-0215**

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**Item Description:**

Transfer Disparity Elimination departments from the General Fund to the Human Services Fund; Rename the Human Services and Public Health department as the Human Services, Public Health, and Disparity Elimination department, effective January 1, 2027

**Resolution:**

WHEREAS, the Hennepin County Board of Commissioners established the Disparity Elimination line of business and departments in the General Fund to eliminate disparities across Hennepin County; and

WHEREAS, the Human Services and Public Health department provides core services that are operationally and strategically aligned with the Disparity Elimination departments; and

WHEREAS, aligning the financial reporting and oversight of the Disparity Elimination Administration department, Climate and Resiliency department, Education Support Services department, Broadband and Digital Inclusion department, Outreach and Community Supports department, and Workforce Development department within the Human Services Fund will streamline administration and support integrated service delivery.

BE IT RESOLVED, that the “Human Services and Public Health” department will include the identified Disparity Elimination departments and be renamed “Human Services, Public Health, and Disparity Elimination” (HSPHDE), effective January 1, 2027; and

BE IT FURTHER RESOLVED, that the Hennepin County Board of Commissioners transfers the Disparity Elimination Administration department, Broadband and Digital Inclusion department, Climate and Resiliency department, Education Support Services department, Outreach and Community Supports department, and Workforce Development in the General Fund to the Human Services Fund, effective January 1, 2027; and

BE IT FURTHER RESOLVED, that the County Administrator, Chief Financial Officer, and HSPHDE leadership be authorized to implement required budget, personnel, accounting, and similar financial reclassifications necessary to support and effectuate these actions; and that the Controller be authorized to transfer funds as directed.

**Background:**

The Disparity Elimination line of business provides services that align closely with those provided by the Human Services and Public Health department. Human services provided by Hennepin County are eligible for state and federal administrative revenue. Moving Disparity Elimination departments under the Human Services and Public Health department creates new opportunities for revenues and efficiencies with administrative resources. With this resolution, the Disparity Elimination departments will be separate service areas in the Human Services, Public Health, and Disparity Elimination department. Disparity Elimination will continue to exist as a line of business.

With Board approval, the Office of Budget and Finance and county leadership would work together to

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**26-0215**

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implement these changes within the 2027 budget.

**Recommendation from County Administrator:** Recommend Approval

### Board Action Request

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**26-0223**

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**Item Description:**

Agmt A2513067 through HRSA for the Ryan White HIV/AIDS Program Part A Emergency Relief Project grant, 03/01/26-02/28/27, incr recv by \$4,329,742 for a new total recv of \$6,010,733

**Resolution:**

BE IT RESOLVED, that agreement A2513067 with the US Department of Health and Human Services Health Resources and Service Administration (HRSA) for the fiscal year 2026 federal Ryan White HIV/AIDS Program Part A Emergency Relief Project grant for the 13-county Minneapolis- St. Paul Transitional Grant Area during the period March 1, 2026 through February 28, 2027, increasing the receivable amount by \$4,329,742 for a new total receivable amount of \$6,010,733, be approved; that the Chair of the Board be authorized to serve as the Chief Elected Official for the grant; and that the Controller be authorized to accept and disburse funds as directed; and

BE IT FURTHER RESOLVED, that acceptance of this award in no way reflects acceptance of terms or conditions that are legally unenforceable against Hennepin County; and

BE IT FURTHER RESOLVED, that the sponsorship and acceptance of grant funding for the program by the Hennepin County Board of Commissioners does not imply a continued commitment by Hennepin County for this program when grant funds are no longer available.

**Background:**

Hennepin County is the eligible recipient for the federal Ryan White HIV/AIDS Program (RWHAP) Part A Emergency Project grant for the 13-county Transitional Grant Area (TGA) as defined by the federal Ryan White HIV/AIDS Program legislation under Title XXVI of the U.S. Public Health Service Act. The RWHAP legislation, originally known as the Ryan White CARE Act, was passed by Congress in 1990. The legislation has been reauthorized by Congress four times in 1996, 2000, 2006, and 2009. Hennepin County became eligible for Part A funding in 1995 based on the number of cumulative AIDS cases in the most recent five-year period and the number of prevalent AIDS cases in the 13-county Minneapolis-St. Paul Metropolitan Statistical Area as defined in 1995.

The Chair of the Hennepin County Board of Commissioners is the designated Chief Elected Official (CEO) for the grant and assures that the grant requirements and conditions of award are met. As the grant CEO, the Chair of the Board appoints members of the Minnesota Council for HIV/AIDS Care and Prevention, a community planning body which prioritizes the services funded by the grant and allocates grant funds to those services based on the needs of people with HIV living in the jurisdiction and the demographics of the HIV epidemic. The Minnesota Council for HIV/AIDS Care and Prevention membership must reflect the demographics of the local HIV epidemic, where at least 33% of members are people with HIV who are eligible for services and not aligned with any funded provider organization. The CEO designates the Public Health Department to administer the grant with the Ryan White Program unit within the Public Health Protection Area responsible for grant administrative functions including procurement of services, program and fiscal monitoring, convening and supporting the Minnesota Council for HIV/AIDS Care and Prevention, grant application preparation and submission, and grant reporting.

The RWHAP provides comprehensive and culturally responsive HIV core medical and supportive services to low-income people with HIV residing in the 13-county grant jurisdiction. Hennepin County's Part A grant currently provides funding to 12 clinic and community-based organizations that provide 13 core medical and supportive services to 3,000 people with HIV in the grant jurisdiction. Core medical services include early intervention and outpatient ambulatory health services; medical case management; mental health and outpatient substance use disorder treatment; medical nutrition therapy; and home and community-based health services. Supportive services include housing assistance, food bank and home delivered meals; psychosocial support; health education and risk reduction; and legal services.

Through resolution 26-0109, the Board accepted \$1,680,991 in receivables from the US Department of Health and Human Services Health Resources and Service Administration (HRSA) for the fiscal year 2026. Through resolution 25-0397 the Board accepted \$6,129,008 in receivables from the US Department of Health and Human Services Health Resources and Service Administration (HRSA) for the fiscal year 2025.

This request supports disparity elimination in the health domain by providing funding to deliver comprehensive and culturally responsive HIV core medical and supportive services to low-income people with HIV residing in the 13-county grant jurisdiction.

**Recommendation from County Administrator:** Recommend Approval

### Board Action Request

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**26-0224**

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**Item Description:**

Human Services & Public Health resolution, including contracts and amendments to contracts with provider - 2608

**Resolution:**

BE IT RESOLVED, that the contracts, contract amendments and administrative actions of the Human Services & Public Health Department and Department of Community Corrections and Rehabilitation made pursuant to chapters 256E and 393 of Minnesota Statutes, as detailed in Human Services & Public Health Contract Report 2608 be approved; that the report be filed in Contract Management Services; that the Chair of the Board be authorized to sign the contracts, contract amendments, and administrative actions on behalf of the County; and that the Controller be authorized to disburse funds as directed. Such contracts are subject to ministerial adjustment when such adjustments are done within the constraints of the approved Hennepin County Budget and when signed by the County Department Director or Designee.

**Background:**

The contracted dollar amounts are based on estimates of program costs and/or utilization during prior periods. Funding for each contract is provided for within service categories in the Human Services & Public Health Department and Department of Community Corrections and Rehabilitation approved annual budgets. Occasionally new services are implemented which are not in the budget, but which are fully funded under state or federal grants or other new funding.

Contracted dollar estimates are based upon prior year usage and are subject to fluctuation in placement patterns, service need, and cost shifts. Therefore, it may be necessary to process ministerial adjustments to contracts to increase or decrease contract amounts or to make minor service changes consistent with the department budget and strategic plan. Placement agreements are also processed administratively.

Contracts include services in the following areas: adult mental health; developmental disabilities; chemical health; adult housing; early intervention and family intervention services, interpreter services, health services, welfare advocacy, and various other human services. Expectations for ongoing outcome measurement are included in all new, renewal, or extended contracts. Outcome measures, which are developed by the county and contracted providers, assess the effectiveness of a service and its impact on an eligible recipient's condition or functioning level. Outcome information is used to modify or improve programs as well as to evaluate effectiveness of different types of intervention and providers. A detailed listing of the specific actions requested by this BAR and an explanation of all unusual items is reflected in the summary of the report.

**This request funds services that are: both mandated and core services**

**Recommendation from County Administrator:** Recommend Approval

### Board Action Request

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**26-0225**

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**Item Description:**

Amd 1 to JPA A2412241 with the Mpls City Attorney's Office to support early engagement of high-risk residents, ext end date to 12/31/26

**Resolution:**

BE IT RESOLVED, that Amendment 1 to the Joint Powers Agreement A2412241, updating the funding related language in the agreement between the City of Minneapolis City Attorney's Office and the Human Services and Public Health Department (HSPHD) and extending the end date through December 31, 2026, be approved; and that the Chair of the Board be authorized to sign the Joint Powers Agreement on behalf of the County.

**Background:**

In 2024, through Amendment #19 of the adopted 2024 Hennepin County budget, the board added 2 FTES to work in collaboration with the City of Minneapolis. Costs associated with this work will be 60% covered by partner cities and 40% covered by state funding.

The current request is to approve Amendment 1 which updates the funding information through the end of the current fiscal year. As of fiscal year 2025, the Early Engagement Social Workers have supported over 6,200 interactions, served over 1,600 unique residents and provided 128 transportations to services demonstrating expanding community impact and reliance on the program.

Hennepin County Early Engagement Social Workers will engage residents, complete assessments, and offer support and connections to community-based services. The goal of the program is to expand timely access to care for vulnerable and marginalized populations and prevent criminal justice system involvement. The integration of social workers into emergency response reduces unnecessary law enforcement contacts and raises quality of life for individuals through increasing ongoing stability in their community.

This request supports the county's identified priorities and goals for the disparity elimination Health domain by focusing on achieving health equity where every person feels they have the opportunity to attain their highest health potential, and no one is disadvantaged from achieving this potential because of social position or other socially determined circumstances.

**This request funds services that are: core services**

**Recommendation from County Administrator:** Recommend Approval

## MINNESOTA

### Board Action Request

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**26-0226**

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**Item Description:**

Amds to 7 Agmts with local agencies to provide services to children at risk for truancy and/or educational neglect, ext end date 06/30/27 and revise total combined NTE to \$2,365,000

**Resolution:**

BE IT RESOLVED, that Amendments as noted to the following Agreements with local agencies to provide services to children at risk for truancy and/or educational neglect through the Hennepin County Attorney's Office, Be at School Program, extending the end date through June 30, 2027 and revising the not to exceed amount to a new total combined not to exceed amount of \$2,365,000 be approved:

Amendment 4 to Agreement PR00005475 with Center for Multicultural Mediation increasing the not to exceed amount from \$205,000 to \$290,000

Amendment 4 to Agreement PR00005402 with Centro Tyrone Guzman increasing the not to exceed amount from \$585,000 to \$720,000

Amendment 3 to Agreement PR00005403 with Division of Indian Work increasing the not to exceed amount from \$330,000 to \$370,000

Amendment 5 to Agreement PR00005404 with Change, Inc. increasing the not to exceed amount from \$182,000 to \$270,000

Amendment 3 to Agreement PR00005409 with Phyllis Wheatley Community Center, extending the end date to June 30, 2027 with the change to the not to exceed amount of \$240,000

Amendment 4 to Agreement PR00005407 with MN Care Partners, LLC doing business as Roots Wellness Center increasing the not to exceed amount from \$145,000 to \$235,000

Amendment 4 to Agreement PR00005412 with YMCA of the North increasing the not to exceed amount from \$200,000 to \$240,000; and

BE IT FURTHER RESOLVED, that the department will manage the contract expenditures within this funding allocation; that the Chair of the Board be authorized to sign the Amendments on behalf of the County; that the Controller be authorized to disburse the funds as directed; and that the County Administrator be authorized to sign future amendments for the above noted contracts on behalf of the County as long as the overall not to exceed amount for all contracts of \$2,365,000 does not change.

**Background:**

Be at School focuses on addressing barriers to school attendance. Hennepin County is committed to equitable academic outcomes across racial and cultural groups. This board action request aligns with Hennepin County disparity elimination efforts by supporting educational opportunities for all students residing in Hennepin County. The target population is students in kindergarten through grade 12. Contractors assess the barriers to school attendance with the family, monitor school attendance, and encourage school relationships and engagement. To address the barriers, contractors provide culturally responsive, voluntary services which are family focused. Contractors provide support to caregivers and assist in referrals to county and community resources.

The County Attorney's Office is extending the end date of several of its community contracted agency contracts as part of its statutorily authorized truancy diversion work. Not all contracts are being extended, as the County Attorney's Office shifts outreach and initial engagement work for its annual 10,000+ truancy referrals to the County Attorney's Be at School staff, which has proven to be more effective. County Attorney staff will continue to refer to internal county partners as appropriate and to contracted agencies for case management.

This board action consists of 7 contracts with a combined "not to exceed" (NTE) amount of \$2,365,000. The providers are the Center for Multicultural Mediation, Centro Tyrone Guzman, Division of Indian Work, Change Inc., Phyllis Wheatley Community Center, Roots Wellness Center, and the YMCA of the North.

Compared to previous contract cycles, the number of contracts has been reduced to support a more intentional and geographically aligned provider network. This change is designed to improve coordination among service providers, align resources with identified community needs, and maximize the impact of county investments. The revised model will allow for more focused service delivery while continuing to provide culturally responsive support to students and families experiencing attendance and educational engagement challenges.

**This request funds services that are: both mandated and core services**

**Recommendation from County Administrator:** Recommend Approval

## MINNESOTA

### Board Action Request

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**26-0227**

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**Item Description:**

Authorization to acquire right of way by direct purchase or condemnation for various transportation projects

**Resolution:**

BE IT RESOLVED, that the County Projects identified in Attachment A are in need of roadway reconstruction, rehabilitation, or preservation necessary for the safe use and travel of the public on the roads and related infrastructure associated with the projects, and these identified County Projects are for a public purpose and public use, and the property interests to be acquired are necessary for the construction, reconstruction, or other work of the County Projects; and

BE IT FURTHER RESOLVED that the use of the “quick take” procedures of Minnesota Statutes Chapter 117 is necessary and expedient to allow for the funding and timely construction, reconstruction or other work of the County Projects; and

BE IT FURTHER RESOLVED that the County Administrator be authorized to acquire fee title and/or easements necessary for funding and completion of the transportation projects identified in this request by negotiation or condemnation; that upon review and approval by the County Attorney’s Office, the County Administrator be authorized to sign purchase agreements and deeds accepting the acquired fee title on behalf of the County; and that the Chair and Clerk of the Board be authorized to execute any documents relating to and necessary for said acquisitions on behalf of the County.

**Background:**

Transportation projects may require the acquisition of property rights in fee title or easements to accommodate the public improvements. While most acquisitions have modest or partial impacts, there are occasions when an entire property is required.

**Current Request:** This request will authorize the County to acquire all required property interests related to the following County Projects (CP) along the identified County State Aid Highways (CSAHs):

- CP 2260700, CSAH 156 (Winnetka Avenue - Golden Valley)
- CP 2201031, CSAH 17 (France Avenue - Edina)
- CP 4630004/2201000, various CSAHs (Minneapolis, St. Louis Park, Hopkins, Eden Prairie, Plymouth, Crystal, New Hope, Brooklyn Park, Edina, Maple Grove, Osseo, Orono, and Medina)

**Impacts/Outcomes:** Approval of this request will allow for the timely acquisition of property interests to construct transportation improvements.

**This request funds services that are: both mandated and core services**

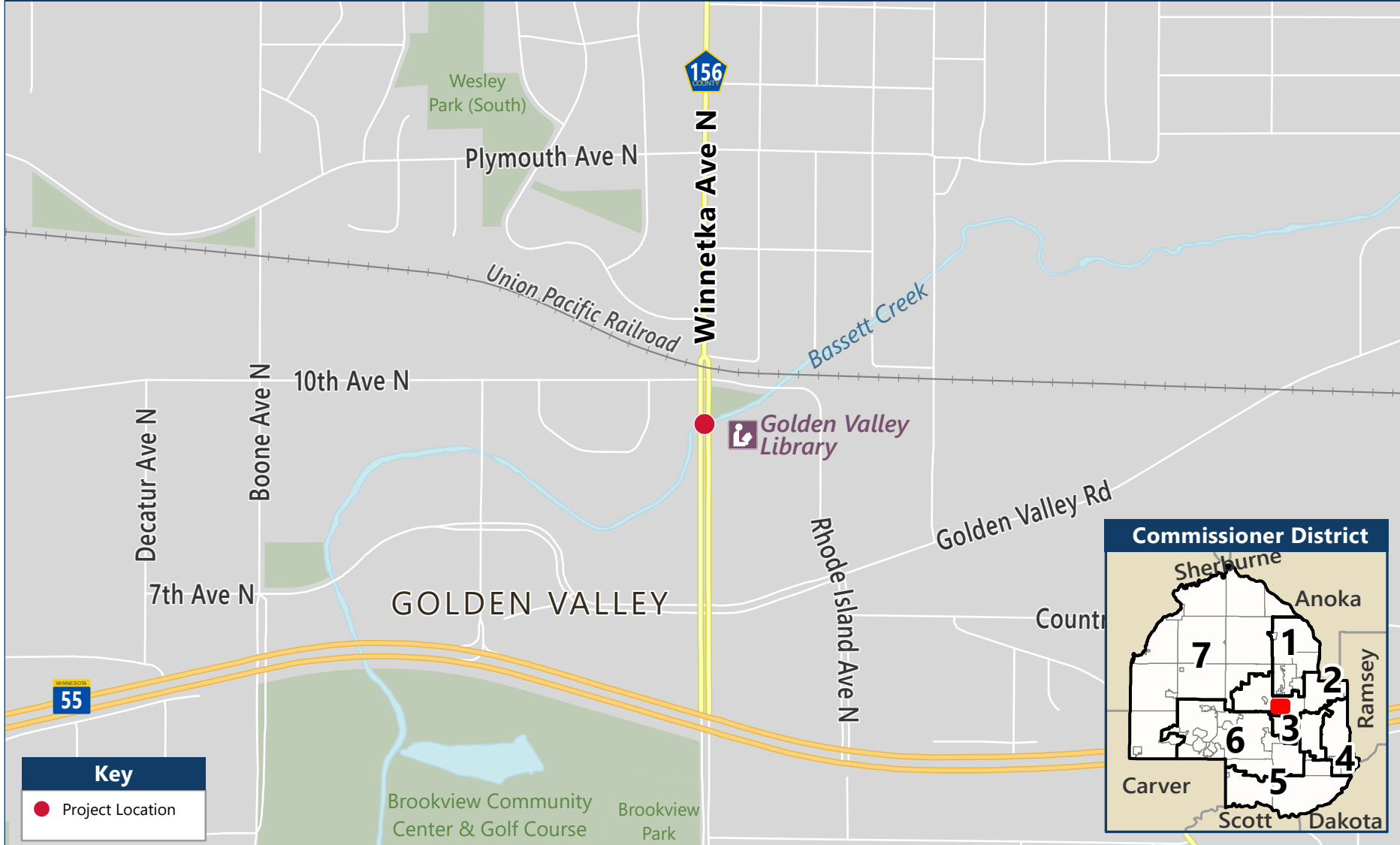
**Recommendation from County Administrator:** Recommend Approval

## Attachment A

- CP 2260700, CSAH 156 (Winnetka Avenue – Golden Valley)
- CP 2201031, CSAH 17 (France Avenue – Edina)
- CP 4630004/2201000, various CSAHs (Minneapolis, St. Louis Park, Hopkins, Eden Prairie, Plymouth, Crystal, New Hope, Brooklyn Park, Edina, Maple Grove, Osseo, Orono, and Medina)

# CP 2260700

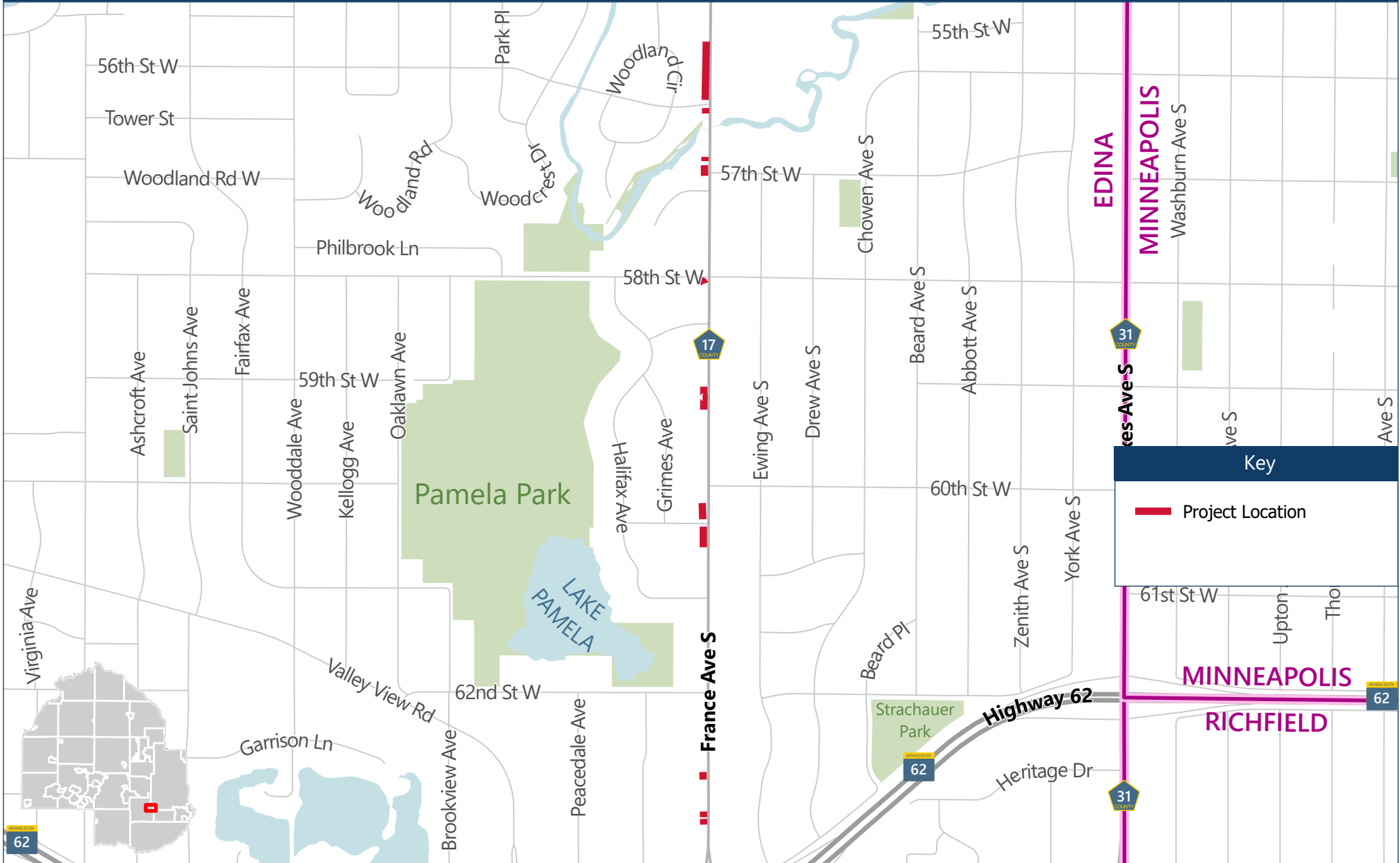
CSAH 156 (Winnetka Ave) Bridge #90626 Replacement in Golden Valley



BAR map date:  
5/21/2026

# 2201031

## France Avenue (CSAH 17) Retaining Wall Replacements and Removals in Edina

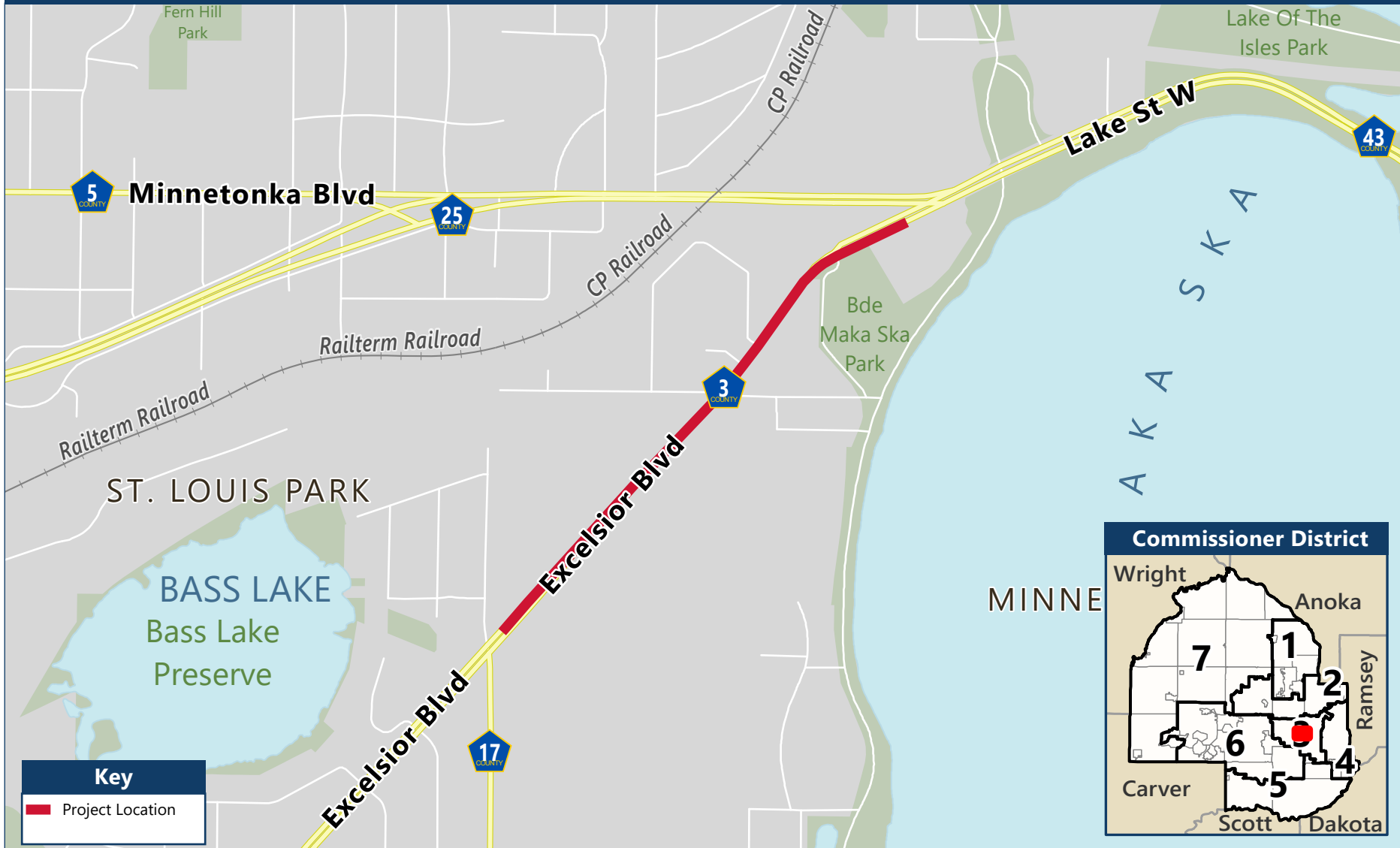


**Disclaimer:** This map (i) is furnished "AS IS" with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this map. Publication date: 4/15/2026. Data sources:

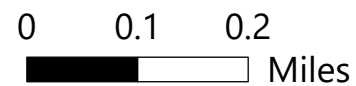


# CP 4630004/2201000

CSAH 003 (Excelsior Blvd) Pavement Preservation and Accessibility Improvements

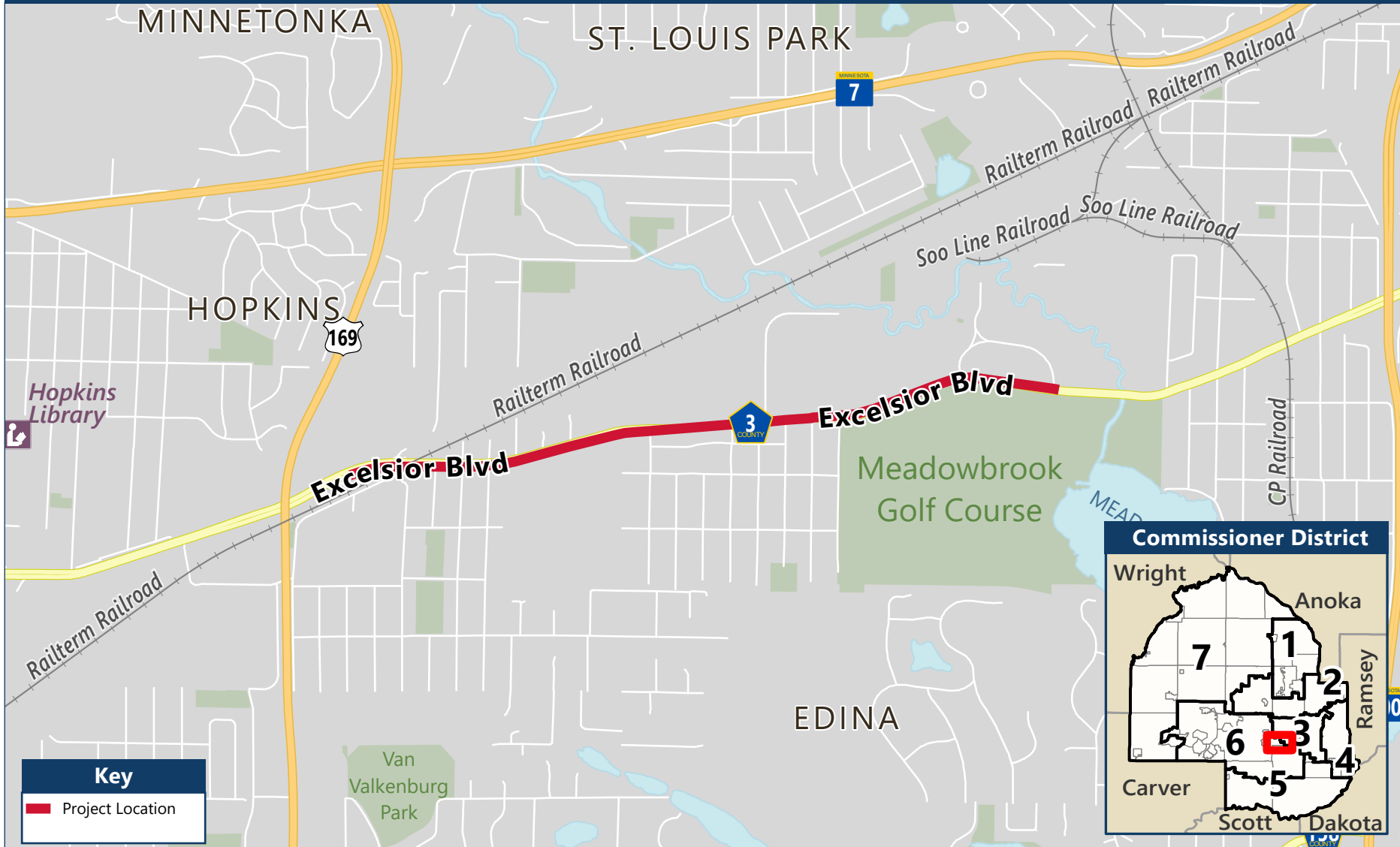


BAR map date:  
4/10/2026



# CP 4630004/2201000

CSAH 003 (Excelsior Blvd) Pavement Preservation and Accessibility Improvements



**Key**

- Project Location

**Commissioner District**

The inset map shows the seven Commissioner Districts of Hennepin County: Wright (1, 2, 3, 4), Anoka (5, 6), and Ramsey (7). District 3 is highlighted in red, indicating the project's location within that district.

BAR map date:  
4/10/2026

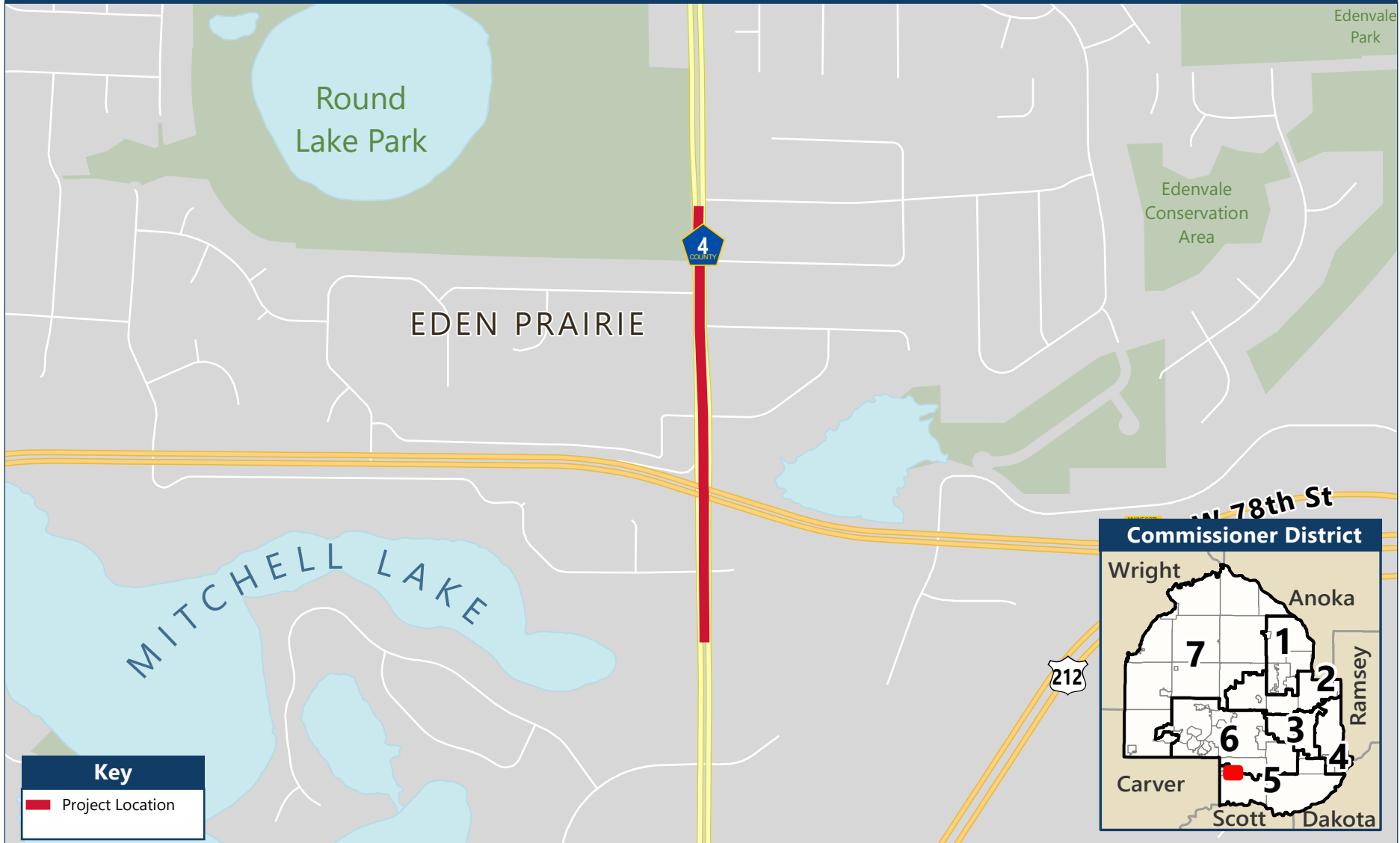
0 0.25 0.5 Miles

A scale bar showing 0, 0.25, and 0.5 miles, and a north arrow pointing upwards.

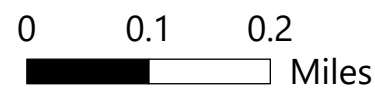


# CP 4630004/2201000

CSAH 004 (Eden Prairie Rd) Pavement Preservation and Accessibility Improvements

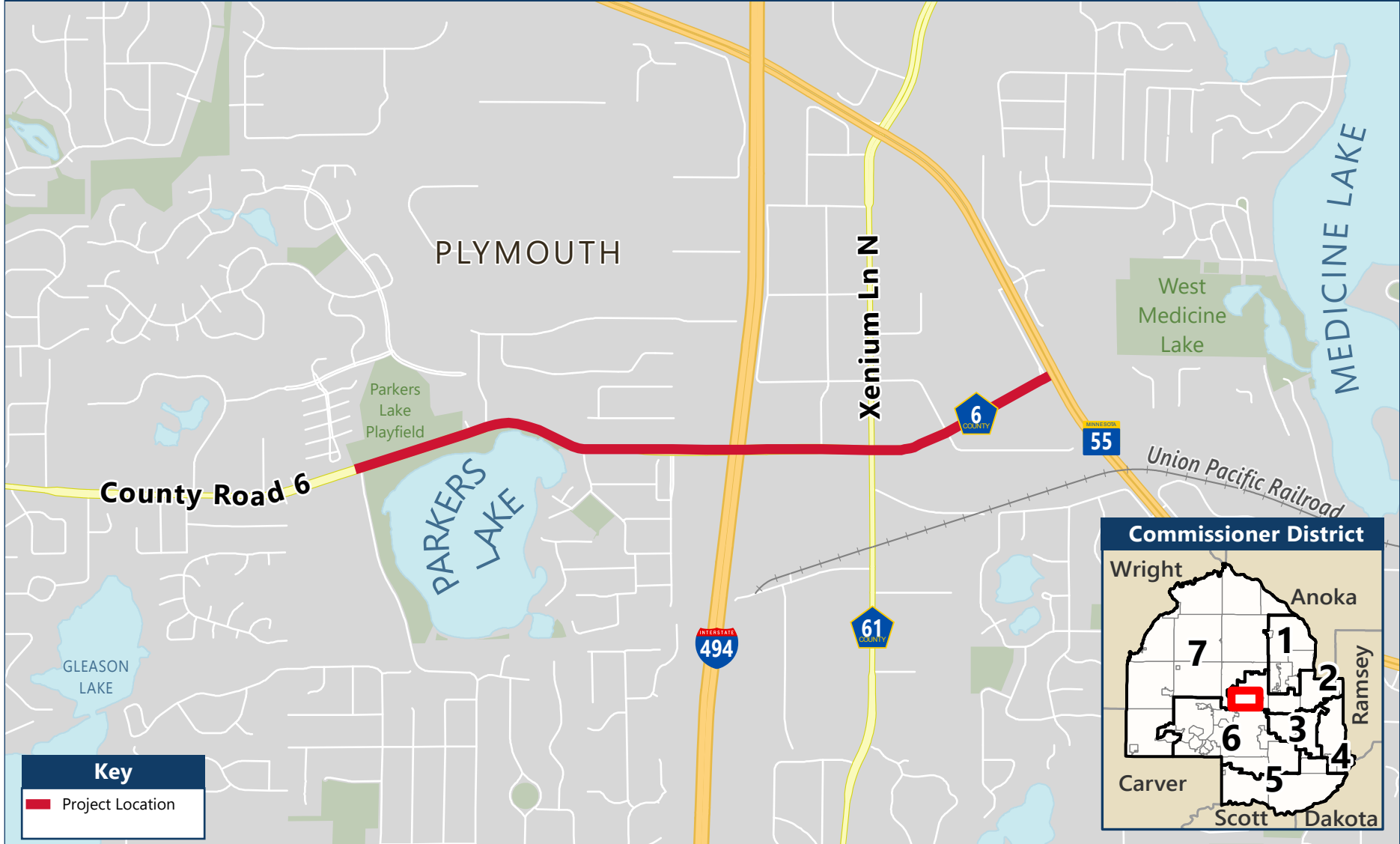


BAR map date:  
4/10/2026

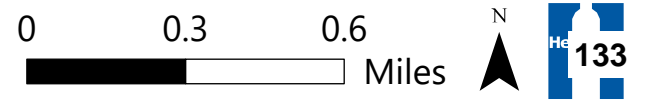


# CP 4630004/2201000

CSAH 006 (County Rd 6) Pavement Preservation and Accessibility Improvements

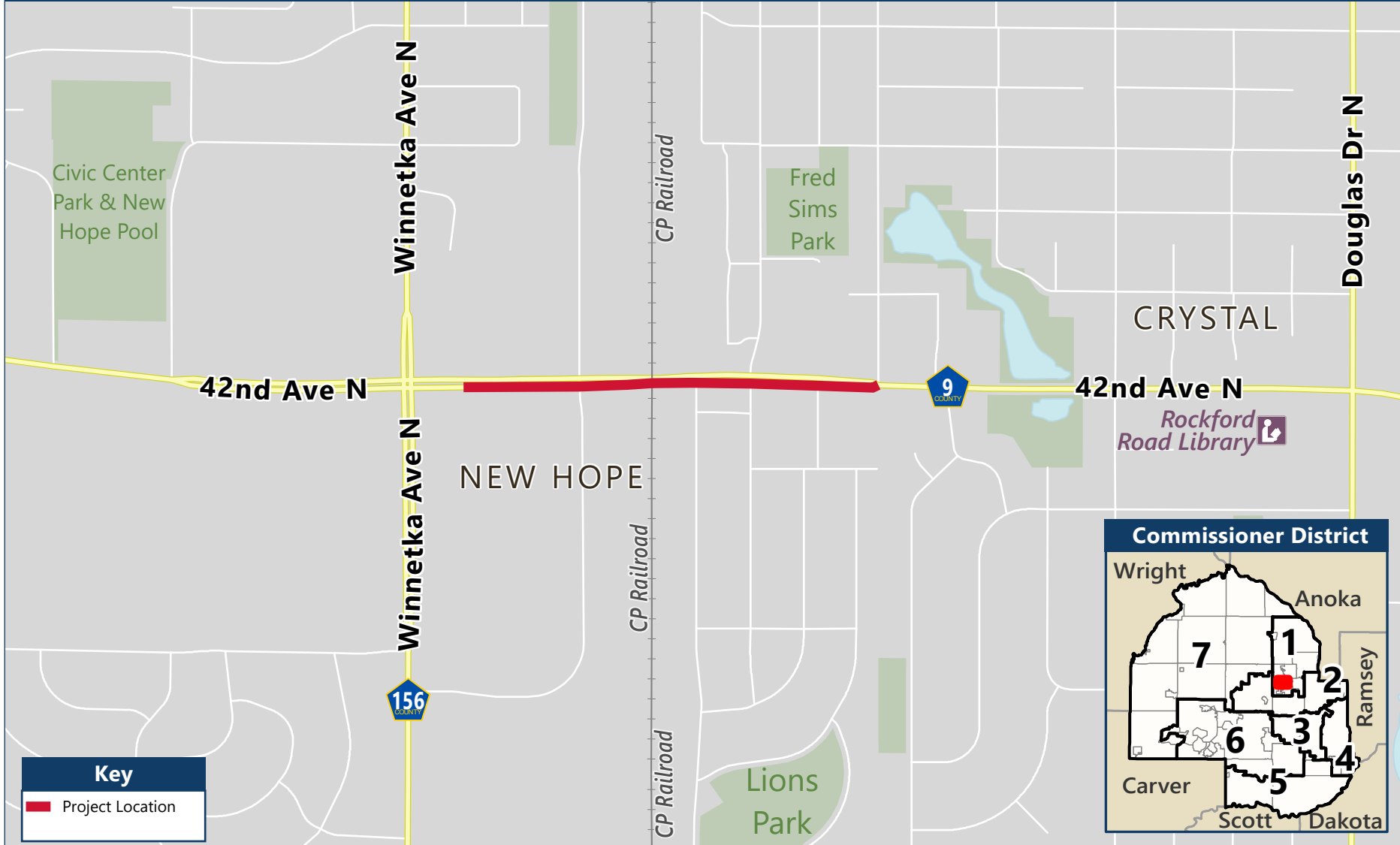


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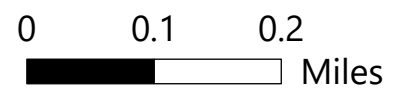
# CP 4630004/2201000

CSAH 009 (42nd Avenue) Pavement Preservation and Accessibility Improvements



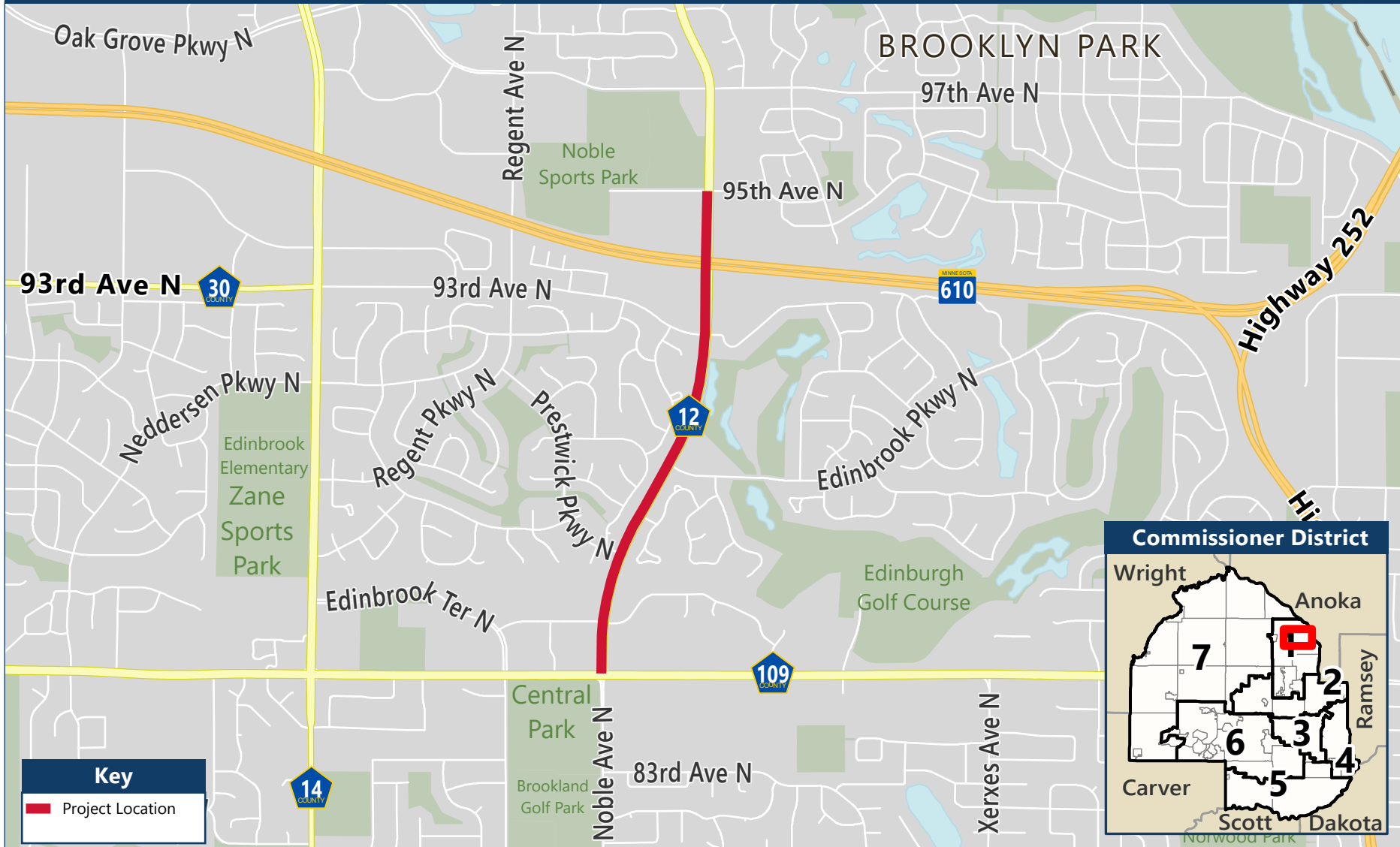
**Key**  
Project Location

BAR map date:  
4/14/2026



# CP 4630004/2201000

CSAH 012 (Noble Parkway) Pavement Preservation and Accessibility Improvements



**Key**  
Project Location

**Commissioner District**

Wright Anoka  
7 2  
5 6 3 4  
Carver Ramsey  
Scott Dakota

BAR map date:  
4/14/2026

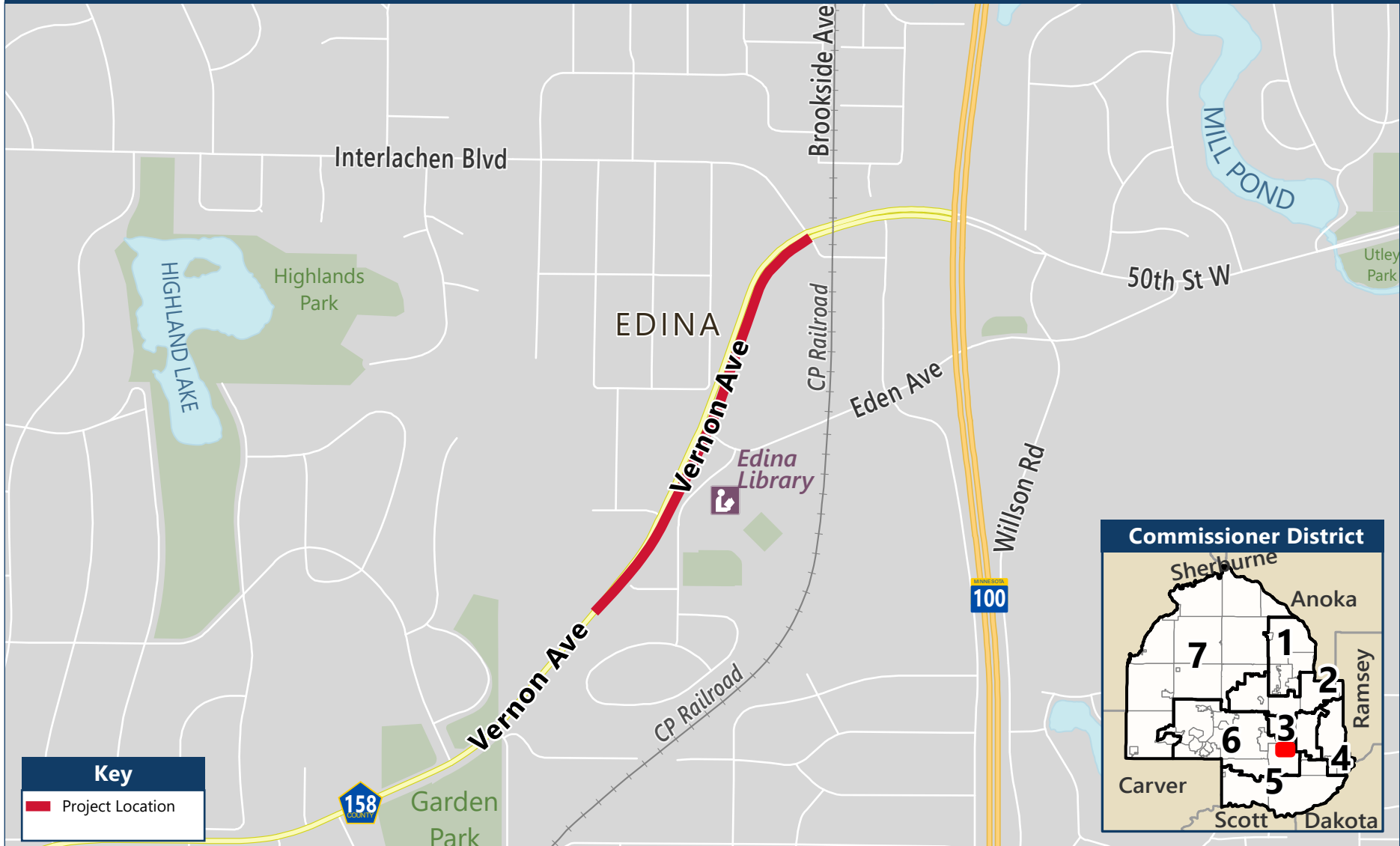
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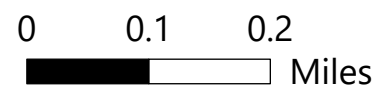
# CP 4630004/2201000

CSAH 158 (Vernon Ave) Pavement Preservation and Accessibility Improvements



**Key**  
Project Location

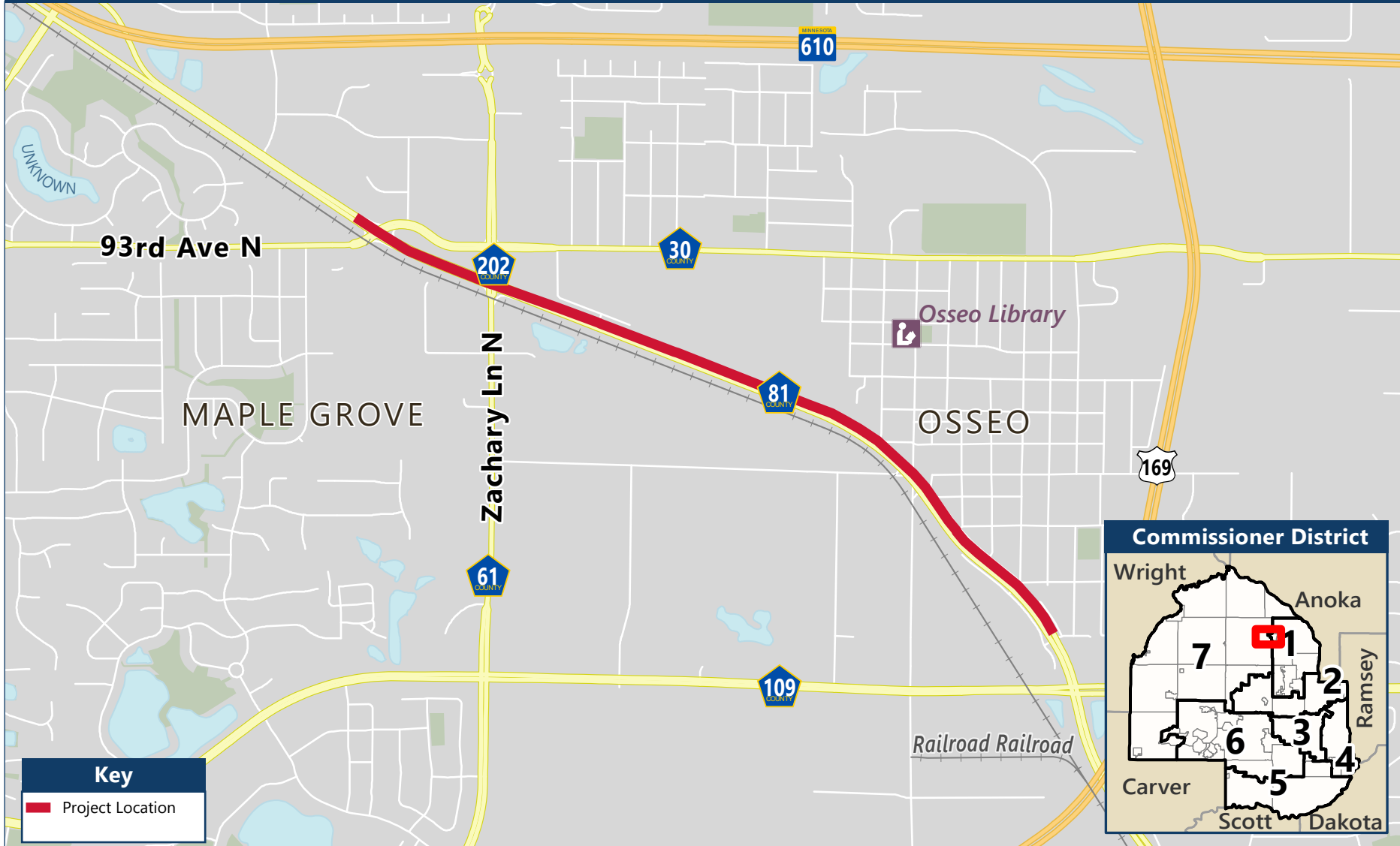
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5/15/2026



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# CP 4630004/2201000

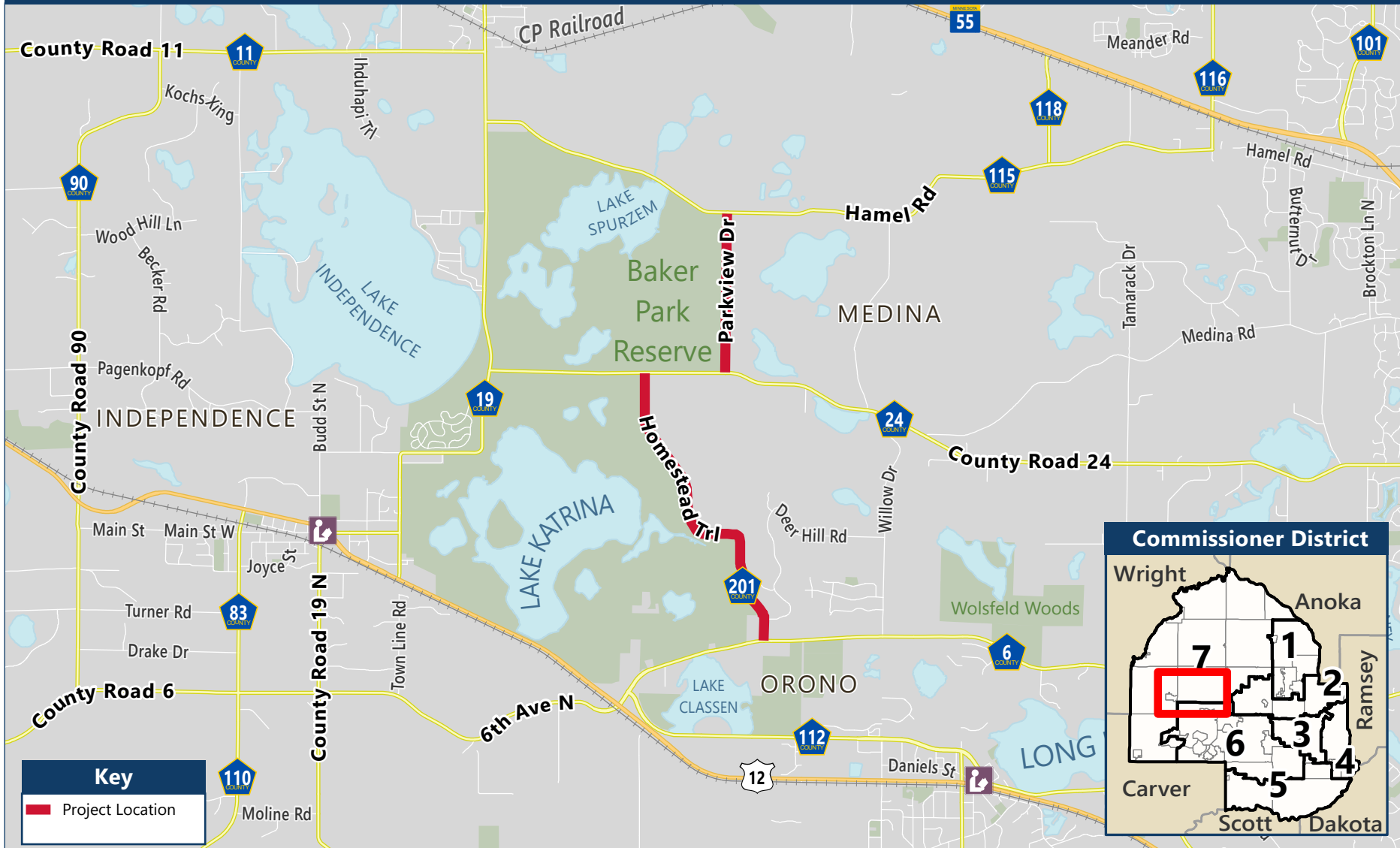
CSAH 081 (County Rd 81) Pavement Preservation and Accessibility Improvements



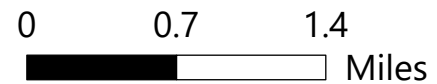
BAR map date:  
4/10/2026

# CP 4630004/2201000

CO RD 201 (Homestead Tr/ Parkview Dr) Pavement Preservation and Accessibility Improvements



BAR map date:  
4/10/2026



### Board Action Request

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**26-0228**

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#### **Item Description:**

Agmt PR00008301 with TKDA for preliminary design, engineering, and professional services for reconstruction of CSAH 9 (42nd Avenue) in Crystal and Robbinsdale, CP 2194300, (county cost NTE \$1,100,000 Transportation Advancement Account - Complete Streets)

#### **Resolution:**

BE IT RESOLVED, that the County Administrator be authorized to execute Agreement PR00008301 with TKDA to provide design, engineering, and professional services for County State Aid Highway (CSAH) 9 (42nd Avenue) reconstruction in the cities of Crystal and Robbinsdale between Louisiana Avenue and Welcome Avenue, county project (CP) 2194300, in an amount not to exceed (NTE) \$1,100,000; that following the review and approval by the County Attorney's Office, the Chair of the Board be authorized to sign the agreement on behalf of the county; and that the Controller be authorized to disburse the funds as directed.

#### **Background:**

Hennepin County, in partnership with the cities of Crystal and Robbinsdale, is leading the reconstruction of CSAH 9 (42nd Avenue) between Louisiana and Welcome avenues, CP 2194300. The corridor is identified on the county's Toward Zero Deaths Action Plan Highway Injury Network. The project will modernize the roadway with a complete and green streets design, including:

- New pavement, sidewalk, curb and gutter
- Stormwater and drainage improvements
- Accessibility, multimodal, and safety improvements
- Street lighting and replacement of local utilities

The county will engage with the community in a variety of ways to develop a design that best meets the project goals and community needs.

**Current Request:** This request seeks authorization to execute Agreement PR00008301 with TKDA for design, engineering, and professional services for CSAH 9 (42nd Avenue) between Louisiana Avenue and Welcome Avenue, CP 2194300, NTE \$1,100,000.

**Impacts/Outcomes:** This project supports the county's Toward Zero Deaths Action Plan, Americans with Disabilities Act (ADA) Transition Plan, Climate Action Plan, and disparity elimination efforts by improving safety, accessibility, and mobility for all people.

**This request funds services that are: both mandated and core services**

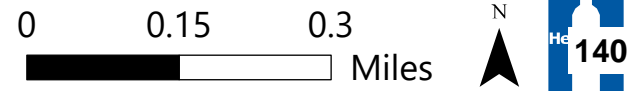
**Recommendation from County Administrator:** Recommend Approval

# CP 2194300

42nd Ave N (CSAH 9) Reconstruction from Louisiana Ave N to Welcome Ave N in New Hope and Crystal



BAR map date:  
5/5/2026



### Board Action Request

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26-0229

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#### Item Description:

Agmt PR00008459 with Bolton & Menk Inc. for preliminary design services for CSAH 101 (Wayzata Boulevard/Central Avenue), CP 2173700, county cost NTE \$1,400,000 State Aid Municipal

#### Resolution:

BE IT RESOLVED, that the County Administrator be authorized to execute Agreement PR00008459 with Bolton & Menk, Inc. for preliminary design, engineering, and professional services for the reconstruction of County State Aid Highway (CSAH) 101 (Wayzata Boulevard/Central Avenue) between CSAH 15 (Gleason Lake Road) and Byrondale Avenue, county project (CP) 2173700, during the period August 3, 2026 through October 31, 2028, with an amount not to exceed \$1,400,000; that upon review and approval by the County Attorney's Office, the Chair of the County Board be authorized to sign the agreement; and the Controller be authorized to disburse the funds as directed.

#### Background:

Hennepin County, in partnership with the City of Wayzata, is leading the reconstruction of CSAH 101 (Wayzata Boulevard/Central Avenue) between CSAH 15 (Gleason Lake Road) and Byrondale Avenue, CP 2173700. The project, scheduled for construction in 2030, will modernize the roadway with a complete and green streets design including:

- New pavement, sidewalk, curb and gutter
- Stormwater and drainage improvements
- Accessibility, multimodal, and safety improvements
- Street lighting and traffic control upgrades

The county will engage with the community in a variety of ways to develop a design that best meets the project goals and community needs.

**Current Request:** This request seeks authorization to execute Agreement PR00008459 with Bolton & Menk, Inc. for preliminary design, engineering, and professional services for Wayzata Boulevard/Central Avenue reconstruction, CP 2173700, during the period of August 3, 2026, through October 31, 2028, in an amount not to exceed \$1,400,000.

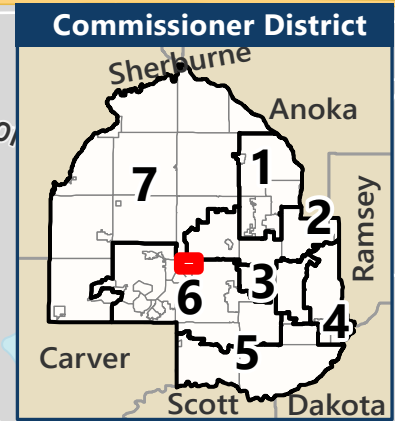
**Impacts/Outcomes:** This project supports the county's Toward Zero Deaths Action Plan, Americans with Disabilities Act Transition Plan, climate action goals, and disparity elimination efforts by improving accessibility, mobility, and safety for multimodal transportation users along Wayzata Boulevard/Central Avenue.

**This request funds services that are: both mandated and core services**

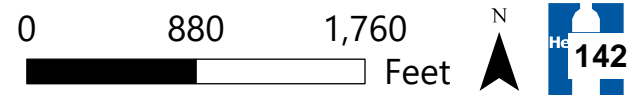
**Recommendation from County Administrator:** Recommend Approval

# CP 2173700

Wayzata Blvd/Central Ave (CSAH 101) Reconstruction in the City of Wayzata



BAR map date:  
5/15/2026



## MINNESOTA

### Board Action Request

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**26-0230**

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#### **Item Description:**

Amd 2 to Agmt PR00004057 with Bolton and Menk, Inc for final design engineering and construction support for CSAH 5 (Franklin Avenue) reconstruction, CP 2172600, (incr NTE \$3,460,000 State Aid Regular and ext period to 06/01/28)

#### **Resolution:**

BE IT RESOLVED, that the County Administrator be authorized to execute Amendment 2 to Agreement PR00004057 with Bolton and Menk, Inc. to provide final design engineering and construction support for County State Aid Highway (CSAH) 5 (Franklin Avenue) from CSAH 22 (Lyndale Avenue) to Chicago Avenue in Minneapolis, County Project (CP) 2172600, increasing the contract amount by \$260,000 for a not to exceed total of \$3,460,000 and extending the end date to June 1, 2028; that upon review and approval by the County Attorney's Office, the Chair of the Board be authorized to sign the amendment on behalf of the county; and that the Controller be authorized to disburse funds as directed

#### **Background:**

Hennepin County, in partnership with the City of Minneapolis, is leading the reconstruction of Franklin Avenue between Lyndale and Chicago avenues, CP 2172600. The project will modernize the roadway with a complete and green streets design, including:

- New pavement, sidewalk, curb and gutter
- Stormwater and drainage improvements
- Accessibility, multimodal and safety improvements
- Street lighting and replacement of city utilities

Bolton and Menk, Inc. is under contract with the county to provide design, engineering and professional services for the reconstruction of CSAH 5 (Franklin Avenue), CP 2172600 (Resolutions 22-0088, and 24-0193). Additional final design engineering and construction support is needed to complete the project.

**Current Request:** This request seeks authorization to execute Amendment 2 to Agreement PR00004057 with Bolton and Menk, Inc. for final design engineering and construction support, increasing the contract amount to \$3,460,000 and extending the period to June 1, 2028.

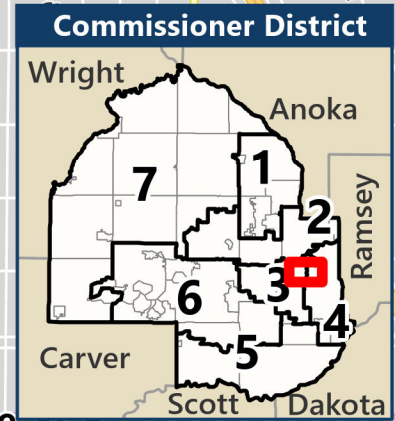
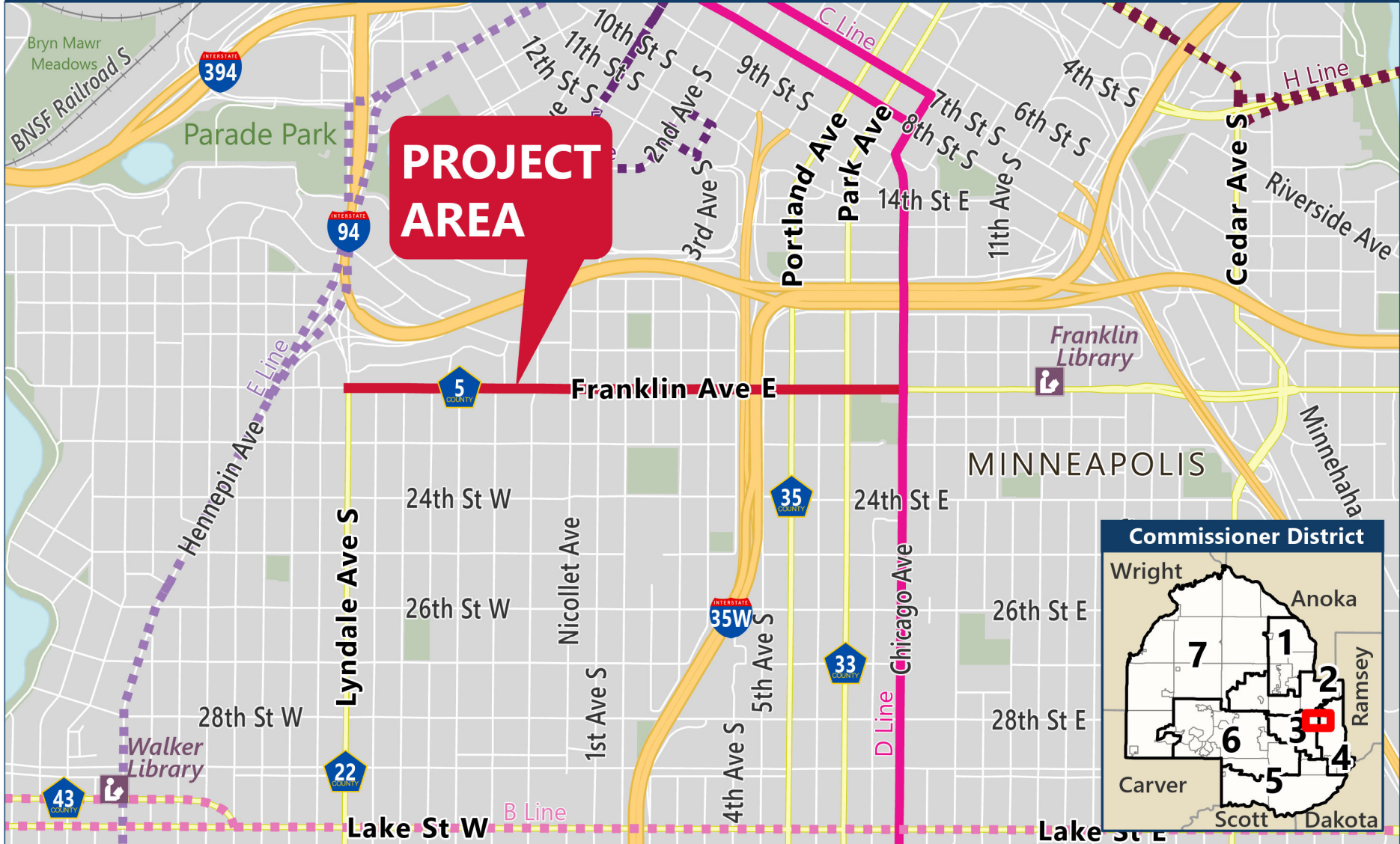
**Impacts/Outcomes:** This project supports the county's Toward Zero Deaths Action Plan, Americans with Disabilities Act Transition Plan, climate action and disparity elimination efforts by improving accessibility, mobility, and safety for multimodal transportation users along Franklin Avenue. This is especially important as the project is in an area with a relatively high percentage of people with limited mobility.

**This request funds services that are: both mandated and core services**

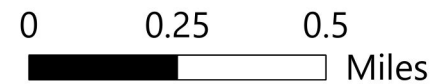
**Recommendation from County Administrator:** Recommend Approval

# CP 2172600

Franklin Avenue (CSAH 5) Reconstruction from Lyndale Avenue (CSAH 22) to Chicago Avenue in Minneapolis



BAR map date:  
4/11/2025



### Board Action Request

26-0231

#### Item Description:

Amd 2 to Agmt PR00005142 with Stantec Consulting Services, Inc. for professional services for CSAH 52 (Nicollet Avenue) reconstruction, CP 2120800, incr NTE to \$2.75M (\$2.55M State Aid Regular, \$0.2M Transportation Advancement Account - Preservation)

#### Resolution:

BE IT RESOLVED, that Amendment 2 to Agreement PR00005142 with Stantec Consulting Services, Inc. to provide professional services for County State Aid Highway (CSAH) 52 (Nicollet Avenue) reconstruction in Richfield between 77th and 66th streets, county project (CP) 2120800, increasing the contract amount by \$200,000 for a not to exceed total of \$2,750,000, be approved; that upon review and approval by the County Attorney's Office, the Chair of the Board be authorized to sign the amendment on behalf of the county; and that the Controller be authorized to disburse funds as directed.

#### Background:

Hennepin County, in partnership with the City of Richfield, is leading the reconstruction of Nicollet Avenue between 77th and 66th streets, County Project 2120800. The project will modernize the roadway with a complete and green streets design, including:

- New pavement, sidewalk, curb and gutter
- Stormwater and drainage improvements
- Accessibility, multimodal and safety improvements
- Street lighting and replacement of city utilities

In 2023, the county entered into Contract PR00005142 with Stantec Consulting Services, Inc. for preliminary design engineering at a county cost of \$1,250,000 (Resolution 23-0163). In 2024, the county executed Amendment 1 to PR00005142 for final design engineering and professional services, increasing the amount to \$2,550,000 and extending the end date to December 1, 2028 (Resolution 24-0418). Additional services are needed to complete the project., with funding available in CP 2120800 - Reconstruct Nicollet Avenue S from 77th Street to 66th Street.

The county has been engaging with the community in a variety of ways to develop a design that best meets the project goals and community needs. Communication will continue as the project transitions into construction in 2026 with substantial completion in 2027.

**Current Request:** This request seeks authorization to execute Amendment 2 to Contract PR00005142 with Stantec Consulting Services, Inc. for professional services, increasing the contract amount to \$2,750,000.

**Impacts/Outcomes:** This project supports the county's Toward Zero Deaths, Action Plan, Americans with Disabilities Act Transition Plan, climate action, and disparity elimination efforts by improving accessibility, mobility, and safety for multimodal transportation users along Nicollet Avenue. This is especially important as the project is in an area with a relatively high percentage of people with limited mobility.

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**26-0231**

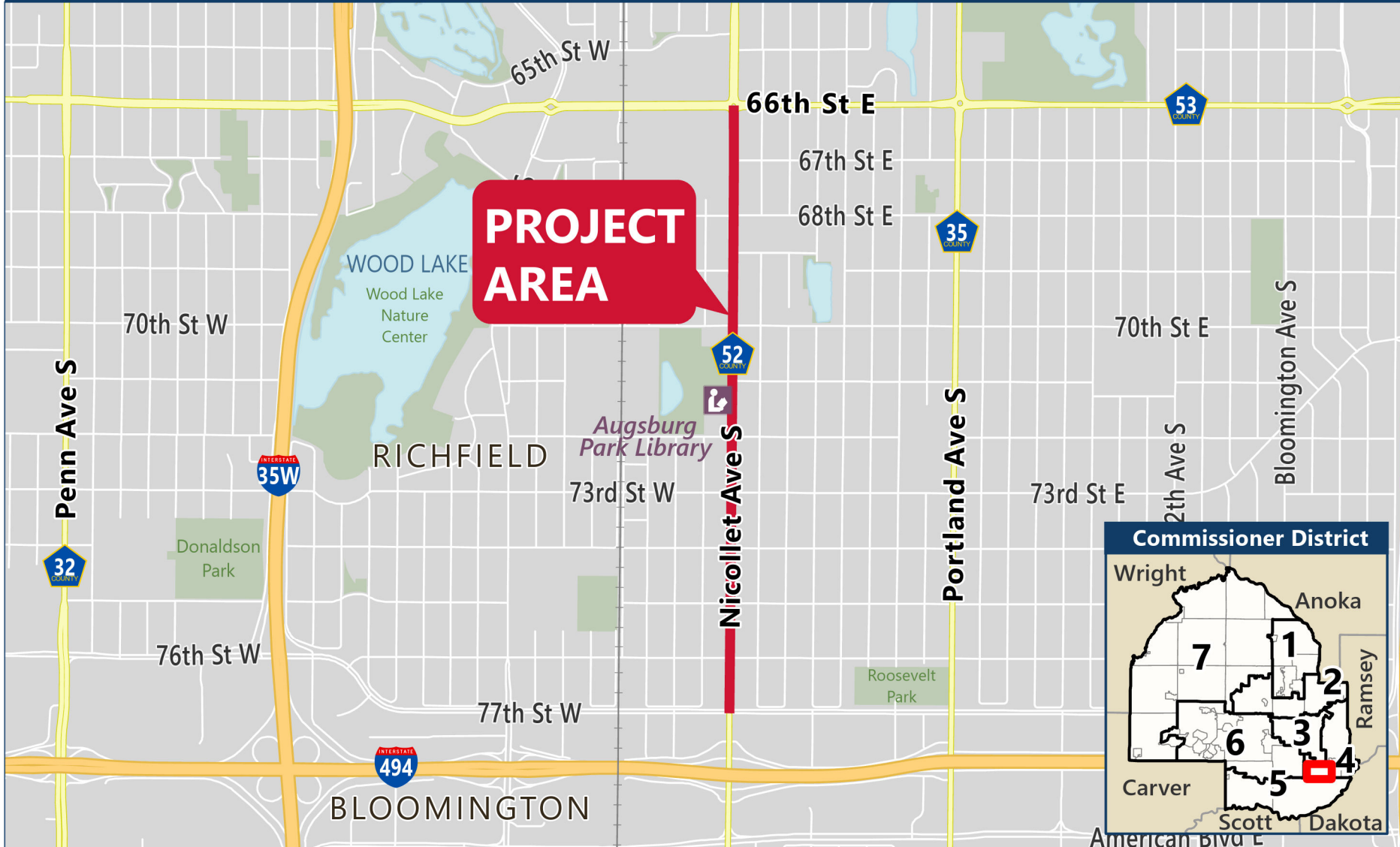
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**This request funds services that are: both mandated and core services**

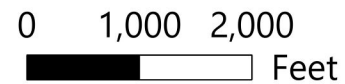
**Recommendation from County Administrator:** Recommend Approval

# CP 2120800

Nicollet Ave (CSAH 52) Reconstruction from 77th St to 66th St in the City of Richfield



BAR map date:  
4/30/2025



### Board Action Request

26-0232

#### Item Description:

Neg Agmt PW 18-49-26 with Eden Prairie and PW 19-82-26 with Twin Cities & Western Railroad Co for Bridge No. 27502 replacement, CP 2181300 (est recv \$35,000)

#### Resolution:

BE IT RESOLVED, that the County Administrator be authorized to negotiate Agreement PW 18-49-26 with the City of Eden Prairie for cost participation, ownership, and maintenance responsibilities relating to the replacement of Bridge No. 27502 carrying County State Aid Highway (CSAH) 4 (Eden Prairie Road) over the Twin Cities & Western Railway in the City of Eden Prairie, County Project (CP) 2181300, with an estimated county receivable of \$35,000; that upon review and approval by the County Attorney's Office, the Chair of the Board be authorized to sign the agreement on behalf of the county; and that the Controller be authorized to accept the funds as directed; and

BE IT FURTHER RESOLVED, that the County Administrator be authorized to negotiate PW 19-82-26 with Twin Cities & Western Railroad Company for access and maintenance responsibilities relating to the replacement of Bridge No. 27502, carrying CSAH 4 (Eden Prairie Road) over the Twin Cities & Western Railway in the City of Eden Prairie, CP 2181300, with no county cost.

#### Background:

The county, in coordination with the City of Eden Prairie, plans to replace Bridge No. 27502 over the Twin Cities & Western Railway. This project was awarded federal formula funding through the 2022 Regional Solicitation. The new bridge will include the following improvements:

- Multimodal space and connections to the surrounding trail network
- New retaining walls and drainage improvements
- Updated pedestrian ramps

**Current Request:** This request seeks authorization to negotiate the following agreements for the replacement of Bridge No. 27502 on Eden Prairie Road over the Twin Cities & Western Railway (CP 2181300):

- PW 18-49-26 with the City of Eden Prairie for cost participation, ownership, and maintenance responsibilities, with an estimated receivable amount of \$35,000
- PW 19-82-26 with Twin Cities & Western Railroad Company for access and maintenance responsibilities, with no county cost

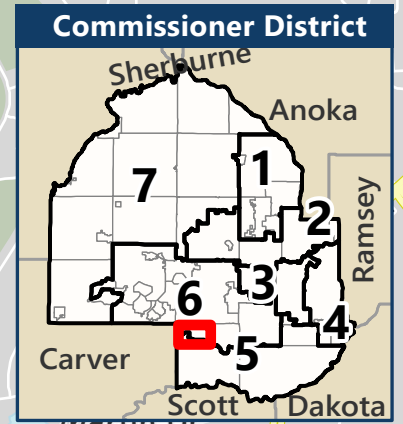
**Impacts/Outcomes:** This project supports the county's Toward Zero Deaths Action Plan, Americans with Disabilities Act (ADA) Transition Plan, Climate Action Plan, and disparity elimination efforts by improving safety, accessibility, and mobility for all people using the bridge and corridor.

**This request funds services that are: both mandated and core services**

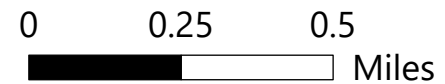
**Recommendation from County Administrator:** Recommend Approval

# CP 2181300

Replace Bridge #27502 along Eden Prairie Rd (CSAH 4) over TC&W Railroad in Eden Prairie



BAR map date:  
5/5/2026



### Board Action Request

26-0233

#### Item Description:

Neg and execute six Healthy Tree Canopy grant agmts, 08/01/26-07/31/27, total NTE \$138,025

#### Resolution:

BE IT RESOLVED, that the County Administrator be authorized to negotiate the following six Healthy Tree Canopy grant agreements, during the period of August 1, 2026 through July 31, 2027, with the total amount not to exceed \$138,025:

- Agreement PR00008470 with the City of Maple Grove, NTE \$13,065
- Agreement PR00008467 with the City of Crystal, NTE \$50,000
- Agreement PR00008464 with the City of Brooklyn Park, NTE \$45,000
- Agreement PR00008476 with Special School District No. 1, NTE \$10,000
- Agreement PR00008474 with Independent School District 281, NTE \$10,000
- Agreement PR00008473 with Independent School District 271, NTE \$9,960; and

BE IT FURTHER RESOLVED, that upon review and approval by the County Attorney's Office, the County Administrator be authorized to sign the agreements on behalf of the County; that costs incurred by the grantees after August 1, 2026 will be eligible for reimbursement upon the execution of the agreements; that the County Administrator be authorized to approve one 12-month extension for each agreement; and that the Controller be authorized to disburse funds as directed.

#### Background:

In 2019, the board established the Healthy Tree Canopy Grants program to provide funding to cities, affordable housing providers, schools, and non-profits to enhance the county's tree canopy (Resolution 19-0185). The goals of the grants are to combat threats to trees from invasive insects and diseases; promote the development of a more diverse, resilient, and equitable tree canopy; and support efforts to educate the public on tree care and the importance of trees. To date, the county has awarded 184 grants totaling \$2.95 million to improve the tree canopy.

The tree canopy is an integral part of Hennepin County's green infrastructure and is an important asset in our response to climate change. The tree canopy faces multiple threats, including development, insects and disease, climate extremes, and poor installation and maintenance. The Climate Action Plan includes a goal to plant one million trees by 2030 through partnerships.

To better understand disparities in the tree canopy, staff completed a countywide data analysis that identified a correlation between tree canopy deficient areas and areas of disparities in air quality, health, income, and housing to develop a Tree Planting Prioritization Map (see Attachment 1). Planting trees in high priority areas of the county makes the tree canopy more equitable and helps reduce environmental, health, and economic disparities. Without proactive efforts to improve the tree canopy, the loss of trees from Emerald Ash borer will exacerbate these disparities and health risks.

The county solicited proposals in January 2026 and conducted outreach to potential grant applicants during

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## 26-0233

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the request for proposal process. Staff led direct outreach efforts to affordable housing providers, schools, non-profits, and cities.

A committee of representatives from Hennepin County and the Minnesota Department of Natural Resources evaluated 18 applications. The committee recommends 13 projects, totaling \$278,761 for funding.

Board approval for the following six agreements is required because the county has agreements with these organizations that exceed \$100,000. The healthy tree canopy grants are summarized below.

### Cities

- Maple Grove - \$13,065 to plant 155 trees across different city-owned sites
- Crystal - \$50,000 to plant 72 trees in two neighborhood focus areas and to expand a gravel-bed tree nursery
- Brooklyn Park - \$45,000 to remove and replace 30 ash trees

### Schools

- Special School District No. 1 (Minneapolis Public Schools)- \$10,000 to plant 48 trees at various schools to replace previously removed ash trees
- Independent School District 281 (Plymouth) - \$10,000 to plant 88 trees and conduct tree-related education at Zachary Lane Elementary School
- Independent School District 271 (Bloomington) - \$9,960 to plant 40 trees and conduct tree-related education at Olson Elementary and Middle School

In addition to the agreements approved by the county board, the following seven grants will be approved through the administrative process:

### Cities

- Medicine Lake - \$18,093 to update public tree inventory, plant 12 trees, and conduct six ash trees treatments
- Loretto - \$40,156 to remove 26 ash trees and plant 42 trees
- Excelsior - \$30,200 to remove five ash trees and plant 30 trees
- Hopkins - \$30,000 to plant 100 trees around multiple neighborhoods throughout the city

### Non-profits/Schools

- The Bakken (Minneapolis) - \$4,633 to plant 11 trees for replacement of previously removed ash at the Bakken Museum
- Gethsemane Lutheran Church (Hopkins) - \$7,654 to plant 47 trees for replacement of previously removed ash at the Church
- Independent School District 278 (Orono) - \$10,000 to plant 12 trees at Orono High School for replacement of previously removed ash

**Current Request:** This request seeks authorization to negotiate six Healthy Tree Canopy Grant agreements in 2026 during the period of August 1, 2026 through July 31, 2027, with a combined total not to exceed amount of \$138,025.

This request seeks approval for grantees to incur costs after August 1, with reimbursements being paid upon execution of the grant agreements.

These grants are funded by energy sales revenues received in the Solid Waste Enterprise Fund.

**Impact/Outcomes:** The healthy tree canopy grants will promote a more diverse, resilient, and equitable tree

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**26-0233**

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canopy and help mitigate the impacts of climate change. These projects will remove 61 ash trees and plant approximately 687 trees, update a public tree inventory, expand a gravel-bed tree nursery, and fund tree-related education in schools.

These projects will improve livability and reduce disparities by planting trees in neighborhoods throughout the county experiencing disproportionate amounts of economic, environmental, and health inequities. Nine of the 13 recommended projects will fund canopy improvements in medium and high priority tree planting areas. The grants also build capacity within cities to advance community forestry and climate action goals.

**This request funds services that are: both mandated and core services**

**Recommendation from County Administrator:** Recommend Approval



# HENNEPIN COUNTY

300 South Sixth Street  
Minneapolis, MN  
55487-0240

## MINNESOTA

### Board Action Request

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**26-0212**

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**Item Description:**

Claims Register for the period ending May 22, 2026

**Resolution:**

BE IT RESOLVED, that the claims register for the period ending May 22, 2026, be ratified.

**Background:**

Resolution 07-4-154R1 delegated to the County Administrator and County Controller the authority to pay all claims of the County with subsequent ratification by the Board of Commissioners. Pursuant to Resolution 07-4-154R1 and Minnesota Statute 375.18, the list of all claims paid since the last regularly scheduled Board meeting is now presented to the Board for informational purposes and ratification. The Claims Register is on file with the Clerk of the Board.

**Recommendation from County Administrator:** No Recommendation

# HENNEPIN COUNTY

300 South Sixth Street  
Minneapolis, MN  
55487-0240

## MINNESOTA

### Board Action Request

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**26-0213**

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**Item Description:**

Claims Register for the period ending May 29, 2026

**Resolution:**

BE IT RESOLVED, that the claims register for the period ending May 29, 2026, be ratified.

**Background:**

Resolution 07-4-154R1 delegated to the County Administrator and County Controller the authority to pay all claims of the County with subsequent ratification by the Board of Commissioners. Pursuant to Resolution 07-4-154R1 and Minnesota Statute 375.18, the list of all claims paid since the last regularly scheduled Board meeting is now presented to the Board for informational purposes and ratification. The Claims Register is on file with the Clerk of the Board.

**Recommendation from County Administrator:** No Recommendation

# HENNEPIN COUNTY

300 South Sixth Street  
Minneapolis, MN  
55487-0240

## MINNESOTA

### Board Action Request

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**26-0214**

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**Item Description:**

Claims Register for the period ending June 5, 2026

**Resolution:**

BE IT RESOLVED, that the claims register for the period ending June 5, 2026, be ratified.

**Background:**

Resolution 07-4-154R1 delegated to the County Administrator and County Controller the authority to pay all claims of the County with subsequent ratification by the Board of Commissioners. Pursuant to Resolution 07-4-154R1 and Minnesota Statute 375.18, the list of all claims paid since the last regularly scheduled Board meeting is now presented to the Board for informational purposes and ratification. The Claims Register is on file with the Clerk of the Board.

**Recommendation from County Administrator:** Recommend Approval

### Board Action Request

26-0192

**Item Description:**

Submission of HC Consortium HOME-ARP Allocation Plan and substantial amendment to the 2021 HUD Annual Action Plan; neg 1 HOME-ARP award Agmt, 05/12/26-05/12/81, NTE \$1,000,000

**Resolution:**

BE IT RESOLVED, that the Hennepin County Consortium HOME-ARP allocation plan and substantial amendment to the 2021 Action Plan be approved; that the plan be submitted to the U. S. Department of Housing and Urban Development; and that the County Administrator be designated as the authorized official to act on behalf of Hennepin County in matters related thereto; and

BE IT FURTHER RESOLVED, that sponsorship and acceptance of grant funding for the programs by the Hennepin County Board of Commissioners does not imply a continued funding commitment by Hennepin County for these programs when grant funds are no longer available; and

BE IT FURTHER RESOLVED, that acceptance of this award in no way reflects acceptance of terms or conditions that are legally unenforceable against Hennepin County; and

BE IT FURTHER RESOLVED, that the 2024 HOME-ARP award (Resolution 24-0251) to Beacon Interfaith Housing Collaborative for supportive housing in Richfield in the amount not to exceed \$1,000,000 (Agreement PR00006195), be rescinded and reallocated for distribution under the HOME-ARP Program as described herein; and

BE IT FURTHER RESOLVED, that the County Administrator be authorized to negotiate Agreement PR00008386 with New Generations LLC, or an affiliated entity, for the Community Corner project in Brooklyn Center, with a not to exceed amount of \$1,000,000, during the period May 12, 2026 through May 12, 2081; that the following review and approval by the County Attorney's Office, the County Administrator and Chair of the Board be authorized to execute the agreement and other necessary documents; and that the Controller be authorized to disburse funds as directed.

**Background:**

On March 11, 2021, the American Rescue Plan Act of 2021 was signed into law, including the appropriation of \$5 billion to be administered through the HOME Investment Partnerships (HOME) Program to address the need for homelessness assistance and supportive services.

Hennepin County has been awarded a one-time allocation of \$6,415,971 of HOME American Rescue Plan (HOME-ARP) funding on behalf of the Hennepin County Consortium (all Hennepin County Cities except for Minneapolis).

Hennepin County's HOME-ARP Allocation Plan, adopted September 27, 2022 (Resolution 22-0358), follows the priorities and goals identified in the county's 2020-2024 Consolidated Plan, the requirements of the American Rescue Plan Act, and HUD Notice CPD-21-10.

To date, HOME-ARP funds have been awarded to three projects. The first two, the Vista 44 project (Resolution 22-0358, Agreement PR00004498, NTE \$4,630,000) and the Robin Hotel project (Resolution 22-0510, Agreement PR00004768, NTE \$700,000), are fully operational and leased. The third, Aster Commons (Resolution 24-0251, Agreement PR00006195, NTE \$1,000,000) was terminated by the developer.

Staff recommend that the reallocation of HOME-ARP funding (\$1,000,000) be awarded to New Generations LLC for the Community Corner project in Brooklyn Center. Community Corner will create 31 units of supportive housing for people experiencing and at risk of homelessness. Hennepin County HOME-ARP funding agreements are typically in the form of a 30-40-year loan and must be expended within five years.

**Current Request:** Approve submission of the Hennepin County Consortium HOME-ARP allocation plan and substantial amendment to the 2021 Action Plan, and authorization to negotiate Agreement PR00008386 with New Generations LLC for the Community Corner project in Brooklyn Center, with a not to exceed amount of \$1,000,000.

**Impact/Outcomes:** This project will create a total of 31 units of supportive housing, including 8 high priority homeless units and 12 units for people with complex medical conditions and homeless.

**This request funds services that are: core services**

**Recommendation from County Administrator:** Recommend Approval

### Board Action Request

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**26-0193**

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#### **Item Description:**

Neg Amd 1 to Agmt A2613452 with Tasks Unlimited Lodges, add three properties, amend and restate related documents, ext end date to 12/31/36, incr NTE to \$588,000

#### **Resolution:**

BE IT RESOLVED, that the County Administrator be authorized to negotiate Amendment 1 to Agreement A2613452 with Tasks Unlimited Lodges, or affiliated entity, for supportive housing at 3370/3374 Lilac Drive North, Golden Valley (Resolution 96-5-298, NTE \$200,000), adding supportive housing projects at 3579/3581 Independence Avenue North, New Hope, 6312/6314 France Avenue South, Edina, and 4125/4127 Jordan Avenue North, New Hope, under one consolidated agreement; extending the contract period end date from September 20, 2026 through December 31, 2036; increasing the not to exceed amount to \$588,000 (consistent with the sum of consolidated agreements); extending, amending and restating related documents as necessary; that following review and approval by the County Attorney's Office, the Chair be authorized to sign the amendment and related documents on behalf of the county; and that the controller be authorized to disburse or receive funds as directed.

#### **Background:**

From 1996 to 1998, Hennepin County entered into four HOME Investment Partnerships program agreements (total HOME NTE \$588,000) with Tasks Unlimited Lodges for acquisition and rehabilitation of properties at 3370/3374 Lilac Drive North in Golden Valley (Resolution 96-5-298, NTE \$200,000); 3579/3581 Independence Avenue North in New Hope (Resolution 95-6-32R1, NTE \$88,000); 6312/6314 France Avenue South in Edina (Resolution 97-5-283, NTE \$150,000); and 4125/4127 Jordan Avenue North in New Hope (Resolution 98-5-332, NTE \$150,000).

Tasks Unlimited Lodges provides supported employment, housing and recovery services for individuals 18 and older, who are diagnosed with severe or persistent mental illness or have struggled with addiction. Services offered include housing recovery services, employment support, and counseling services. Each Lodge provides an opportunity for adults with mental illness to live independently with a group of supportive peers that they choose to live with. Tasks Unlimited offer supportive services to promote long term success and recovery for each "Lodge Member". Some original Lodge Members still live in these properties today. For many Lodge Members, having a place with affordable rent, being surrounded by supportive peers, and having access to supportive services to sustain employment and manage their mental illness has allowed them to see their Lodge and other Lodge Members as their "found family", with whom they plan to live with well into retirement.

HOME funds were structured as 30-year deferred loans. Tasks Unlimited Lodges has continued to meet the terms of the loans and Declaration of Restrictive Covenants and now desires to extend the loan terms for all properties through December 31, 2036, as part of their portfolio management.

For administrative clarity, staff recommends consolidating all four loans under one Agreement A2613452, with a total combined not to exceed amount of \$588,000.

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**26-0193**

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**Current Request:** This request is for authorization to negotiate Amendment 1 to Agreement A2613452 with Tasks Unlimited Lodges to ensure continued affordability on four projects through December 31, 2036, with a loan amount totaling \$588,000.

**Impact/Outcomes:** Approval of this request will facilitate strategies for preservation of affordable housing rental units.

**This request funds services that are:** core services

**Recommendation from County Administrator:** Recommend Approval

### Board Action Request

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**26-0194**

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**Item Description:**

Neg Agmts with Microsoft Corporation for Microsoft volume licensing, 01/01/27-12/31/29; Agmt M57026 with Insight Public Sector, Inc. for the purchase of Microsoft products and services, 06/11/26-02/20/30, NTE \$42,000,000

**Resolution:**

BE IT RESOLVED, that the County Administrator be authorized to negotiate with Microsoft Corporation for Microsoft volume licensing, during the period January 1, 2027 through December 31, 2029; that following review and approval by the County Attorney's Office, the County Administrator be authorized to sign Microsoft Enterprise Agreement enrollments and other volume licensing documents on behalf of the county; and

BE IT FURTHER RESOLVED, that Agreement M57026 with Insight Public Sector, Inc. serving as a reseller for Microsoft products and services, during the period of June 11, 2026 through February 20, 2030, in an amount not to exceed \$42,000,000, be approved; that the Chair of the Board be authorized to sign the Agreement on behalf of the county; and that the Controller be authorized to disburse funds as directed.

**Background:**

Hennepin County has had a Microsoft Enterprise Agreement since 2011 to provide a unified and centrally managed foundation for enterprise technology. The Enterprise Agreement supports the county's use of productivity applications, cloud services, security capabilities, developer tools, and remote access systems. Microsoft remains the county's largest provider of business-critical software used every day by staff, contractors, volunteers, and library patrons.

The county's current Enterprise Agreement expires at the end of 2026. Board authorization is required to continue licensing Microsoft products and services for the 2027-2029 term. Renewing the Enterprise Agreement ensures continuity for essential operations and maintains compatibility with internal systems and external partners.

The Enterprise Agreement provides consistent pricing, standardized licensing, and predictable costs over the three-year term. As a government entity, the county receives the highest level of programmatic discounts available, and prices remain locked throughout the contract period. This structure simplifies license management and ensures access to the most updated versions of Microsoft software.

The Enterprise Agreement supports enterprise-wide productivity tools used by staff, volunteers, and contractors, including Microsoft Word, Excel, PowerPoint, Outlook, Teams, and SharePoint. These tools also support public-facing devices, such as library workstations, kiosks, and virtual desktops, giving residents modern and accessible tools to complete essential tasks.

The Enterprise Agreement secures the county's collaboration and communication platforms, including Microsoft Teams, which has become a core tool for remote work, virtual meetings, cross department communication, and service delivery. Security and compliance services provided through Microsoft 365 support data protection, identity management, threat detection, and regulatory compliance across county

systems.

The Enterprise Agreement includes the Power Platform - Power Apps, Power Automate, Power Pages, and Power BI - which enables rapid development of digital forms, workflows, dashboards, and department-specific applications. These tools support modernization efforts and allow business areas to create efficient solutions without custom development.

The Enterprise Agreement also includes Azure, which is Microsoft's cloud computing platform. Azure continues to expand the county's ability to deliver digital services reliably and securely. Each application is individually evaluated on a case-by-case basis to determine whether Azure cloud hosting or on-premises hosting is the better fit. By using Azure, the county will avoid an estimated \$8 million in on-premises costs over the upcoming three-year term.

Infrastructure licensing covered under the Enterprise Agreement, including Windows Server, SQL Server, GitHub for Copilot, and Visual Studio, supports the county's development teams' mission-critical service delivery, and ensures compatibility for hundreds of internal applications.

Microsoft provides Enterprise Agreement licensing to local governments through authorized resellers. In 2026, the county completed a competitive process to select a reseller available under cooperative purchasing agreements. Insight Public Sector, Inc. was selected based on lowest pricing and demonstrated experience supporting government organizations.

The Enterprise Agreement directly supports the county's disparity reduction, digital equity, and sustainability goals. Library patrons benefit from free access to Microsoft Office applications, enabling job searches, homework support, resume creation, and essential digital literacy. Accessibility tools within Microsoft products support individuals with visual, hearing, motor, and cognitive challenges. Moving workloads from county data centers to Azure cloud services also advances sustainability goals by reducing energy use and lowering carbon emissions.

This technology request has been reviewed and approved by the office of the Hennepin County CIO.

**This request funds services that are: core services**

**Recommendation from County Administrator: Recommend Approval**

### Board Action Request

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**26-0195**

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**Item Description:**

Authorize the County Assessor to consider impact of conservation easements on property values

**Resolution:**

BE IT RESOLVED, that the County Assessor is authorized to consider the impacts of conservation easements on property values.

**Background:**

In 2025, Hennepin County and partners successfully advocated a change to Minnesota Statute 273.117 ([www.revisor.mn.gov/statutes/cite/273.117](http://www.revisor.mn.gov/statutes/cite/273.117)) authorizing metropolitan counties that have adopted a program to protect farmland or natural areas to, by resolution, authorize the assessor to consider the impact of a conservation easement on a property's value. Prior to this 2025 law change, county assessors were prohibited from reducing the value of a parcel due to a conservation easement, except in limited circumstances. This resolution would allow the Hennepin County Assessor to do so.

As the Soil and Water Conservation District, Hennepin County works with residents and partner organizations to protect and restore habitat through conservation easements. A conservation easement is a legally binding agreement, voluntarily entered into by the landowner, that permanently protects the property from future development and restores the site's natural features. In 2016, Hennepin County adopted the Conservation Easement Program, formalizing the county's work to permanently protect natural resource corridors and ecologically significant natural areas (Resolution 16-0144R2).

Conservation easements provide wildlife habitat, support clean water and air, sequester carbon, and improve the county's resilience to the impacts of climate change. Because of these benefits, Hennepin County's Climate Action Plan set a goal of acquiring 6,000 acres of conservation easements by 2040. We are nearly 20% of the way toward achieving our goal with 1,096 acres permanently protected.

After five years of working toward this climate goal, one barrier to participation has been the inability to recognize the reduction in property values as a result of enacting a conservation easement.

Authorizing the assessor to consider the impact of a conservation easement on a property's value provides more accurate property tax valuations. Property values can be adjusted when an easement is established, ensuring a landowner's taxes reflect the restrictions on their property's future development potential.

Making property tax assessments fairer to conservation easement owners will make participation more accessible to more residents, ensuring the viability of the county's 6,000-acre easement goal and preserving Hennepin County's most critical natural areas for generations to come.

**Recommendation from County Administrator:** Recommend Approval

## MINNESOTA

### Board Action Request

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**26-0196**

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**Item Description:**

Resolution Directing Exploration of a Metro County Public Impact Summit in Partnership with the University of Minnesota Humphrey School of Public Affairs - offered by Commissioners Edelson and Anderson

**WHEREAS:**

WHEREAS, counties play a vital role in delivering essential services and addressing community needs focused on equitable outcomes for all residents; and

WHEREAS, counties are uniquely positioned to serve as catalysts for local innovation through collaborations grounded in data, research, and aligned strategies; and

WHEREAS, metro counties in the Twin Cities region face increasingly complex and interconnected challenges, including reductions in direct federal support that impact county programming and service delivery; and

WHEREAS, Hennepin County has a long-standing history of regional leadership and partnership with public, academic, and community institutions; and

WHEREAS, the University of Minnesota Humphrey School of Public Affairs is recognized as a national leader in research, public policy, and data analysis, and is well-positioned to convene metro public sector leaders, to present on emerging trends and issues impacting counties and facilitate dialogue around shared strategies that improve residents' lives; and

WHEREAS, a Metro County Public Impact Summit, in partnership with the University of Minnesota Humphrey School of Public Affairs, would provide a regional forum for exploring shared public challenges, fostering collaboration, and advancing practical, evidence-based policy solutions; and

WHEREAS, Hennepin County is well-positioned to serve as the initial host for a pilot Summit with opportunities for future rotation among participating metro counties; and

WHEREAS, the University of Minnesota Humphrey School of Public Affairs and partner organizations would actively pursue support from philanthropic foundations, grant-making institutions, sponsorship partners, and other external funding sources to support the Summit and ensure the initiative proceeds with minimal or no direct financial impact to Hennepin County.

**Resolution:**

BE IT RESOLVED, that the Hennepin County Board of Commissioners directs the County Administrator to explore the development of a Metro County Public Impact Summit in partnership with the University of Minnesota Humphrey School of Public Affairs and regional stakeholders; and

BE IT FURTHER RESOLVED, that the County Administrator is directed to engage with the University of Minnesota Humphrey School of Public Affairs and participating partners in the planning and conceptual development of the proposed Summit; and

BE IT FURTHER RESOLVED, that the County Administrator shall work collaboratively with the University of Minnesota Humphrey School of Public Affairs and regional stakeholders to identify, pursue, and secure funding commitments from philanthropic foundations, grant-making organizations, sponsorship partners, and other external funding sources to support the planning and implementation of the Summit; and

BE IT FURTHER RESOLVED, that Hennepin County may serve as the proposed host for a pilot convening between 2026 and 2027, with consideration for future regional hosting opportunities among participating counties; and

BE IT FURTHER RESOLVED, that advancement into implementation, contractual commitments, or operational execution of the Summit shall be contingent upon the successful securing of sufficient external philanthropic and partner funding to ensure the initiative proceeds with minimal or no direct financial impact to Hennepin County.

**Recommendation from County Administrator: No Recommendation**

## MINNESOTA

### Board Action Request

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**26-0197**

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**Item Description:**

Amd 3 to Agmt A2412166 with MN Dept of Human Services for Ryan White Program Part B HIV/AIDS services, ext end date to 06/30/27, incr recv by \$2,000,000 for a new total recv amt of \$8,202,927; supp appr \$1,000,000

**Resolution:**

BE IT RESOLVED, that Amendment 3 to Agreement A2412166 with the Minnesota Department of Human Services (DHS) for the purchase of services for persons living with HIV/AIDS, extending the end date from June 30, 2026 through June 30, 2027 and increasing the receivable amount by \$2,000,000 for a new total receivable amount of \$8,202,927 be approved; that the Chair of the Board be authorized to sign the Agreement on behalf of Hennepin County; and that the Controller be authorized to accept and disburse funds as directed; and

BE IT FURTHER RESOLVED, that acceptance of this award in no way reflects acceptance of terms or conditions that are legally unenforceable against Hennepin County; and

BE IT FURTHER RESOLVED, that a supplemental appropriation be made to increase the Public Health 2026 revenue and expenditure budget by \$1,000,000; and

BE IT FURTHER RESOLVED, that the sponsorship and acceptance of grant funding for the program by the Hennepin County Board of Commissioners does not imply a continued commitment by Hennepin County for this program when grant funds are no longer available.

**Background:**

The Minnesota Department of Human Services (DHS) is designated as Minnesota's grant recipient for federal Ryan White HIV/AIDS Treatment Extension Act Part B funds to support health and social services for persons living with HIV/AIDS throughout Minnesota. The primary goal of the federal Ryan White HIV/AIDS Program is to provide equitable access to HIV medical care and antiretroviral treatment for low-income people living with HIV. Through resolutions 26-0052, 25-0103, and 24-0042, Hennepin County Public Health (HCPH) received \$597,000, \$1,585,313, and \$4,020,614, respectively, in Federal Ryan White Part B and AIDS Drug Assistance Program (ADAP) 340B rebate funds from DHS for the purchase of health and human services on behalf of persons living with HIV/AIDS in the state. These funds will provide core medical and support services for low-income Minnesotans living with HIV including early intervention, outpatient ambulatory healthcare, case management and medical transportation services, food bank/home delivered meals, medical nutrition therapy, outpatient substance abuse treatment, and housing coordination and rental assistance.

The partnership with DHS was created to ensure coordinated delivery, planning, and evaluation of Part B funded HIV health care and social services statewide. Hennepin County has received these funds from the state since 2000. As part of this contractual arrangement, Hennepin County will subcontract with 13 clinic and community-based organizations for HIV/AIDS related services in accordance with the service priorities and allocations determined by the Minnesota Council for HIV/AIDS Care and Prevention, a community planning body jointly appointed by the county board and the Minnesota Department of Human Services and the

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**26-0197**

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Minnesota Department of Health. Many of these services prioritize communities disproportionately impacted by HIV including African Americans, Black African born immigrants, Latinx, Indigenous People, and young gay and bisexual men to reduce disparities in HIV related health outcomes.

The agreement also covers administrative costs incurred by county HHS to manage the Part B and rebate funded contracts, support the Minnesota Council for HIV/AIDS Care and Prevention, and implement the actions and tactics of Positively Hennepin, Hennepin County's strategy to end the HIV epidemic.

This request supports disparity elimination in the health domain by providing core medical and support services, for persons living with HIV/AIDS in the state.

APEX Coding (multiple projects):

Fund: 20  
Dept ID: 536399  
Project ID: 1008675  
Revenue Account: 42067  
Amount: \$1,000,000(budget appropriation)  
Expense Account: 59860  
Amount: \$1,000,000

Full Accounting Below:

Fund: 20  
Dept ID: 536399  
Project ID: 1000405  
Expense Account: 50020  
Amount: \$124,827  
Expense Account: 50817  
Amount: \$49,930  
Expense Account: 52900  
Amount: \$115,285  
Expense Account: 59860  
Amount: (\$290,042)

Fund: 20  
Dept ID: 536399  
Project ID: 1000466  
Expense Account: 50020  
Amount: \$32,316  
Expense Account: 50817  
Amount: \$12,926  
Expense Account: 52900  
Amount: \$11,533  
Expense Account: 59860  
Amount: (\$56,775)

Fund: 20  
Dept ID: 536399  
Project ID: 1008557  
Expense Account: 50020  
Amount: \$5,130  
Expense Account: 50817  
Amount: \$2,052  
Expense Account: 59860  
Amount: (\$7,182)

Fund: 20  
Dept ID: 536399  
Project ID: 1008469  
Expense Account: 55810  
Amount: \$646,001  
Expense Account: 59860  
Amount: (\$646,001)

**This request funds services that are:** core services

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**26-0197**

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**Recommendation from County Administrator:** Recommend Approval

### Board Action Request

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**26-0198**

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**Item Description:**

Amd 6 to Agmt PR00004056 with Change Healthcare Technologies, LLC, Hennepin Health's vendor of evidence-based clinical criteria, incr NTE by \$71,750 for new total NTE of \$2,568,024

**Resolution:**

BE IT RESOLVED, that Amendment 6 to Agreement PR00004056 with Change Healthcare Technologies, LLC, Hennepin Health's vendor of evidence-based clinical criteria, increasing the not to exceed amount by \$71,750 for a new total not to exceed amount of \$2,568,024, be approved; that the Chair of the Board be authorized to sign the Amendment on behalf of the County; and that the Controller be authorized to dispense funds as directed.

**Background:**

Amendment 6 to the Agreement PR00004056 with Change Healthcare Technologies, LLC, Hennepin Health's vendor of evidence-based clinical criteria (the InterQual product), adds the InterQual Exchange product which enables the sharing of documentation requirements in a computable format.

This board action request aligns with Hennepin County disparity reduction efforts to improve access to culturally specific/sensitive health services and increase community well-being.

**This request funds services that are: core services**

**Recommendation from County Administrator:** Recommend Approval

### Board Action Request

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26-0199

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#### Item Description:

Human Services & Public Health resolution, including contracts and amendments to contracts with provider - 2607

#### Resolution:

BE IT RESOLVED, that the contracts, contract amendments and administrative actions of the Human Services & Public Health Department and Department of Community Corrections and Rehabilitation made pursuant to chapters 256E and 393 of Minnesota Statutes, as detailed in Human Services & Public Health Contract Report 2607 be approved; that the report be filed in Contract Management Services; that the Chair of the Board be authorized to sign the contracts, contract amendments, and administrative actions on behalf of the County; and that the Controller be authorized to disburse funds as directed. Such contracts are subject to ministerial adjustment when such adjustments are done within the constraints of the approved Hennepin County Budget and when signed by the County Department Director or Designee.

#### Background:

The contracted dollar amounts are based on estimates of program costs and/or utilization during prior periods. Funding for each contract is provided for within service categories in the Human Services & Public Health Department and Department of Community Corrections and Rehabilitation approved annual budgets. Occasionally new services are implemented which are not in the budget, but which are fully funded under state or federal grants or other new funding.

Contracted dollar estimates are based upon prior year usage and are subject to fluctuation in placement patterns, service need, and cost shifts. Therefore, it may be necessary to process ministerial adjustments to contracts to increase or decrease contract amounts or to make minor service changes consistent with the department budget and strategic plan. Placement agreements are also processed administratively.

Contracts include services in the following areas: adult mental health; developmental disabilities; chemical health; adult housing; early intervention and family intervention services, interpreter services, health services, welfare advocacy, and various other human services. Expectations for ongoing outcome measurement are included in all new, renewal, or extended contracts. Outcome measures, which are developed by the county and contracted providers, assess the effectiveness of a service and its impact on an eligible recipient's condition or functioning level. Outcome information is used to modify or improve programs as well as to evaluate effectiveness of different types of intervention and providers. A detailed listing of the specific actions requested by this BAR and an explanation of all unusual items is reflected in the summary of the report.

**This request funds services that are: both mandated and core services**

**Recommendation from County Administrator:** Recommend Approval

# HENNEPIN COUNTY

MINNESOTA

## Human Services and Public Health Contract Report #2607

**Date:** 05/29/2026

**To:** Clerk of the County Board

**From:** Human Services and Public Health

**Subject:** BAR Number 26-0199

**Board Action Date:** 06/11/2026

[Electronic Provider File \(EPF\)](#)

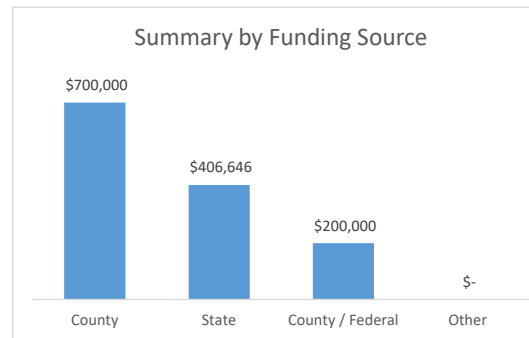
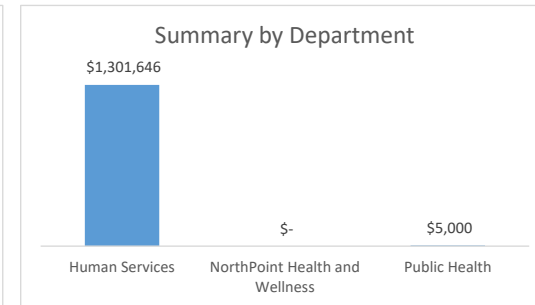
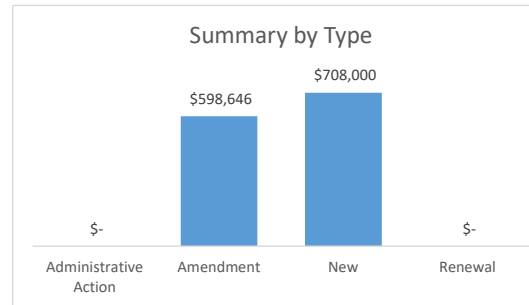
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[View unsigned contract documents on SharePoint](#)

[View details on SharePoint](#)

### Summary of Contract Actions

Action Type/Department/Service Area	# of Actions	Action Total
<b>Administrative Action</b>	1	\$0
<b>Human Services</b>	1	\$0
<b>Amendment</b>	11	\$598,646
<b>Human Services</b>	10	\$598,646
<b>NorthPoint Health and Wellness</b>	1	\$0
<b>New</b>	4	\$708,000
<b>Human Services</b>	3	\$703,000
<b>Public Health</b>	1	\$5,000
<b>Renewal</b>		\$0
<b>Grand Total</b>	<b>16</b>	<b>\$1,306,646</b>



# HENNEPIN COUNTY MINNESOTA

## Human Services and Public Health Contract Report #2607

**Date:** 05/29/2026  
**To:** Clerk of the County Board  
**From:** Human Services and Public Health  
**Subject:** BAR Number 26-0199  
**Board Action Date:** 06/11/2026

[Electronic Provider File \(EPF\)](#)

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[View details on SharePoint](#)

### Summary of Contract Actions

New Contracts		
Department	Number	Amount
Community Corrections and Rehabilitation	0	\$ -
Hennepin Health	0	\$ -
Human Services	3	\$ 703,000
NorthPoint Health & Wellness Center	0	\$ -
Public Health	1	\$ 5,000
Total	4	\$ 708,000

Renewed Contracts		
Department	Number	Amount
Community Corrections and Rehabilitation	0	\$ -
Hennepin Health	0	\$ -
Human Services	0	\$ -
NorthPoint Health & Wellness Center	0	\$ -
Public Health	0	\$ -
Total	0	\$ -

Amended Contracts		
Department	Number	Amount
Community Corrections and Rehabilitation	0	\$ -
Hennepin Health	0	\$ -
Human Services	10	\$ 598,646
NorthPoint Health & Wellness Center	1	\$ -
Public Health	0	\$ -
Total	11	\$ 598,646

Administrative Actions Description	Contract #
County-initiated termination of visitation transportation agreement due to provider not accepting referrals effective 6/15/2026.	HS00001763



Vendor	Contract #	Service/Outcome	Service Area	Department	Contract Begin Date	Contract End Date	Previous Contract NTE	New Contract NTE	Funding Source	Notes
<b>New Contracts</b>										
City of Brooklyn Park	HS00002152	Youth training and support as part of the BrookLynk Youth Entrepreneur Program (YEP) for Hennepin County's Pathways Program (Pathways) participants.	Well-Being	Human Services	2/1/2026	12/31/2027	\$0	\$103,000	State	Minnesota Department of Public Safety, Office of Justice Programs, Youth Intervention Program grant.
Central Area Neighborhood Development Organization	PR00008337	Anti-racism outreach events.	Human Services	Human Services	6/1/2026	7/31/2027	\$0	\$400,000	County	-
University of St Thomas	PR00008335	Provide anti-racism consulting, training, curriculum development, and community engagement support for HC staff and community partners.	Human Services	Human Services	1/1/2026	7/31/2027	\$0	\$200,000	County	-
City of Crystal	PR00008433	Implement edible ground cover project for residents of the City of Crystal.	Public Health Strategic Initiatives	Public Health	5/1/2026	10/31/2030	\$0	\$5,000	State	Statewide Health Improvement Partnership funds.
<b>Renewed Contracts</b>										
None	-	-	-	-	-	-	-	-	-	-
<b>Amended Contracts</b>										
Avivo	HS00001657	Family tenancy support services for Eligible Persons and their minor child/children, who have been referred by the county's Coordinated Entry System.	Housing Stability	Human Services	7/1/2024	6/30/2028	\$453,475	\$686,022	State	Extends to 6/30/28, adds 2026-7 budget and NTE, and revises service narrative, performance measures, and 2025-6 budget. Group Residential Housing Transfer funds.
RISE, Incorporated	HS00000947	Employment services and supports for residents who have a history of substance use disorder, mental health issues, homelessness, court involvement, incarceration, and/or chronic unemployment.	Behavioral Health	Human Services	1/1/2022	12/31/2026	\$875,000	\$875,000	State	Revises exhibit A, reduces cost reimbursement budget, and adds unit rate language. Adult Mental Health Initiative funds.
RISE, Incorporated	HS00001216	Community-based vocational rehabilitation services and supported employment services for residents with serious and persistent mental illness.	Behavioral Health	Human Services	1/1/2023	12/31/2026	\$806,000	\$806,000	State	Revises exhibit A, reduces cost reimbursement budget, and adds unit rate language. Adult Mental Health Initiative funds.
Change Inc.	HS00001133	Culturally-specific family stabilization services for Native American, African American, Somali, East African and/or Latinx families with youth ages 5 to 18.	Behavioral Health	Human Services	7/1/2022	6/30/2028	\$1,189,155	\$1,289,155	County / Federal	Extends to 6/30/28, adds 2026-7 NTE, and updates service narrative and performance measures. Systems of Care grant.
Alliance Wellness Center, LLC	HS00001658	Substance use assessments for individuals aged 18 to 24 and for individuals aged 24 and older.	Behavioral Health	Human Services	1/1/2025	12/31/2027	\$0	\$0	Other	Extends to 12/31/27. Third party billing only.
Jewish Family and Children's Service of Minnesota	HS00001195	Supported employment services for residents with serious and persistent mental illness.	Behavioral Health	Human Services	1/1/2023	12/31/2026	\$340,000	\$340,000	State	Revises exhibit A, reduces cost reimbursement budget, and adds unit rate language. Adult Mental Health Initiative funds.
Summit Guidance, Inc.	HS00001134	Culturally-specific family stabilization services for Native American, African American, Somali, East African and/or Latin families.	Behavioral Health	Human Services	7/1/2022	6/30/2028	\$684,120	\$784,120	County / Federal	Extends to 6/30/28, adds 2026-7 NTE, and updates service narrative and performance measures. Systems of Care grant.

Vendor	Contract #	Service/Outcome	Service Area	Department	Contract Begin Date	Contract End Date	Previous Contract NTE	New Contract NTE	Funding Source	Notes
Peoples Development Services, LLC	HS00001656	Family tenancy support services for Eligible Persons and their minor child/children, who have been referred by the county's Coordinated Entry System.	Housing Stability	Human Services	7/1/2024	6/30/2028	\$226,566	\$342,665	State	Extends to 6/30/28, adds 2026-7 budget and NTE, and revises service narrative, performance measures, and 2025-6 budget. Group Residential Housing Transfer funds.
Bridging, Inc.	HS00001186	Home furnishings for Hennepin County residents transitioning out of homelessness and poverty.	Initial Contact and Access	Human Services	1/1/2023	12/31/2026	\$1,150,000	\$1,250,000	County	Increases 2026 NTE.
Inclusive Networking LLC	PR00007523	Lead Agency Capacity Building Grant (LACBG) training for case managers and providers.	Long-Term Services and Supports & Adult Protection	Human Services	7/1/2025	6/30/2027	\$200,000	\$150,000	State	Extends to 6/30/27 and reduces NTE. Lead Agency grant.
Allegis Group Holdings, Inc.	PR00003194	Temporary medical staffing for NorthPoint, Hennepin Health and HSPHD.	NorthPoint Health & Wellness	NorthPoint Health and Wellness	1/1/2022	12/31/2027	\$4,000,000	\$4,000,000	County	Updates scope of work.
<b>Administrative Actions</b>										
ADVANCE MOBILITY, INC.	HS00001763	County-initiated termination of visitation transportation agreement due to provider not accepting referrals effective 6/15/2026.								

### Board Action Request

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**26-0200**

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**Item Description:**

Acceptance of the 2025 Special Gift Fund Annual Report

**Resolution:**

BE IT RESOLVED, that the Hennepin County Board of Commissioners accept the Special Gift Fund 2025 Annual Report; and that pursuant to Minnesota Statute 465.03, donations made to the Hennepin County Human Services and Public Health Special Gift Fund in 2025 be accepted.

**Background:**

The Hennepin County Special Gift Fund, established in 1970, provides financial assistance to people receiving services from Health and Human Services who are experiencing crises or exceptional circumstances for which no other resources are available. Requests for assistance are submitted by Hennepin County case managers on behalf of eligible individuals. Funding amounts are typically limited to \$200 per person and may be used to address essential needs, including food, clothing, shelter or other supports necessary for personal well-being.

Minnesota Statute 465.03 requires that gifts to counties be accepted by resolution of the governing body and adopted by a two thirds majority. An annual report containing a summary of donations and expenditures is attached.

This Board Action Request supports disparity reduction by providing additional resources for residents to support needs in domains such as health, income, housing and education.

**Recommendation from County Administrator:** Recommend Approval



## HSPH Special Gift Fund

### Background

The Hennepin County Special Gift Fund (SGF), established in 1970, provides limited financial support to individuals currently receiving services from Hennepin County Health and Human Services. The fund is intended to help address urgent needs or crisis situations when no other funding sources are available.

Requests for assistance must be submitted by the individual’s Hennepin County case manager or social worker. Support is limited to a maximum of \$200 per person per year. All contributions to the Special Gift Fund come from staff and external donors; no tax dollars are used.

### 2025 Financial Summary

HSPH Accounting was consulted to reconcile the Special Gift Fund budget to ensure all expenses were captured and reflected accurately.

<b>1/1/2025 Balance</b>	\$41,368.10
2025 Total Disbursements	(\$ 8,387.99)
2025 Cash Donations	<u>\$ 3,006.00</u>
 <b>12/31/2025 Year End Balance</b>	 \$35,986.11

### 2025 Summary of Donations

The Special Gift Fund consists of 100% cash donations

- Remaining funds roll over annually
- The fund received cash donations totaling \$767.00
- HSPH annual craft & bake sale and silent auction: \$2,239.00 from staff

### Summary of expenditures

In 2025, the Special Gift Fund provided financial assistance to 54 individuals, addressing a wide range of needs stemming from personal crises or challenging circumstances. Many grants supported physical and mental health, housing stability, clothing and other essential basic needs.

The Special Gift Fund also enabled individuals access to newborn supplies following medically complex births, obtain appropriate interview attire, and secure critical support when fleeing from domestic violence. Additional assistance was provided for medical expenses not covered by insurance and for basic necessities arising from unforeseen events.

## MINNESOTA

### Board Action Request

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**26-0201**

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**Item Description:**

Amd 2 to JPA A2412550 with the MN Dept of Human Services for the provision of emergency shelter and tenancy supports for people with disabling conditions who are experiencing homelessness, ext end date to 06/30/27, incr recv by \$3,169,507.79 for a new total recv of \$9,350,785.79

**Resolution:**

BE IT RESOLVED, that Amendment 2 to Joint Powers Agreement A2412550 with the Minnesota Department of Human Services for the provision of emergency shelter and tenancy supports for people with disabling conditions experiencing homelessness extending the contract period through June 30, 2027, increasing the receivable by \$3,169,507.79 for a new total receivable amount of \$9,350,785.79, be approved; that the Chair of the Board be authorized to sign the Agreement on behalf of the county; and that the Controller be authorized to disburse the funds as directed; and

BE IT FURTHER RESOLVED, that sponsorship and acceptance of grant funding for this program by the Hennepin County Board of Commissioners does not imply a continuing funding commitment by Hennepin County for this program when grant funds are no longer available.

**Background:**

Under the authority of Minnesota Statutes, section 256I.05, Subd.1a, paragraph b, Hennepin County's Human Services and Public Health (HSPH) requested a cost-neutral transfer of funds from MN Department of Human Services' (DHS) Housing Support fund (formerly known as Group Residential Housing) for this project, which was approved by the DHS Commissioner. Hennepin County has received this cost neutral transfer allocation funding since 2017.

This funding was most recently approved in JPA agreement A2412550, which was approved on October 1, 2024 (Board Resolution 24-0387). A first amendment to this JPA 2412550 was approved on June 10, 2025, which extended the term of the agreement to June 30, 2026, and increased the NTE to \$6,181,278.00 (Board Resolution 25-0221).

This amendment adds the SFY 2027 allocation of \$3,169,507.79 and extends the term of the contract through June 30, 2027 to provide emergency shelter and tenancy supports for people with disabling conditions experiencing homelessness.

This agreement and receivable funding will support emergency shelter at the Salvation Army Harbor Light Center (contract HS00000229), housing tenancy supports and services for families experiencing homelessness, provided by Avivo (contract HS00001657) and Peoples Development Services (HS00001656), and will support medical respite shelter at the Catholic Charities Endeavors facility (contract HS00001012).

**Current Request:** Approve Amd 2 to JPA A2412550 with DHS for a Housing Support Fund cost neutral transfer, increasing the NTE to \$9,350,785.79 and extending the contract through June 30, 2027.

**Disparity Elimination:** This request reduces disparities in the housing and healthcare domains by supporting

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**26-0201**

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programs to safely shelter and care for people experiencing homelessness and complex health conditions, as well as to provide supportive housing for families experiencing homelessness and disabling conditions. A majority of the recipients of these services are people of color who are disproportionately impacted by homelessness and health conditions.

**This request funds services that are:** core services

**Recommendation from County Administrator:** Recommend Approval

## MINNESOTA

### Board Action Request

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**26-0202**

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**Item Description:**

Amd 2 to JPA A2412551 with the MN Dept of Human Services for the provision of housing services for American Indians with severe substance use disorders who are experiencing homelessness, ext end date to 06/30/27, incr recv by \$1,385,848.93 for a new total recv of \$4,098,425.93

**Resolution:**

BE IT RESOLVED, that Amendment 2 to Joint Powers Agreement A2412551 with the Minnesota Department of Human Services for the provision of housing services for American Indians with severe substance use disorders who are experiencing homelessness, extending the contract period through June 30, 2027, increasing the receivable by \$1,385,848.93 for a new total receivable amount of \$4,098,425.93, be approved; that the Chair of the Board be authorized to sign the Amendment on behalf of the county; and that the Controller be authorized to disburse the funds as directed; and

BE IT FURTHER RESOLVED, that sponsorship and acceptance of grant funding for this program by the Hennepin County Board of Commissioners does not imply a continuing funding commitment by Hennepin County for this program when grant funds are no longer available.

**Background:**

Under the authority of Minnesota Statutes, section 256I.05, Subd.1a, paragraph b, Hennepin County's Human Services and Public Health (HSPH) requested a cost-neutral transfer of funds from MN Department of Human Services' (DHS) Housing Support fund (formerly known as Group Residential Housing) for this project, which was approved by the DHS Commissioner. This transfer is codified in this joint powers agreement which grants the SFY 2025 allocation of \$1,348,120.52 for July 1, 2024 through June 30, 2025 to provide room and board and rehabilitative services for American Indians with substance use disorders of such severity that frequently risks the person's physical safety and has resulted in a loss of permanent housing and unsheltered homelessness.

This annual allocation will be used to support these services by the American Indian Community Development Corporation (AICDC) at KOLA Safe Haven, 2408 4th Avenue, 1500 Elliot Avenue, 121 West Franklin Avenue, and in other scattered sites, all in Minneapolis, through expenditure contract HS00000712 with the AICDC. AICDC also operates several other unique housing and service interventions for this population, including a detoxification facility under county contract at 1800 Chicago Avenue, and Anishinabe Wakiagun permanent supportive housing.

Hennepin County began to receive funding from DHS for this Cost Neutral Transfer Agreement in 2017. The current agreement (A2412551) was approved by the Board on October 1, 2024 (Board Resolution 24-0388) for an NTE of \$1,348,120. A first amendment to this agreement to was approved on June 10, 2025 (Board Resolution 25-0220) that extended the term of the agreement through June 30, 2026, and increased the receivable for a new NTE of \$2,712,577.00.

**Current Request:** Approve Amd 2 to JPA A2412551 with MN DHS, increasing the NTE by \$1,385,848.93 for a new total NTE of \$4,098,425.93 and extending the term of the agreement to 6/30/2027.

**Disparity Elimination:** This request reduces disparities in the housing domain by providing housing and services for American Indians experiencing homelessness and behavioral health conditions. This is a population especially impacted by disparities in the experience of homelessness and housing instability.

**This request funds services that are:** core services

**Recommendation from County Administrator:** Recommend Approval

## MINNESOTA

### Board Action Request

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**26-0203**

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**Item Description:**

Agmt A2613462 with the MN Dept of Human Services to receive Federal Financial Participation funding for administration of NEMT, 07/01/26-12/31/27, \$6,000,000 (recv)

**Resolution:**

BE IT RESOLVED, that Joint Powers Agreement A2613462 with the Minnesota Department of Human Services to accept Federal Financial Participation funds for Nonemergency Medical Transportation Services, during the period July 1, 2026 through December 31, 2027, in the receivable amount of \$6,000,000, be approved; that the Chair of the Board be authorized to sign the agreement on behalf of the county; and that the Controller be authorized to disburse funds as directed; and

BE IT FURTHER RESOLVED, that sponsorship and acceptance of grant funding for the program by Hennepin County Board of Commissioners does not imply a continued commitment by Hennepin County for this program when grant funds are no longer available; and

BE IT FURTHER RESOLVED, that acceptance of this award in no way reflects acceptance of terms or conditions that are legally unenforceable against Hennepin County.

**Background:**

Joint Powers Agreement A2613462 between the Minnesota Department of Human Services (DHS) and Hennepin County Human Services and Public Health (HSPH) to provide administrative services for the Nonemergency Medical Transportation Services (NEMT) program as defined by DHS. This Agreement allows Hennepin County HSPH to receive Federal Financial Participation (FFP) funds from DHS for NEMT administration.

HSPH serves as the fiscal agent for 13 counties that comprise the Metropolitan County Consortium (MCC). In this role, HSPH pays contracted transportation coordinator Medical Transportation Management, Inc. (MTM) for administration of the nonemergency medical transportation program to MCC residents.

Agreement A2613462 begins a new contract for the period of July 1, 2026 through December 31, 2027 for the total receivable amount to \$6,000,000. This allows HSPH to continue to serve as the fiscal agent for the MCC counties who jointly contract with transportation coordinator MTM and to continue receiving FFP funding from DHS for the services administered. HSPH seeks 50% FFP reimbursement from DHS for trip legs qualifying for FFP reimbursement based upon Major Programs and Procedure Codes assigned to paid trip legs.

**Disparity reduction:** This agreement reduces disparities in the health and connectivity domains by providing funds for transportation that increases healthcare access for residents.

**This request funds services that are:** mandated

**Recommendation from County Administrator:** Recommend Approval

# HENNEPIN COUNTY

300 South Sixth Street  
Minneapolis, MN  
55487-0240

## MINNESOTA

### Board Action Request

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**26-0204**

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#### **Item Description:**

JPA A2613478 with the City of Minneapolis for victim advocacy services to be performed by a 1.0 FTE position in the Hennepin County Attorney's Office, Domestic Abuse Service Center, 07/01/26-06/30/29, \$250,000 (recv)

#### **Resolution:**

BE IT RESOLVED, that Joint Powers Agreement A2613478 with the City of Minneapolis for victim advocacy services to be performed by a 1.0 FTE position in the Hennepin County Attorney's Office (HCAO), Domestic Abuse Service Center (DASC) during the period of July 1, 2026 through June 30, 2029 in the receivable amount of \$250,000, be approved; that the Chair of the Board be authorized to sign the Agreement on behalf of the County; and that the Controller be authorized to accept and disburse funds as directed.

#### **Background:**

The HCAO Domestic Abuse Service Center (DASC) has a multidisciplinary prosecution team to review and follow up on all gone-on-arrival (GOA) domestic violence police reports in the City of Minneapolis. Currently, DASC advocates provide victim services on non-felony GOA cases. With the goal to reduce domestic violence lethality and increase victim safety, funding from the City of Minneapolis will be used to support a 1.0 FTE in DASC to expand victim services to now also support felony-level GOA cases.

The goal of this position is to ensure a quicker trauma-informed and victim-centered response to victims following a highly lethal domestic violence incident, a greater streamline of victim services and support, and a more effective systemic response by providing victim input to law enforcement and prosecution.

The role of the advocate will be to connect with victims on felony GOA cases, assess the lethality factors, assist victims in creating a detailed safety plan, notify victims of the current case status, gather victim input, and provide immediate support and intervention to victims. Options and resources could include but are not limited to filing an Extreme Risk Protection Order to remove firearms, assistance with finding safe housing and relocation, filing an Order for Protection or identifying financial support towards safety measures.

**This request funds services that are:** both mandated and core services

**Recommendation from County Administrator:** Recommend Approval

### Board Action Request

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**26-0205**

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**Item Description:**

Amd 1 to Agmt PR00006169 with Steps for Change LLC to provide residential sexual health treatment services for Community Corrections clients, ext end date to 12/31/27, incr NTE by \$100,000 for a new total NTE of \$600,000

**Resolution:**

BE IT RESOLVED, that Amendment 1 to Agreement PR00006169 with Steps for Change LLC to provide residential sexual health treatment services for Community Corrections clients, extending the contract through December 31, 2027 and increasing the contract amount by \$100,000 to a new total not to exceed amount of \$600,000, be approved; that the Chair of the Board be authorized to sign the Agreement on behalf of the County; and that the Controller be authorized to disburse funds as directed.

**Background:**

The original agreement with Steps for Change LLC was to provide residential sexual health treatment services to Department of Community Corrections and Rehabilitation (DOCCR) adult male clients convicted of a sex offense who are sentenced by the Fourth Judicial District Court, beginning 6/10/2024 with an end date of 6/30/2026. The original NTE amount was \$500,000. This amendment seeks to extend the contract for one year to 6/30/2027 and to increase the not to exceed amount by \$100,000 to a new not to exceed amount of \$600,000.

Services provided include client assessment, individual and group counseling, individual therapy, and supervision within a residential setting. For some clients, the program functions as an alternative to incarceration, enabling them to receive treatment while gradually transitioning back into the community.

This amendment allows DOCCR to fill an important gap for clients by providing both required treatment services and transitional housing under one roof, at no cost to the client. While treatment services are mandated by the court as a condition of probation, this is a core service of DOCCR.

**This request funds services that are:** core services

**Recommendation from County Administrator:** Recommend Approval

### Board Action Request

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26-0206

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#### Item Description:

Neg Agmt PW 29-40-26 with MnDOT and Stantec to perform an architectural history survey of CSAH 5 in Saint Louis Park (CP 2168000) (est county cost \$9,402 State Aid Regular)

#### Resolution:

BE IT RESOLVED, that the County Administrator be authorized to negotiate Agreement PW 29-40-26 (State Contract 1062259) with the Minnesota Department of Transportation (MnDOT) and Stantec Consulting Services, Inc. to perform an architectural history survey of County State Aid Highway (CSAH) 5 (Minnetonka Boulevard), county project 2168000, at an estimated county cost of \$9,402; that upon review and approval by the County Attorney's Office, the Chair of the Board be authorized to sign the agreement on behalf of the county; and that the Controller be authorized to disburse the funds as directed.

#### Background:

Hennepin County, in coordination with the City of Saint Louis Park, is leading a roadway reconstruction project using a complete and green streets design along CSAH 5 (Minnetonka Boulevard) from Xylon Avenue to Vernon Avenue. The project includes federal funding.

The Federal Highway Administration requires compliance with the National Historic Preservation Act, including completion of an architectural history survey for projects with federal funding. This survey will identify any significant or historical properties near the project that may be historically or culturally important and ensure they are considered and protected during the project. MnDOT will manage the survey, scheduled for completion in 2027.

Agreement PW 29-40-26 will authorize MnDOT and Stantec Consulting Services, Inc. to complete the architectural history survey. MnDOT will pay 80 percent of the consultant cost; Hennepin County will pay 20 percent (estimated county cost is \$9,402). Project funding is available in CP 2168000.

**Current Request:** This request seeks authorization to negotiate Agreement PW 29-40-26 with MnDOT and Stantec Consulting Services, Inc. to perform an architectural history survey of CSAH 5 (Minnetonka Boulevard), CP 2168000, at an estimated county cost of \$9,402.

**Impacts/Outcomes:** Approval of this request will allow for the completion of the required architectural history survey for the project to retain federal funding to make critical investment in modernizing our infrastructure to support connectivity and climate resiliency strategies.

**This request funds services that are:** core services

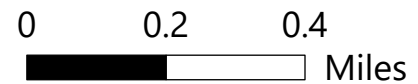
**Recommendation from County Administrator:** Recommend Approval

# CP 2168000 | PW 29-40-26

Minnetonka Boulevard (CSAH 5) Reconstruction in St. Louis Park



BAR map date:  
4/14/2026



Agreement #	Contractor Name	Vendor Number	Revenue Fund #	Rev. Dept. ID #	Rev. Capital funding source	Rev. Account # (4xxxx)	Rev. Project #	Rev. Original Amount	Rev. Budgeted? Y/N	Rev. Budget Year	Expense Fund #	Exp. Dept. ID #	Exp. Capital funding source	Exp. Account (5xxxx)	Exp. Project #	Exp. Original Amount	Exp. Budgeted? Y/N	Exp. Budget Year
PW 29-40-26	State of Minnesota	13087	53	910253	ST001	42600	2168000	\$ 9,402.00	y	2026	53	910253	ST001	56500	2168000	\$ 9,402.00	y	2026

## MINNESOTA

### Board Action Request

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**26-0207**

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**Item Description:**

Agmt PW 21-40-26 with MnDOT to accept LBRP grant funds for the Bridge No. 27542 replacement along CSAH 1 in Eden Prairie (CP 2181200); adjust budget; (county recv \$742,794.26 State Grants)

WHEREAS, Hennepin County has applied to the Commissioner of Transportation for a Local Bridge Replacement Program grant from the Minnesota state transportation fund for the replacement of Bridge No. 27542; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this bridge is available through Local Bridge Replacement Program; and

WHEREAS, the amount of the Local Bridge Replacement Program grant is \$742,794.26.

**Resolution:**

BE IT RESOLVED, that the County Administrator be authorized to execute Agreement PW 21-40-26 (State Agreement No. 1062646) with the Minnesota Department of Transportation to accept Local Bridge Replacement Program grant funds for the replacement of Bridge No. 27542 (Capital Project 2181200, State Project 027-601-047), in the amount of \$742,794.26; that upon review and approval by the County Attorney's Office, the Chair of the Board be authorized to sign the agreement and amendments on behalf of the county; and the Controller be authorized to accept the funds as directed; and

BE IT FURTHER RESOLVED, that Hennepin County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the grant and will return to the Minnesota state transportation fund any amount appropriated for the project but not required; and

BE IT FURTHER RESOLVED, that revenues for CP 2181200 be adjusted to add \$742,794.26 in State Highway Grants and decrease State Aid Regular by the same amount, with no change to the total project budget; and

BE IT FURTHER RESOLVED, that sponsorship and acceptance of grant funding for the program by the Hennepin County Board of Commissioners does not imply a continued commitment by Hennepin County for this program when grant funds are no longer available.

**Background:**

Hennepin County, in coordination with the City of Eden Prairie, plans to replace Bridge No. 27542 over the Minnesota River Bluffs LRT Regional Trail as it is nearing the end of its service life. This project was awarded federal formula funding through the 2022 Regional Solicitation. In addition, a state grant has been awarded through the Local Bridge Replacement Program for this project, which is scheduled to begin construction this year and will include the following multi-modal safety improvements:

- Dedicated multi-modal space on the bridge connecting to the regional trail

- A trail entrance within close proximity to this bridge
- New left-turn lane at Trails End Road

**Current Request:** This request seeks authorization of the following for CP 2181200:

- Execute Agreement PW 21-40-26 with the Minnesota Department of Transportation, accepting \$742,794.26 in Local Bridge Replacement Program grant funds.
- Adjust project revenues by adding \$742,794.26 in State Highway Grants and decreasing State Aid Regular by the same amount.

**Impacts/Outcomes:** This action supports the county’s Mobility 2040 goals, climate action, and disparity elimination efforts by preserving and modernizing our transportation system and improving accessibility, mobility, and safety for all people using this bridge.

**Replace Bridge #27542 along Pioneer Trail (CSAH 1) over the Minnesota River Bluffs LRT Regional Trail**

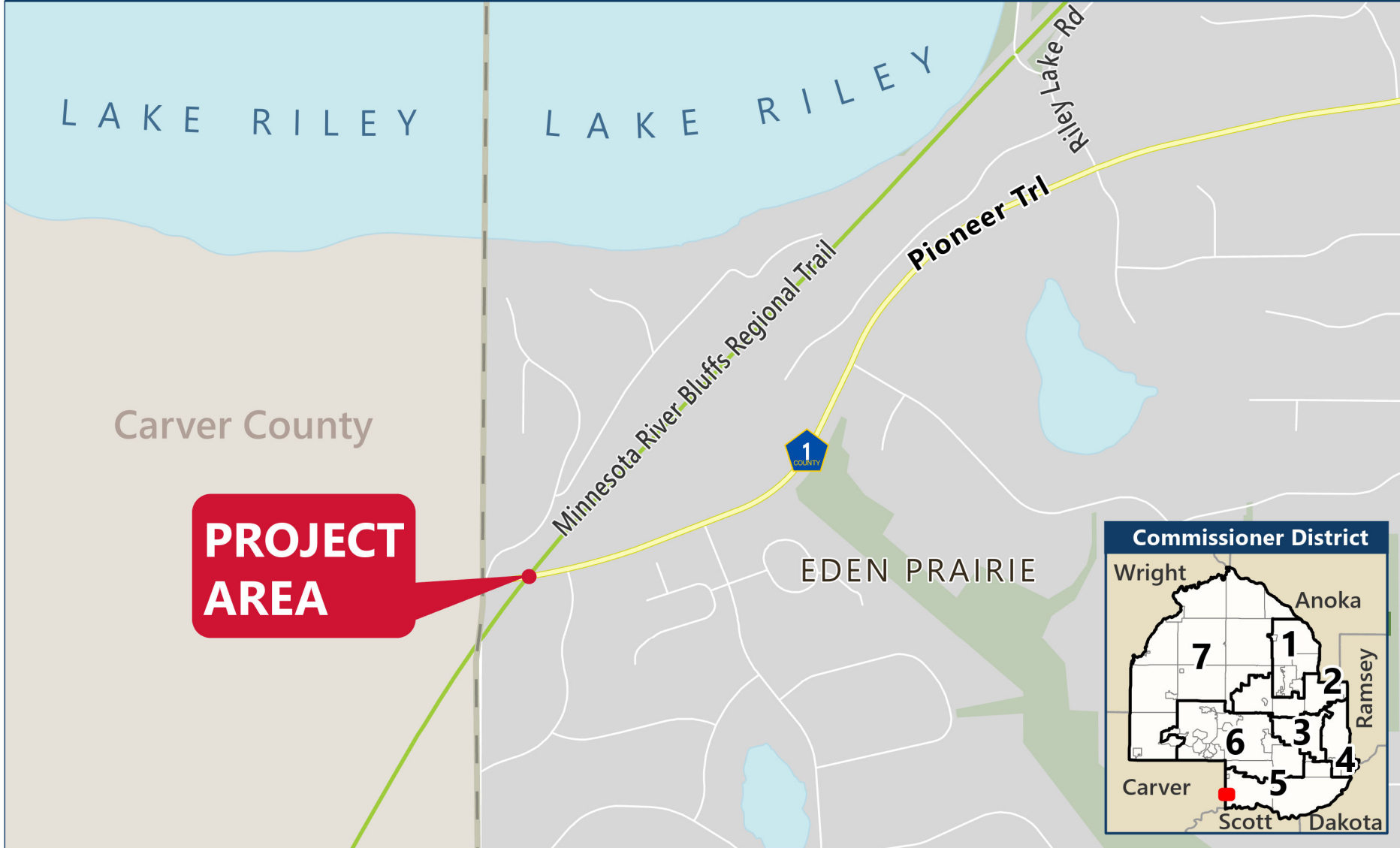
Revenues	Budget to Date	Current Request	Total
State Aid Regular	\$2,980,000	(\$742,794.26)	\$2,237,205.74
Federal Aid	\$4,760,000	-	\$4,760,000.00
Eden Prairie	\$265,000	-	\$265,000.00
State Highway Grants (LBRP MVLST)	-	\$742,794.26	\$742,794.26
<b>Total</b>	<b>\$8,005,000</b>	<b>\$0</b>	<b>\$8,005,000</b>
Expenditures	Budget to Date	Current Request	Total
Consulting	\$150,000	-	\$150,000
Right of Way	\$110,000	-	\$110,000
Construction	\$6,110,000	-	\$6,110,000
Contingency	\$1,645,000	-	\$1,645,000
<b>Total</b>	<b>\$8,005,000</b>	<b>\$0</b>	<b>\$8,005,000</b>

**This request funds services that are:** core services

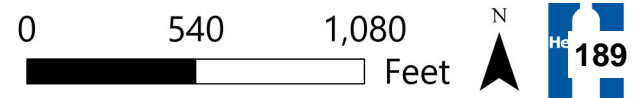
**Recommendation from County Administrator:** Recommend Approval

# CP 2181200

Replace Bridge #27542 along Pioneer Trail (CSAH 1) over the Minnesota River Bluffs Regional Trail in the City of Eden Prairie



BAR map date:  
11/19/2025



## MINNESOTA

### Board Action Request

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**26-0208**

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**Item Description:**

Neg Amd 2 to Agmt PR00005488 with Met Council and HCRRA for Blue Line Extension Project, ext end date to 06/30/27; no increase to the NTE

WHEREAS, there exists a Capital Grant Agreement for the METRO Blue Line Extension Light Rail Transit Project (Capital Project 1005877) with the Metropolitan Council and the Hennepin County Regional Railroad Authority (HCRRA); and

WHEREAS, Resolution 24-0513 authorized an increase of the combined County and HCRRA maximum grant amount to \$248,905,000, and subsequently a combined grant amount of \$208,100,000 was memorialized in Amendment One to Agreement PR00005488; and

WHEREAS, an extension of the grant activity period and a combined amount of \$40,805,000 in previously authorized County and HCRRA funds will be memorialized in Amendment Two to Agreement PR00005488

**Resolution:**

BE IT RESOLVED, that the Hennepin County Board of Commissioners authorizes the County Administrator to negotiate Amendment 2 to Agreement PR00005488, Capital Grant Agreement for the METRO Blue Line Extension Light Rail Transit Project with the Metropolitan Council and the Hennepin County Regional Railroad Authority (HCRRA), memorializing a maximum grant amount of \$248,905,000 and extending the grant activity period to June 30, 2027; and

BE IT FURTHER RESOLVED, that the Board authorizes the Chair to execute Amendment 2 to Agreement PR00005488 on behalf of the County, after review and approval by the County Attorney's Office; and

BE IT FURTHER RESOLVED, that the Board authorizes the Controller to transfer and disburse funds as necessary to carry out the intent of this Resolution.

**Background:**

Resolution 17-0207, on June 13, 2017, approved the assumption of certain not-yet paid funding commitments for the METRO Blue Line Extension Light Rail Transit Project (Capital Project 1005877) ("Project"), of the 2017 Counties Transit Improvement Board (CTIB) Capital Grant Agreement (CTIB 02201701/Met Council 174I001/County A177882A) with the Metropolitan Council for the Project, and the imposition of the 0.5% Transportation Sales and Use Tax and \$20 motor vehicle excise tax that are the primary sources of funds for Hennepin County contributions to the Project. Through these and other actions, Hennepin County agreed to take responsibility for the remainder of the project funding formerly committed by CTIB and the remainder of funding formerly anticipated from the State of Minnesota.

Agreement A177882A set the maximum grant amount at \$66 million, to be paid with a mixture of CTIB and County funds. The parties subsequently amended Agreement A177882A twelve times to extend the agreement's end date, as well as to authorize the expenditure of \$30,887,084 in county funds, in addition to the maximum grant amount. The most recent amendment to this Agreement, approved by Resolution 23-0188

R1, extended the end date to August 31, 2023, with no increase to the maximum grant amount.

On August 22, 2023, the County adopted Resolution 23-0323, which authorized execution of a new grant agreement, Agreement PR00005488, with the Metropolitan Council and HCRRA to supersede prior agreements and become the vehicle for all future County and HCRRA contributions to the Project. This Agreement provided for a maximum grant amount of \$75,305,000, of which the County contributed \$60,244,000 and HCRRA contributed \$15,061,000. The Agreement also put in place several important project governance requirements, including the creation of a Project Decisions Board, which is empowered to make a range of critical decisions related to the Project. The Project Decisions Board consists of two Metropolitan Council members, two Hennepin County commissioners, and one HCRRA commissioner. The Agreement's initial end date was December 31, 2024.

The agreement has been amended once. Hennepin County Regional Railroad Authority likewise approved negotiation of the same amendment on the same day as Hennepin County Board approval. The amendment was as follows:

- Amendment One extended the term through June 30, 2026, and despite a county-authorized increase to \$248,905,000, Amendment One increased the maximum grant amount to \$208,100,000
- Amendment One further authorized the Project Decisions Board, subject to certain requirements, to utilize grant funds for project expenditures that could not be paid with use of federal funds (Resolution 24-0513).

This Resolution would authorize negotiation of Amendment 2 to Agreement PR00005488. This Amendment would extend the grant activity period to June 30, 2027, and would increase the maximum grant amount to the previously authorized sum of \$248,905,000.

Upon approval of Amendment 2, approximately \$398.6 million of CTIB, County and HCRRA funds will be committed to the project. This amount includes \$248.9 million committed by the Capital Grant Agreement PR00005488; \$82.8 million in CTIB funding through earlier agreements, nearly \$18.1 million provided by the County and CTIB pursuant to Agreement A177882A; and \$48.8 million in HCRRA funding through three separate agreements, most recently Agreement A176897.

The Blue Line Extension Project is currently in the engineering phase, at approximately 90% design. Primary activities during the grant activity period under the proposed Amendment would include final route design and engineering. Also included in the grant activity period would be the acquisition of project right of way and early construction work in the North Loop neighborhood.

The official budget for the Project has not been updated since 2016. At that time, the total Project budget was \$1.536 billion, including a commitment of \$530.1 million from the County and \$149.6 million from HCRRA. These numbers do not reflect the current alignment, nor the cost escalation that has occurred over the past ten years.

Project staff estimate that the current project budget, after accounting for price escalation and the new alignment, will be approximately \$3.2 billion, including a project contingency factor of 37.5%. New funding commitments, including from the County and HCRRA, will thus be required to complete the Project. Staff expect to seek updated commitments from the County and HCRRA after a project budget is finalized and prior to applying for a federal Full Funding Grant Agreement.

**Current Request:** Authorization to negotiate and execute Amendment Two to Agreement PR00005488 with the Metropolitan Council and Hennepin County Regional Railroad Authority for the METRO Blue Line Extension Project (CP 1005877), extending the grant activity period from June 30, 2026, to June 30, 2027, with no newly approved funding. The agreement will allow for continued work on the METRO Blue Line

Extension Project.

**Impact/Outcomes:** This action supports the county's disparity elimination and climate action efforts by investing in clean-energy transit infrastructure that expands transportation options and strengthens regional connections to housing, jobs, education, healthcare, and other essential destinations.

**This request funds services that are:** core services

**Recommendation from County Administrator:** Recommend Approval

### Board Action Request

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26-0209

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#### Item Description:

Agmt PR00008437 with the City of Eden Prairie for an organics drop-off grant, 06/15/26-06/15/28, NTE \$2,470

#### Resolution:

BE IT RESOLVED, that the County Administrator be authorized to negotiate Agreement PR00008437 with the City of Eden Prairie for an organics drop-off grant during the period of June 15, 2026 through June 15, 2028, with a not to exceed amount of \$2,470; that following review and approval by the County Attorney's Office, the County Administrator be authorized to sign the agreement on behalf of the county; and that the Controller be authorized to disburse funds as directed.

#### Background:

Expanding access to organics drop-off sites is a priority in the county's plan to reinvent the solid waste system and in the Solid Waste Management Plan. Studies continue to show that organic materials comprise about 25 to 30% of trash. Organics recycling is our biggest opportunity to make further progress toward our zero waste and climate action goals.

Organics drop-off sites fill a service gap for people who do not have access to city curbside organics recycling programs. For people who live in multifamily buildings, organics drop-off sites may be the most accessible option for recycling organic waste. Grants are available to cities, businesses, nonprofit organizations, and multifamily properties to cover the initial costs of setting up and hosting public organics drop-off sites in the county.

There are more than 60 organics drop-off sites throughout the county, many of them established with county funding. However, the need for additional options remains. The City of Eden Prairie has requested \$2,470 to establish its first organics drop-off site which will benefit multifamily residents who do not have access to curbside organics collection.

Funding from this grant will be used to construct an enclosure, pay for hauling expenses, and purchase outreach materials and supplies to make the transition to organics recycling easier for residents, and set up the new drop-off site for success. The city expects about 150 residents to sign up to participate, given the high density of multifamily housing nearby.

Board approval is requested because the county has contracts with the City of Eden Prairie where expenditures exceed \$100,000 during the previous 365 days.

**Current Request:** This request seeks authorization for the County Administrator to negotiate Agreement PR00008437 with the City of Eden Prairie for an organics drop-off grant, during the period of June 15, 2026 through June 15, 2028, with an amount not to exceed \$2,470.

**Impact/Outcomes:** These funds will establish one new organics drop-off site in the county and increase access to organics recycling, especially for people who live in multifamily buildings that are not served by city programs. This drop-off site will increase service to at least 150 households who do not currently have access

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**26-0209**

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to organics recycling.

Diverting organic material from the trash is a foundational strategy for the county's Climate Action and Zero Waste plans. Increasing access to organics recycling supports these goals.

Organics drop-off grants also support the county's commitment to disparity elimination by increasing access to organics recycling for people without curbside service and for those in designated environmental justice areas.

**This request funds services that are:** mandated

**Recommendation from County Administrator:** Recommend Approval

## MINNESOTA

### Board Action Request

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**26-0210**

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**Item Description:**

Neg various agmts for aquatic invasive species prevention projects, various periods, total combined NTE \$132,086

**Resolution:**

BE IT RESOLVED, that the County Administrator be authorized to negotiate the following five grant agreements to provide funding for aquatic invasive species prevention projects during a one-year period beginning on the date of execution:

- PR00008426 with Three Rivers Park District, in an amount not to exceed \$30,000;
- PR00008425 with Minneapolis Park & Recreation Board, in an amount not to exceed \$30,000;
- PR00008419 with Bolton & Menk Inc., in an amount not to exceed \$24,999;
- PR00008422 with Bolton & Menk Inc., in an amount not to exceed \$21,737;
- PR00008418 with City of Eden Prairie, in an amount not to exceed \$20,350; and

BE IT FURTHER RESOLVED, that the County Administrator be authorized to negotiate the following agreement to provide funding for an aquatic invasive species rapid response project during a one-year period beginning on the date of execution:

- PR00008417 with City of Champlin, in an amount not to exceed \$5,000; and

BE IT FURTHER RESOLVED, that following review and approval by the County Attorney's Office, the County Administrator be authorized to sign the agreements on behalf of the county; that the County Administrator be authorized to approve one 12-month extension of the agreements; that costs incurred by the grantees after the board approval date be eligible for reimbursement upon execution of the agreements; and that the Controller be authorized to disburse funds as directed.

**Background:**

Aquatic invasive species (AIS), such as zebra mussels and Eurasian watermilfoil, threaten natural resources and can cause economic, environmental, and human health risks. Lakes and other water resources throughout the county have been negatively affected by AIS or are highly vulnerable to the introduction of new AIS. Preventing the introduction of AIS is the foremost strategy because, once established, infestations have no viable or cost-effective remedy.

The State of Minnesota started allocating funding to counties in 2014 to prevent the introduction or limit the spread of AIS. Counties may use the funding for their own projects and programs or may provide funding to other entities in the county.

The Hennepin County Board designated oversight of the AIS Prevention Aid program to the County Administrator and delegated to the County Administrator the responsibility to prepare and implement guidelines for use of aid received for the prevention of AIS (Resolution 14-0438). Since 2014, the county has received \$3.6 million in AIS Prevention funding. New guidelines for 2026-2030 were finalized in December 2025.

In January 2026, the county released two requests for proposals (RFP) for projects that prevent the introduction or limit the spread of AIS. Following feedback from stakeholders during the development of the new guidelines, for the first time a separate RFP related to supplementing existing or supporting new AIS watercraft inspection programs was released alongside a more general RFP related to early detection, education, access redesign, research, and innovation. Local government agencies, nonprofit organizations, and public entities and institutions were eligible for both grants. Businesses were eligible for AIS prevention grants.

The RFPs were promoted through lake associations, cities, watersheds, and natural resource partners, email lists, and the Environment and Energy Department's Green Notes and AIS Prevention e-newsletters. The county received four proposals to supplement watercraft inspection programs and eight proposals for the general RFP, for a combined total of \$233,162.

The watercraft inspection requests were reviewed and rated by a six-member panel consisting of county staff and external partners with AIS expertise, including representatives from the Pioneer-Sarah Creek Watershed Management Commission, University of Minnesota Invasive Species Research Center, Carver County, and Minnesota Lakes and Rivers. The AIS prevention proposals were reviewed and rated by a five-member panel consisting of the same people, except the Carver County representative.

Board approval for the following six agreements is required because the county has agreements with these organizations that exceed \$100,000.

- PR00008426 with Three Rivers Park District, in an amount not to exceed \$30,000, for supplemental funding to support its watercraft inspection and education activities on Medicine Lake, Fish Lake, Lake Minnetonka Regional Park, Lake Independence, and Bryant Lake.
- PR00008425 with Minneapolis Park & Recreation Board, in an amount not to exceed \$30,000, for supplemental funding to support its watercraft inspection and education activities at Bde Maka Ska, Lake Harriet, and Lake Nokomis.
- PR00008419 with Bolton & Menk, Inc., in an amount not to exceed \$24,999, to monitor all 59 Hennepin County public boat accesses for new AIS infestations. The company will also work directly with lake associations and community members on recognizing, reporting, and helping prevent the introduction of AIS in their local waters.
- PR00008422 with Bolton & Menk, Inc., in an amount not to exceed \$21,737, for research on the effectiveness of manually removing floating vegetation from public boat accesses as a strategy to reduce the unintentional transport of AIS on boats and trailers.
- PR00008418 with the City of Eden Prairie, in an amount not to exceed \$20,350, for replacing an aging CD3 station at the Lake Riley Public Access. CD3 stations provide self-service tools to assist boaters in removing AIS from their boats and trailers before leaving a public water access.
- PR00008417 with the City of Champlin, in an amount not to exceed \$5,000, for control of non-native Phragmites located on an island in Mill Pond. Non-native Phragmites is an aggressive grass that can harm wildlife, recreation, ecological function, and infrastructure. This project will support and protect over \$18 million in recent restoration investments at Mill Pond and Elm Creek.

In addition to the agreements requested for approval by county board, the following six agreements will be approved through the administrative process:

- PR00008424 with Christmas Lake Homeowner's Association, in an amount not to exceed \$15,000, for supplemental AIS inspection and decontamination programming at the Christmas Lake public access, including inspections of incoming and outgoing watercraft with on-site decontamination.
- PR00008423 with Fish Lake Area Residents Association, in an amount not to exceed \$2,800, for supplemental watercraft inspections in May and September at the Fish Lake public access.
- PR00008415 with Waterfront Restoration, LLC, in an amount not to exceed \$24,636, for boater

education at boat launches. Waterfront Restoration Ambassadors will be stationed at Surfside, Grays Bay, Carsons, and Halstead Bay accesses on Lake Minnetonka along with accesses on Medicine and Long Lake in 2026.

- PR00008421 with WaterGuards LLC, in an amount not to exceed \$23,600, for boater education at boat launches. WaterGuards ambassadors will be stationed at high-use accesses that are not otherwise covered by ambassadors and inspectors. County staff will share information with the grantee about inspection and ambassador plans for other partners/grantees and review and approve location plans for WaterGuards ambassadors.
- PR00008416 with Lake Minnetonka Association, in an amount not to exceed \$7,850, for surveys around 16 public and private accesses on Lake Minnetonka, focusing on any early detection of starry stonewort.
- PR00008420 with Lake Minnetonka Association, in an amount not to exceed \$24,990, for conducting an AIS suitability survey in three bays of Lake Minnetonka. Findings from this study will be used to guide future AIS and water-quality early detection and management efforts.

Altogether, 13 agreements supporting AIS prevention work will be executed totaling \$230,962.

**Current Request:** This request seeks to authorize the County Administrator to negotiate six agreements to provide funding for aquatic invasive species prevention projects with the following organizations:

- PR00008426 with Three Rivers Park District, in an amount not to exceed \$30,000
- PR00008425 with Minneapolis Park & Recreation Board, in an amount not to exceed \$30,000
- PR00008419 with Bolton & Menk Inc, in an amount not to exceed \$24,999
- PR00008422 with Bolton & Menk Inc, in an amount not to exceed \$21,737
- PR00008418 with City of Eden Prairie, in an amount not to exceed \$20,350
- PR00008417 with City of Champlin, in an amount not to exceed \$5,000

The request also seeks to authorize the County Administrator to approve one 12-month extension of the agreements and to reimburse costs incurred by the grantees after the board approval date and upon execution of the grant agreements.

**Impact/Outcomes:** The recommended projects will prevent and slow the spread of AIS by supporting early detection, education, access re-design, watercraft inspection, and rapid response. The grantees will be required to collect data and submit final reports specific to each project's goals. Findings will be used by county staff and shared with other water resource professionals to inform future AIS prevention work.

**This request funds services that are:** core services

**Recommendation from County Administrator:** Recommend Approval

### Board Action Request

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26-0216

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#### Item Description:

Directing County Administrator to identify and retain a consultant to assist with recruiting and vetting candidates for reconstituted Hennepin Healthcare System board; and to engage the County's consultant for finalizing a long-term capital planning strategy for county-owned real estate leased to Hennepin Healthcare System.

#### Resolution:

BE IT RESOLVED, the Hennepin County Board of Commissioners directs the County Administrator to identify a consultant to assist the County Board with recruiting and vetting candidates for the reconstituted Hennepin Healthcare System board, which may include engagement with community, patients, workforce, or other stakeholders as appropriate; and authorizes the County Administrator to take any necessary steps to identify such consultant, which may include soliciting proposals, and/or negotiating and executing an agreement; and

BE IT FURTHER RESOLVED, that Agreement PR00006978 with Cannon Design, Inc. to develop the Hennepin Healthcare System Facilities Planning Framework, be amended to extend the term through December 31, 2026.

#### Background:

Based on recent legislative changes, the Hennepin County Board must reconstitute the HHS board by January 15, 2027. This will require the County Board to recruit and vet at least 9 external board members in the next several months. This resolution would authorize the County Administrator to take necessary actions to retain outside consulting expertise and assistance with recruiting and vetting candidates for appointment by the January 15 deadline.

This resolution also directs the County Administrator to re-engage with Cannon Design, Inc., on the Hennepin Healthcare System Facilities Framework and to extend the contract to December 2026. This work had been temporarily paused while the County and HHS pursued state funding support for Hennepin Healthcare.

As additional background on the legislative changes related to governance, in August 2025, through Resolution 25-0297 R1, the Hennepin County Board exercised its statutory reserved power to remove the entire corporate board of Hennepin Healthcare System, Inc. (HHS), and resume interim management of its subsidiary corporation HHS, including the Hennepin County Medical Center (HCMC). The County Board has served as the direct governing body of HHS since that time through the recent period of acute financial crisis.

In April 2026, the County Board held a public briefing related to HHS, which included an update on the County's efforts to secure funding for HHS from the state. The briefing also included an update on the work in progress to review the governance of HHS, as directed by Resolution 25-0513. During the April public briefing, county staff outlined a proposed timeline for key governance actions, including:

- June 30: County Board receives report on HHS governance
- Q3 of 2026: County Board considers any actions to update bylaws and agreements with HHS

- Q4 of 2026 to Q1 of 2027: County Board recruit new members for HHS corporate board

The proposed timeline will change slightly because of the recent legislation. In May 2026, the Minnesota State Legislature passed a Health and Human Services bill, which included a provision authorizing \$205 million in stabilization funding for HHS and an additional \$500 million reserve account available through 2031. This state funding will provide key support to HHS to relieve its immediate financial crisis. The state legislation also directs the Hennepin County Board to “reconstitute the corporate board of Hennepin Healthcare System, Inc.” and “complete the transition of governance of [HHS] to the reconstituted corporate board” by January 15, 2027. See Conference Committee Report for S.F. No. 4612 at article 3, section 16 (2026 Minn. Legislature). This legislative deadline generally aligns with the timeline that was previously proposed to the County Board during its April briefing.

The state legislation also modified the statutory qualifications for HHS board members, with the relevant update stating:

“At least 75 percent of the board’s noncounty commissioner members must have expertise in hospital administration, finance, business management, law, or health equity, or have other experience relevant to the administration of a health system and safety net hospital, with a preference for members with experience working in an urban setting with diverse cultural communities. Up to 25 percent of the board’s noncounty commissioner members may represent urban, cultural, and ethnic perspectives of the population serviced by the corporation and the patient or consumer perspective.”

See Minnesota Statutes 383B.903, subdivision 4, as revised by Conference Committee Report for S.F. No. 4612 at article 3, section 8 (2026 Minn. Legislature).

Under Minnesota Statutes 383B.903, subdivision 1, the HHS corporate board consists of 11-15 members (including 2 county commissioners). As a result, the County Board has approximately 7 months to identify and appoint at least 9 external candidates who meet the recently updated statutory qualifications. As outlined above, this resolution would authorize a consultant to assist with this process, which may include engaging with community, patients, workers, and other stakeholders.

In addition, this resolution directs the County Administrator to re-engage with the county’s outside consultant, Cannon Design, Inc., on the Hennepin Healthcare System Facilities Framework and to extend the contract to December 2026. The 10-year Hennepin Healthcare System Facility Planning Framework includes future building scenarios that balance the needs and priorities of key departments and help decision-makers visualize the benefits, drawbacks, and costs of facility options and will assist county and hospital leaders to plan with maximum flexibility in mind. The framework will assist Hennepin County with strategic facilities decisions to address space needs of the system and its supportive functions and infrastructure.

This work is critically important because the County owns the real estate that comprises HHS’s campus, located in downtown Minneapolis, and occupying over 3.34 million square feet within eight city blocks. The hospital includes an adult and pediatric trauma center, critical burn center, emergency and inpatient psychiatric care, multiple inpatient units and clinics that provide care to people from the metro area and from across the state.

Many of the HHS buildings are over 50 years old and are past their useful lives. The current limitations in physical space hinder HHS’s ability to fully address all patient needs and hinders efficient healthcare delivery. In January 2025, after a request for proposal process, Hennepin County selected Cannon Design, Inc. to provide a 10-year Hennepin Healthcare System Facility Planning Framework for the downtown campus. This work was suspended in late 2025 as the County responded to HHS’s recent period of acute financial crisis, and will be re-started by this resolution.

As outlined above, the state has provided some short-term funding to relieve HHS's financial crisis. The state legislation also created a new state advisory task force to evaluate the governance, ownership, and financing model that will provide long-term stability to HHS as a regional and statewide public health and public safety asset. The condition of HHS's facilities are a key factor in its ability to provide critical health care services.

**This request funds services that are: both mandated and core services**

**Recommendation from County Administrator:** Recommend Approval

### Board Action Request

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**26-0191**

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**Item Description:**

Establish Annual Heart of Hennepin Service Award - offered by Commissioner Edelson

**Resolution:**

BE IT RESOLVED, that the Hennepin County Board of Commissioners establishes an annual Heart of Hennepin Service Award to recognize individuals, groups, or organizations whose service reflects the compassion, dedication, and community spirit that strengthen Hennepin County and advance the County's vision of a community where all people are healthy, all people are valued, and all people thrive; and

BE IT FURTHER RESOLVED, that the Heart of Hennepin Service Award shall be presented annually to honor outstanding service, volunteerism, engagement, and partnership by individuals, groups, and organizations whose efforts strengthen community wellbeing, build connections, reduce isolation, and meaningfully contribute to eliminating disparities and advancing equitable outcomes across the domains of connectivity, education, employment, health, housing, income, and justice; and

BE IT FURTHER RESOLVED, that the County Administrator is directed to create a program planning committee to develop and implement all components of the program.

**Background:**

Hennepin County residents play a vital role in strengthening and supporting our communities every day, from helping neighbors in times of need and fostering connection, to leading efforts that improve public health, environmental sustainability, housing stability, and public safety. These acts of service, both large and small, represent the heart of what makes our communities strong.

Establishing an annual Heart of Hennepin Service Award provides a meaningful way for Hennepin County to recognize and celebrate these contributions while reinforcing the County's commitment to eliminating disparities and advancing equitable outcomes. This program will help:

- Highlight impactful, community-driven work
- Elevate community voice and leadership
- Encourage civic engagement and volunteerism
- Strengthen connections between residents and local government

**Recommendation from County Administrator:** No Recommendation

### Board Action Request

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**26-0234**

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**Item Description:**

Establish closed labor meetings on Tuesday, July 14, 2026, and Tuesday, August 18, 2026, at 10:00AM to discuss matters related to labor strategies

**Resolution:**

BE IT RESOLVED, that pursuant to Minn. Stat. §13D.03 Subd 1(b), the Hennepin County Board of Commissioners will meet in closed sessions on Tuesday, July 14, 2026 and on Tuesday, August 18, 2026 beginning at 10:00 a.m., or as soon thereafter as practicable, in conference room A2324 of the Hennepin County Government Center in Minneapolis, MN, to discuss matters related to labor strategies; and

BE IT FURTHER RESOLVED, if previously noticed closed legal briefings are necessary on the same dates and times, the closed labor sessions will immediately follow.

**Recommendation from County Administrator:** Recommend Approval

## MINNESOTA

### Board Action Request

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**26-0235**

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**Item Description:**

Submission of 2026 Hennepin County Local Performance Measurement data to the Office of the State Auditor and declaration of participation in the Local Performance Measurement program for the 2026 budget year.

**WHEREAS:**

WHEREAS, the Minnesota Legislature created the Council on Local Results and Innovation in 2010; and

WHEREAS, the Council on Local Results and Innovation released a standard set of eleven performance measures for counties that will aid residents, taxpayers, and state and local elected officials in determining the efficacy of counties in providing services and measure residents' opinion of those services; and

WHEREAS, Hennepin County is committed to performance management and reporting; and

WHEREAS, Hennepin County has implemented a local performance measurement system as developed by the Council on Local Results and Innovation; and

WHEREAS, Hennepin County does not have jurisdiction for Parks and, therefore, will not participate in the Parks' performance measurement in 2026; and

WHEREAS, Hennepin County has adopted and implemented thirteen performance measures for counties developed by the Council on Local Results and Innovation; and

WHEREAS, a county that elects to participate in the standard measures program for 2026 may be eligible for a reimbursement of \$.014 per capita in government aid, not to exceed \$25,000.

**Resolution:**

BE IT RESOLVED, that the county will publish the 2026 results of the thirteen adopted performance measures on the county's web site by the end of the 2026 calendar year; and

BE IT FURTHER RESOLVED, that the Hennepin County Board of Commissioners authorizes staff to notify the Office of the State Auditor by July 1, 2026 of Hennepin County's commitment to participate in the 2026 Performance Measurement Program.

**Background:**

In 2010, the Legislature created the Council on Local Results and Innovation. In February 2011, the Council released a standard set of ten performance measures for counties and ten performance measures for cities that will aid residents, taxpayers, and state and local elected officials in determining the efficacy of counties and cities in providing services and measure residents' opinions of those services.

In February of 2012, the Council created a comprehensive performance measurement framework for cities and counties to implement in 2012. Cities and counties that choose to participate in the new standards measurement program may be eligible for a reimbursement in local government aid (LGA) or County Program

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**26-0235**

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Aid (CPA).

The data for the program is collected by the Hennepin County Integrated Data and Analytics Department and will be available for public review on the Hennepin County website.

**Recommendation from County Administrator:** Recommend Approval

# Performance Measurement Report

2026

*For the Minnesota Office of the State Auditor*

Integrated Data and Analytics  
300 6th Street South  
Minneapolis, MN  
Hennepin.us

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# Public Safety

## Measure 1: Crime Rate

In 2021, reporting of crime rate data underwent substantial revisions. Prior to 2021, crime data was reported as either Part I or Part II. Part I crimes included murder, rape, aggravated assault, burglary, larceny, motor vehicle theft, and arson. Part II crimes included other assaults, forgery/counterfeiting, embezzlement, stolen property, vandalism, weapons, prostitution, other sex offenses, narcotics, gambling, family/children crime, Driving Under the Influence, liquor laws, disorderly conduct, and other offenses.

Data are now reported as either Group A or Group B. Group A crimes include arson, assaults, animal cruelty, bribery, burglary, forgery/counterfeiting, fraud, embezzlement, gambling, narcotics, homicide, human trafficking, larceny, motor vehicle theft, vandalism, prostitution, robbery, sex offenses, stolen property, and weapons. Group B crimes include bad checks, loitering, disorderly conduct, Driving Under Influence, drunkenness, nonviolent family offenses, liquor law violations, trespassing, and other offenses.

Prior to 2021, crime rate data was pulled from the Bureau of Criminal Apprehension's uniform crime report. Data from 2021 onwards is pulled from the Minnesota Crime Data Explorer. Please note, only Group A summary statistics for Hennepin County are available.

### Offenses, Clearances, Percent Cleared, and Crime Rate by County<sup>1</sup>

Metric	2021	2022	2023	2024	2025
Offenses	82,028	86,117	83,337	80,671	84,736
Clearances	17,940	18,857	18,758	17,890	20,353
Clearance Rate	21.9%	21.9%	22.5%	22.2%	24.0%
Crime Rate Per 100,000 pop	6,361	6,823	6,616	6,364	6,684
Population	1,289,448	1,261,980	1,259,450	1,267,571	1,267,571

<sup>1</sup> Data from the Minnesota Crime Data Explorer (<https://cde.state.mn.us/>), County and Municipal Offense Information by County. Data for 2025 was pulled on March 6, 2026. Data include crimes from Group A only. Use caution when comparing these statistics to prior years due to changes in the way crimes were reported and categorized. Data from the MN Crime Data Explorer may change over time as new cases are reported/updated.

**Offenses, Clearances, Percent Cleared, and Crime Rate by County (pre-2021)<sup>2</sup>**

Metric	2015	2016	2017	2018	2019	2020
Offenses	95,521	92,299	92,295	83,722	92,634	86,074
Clearances	30,919	34,250	33,152	30,367	33,204	23,445
Clearance Rate	32%	36%	36%	36%	36%	27%
Crime Rate Per 100,000 pop	8,310	7,689	7,359	6,597	7,269	6,736
Population	1,229,084	1,239,456	1,254,137	1,269,052	1,274,337	1,277,760

Metric	2009	2010	2011	2012	2013	2014
Offenses	111,630	107,654	104,380	103,625	102,697	99,441
Clearances	50,175	49,564	45,548	42,800	41,544	37,274
Clearance Rate	45%	46%	44%	41%	40%	37%
Crime Rate Per 100,000 pop	9,806	9,386	6,855	8,923	6,449	8,210
Population	1,138,316	1,211,265	1,211,265	1,163,318	1,179,108	1,211,265

<sup>2</sup> Data source: State of Minnesota, Department of Public Safety, 2009 – 2020, Bureau of Criminal Apprehension (BCA) – Minnesota Justice Information services, Uniform Crime Report. Totals are by county (using the 4<sup>th</sup> Judicial District for Hennepin County) and include the Grand total (Part 1 and Part 2) for each year.

**Measure 2: One-year recidivism rates for adult supervision clients**<sup>3</sup>

Recidivism for the purposes of this report means the percent of adult clients with a conviction of a misdemeanor or higher-level offense within three years of their supervision start date. This information shows one-year recidivism rates for adult supervision clients. It does not contain juvenile clients, nor does it include convictions for new offenses outside of Minnesota.

**One-year recidivism rates for adult supervision clients**

Year <sup>4</sup>	Rate
2023	16%
2022	16%
2021	18%
2020	16%
2019	18%
2018	20%
2017	21%
2016	21%
2015	21%
2014	22%
2013	21%

<sup>3</sup> Data Source: Courtney Hougham, Department of Community Corrections and Rehabilitation

<sup>4</sup> To capture recidivism rates for one-year post supervision start date, an additional year is added to the reporting timeline to allow for court processes to resolve.

## Public Works

### Measure 3: Hours to plow a complete system during a snow event <sup>5</sup>

Hennepin County's goal is to make all travel lanes passable before the morning commute. Beginning the first shift at 2:00 AM allows the crew the ability to plow before traffic gets heavy. Rural routes typically take less time than urban routes as a result of less congestion and fewer intersections.

#### Hours to plow complete system during snow event

Year (2 A.M. Events Only)	Urban	Rural
2024-2025	4:30	5:00
2023-2024	4:20	4:31
2022-2023	4:22	4:33
2021-2022	4:28	4:23
2020-2021	4:31	4:09
2019-2020	4:15	4:07
2018-2019	4:45	4:20
2017-2018	4:25	4:06
2016-2017	4:30	4:19
2015-2016	4:01	4:04
2014-2015	4:01	4:06
2013-2014	4:54	4:42
2012-2013	4:42	4:36
2011-2012	4:36	4:36
2010-2011	4:36	4:23
2009-2010	4:26	3:41
2008-2009	4:29	4:08
2007-2008	4:41	4:36
2006-2007	5:00	4:36

<sup>5</sup> Data Source: Erik Broberg, Public Works

2005-2006	4:28	4:34
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#### Measure 4: Average county pavement condition rating<sup>6</sup>

Hennepin County roadway system is monitored via an annual inspections program which rates pavements for their ride quality. This data is used by the pavement management system to produce the Pavement Serviceability Rating (PSR). The rating varies from "Very Poor" (0.0) to "Excellent" (5.0).

#### Average county pavement condition rating

Year	Percent of lane miles rated good or better
2025	49%
2024	57%
2023	56%
2022	62%
2021	62%
2020	63%
2019	61%
2018	67%
2017	63%
2016	66%
2015	63%
2014	59%
2013	62%
2012	61%
2011	53%
2010	54%
2009	47%
2008	48%
2007	52%
2006	49%

<sup>6</sup> Data Source: Erik Broberg, Public Works

2005	47%
2004	33%
2003	29%
2002	44%
2001	49%
2000	51%
1999	53%
1998	51%

## Public Health

### Measure 5: Behavioral Risk factor Surveillance System Rating <sup>7</sup>

SHAPE surveys are typically conducted every four years by Hennepin County Public Health Department starting in 1998. The subsequent insights are used by local public health agencies, human services, and other non-profit agencies to identify and fund programs aimed at improving overall community health.<sup>8</sup> The 2022 survey is the most recent available with the next survey planned for 2027. Client survey ratings are Excellent, Very Good, Good, Fair, and Poor.

#### “Overall Health – In general, would you say your health is...?” – SHAPE 2022

	Sample Size	Excellent/very good/good	Fair, poor
Female	5,360	86.2%	13.8%
Male	2,999	87.8%	12.2%
Non-binary	98	84.4%	15.6% <sup>9</sup>
Hennepin County Total	8,528	86.8%	13.2%

#### “Overall Health – In general, would you say your health is...?” – SHAPE 2018

	Sample Size	Excellent/very good/good	Fair, poor
Male	3,855	88.5%	11.5%
Female	7,255	89.7%	10.3%
Hennepin County Total	11,080	89.0%	10.1%

<sup>7</sup> Data Source: Hennepin County SHAPE survey

<sup>8</sup> <https://www.hennepin.us/your-government/research-data/shape-surveys>

<sup>9</sup> Estimate is potentially unreliable and should be used with caution. (Relative Standard Error is > 30% and ≤ 50%)

**“Overall Health – In general, would you say your health is...?” – SHAPE 2014<sup>10</sup>**

	Sample Size	Excellent	Very Good	Good	Fair	Poor
Male	3,118	18.8% ±2.2	44.1% ±2.6	30.4% ±2.5	5.7% ±1.1	1.1% ±0.5
Female	5,422	18.1% ±1.5	45.8% ±1.8	27.6% ±1.7	7.5% ±1.1	1.0% ±0.4
Hennepin County Total	8,541	18.5% ±1.3	45.0% ±1.6	28.9% ±1.5	6.6% ±0.8	1.0% ±0.3

<sup>10</sup> Margins of errors for each statistic also reported as +/- percentage points.

## Social Services

### Measure 6: Workforce participation rate among Minnesota Family Investment Program (MFIP) and Diversionary Work Program (DWP) recipients <sup>11</sup>

#### Minnesota Department of Human Services MFIP Management Indicator: Temporary Assistance for Needy Families (TANF) Work Participation Rates

Year	Annualized TANF Work Participation Rate
2025 (April 2024 – March 2025)	53.8%
2024 (April 2023 – March 2024)	56.4%
2023 (April 2022 – March 2023)	57.6%
2022 (April 2021 – March 2022)	60.5%
2021 (April 2020- March 2021)	60.5%
2020 (April 2019- March 2020)	60.6%
2019 (April 2018- March 2019)	59.2%
2018 (April 2017- March 2018)	59.2%
2017 (April 2016- March 2017)	65.9%
2016 <sup>12</sup> (April 2015-March 2016)	60.4%
2015 (April 2014 – March 2015)	38.2%
2014 (April 2013 – March 2014)	38.1%
2013 (April 2012 – March 2013)	37.4%

<sup>11</sup> Data Source: Minnesota Department of Human Services Publication. Minnesota Family Investment Program Annualized Self-support Index (SS-I) and Work Participation Rate for the year (For Determination of Performance-Based Funds for the Following Year).

<sup>12</sup> Starting in 2016, data provided in the annualized SS-I averages the three-year SS-I for quarters two, three, and four of the previous year (2015) and the first quarter of the current year (2016), weighted by the number of adults in each baseline quarter. This is a change in methodology from prior computations of this measure.

**Measure 7: Percentage of children where there is NOT a recurrence of maltreatment within 12 months following an intervention <sup>13</sup>**

**Percentage of children where there is NOT a recurrence of maltreatment within 12 months following an intervention**

Year <sup>14</sup>	Percentage <sup>15,16</sup>
2025	97.3%
2024	96.2%
2023	95.4%
2022	95.2%
2021	95.6%
2020	93.7%
2019	93.0%
2018	86.6%
2017	86.3%
July 2015 – June 2016	88.3%
July 2014 – June 2015	92.5%
July 2013 – June 2014	91.1%
July 2012 – June 2013	90.9%
July 2011 – June 2012	89.9%
July 2010 – June 2011	90.2%
July 2009 – June 2010	89.2%

<sup>13</sup> Data Source: Social Service Information System (SSIS). Also available via the Minnesota Department of Children and Families Child Welfare Dashboard.

<sup>14</sup> Starting in 2017, data is reported based on calendar year.

<sup>15</sup> Of all children who were victims of substantiated or indicated maltreatment report during the year prior

<sup>16</sup> The related federal performance target is 9.1% or less for maltreatment recurrence.

# Taxation

## Measure 8: Level of assessment ratio <sup>17</sup>

The level of assessment ratio represents the equitable ratio of property valuation from year to year by property type. While single-family residential properties represent 90% of properties in Hennepin County, the median ration for apartments, commercial, and industrial properties in the county are also included. In 2022, the data source was aligned with the Minnesota Department of Revenue (DOR). If the median ratio falls between 90% and 105%, the level of assessment is determined to be acceptable.

### Level of assessment ratio 2023<sup>18</sup>

Property type	Median Ratio			
	2022	2023	2024	2025
Apartments	96.15%	95.88%	95.77%	95.52%
Commercial	95.24%	95.25%	95.45%	95.13%
Industrial	95.52%	95.43%	95.77%	95.46%
Residential/SRR	95.34%	95.52%	95.31%	95.26%

### Level of assessment ratio (2003-2021)

Year	Median Ratio	Mean Ratio
2021	95.3%	95.5%
2020	95.5%	96.1%
2019	95.2%	94.4%
2018	95.2%	95.8%
2017	95.0%	95.6%
2016	94.9%	95.5%

<sup>17</sup> Data Source: Minnesota Department of Revenue Sales Ratio Reports.

<sup>18</sup> The study period for the 2023 State Board of Equalization study is October 1, 2022 through September 30, 2023. This study adjusts sale prices by a determined market trend to estimate what the ratio 2023 Sales Ratio Study would be if the sale took place January 2, 2024. These statistics are used to evaluate the 2024 assessment for taxes payable in 2025.

2015	92.3%	93.3%
2014	93.3%	91.1%
2013	95.3%	97.3%
2012	95.4%	97.1%
2011	95.3%	96.9%
2010	95.3%	97.4%
2009	95.0%	96.3%
2008	95.0%	95.9%
2007	95.8%	96.0%
2006	95.9%	96.2%
2005	95.8%	96.3%
2004	95.7%	96.1%
2003	95.9%	96.3%

# Elections

## Measure 9: Accuracy of post-election audit <sup>19</sup>

### Percentage of ballots counted accurately

Year	Accuracy
2025	The County Canvassing Board did not conduct a post-election audit because, by law, these are only conducted in even years. There is no change from 2024 data.
2024	The County Canvassing Board randomly selected 12 precincts to be hand counted and compared against the election night machine count. All 12 had 100% accuracy.
2023	The County Canvassing Board did not conduct a post-election audit because, by law, these are only conducted in even years. There is no change from 2022 data.
2022	The County Canvassing Board randomly selected 12 precincts to be hand counted and compared against the election night machine count. All 12 had 100% accuracy.
2021	The County Canvassing Board did not conduct a post-election audit because, by law, these are only conducted in even years. There is no change from 2020 data.
2020	The County Canvassing Board randomly selected 13 precincts to be hand counted and compared against the election night machine count. All 13 had 100% accuracy.
2019	The County Canvassing Board did not conduct a post-election audit because, by law, these are only conducted in even years. There is no change from 2018 data.
2018	The County Canvassing Board randomly selected 13 precincts to be hand counted and compared against the election night machine count. All 13 had 100% accuracy.
2017	The County Canvassing Board did not conduct a post-election audit because, by law, these are only conducted in even years. There is no change from 2016 data.
2016	The County Canvassing Board randomly selected 13 precincts to be hand counted and compared against the election night machine count. All 13 had 100% accuracy.

<sup>19</sup> Data Source: Hennepin County Elections.

2015	The County Canvassing Board did not conduct a post-election audit because, by law, these are only conducted in even years. There is no change from 2014 data.
2014	The County Canvassing Board randomly selected 13 precincts to be hand counted and compared against the election night machine count. All 13 had 100% accuracy.
2013	The County Canvassing Board did not conduct a post-election audit because, by law, these are only conducted in even years. There is no change from 2012 data.
2012	The last even-year election — 13 precincts were randomly selected for audit: All 13 precincts had 100% accuracy.
2011	The County Canvassing Board did not conduct a post-election audit because, by law, these are only conducted in even years. There is no change from 2010.
2010	The County Canvassing Board randomly selected 13 precincts to be hand counted and compared against the election night machine count. Listed below were the precincts selected and the difference by percentage on how the hand count compared to the election night results.

## Veterans' Services

**Measure 10: Percent of veterans surveyed who said their questions were answered when seeking benefit information from their County Veterans' Office <sup>20</sup>**

**Survey dates: January 1, 2025 – December 31, 2025**

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	Total Responses
I am able to get what I need from Hennepin County, when I need it.	38%	37%	11%	14%	120
Staff members pay attention to what I say.	44%	36%	8%	12%	119
I have opportunity to make choices that are important to me.	41%	41%	9%	9%	119
The services I receive make me better able to do the things I want to do now.	37%	38%	13%	12%	118
Hennepin County staff members make accommodations that meet my individual needs.	37%	40%	13%	10%	118
The services I receive meet my expectations.	43%	31%	13%	13%	119
I am able to make choices that are important to me.	45%	45%	5%	5%	116

<sup>20</sup> Data Source: Human Services and Public Health Department uSPEQ© Customer Input Survey Data Report

**Survey dates: January 1, 2024 – December 31, 2024**

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	Total Responses
I am able to get what I need from Hennepin County, when I need it.	28%	47%	17%	8%	96
Staff members pay attention to what I say.	41%	41%	13%	5%	97
I have opportunity to make choices that are important to me.	37%	43%	16%	4%	97
The services I receive make me better able to do the things I want to do now.	32%	43%	20%	5%	96
Hennepin County staff members make accommodations that meet my individual needs.	32%	46%	18%	4%	97
The services I receive meet my expectations.	36%	38%	19%	7%	96
I am able to make choices that are important to me.	33%	55%	10%	2%	93

**Survey dates: January 1, 2023 – December 31, 2023**

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	Total Responses
I am able to get what I need from Hennepin County, when I need it.	36%	42%	15%	7%	114
Staff members pay attention to what I say.	42%	43%	9%	6%	112
I have opportunity to make choices that are important to me.	41%	46%	8%	5%	110
The services I receive make me better able to do the things I want to do now.	34%	48%	11%	7%	112
Hennepin County staff members make accommodations that meet my individual needs.	34%	45%	15%	6%	113
The services I receive meet my expectations.	41%	40%	11%	8%	111
I am able to make choices that are important to me.	48%	45%	6%	1%	112

## Survey dates: January 1, 2022 – December 31, 2022

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	Total Responses
I am able to get what I need from Hennepin County, when I need it.	37%	44%	9%	10%	124
Staff members pay attention to what I say.	46%	41%	7%	6%	123
I have opportunity to make choices that are important to me.	42%	47%	6%	5%	122
The services I receive make me better able to do the things I want to do now.	35%	49%	11%	5%	122
Hennepin County staff members make accommodations that meet my individual needs.	35%	45%	11%	9%	123
The services I receive meet my expectations.	43%	40%	8%	9%	122
I am able to make choices that are important to me.	39%	54%	5%	2%	122

Survey dates: January 1, 2021 – December 31, 2021<sup>21,22</sup>

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	Total Responses
I am able to get what I need from Hennepin County, when I need it.	30%	55%	12%	3%	33
Staff members pay attention to what I say.	45%	39%	12%	3%	33
I have opportunity to make choices that are important to me.	39%	48%	12%	0%	33
The services I receive make me better able to do the things I want to do now.	21%	67%	12%	0%	33
Hennepin County staff members make accommodations that meet my individual needs.	36%	55%	6%	3%	33
I have the opportunity to make choices that are import to me.	39%	48%	12%	0%	33
The services I receive meet my expectations.	39%	39%	18%	3%	33
I am able to make choices that are important to me.	27%	58%	15%	0%	33

<sup>21</sup> Data collected during Q1 of 2022 for services rendered in 2021.

<sup>22</sup> Survey questions updated during 2021.

## Survey dates: January 1, 2020 – December 31, 2020

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	Total Responses
I am able to get what I need at this service location, when I need it.	51%	46%	0%	3%	61
Staff members at this location pay attention to what I say.	71%	27%	0%	2%	62
I have opportunity to make choices that are important to me.	62%	34%	2%	2%	60
The services I receive at this service location make me better able to do the things I want to do now.	60%	35%	3%	2%	60
Staff members give me clear information on the different service choices available to help me.	61%	34%	5%	0%	62
Staff members here clearly explain to me what I need to do next to get the services I need or want.	65%	33%	2%	0%	60

## Survey dates: January 1, 2019 – December 31, 2019

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	Total Responses
I am able to get what I need at this service location, when I need it.	41%	47%	7%	6%	134
Staff members at this location pay attention to what I say.	58%	38%	1%	3%	134
I have opportunity to make choices that are important to me.	47%	47%	3%	3%	132
The services I receive at this service location make me better able to do the things I want to do now.	48%	46%	3%	3%	127
Staff members give me clear information on the different service choices available to help me.	53%	40%	5%	2%	131
Staff members here clearly explain to me what I need to do next to get the services I need or want.	58%	37%	3%	2%	132

**Survey dates: January 1, 2018 – December 31, 2018**

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	Total Responses
I am able to get what I need at this service location, when I need it.	100%	0%	0%	0%	2
Staff members at this location pay attention to what I say.	50%	50%	0%	0%	2
I have opportunity to make choices that are important to me.	100%	0%	0%	0%	2
The services I receive at this service location make me better able to do the things I want to do now.	100%	0%	0%	0%	2
Staff members give me clear information on the different service choices available to help me.	50%	50%	0%	0%	2
Staff members here clearly explain to me what I need to do next to get the services I need or want.	50%	50%	0%	0%	2

**Survey dates: January 1, 2017 – December 31, 2017**

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	Total Responses
I am able to get what I need at this service location, when I need it.	49%	51%	0%	0%	37
Staff members at this location pay attention to what I say.	61%	39%	0%	0%	41
I have opportunity to make choices that are important to me.	54%	46%	0%	0%	41
The services I receive at this service location make me better able to do the things I want to do now.	54%	46%	0%	0%	39
Staff members give me clear information on the different service choices available to help me.	55%	43%	3%	0%	40
Staff members here clearly explain to me what I need to do next to get the services I need or want.	58%	43%	0%	0%	40

## Survey data: January 1, 2016 – December 31, 2016

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	Total Responses
I am able to get what I need at this service location, when I need it.	48%	49%	3%	0%	223
Staff members at this location pay attention to what I say.	68%	30%	2%	0%	227
I have opportunity to make choices that are important to me.	55%	43%	2%	0%	223
The services I receive at this service location make me better able to do the things I want to do now.	49%	49%	2%	0%	221
Staff members give me clear information on the different service choices available to help me.	50%	46%	4%	0%	221
Staff members here clearly explain to me what I need to do next to get the services I need or want.	57%	40%	2%	0%	224

## Survey dates: January 1, 2015 – March 31, 2015

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	Total Responses
I am able to get what I need at this service location, when I need it.	37%	59%	4%	0%	75
Staff members at this location pay attention to what I say.	62%	36%	1%	0%	77
I have opportunity to make choices that are important to me.	47%	49%	3%	1%	77
The services I receive at this service location make me better able to do the things I want to do now.	48%	47%	4%	1%	75
Staff members give me clear information on the different service choices available to help me.	52%	45%	1%	1%	73
Staff members here clearly explain to me what I need to do next to get the services I need or want.	57%	40%	1%	1%	75

## Survey dates: January 1, 2014 – March 31, 2014

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	Total Responses
I am able to get what I need at this service location, when I need it.	49%	51%	0%	0%	39
Staff members at this location pay attention to what I say.	69%	31%	0%	0%	39
I have opportunity to make choices that are important to me.	59%	38%	0%	3%	39
The services I receive at this service location make me better able to do the things I want to do now.	51%	49%	0%	0%	37
Staff members give me clear information on the different service choices available to help me.	47%	53%	0%	0%	36
Staff members here clearly explain to me what I need to do next to get the services I need or want.	53%	47%	0%	0%	36

## Survey dates: January 1, 2013 – March 31, 2013

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	Total Responses
I am able to get what I need at this service location, when I need it.	49%	51%	0%	0%	40
Staff members at this location pay attention to what I say.	69%	31%	0%	0%	39
I have opportunity to make choices that are important to me.	59%	38%	0%	3%	39
The services I receive at this service location make me better able to do the things I want to do now.	51%	49%	0%	0%	37
Staff members give me clear information on the different service choices available to help me.	47%	53%	0%	0%	36
Staff members here clearly explain to me what I need to do next to get the services I need or want.	53%	47%	0%	0%	36

## Survey dates: January 1, 2012 – March 31, 2012

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	Total Responses
I am able to get what I need at this service location, when I need it.	35%	65%	0%	0%	20
Staff members at this location pay attention to what I say.	35%	65%	0%	0%	20
I have opportunity to make choices that are important to me.	53%	47%	0%	0%	19
The services I receive at this service location make me better able to do the things I want to do now.	45%	55%	0%	0%	20
Staff members give me clear information on the different service choices available to help me.	50%	45%	0%	5%	20
Staff members here clearly explain to me what I need to do next to get the services I need or want.	50%	50%	0%	0%	20

## Survey dates: January 1, 2011 – March 31, 2011

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	Total Responses
I am able to get what I need at this service location, when I need it.	26%	63%	11%	0%	19
Staff members at this location pay attention to what I say.	57%	43%	0%	0%	21
I have opportunity to make choices that are important to me.	47%	47%	5%	0%	19
The services I receive at this service location make me better able to do the things I want to do now.	45%	50%	5%	0%	20
Staff members give me clear information on the different service choices available to help me.	33%	67%	0%	0%	18
Staff members here clearly explain to me what I need to do next to get the services I need or want.	44%	56%	0%	0%	18

# Library

## Measure 11: Number of annual visits per resident <sup>23</sup>

This data represents the annual Hennepin County total population estimate (from the MN State Demographic Center), the annual number of total visits to Hennepin County Library locations, and the annual library visits per capita.

### Library Visits

Year	Number of Residents <sup>24</sup>	Library Visits	Visits per Resident
2025	1,304,748	4,864,299	3.73
2024	1,297,847	4,791,011	3.69
2023	1,293,651	3,720,779	2.88
2022	1,289,645	2,766,651	2.15
2021	1,281,565	1,616,812	1.26
2020 <sup>25</sup>	1,279,981	1,663,489	1.30
2019	1,261,104	5,158,774	4.09
2018	1,249,512	5,530,078	4.43
2017	1,237,604	5,316,242	4.30
2016	1,223,149	5,379,722	4.40
2015	1,210,720	5,462,859	4.51
2014	1,195,058	5,568,480	4.66
2013	1,180,138	5,240,918	4.44
2012	1,184,576	5,400,000	4.56
2011	1,152,425	5,856,792	5.08
2010	1,168,983	5,764,193	4.93

<sup>23</sup> Data Source: Hennepin County Library.

<sup>24</sup> Number of residents is from the Minnesota State Demographic Center's population estimates.

<sup>25</sup> 2020 data impacted by COVID-19 response efforts, including "curbside pickup" visits as well as in-person visits.

# Budget and Financial

## Measure 12: Bond rating <sup>26</sup>

Note: This data becomes available upon the release of the Hennepin County Annual Comprehensive Financial Report in June each year.

### Standard & Poor's Rating Services

Year	Rating
2025	AAA
2024	AAA
2023	AAA
2022	AAA
2021	AAA
2020	AAA
2019	AAA
2018	AAA

<sup>26</sup> Data Source: Hennepin County Annual Comprehensive Financial Report

## Environment

### Measure 13: Recycling percentage <sup>27</sup>

The SCORE report defines recyclable materials as those that have been separated out from mixed municipal solid waste, which substances such as: paper glass, plastics, metals, automobile oil, batteries, source-separated compostable materials, sole source food waste streams, and yard waste.

Recycling	
Year	Combined recycling and organics rate
2024	44.9%
2023	42.5%
2022	42.5%
2021	38.8%
2020	42.5%
2019	39.1%
2018	41.0%
2017	41.3%

<sup>27</sup> Minnesota Pollution Control Agency SCORE Report.

## Contact information

Erik Erickson

Chief Data Officer

Integrated Data and Analytics

300 6th Street South

Minneapolis, MN

Hennepin.us

