

Office of the  
Leg. Auditor




## OFFICE OF THE LEGISLATIVE AUDITOR

STATE OF MINNESOTA • James Nobles, Legislative Auditor

DATE: November 8, 2016

TO: Katie Elmore, Legislative Reference Library

FROM: Eric Jacobson, Business Manager 

SUBJECT: Contract Reporting – Contract between Office of the Legislative Auditor and Wildlife Management Institute, SWIFT Contract No. 100434

As required by *Minnesota Statutes* 2016, 3.225, subd. 5(c), this is the Office of the Legislative Auditor's performance report to the Legislative Reference Library.

### **Purpose of Contract:**

Pursuant to *Minnesota Statutes* 2014, 3.971, the Office of the Legislative Auditor (OLA) was directed by the 2015 Legislative Audit Commission to conduct a program evaluation of the Department of Natural Resources (DNR) deer population management activities. This evaluation required specialized technical expertise and in-depth knowledge of and experience with (1) accepted practices for surveying and estimating white-tailed deer populations, (2) the development and use of scientifically valid statistical deer population models and methods for projecting estimated populations, and (3) audit techniques for detecting deficiencies in model assumptions and outputs. The consultant's work was part of a broader evaluation by OLA of DNR processes for establishing Minnesota's deer population goals and hunting permit strategies.

**Amount of Contract:** \$81,478.66

### **Justification for Contract:**

The Office of the Legislative Auditor did not and does not have employees with technical expertise to perform certain tasks related to this program evaluation. This evaluation and subject matter was a unique, one-time assignment. Hiring a technical expert for a short duration to complete a limited number of tasks was more cost-effective than (1) hiring a permanent wildlife biometrician or statistician with expertise in deer population modeling, or (2) expending time and costs to train and educate current employees on this subject matter. A full copy of the Wildlife Management Institute's report is contained within the 2016 OLA report *Department of Natural Resources: Deer Population Management* located at: <http://www.auditor.leg.state.mn.us/ped/2016/deermanagement.htm>.




## OFFICE OF THE LEGISLATIVE AUDITOR

STATE OF MINNESOTA • James Nobles, Legislative Auditor

DATE: November 8, 2016

TO: Katie Elmore, Legislative Reference Library

FROM: Eric Jacobson, Business Manager 

SUBJECT: Contract Reporting – Contract between Office of the Legislative Auditor and Milliman, Inc., SWIFT Contract No. 100697

As required by *Minnesota Statutes* 2016, 3.225, subd. 5(c), this is the Office of the Legislative Auditor's performance report to the Legislative Reference Library.

### **Purpose of Contract:**

The purpose of this contract is to provide the Office of the Legislative Auditor (OLA) with the expertise needed to understand and assess the actuarial methodologies used by the state's three public pension plans to determine financial statement and note disclosure amounts required by new pension accounting principles. The new pension accounting principles (Statements 67 and 68 of the Governmental Accounting Standards Board) dramatically changed how public pension plans and their participating governments accounted for pension liabilities. The amounts included in the plans' financial statements and notes are now determined by the plans' actuaries using actuarial methods to determine the present value of the future pension benefits owed.

**Amount of Contract:** \$56,465.00

### **Justification for Contract:**

The OLA's Financial Audit Division did not have sufficient knowledge or experience with actuarial methods relevant to the new accounting standards. Division staff felt they would be unable to determine whether their work resulted in sufficient appropriate audit evidence as a basis for the audit opinion.

House of  
Representatives



# Report of Professional or Technical Services Contract Submitted to Legislative Reference Library

Reference: MN Stat. 2006, section 3.225, subd. 5

Contract Executed in the Month of November, 2008

**Parties** Minnesota House of Representatives and Works Computing

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount** \$ 4,320

**Duration of Contract**  
One month or task completed

**Tasks to be Performed**

Install , configure and test hardware and software

**First time Contract or Renewal**

Renewal

**Termination Date of Contract**

December, 2008

**Total Value of Contracts for the House of Representatives for Current Month**

\$4,320

**Performance Report Per MN Stat. 2006, section 3.225, subd. 5c (Check one)**

Not Required (contract < or = \$40,000) X

To be filed upon project completion

# Report of Professional or Technical Services Contract Submitted to Legislative Reference Library

Reference: MN Stat. 2006, section 3.225, subd. 5

Contract Executed in the Month of October, 2008

**Parties**

Minnesota House of Representatives and NeuVest

**Category of Contract (Training, Research and Opinions, Computer Systems)**

**Contract Amount** \$ 200

**Duration of Contract**

One day

**Tasks to be Performed**

Training – personnel policies

**First time Contract or Renewal**

First time

**Termination Date of Contract**

December 3, 2008

**Total Value of Contracts for the House of Representatives for Current Month**

\$ 2,240

**Performance Report Per MN Stat. 2006, section 3.225, subd. 5c (Check one)**

Not Required (contract < or = \$40,000) X

To be filed upon project completion

# Report of Professional or Technical Services Contract Submitted to Legislative Reference Library

Reference: MN Stat. 2006, section 3.225, subd. 5

Contract Executed in the Month of October, 2008

**Parties**

Minnesota House of Representatives and NeuVest

**Category of Contract (Training, Research and Opinions, Computer Systems)**

**Contract Amount** \$ 600

**Duration of Contract**

One day

**Tasks to be Performed**

Training – personnel policies

**First time Contract or Renewal**

First time

**Termination Date of Contract**

October 30, 2008

**Total Value of Contracts for the House of Representatives for Current Month**

\$ 2,240

**Performance Report Per MN Stat. 2006, section 3.225, subd. 5c (Check one)**

Not Required (contract < or = \$40,000) X

To be filed upon project completion

# Report of Professional or Technical Services Contract Submitted to Legislative Reference Library

Reference: MN Stat. 2006, section 3.225, subd. 5

Contract Executed in the Month of October, 2008

**Parties** Minnesota House of Representatives and Works Computing

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount** \$ 1,440

**Duration of Contract**  
One month or task completed

**Tasks to be Performed**

Install , configure and test hardware and software

**First time Contract or Renewal**

First time

**Termination Date of Contract**

December, 2008

**Total Value of Contracts for the House of Representatives for Current Month**

\$1,440

**Performance Report Per MN Stat. 2006, section 3.225, subd. 5c (Check one)**

Not Required (contract < or = \$40,000)   X    
To be filed upon project completion



# Report of Professional or Technical Services Contract Submitted to Legislative Reference Library

Reference: MN Stat. 2006, section 3.225, subd. 5

Contract Executed in the Month of August, 2008

**Parties**

Minnesota House of Representatives and Abdo, Eick & Meyers

**Category of Contract (Training, Research and Opinions, Computer Systems)**

**Contract Amount** \$ 11,406

**Duration of Contract**

3 months

**Tasks to be Performed**

Perform biennial financial audit

**First time Contract or Renewal**

First time

**Termination Date of Contract**

January, 2009

**Total Value of Contracts for the House of Representatives for Current Month**

\$ 11,406

**Performance Report Per MN Stat. 2006, section 3.225, subd. 5c (Check one)**

Not Required (contract < or = \$40,000) X

To be filed upon project completion

# **Report of Professional or Technical Services Contract Submitted to Legislative Reference Library**

**Reference: MN Stat. 2006, section 3.225, subd. 5**

**Contract Executed in the Month of July, 2008**

**Parties**

Minnesota House of Representatives and Olson Thielen Technologies, Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

**Contract Amount**                      \$4,675

**Duration of Contract**                      Until tasks completed

**Tasks to be Performed**                      Update software

**First time Contract or Renewal**                      First time

**Termination Date of Contract**                      August, 2008

**Total Value of Contracts for the House of Representatives for Current  
Month**

\$4,675

# Report of Professional or Technical Services Contract Submitted to Legislative Reference Library

Reference: MN Stat. 2006, section 3.225, subd. 5

Contract Executed in the Month of May, 2007

## Parties

Minnesota House of Representatives and Applied Communications, Inc.

## Category of Contract (Training, Research and Opinions, Computer Systems)

Computer systems

Contract Amount                      \$ 4,000

## Duration of Contract

Until completed, less than 2 months

## Tasks to be Performed

Site survey - wireless access to House network

## First time Contract or Renewal

First time

## Termination Date of Contract

Upon completion

## Total Value of Contracts for the House of Representatives for Current Month

\$ \_\_\_\_\_

## Performance Report Per MN Stat. 2006, section 3.225, subd. 5c (Check one)

Not Required (contract < or = \$40,000)        X    
To be filed upon project completion                      \_\_\_\_\_

# Report of Professional or Technical Services Contract Submitted to Legislative Reference Library

Reference: MN Stat. 2006, section 3.225, subd. 5

Contract Executed in the Month of November, 2006

**Parties**

Minnesota House of Representatives and the National Conference of State Legislators

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Research, analysis & recommendations

**Contract Amount** \$26,448

**Duration of Contract**

7 months

**Tasks to be Performed**

Salary study

**First time Contract or Renewal**

First time

**Termination Date of Contract**

August, 2007

**Total Value of Contracts for the House of Representatives for Current Month**

\$26,448

**Performance Report Per MN Stat. 2006, section 3.225, subd. 5c (Check one)**

Not Required (contract < or = \$40,000) X

To be filed upon project completion \_\_\_\_\_



**Professional or Technical Services Contracts Executed in the Month of  
September, 2006**

**Parties**

Minnesota House of Representatives and Abdo, Eick & Meyers, LLP

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Research and opinions

**Contract Amount**

\$17,735

**Duration of Contract**

Until tasks complete

**Tasks to be Performed**

Perform financial audits

**First time Contract or Renewal**

First time

**Termination Date of Contract**

June, 2007

**Total Value of Contracts for the House of Representatives for Current Month**

\$17,735

**Professional or Technical Services Contracts Executed in the Month of  
February, 2006**

**Parties**

Minnesota House of Representatives and Rockhurst University Continuing  
Education Center, Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Training

**Contract Amount**

\$5,000

**Duration of Contract**

Until training complete

**Tasks to be Performed**

Training for Executive Assistants

**First time Contract or Renewal**

Renewal

**Termination Date of Contract**

February 24, 2006

**Total Value of Contracts for the House of Representatives for Current Month**

\$5,000

**Professional or Technical Services Contracts Executed in the Month of  
October, 2005**

**Parties**

Minnesota House of Representatives and ERS Audits

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Research and Opinions

**Contract Amount**

40% of refunds, credits, rate reductions, fee reductions or billing errors

**Duration of Contract**

Until tasks completed

**Tasks to be Performed**

Review of telecommunication billings to find credits, refunds, fee reductions or billing errors.

**First time Contract or Renewal**

First time

**Termination Date of Contract**

February, 2006

**Total Value of Contracts for the House of Representatives for Current Month**

40% of refunds, credits, rate reductions, fee reductions or billing errors

**Professional or Technical Services Contracts Executed in the Month of April,  
2005**

**Parties**

Minnesota House of Representatives and Midwave Corporation

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$4,900

**Duration of Contract**

Until tasks complete

**Tasks to be Performed**

VOIP network configuration

**First time Contract or Renewal**

First time

**Termination Date of Contract**

October, 2005

**Total Value of Contracts for the House of Representatives for Current Month**

\$4,900



**Professional or Technical Services Contracts Executed in the Month of March, 2005**

**Parties**

Minnesota House of Representatives and Midwave Corporation

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$1,200

**Duration of Contract**

Until task complete

**Tasks to be Performed**

Configuration of core routers and switches

**Termination Date of Contract**

May, 2005

**Total Value of Contracts for the House of Representatives for Current Month**

\$1,2000

**Professional or Technical Services Contracts Executed in the Month of  
January, 2005**

**Parties**

Minnesota House of Representatives and Midwave Corporation

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$10,080

**Duration of Contract**

Until complete or March, 2005

**Tasks to be Performed**

Install and configure network equipment

**First time Contract or Renewal**

First time

**Termination Date of Contract**

February, 2005

**Total Value of Contracts for the House of Representatives for Current Month**

\$10,080

**Professional or Technical Services Contracts Executed in the Month of  
February, 2004**

(Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and Certified Consultants, Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$3,000

**Duration of Contract**

Until work completed or termination date

**Tasks to be Performed**

Programming to convert electronic time card system to SQL.

**First time Contract or Renewal**

First Time

**Termination Date of Contract**

3-31-04

**Total Value of Contracts for the House of Representatives for February, 2004**

\$3,000

**Professional or Technical Services Contracts Executed in the Month of May,  
2003**

(Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and Certified Consultants, Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$450

**Duration of Contract**

Until work completed or termination date

**Tasks to be Performed**

Programming to correct a security issue with the electronic time card system.

**First time Contract or Renewal**

First Time

**Termination Date of Contract**

5-30-03

**Total Value of Contracts for the House of Representatives for May, 2003**

\$450



**Professional or Technical Services Contracts Executed in the Month of March, 2003**

(Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and Certified Consultants, Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$4,950

**Duration of Contract**

Until work completed or termination date

**Tasks to be Performed**

Programming to add functionality to electronic time card system.

**First time Contract or Renewal**

First Time

**Termination Date of Contract**

4-18-03

**Total Value of Contracts for the House of Representatives for March, 2003**

\$4,950

**Professional or Technical Services Contracts Executed in the Month of  
December, 2002**

(Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and Certified Consultants, Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$1,800

**Duration of Contract**

Until work completed or termination date

**Tasks to be Performed**

Programming to solve problems with electronic time card system.

**First time Contract or Renewal**

First Time

**Termination Date of Contract**

1-31-03

**Total Value of Contracts for the House of Representatives for December 2002**

\$1,800

**Professional or Technical Services Contracts Executed in the Month of May,  
2002**

**Parties**

Minnesota House of Representatives and Olsen Thielen Technologies, Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$2,480

**Duration of Contract**

Until tasks complete

**Tasks to be Performed**

Customized programming of Great Plains Dynamics

**First time Contract or Renewal**

First time

**Termination Date of Contract**

May 31, 2002

**Total Value of Contracts for the House of Representatives for Current Month**

\$2,480

**Professional or Technical Services Contracts Executed in the Month of –  
January, 2002**

**Parties**

Minnesota House of Representatives and Avnet Enterprise Solutions

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$3,600

**Duration of Contract**

Until tasks complete

**Tasks to be Performed**

Installation and configuration of network equipment

**First time Contract or Renewal**

First time

**Termination Date of Contract**

February, 2002

**Total Value of Contracts for the House of Representatives for Current Month**

\$3.600

**Professional or Technical Services Contracts Executed in the Month of –  
October, 2000**

**Parties**

Minnesota House of Representatives and Abdo, Eick & Meyers. LLP

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Research and Opinions

**Contract Amount**

\$9,385

**Duration of Contract**

Until complete

**Tasks to be Performed**

Financial audit of MN House of Representatives

**First time Contract or Renewal**

First time

**Termination Date of Contract**

January 31, 2001

**Total Value of Contracts for the House of Representatives for Current Month**

\$9,385

**Professional or Technical Services Contracts Executed in the Month of –**

**Professional or Technical Services Contracts Executed in the Month of -  
August, 2000**

**Parties**

Minnesota House of Representatives and Superior Consulting Services, LLC

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer services

**Contract Amount**

\$2,500

**Duration of Contract**

Until work finished

**Tasks to be Performed**

Install, move and configure servers

**First time Contract or Renewal**

First time

**Termination Date of Contract**

October, 2000

**Total Value of Contracts for the House of Representatives for Current Month**

\$2,500

**Professional or Technical Services Contracts Executed in the Month of May 2000**

(Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and GE Capitol

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$4,080

**Duration of Contract**

May - June 2000

**Tasks to be Performed**

Network analysis and NT server checkup

**First time Contract or Renewal**

First time for this task

**Termination Date of Contract**

June 2000

**Total Value of Contracts for the House of Representatives for May, 2000**

\$4,080

To: Legislative Reference Library  
645 State Office Building

From: Paul Schweizer <sup>PS</sup> House Controller

Date: May 10, 2000

Re: Professional or Technical Services Contracts executed in the Month of April 2000

As required by Minnesota Statutes section 3.225, subdivision 5, the monthly report listing the contracts for professional or technical services executed in the month of April 2000 is attached.



**Professional or Technical Services Contracts Executed in the Month of April 2000**

(Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and GE Capitol

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$500

**Duration of Contract**

April - May 2000

**Tasks to be Performed**

Interim network support

**First time Contract or Renewal**

First time for this task.

**Termination Date of Contract**

May, 2000

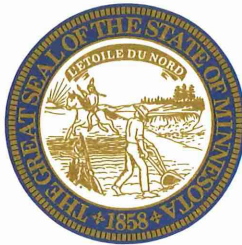
**Total Value of Contracts for the House of Representatives for April 2000**

\$500

**ADMINISTRATIVE SERVICES**

198 State Office Building  
St. Paul, Minnesota 55155  
(651) 296-6648  
Fax: (651) 296-1186

**Paul Schweizer**  
Controller



# Minnesota House of Representatives

Steve Sviggum, Speaker

To: Legislative Reference Library  
645 State Office Building

From: Paul Schweizer<sup>12</sup> House Controller

Date: April 13, 2000

Re: Professional or Technical Services Contracts executed in the Month of March 2000

As required by Minnesota Statutes section 3.225, subdivision 5, the monthly report listing the contracts for professional or technical services executed by the Minnesota House of Representatives in the month of March 2000 is attached.

**Professional or Technical Services Contracts Executed in the Month of March 2000** (Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and GE Capitol

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer Systems

**Contract Amount**

\$3,840

**Duration of Contract**

March - May 2000

**Tasks to be Performed**

Redesign of House network e-mail system including assessment of network and making recommendations.

**First time Contract or Renewal**

First time for this task.

**Termination Date of Contract**

May 2000

**Total Value of Contracts for the House of Representatives for March 2000**

\$8,840

**Professional or Technical Services Contracts Executed in the Month of March 2000** (Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and RSM McGladrey Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Research and Opinions

**Contract Amount**

Not to exceed \$5,000

**Duration of Contract**

March - May 2000

**Tasks to be Performed**

Conduct a market compensation study for the Legislative Analyst job family

**First time Contract or Renewal**

First time for this task

**Termination Date of Contract**

Upon completion, expected in April - May 2000

**Professional or Technical Services Contracts Executed in the Month of  
February 2000 (Report required by Minnesota Statutes, section 3.225, subdivision 5)**

**Parties**

Minnesota House of Representatives, the LCC and Complete Business Solutions, Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**  
Computer Systems

**Contract Amount**

\$34,535 (revised total)

**Duration of Contract**

December 1999 - May 2000

**Tasks to be Performed**

The Development of an Electronic Time and Leave Module. The new system, when complete and tested, will be used to electronically record and track employee's time worked and available leave hours.

**First time Contract or Renewal**

Amendment to December contract.

**Termination Date of Contract**

Upon successful completion of the contract, expected in April - May 2000

**Parties**

Minnesota House of Representatives and Complete Business Solutions, Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**  
Computer Systems

**Contract Amount**

Not to exceed \$5,000.

**Duration of Contract**

February - March 2000

**Tasks to be Performed**

Development of a systems and user test plan for the new electronic timecard system.

**First time Contract or Renewal**

First time for this task.

**Termination Date of Contract**

March, 2000.

**Total Value of Contracts for the House of Representatives for February 2000**

\$39,535

**Professional or Technical Services Contracts Executed in the Month of  
January 2000** (Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and Olsen Thielen Technologies

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$330

**Duration of Contract**

Jan - April

**Tasks to be Performed**

Consulting on conversion to Great Plains Dynamics

**First time Contract or Renewal**

First time

**Termination Date of Contract**

April 2000

**Total Value of Contracts for the House of Representatives for January 2000**

\$330

**Professional or Technical Services Contracts Executed in the Month of  
December, 1999**

(Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives, the LCC and Complete Business Solutions,  
Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer Systems

**Contract Amount**

\$18,535

**Duration of Contract**

December 1999 - until completed

**Tasks to be Performed**

The Development of an Electronic Time and Leave Module. The new system, when complete and tested, will be used to electronically record and track employee's time worked and available leave hours.

**First time Contract or Renewal**

First time

**Termination Date of Contract**

Upon successful completion of the contract, expected in February 2000



**Professional or Technical Services Contracts Executed in the Month of  
October 1999** (Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and RSM McGladrey Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Research and opinions

**Contract Amount**

Not to exceed \$5,000

**Duration of Contract**

October - December 1999

**Tasks to be Performed**

Conduct a study identifying competitive salary ranges for the Fiscal Analyst job family

**First time Contract or Renewal**

First time

**Termination Date of Contract**

upon completion, expected in November - December, 1999

**Professional or Technical Services Contracts Executed in the Month of  
October 1999** (Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and GE Capitol

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$780

**Duration of Contract**

October - November 1999

**Tasks to be Performed**

Consulting/recommendations/problem solving for House e-mail system

**First time Contract or Renewal**

GE Capitol is State contract vendor

**Termination Date of Contract**

November, 1999

**Total Value of Contracts for the House of Representatives for October 1999**

\$5,780

**Professional or Technical Services Contracts Executed in the Month of July 1999** (Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and Spectrum Business Systems, Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$1,000

**Duration of Contract**

Through August, 1999

**Tasks to be Performed**

Programming changes to the House's voting system computer, to reflect changes to the House rules.

**First time Contract or Renewal**

First time for this task.

**Termination Date of Contract**

August, 1999

**Total Value of Contracts for the House of Representatives for July 1999**

\$1,000

**Professional or Technical Services Contracts Executed in the Month of June 1999** (Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and Comark Technology Services

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$500

**Duration of Contract**

June - July 1999

**Tasks to be Performed**

Technical walk through of house of Representatives network including an evaluation of the current network infrastructure, identification of problems and recommendations for improvements.

**First time Contract or Renewal**

First time for this task.

**Termination Date of Contract**

upon completion - June or July 1999

**Total Value of Contracts for the House of Representatives for June 1999**

\$500

**Professional or Technical Services Contracts Executed in the Month of  
November 1998**

(Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and Shared Resources Mgmt. Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$760

**Duration of Contract**

Dec. 1998 - Jan 1999

**Tasks to be Performed**

Computer system engineering

**First time Contract or Renewal**

First time

**Termination Date of Contract**

Jan. 1999

**Professional or Technical Services Contracts Executed in the Month of  
November 1998** (Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and Shared Resources Mgmt. Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$380

**Duration of Contract**

December 1998

**Tasks to be Performed**

Computer system engineering

**First time Contract or Renewal**

renewal

**Termination Date of Contract**

December 1998

**Total Value of Contracts for the House of Representatives for November 1998**

\$1,140

**Professional or Technical Services Contracts Executed in the Month of  
October 1998** (Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and Engelhart & Swanson

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Research & Opinions

**Contract Amount**

\$9,000

**Duration of Contract**

October 1998-March 1999

**Tasks to be Performed**

Financial Audit of the MN House of Representatives for the Fiscal year ended  
June 30, 1998.

**First time Contract or Renewal**

Same contractor used for previous audit.

**Termination Date of Contract**

Upon completion of audit, expected March 1999

**Total Value of Contracts for the House of Representatives for October 1998**

\$9,000

**Professional or Technical Services Contracts Executed in the Month of  
August 1998** (Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and Lockridge Grindal Nauen & Holstein,  
P.L.L.P.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Training

**Contract Amount**

\$2,500

**Duration of Contract**

Through September, 1998.

**Tasks to be Performed**

Training in maintaining confidential data and preparation of a proposed policy  
relating to confidential data.

**First time Contract or Renewal**

First time

**Termination Date of Contract**

September, 1998

**Total Value of Contracts for the House of Representatives for August 1998**

\$2,500



**Professional or Technical Services Contracts Executed in the Month of July,  
1998 (Report required by Minnesota Statutes, section 3.225, subdivision 5)**

**Parties**

Minnesota House of Representatives and Spectrum Business Systems, Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Computer systems

**Contract Amount**

\$35,000

**Duration of Contract**

July - November 1998

**Tasks to be Performed**

purchase of computer hardware and related software changes to upgrade of House  
chamber rollcall system

**First time Contract or Renewal**

Same contractor used in 1986

**Termination Date of Contract**

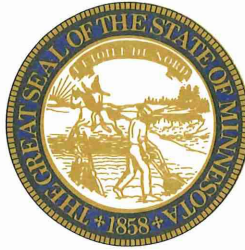
November, 1998

**Total Value of Contracts for the House of Representatives for July 1998**

\$35,000

**ADMINISTRATIVE SERVICES**

198 State Office Building  
St. Paul, Minnesota 55155  
(612) 296-6648  
Fax: (612) 296-1563



# Minnesota House of Representatives

Phil Carruthers, Speaker

To: Legislative Reference Library  
645 State Office Building

From: Paul Schweizer, <sup>PS</sup> House Controller

Date: September 23, 1998

Re: Professional or Technical Services Contracts executed in the Month of August  
1998

As required by Minnesota Statutes section 3.225, subdivision 5, the monthly report listing the contracts for professional or technical services executed in the month of August 1998 is attached.

**Professional or Technical Services Contracts Executed in the Month of August 1998** (Report required by Minnesota Statutes, section 3.225, subdivision 5)

**Parties**

Minnesota House of Representatives and Lockridge Grindal Nauen & Holstein, P.L.L.P.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Training

**Contract Amount**

\$2,500

**Duration of Contract**

Through September, 1998.

**Tasks to be Performed**

Training in maintaining confidential data and preparation of a proposed policy relating to confidential data.

**First time Contract or Renewal**

First time

**Termination Date of Contract**

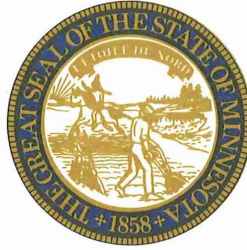
September, 1998

**Total Value of Contracts for the House of Representatives for August 1998**

\$2,500

**ADMINISTRATIVE SERVICES**

198 State Office Building  
St. Paul, Minnesota 55155  
(612) 296-6648  
Fax: (612) 296-1563



# Minnesota House of Representatives

Phil Carruthers, Speaker

To: Legislative Reference Library  
645 State Office Building

From: Paul Schweizer, <sup>p2</sup> House Controller

Date: February 26, 1998

Re: Professional or Technical Services Contracts executed in the Month of February  
1998

As required by Minnesota Statutes section 3.225, subdivision 5, the monthly report listing the contracts for professional or technical services executed in the month of February 1998 is attached.

**Professional or Technical Services Contracts Executed in the Month of  
February 1998 (Report required by Minnesota Statutes, section 3.225, subdivision 5)**

**Parties**

Minnesota House of Representatives and the National Conference of State  
Legislatures (NCSL)

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Research and opinions

**Contract Amount**

\$4,800

**Duration of Contract**

Through April, 1998.

**Tasks to be Performed**

Gather and analyze market data relating to information system staff salaries,  
compare this data to House salaries and produce a final report including findings  
and recommendations.

**First time Contract or Renewal**

First time

**Termination Date of Contract**

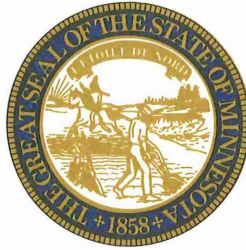
April, 1998

**Total Value of Contracts for the House of Representatives for February 1998**

\$4,800

**ADMINISTRATIVE SERVICES**

198 State Office Building  
St. Paul, Minnesota 55155  
(612) 296-6648  
Fax: (612) 296-1563



# Minnesota House of Representatives

Phil Carruthers, Speaker

To: Legislative Reference Library  
645 State Office Building

From: <sup>PS</sup> Paul Schweizer, House Controller

Date: August 4, 1997

Re: Professional or Technical Services Contracts executed in the Month of July  
1997

As required by Minnesota Statutes section 3.225, subdivision 5, the monthly report listing the contracts for professional or technical services executed in the month of July 1997 is attached.

**Professional or Technical Services Contracts Executed in the Month of July  
1997 (Report required by Minnesota Statutes, section 3.225, subdivision 5)**

**Parties**

Minnesota House of Representatives and Chris Parker

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Training and Computer Systems

**Contract Amount**

\$500

**Duration of Contract**

Through December 31, 1997.

**Tasks to be Performed**

Computer programming and training

**First time Contract or Renewal**

First time

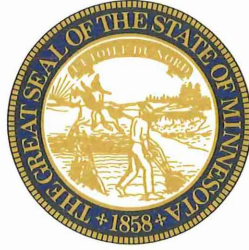
**Termination Date of Contract**

December 31, 1997

**Total Value of Contracts for the House of Representatives for July 1997**

\$500

**ADMINISTRATIVE SERVICES**  
198 State Office Building  
St. Paul, Minnesota 55155  
(612) 296-6648  
Fax: (612) 296-1563



# Minnesota House of Representatives

**Paul Schweizer**  
Controller

To: Legislative Reference Library  
645 State Office Building

From: *PS* Paul Schweizer, House Controller

Date: August 12, 1996

Re: Professional or Technical Services Contracts executed in the Month of July  
1996

As required by Minnesota Statutes section 3.225, subdivision 5, the monthly report listing the contracts for professional or technical services executed in the month of July 1996 is attached.



**Professional or Technical Services Contracts Executed in the Month of July  
1996 (Report required by Minnesota Statutes, section 3.225, subdivision 5)**

**Parties**

Minnesota House of Representatives and New Horizon Computer Learning Center,  
Inc.

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Training

**Contract Amount**

\$44,800

**Duration of Contract**

Through December 31, 1996.

**Tasks to be Performed**

Computer training

**First time Contract or Renewal**

First time

**Termination Date of Contract**

December 31, 1996

**Total Value of Contracts for the House of Representatives for July 1996**

\$44,800

**PAUL SCHWEIZER, CONTROLLER**  
**Administrative Services Department**  
State Office Building  
100 Constitution Avenue  
St. Paul, Minnesota 55155-1298

(612) 296-6648



# Minnesota House of Representatives

Irv Anderson, Speaker

To: Legislative Reference Library  
645 State Office Building

From: *PS* Paul Schweizer, House Controller

Date: April 29, 1996

Re: Professional or Technical Services Contracts executed in the Month of March  
1996

As required by Minnesota Statutes section 3.225, subdivision 5, the monthly report listing the contracts for professional or technical services executed in the month of March 1996 is attached.

**Professional or Technical Services Contracts Executed in the Month of March  
1996 (Report required by Minnesota Statutes, section 3.225, subdivision 5)**

**Parties**

Minnesota House of Representatives and William Gatton

**Category of Contract (Training, Research and Opinions, Computer Systems)**

Research and Opinions (legal Services)

**Contract Amount**

\$4,950

**Duration of Contract**

Until services are rendered.

**Tasks to be Performed**

Legal services.

**First time Contract or Renewal**

First time

**Termination Date of Contract**

None

**Total Value of Contracts for the House of Representatives for March 1996**

\$4,950

**ADMINISTRATIVE SERVICES**

198 State Office Building  
St. Paul, Minnesota 55155  
(612) 296-6648  
Fax: (612) 296-1563

**Paul Schweizer**  
Controller



# Minnesota House of Representatives

Irv Anderson, Speaker

To: Legislative Reference Library  
645 State Office Building

From: *AS* Paul Schweizer, House Controller

Date: February 8, 1996

Re: Professional or Technical Services Contracts executed in the Month of January  
1996

As required by Minnesota Statutes section 3.225, subdivision 5, the monthly report listing the contracts for professional or technical services executed in the month of January 1996 is attached.

**Professional or Technical Services Contracts Executed in the Month of  
January 1996 (Report required by Minnesota Statutes, section 3.225, subdivision 5)**

**Parties**

Minnesota House of Representatives, Minnesota State Senate and The Lichtman Associates P.C.

**Category of Contract (Training, Research and opinions, Computer Systems)**

Research and opinions

**Contract Amount**

\$48,000 (one-half to be paid by the House and one-half to be paid by the Senate)

**Duration of Contract**

Final report to be submitted February 16, 1996

**Tasks to be Performed**

Evaluate Minnesota's current project to construct a new 800-bed close security state prison.

**First time Contract or Renewal**

First time

**Termination Date of Contract**

Upon completion of final report and exit conference.

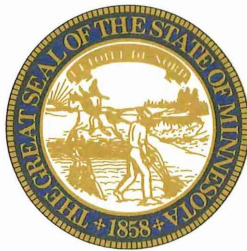
**Total Value of Contracts for the House of Representatives for January 1996**

\$24,000

**ADMINISTRATIVE SERVICES**

198 State Office Building  
St. Paul, Minnesota 55155  
(612) 296-6648  
Fax: (612) 296-1563

**Paul Schweizer**  
Controller



# Minnesota House of Representatives

Irv Anderson, Speaker

To: Legislative Reference Library  
645 State Office Building

From: Paul Schweizer, House Controller

Date: February 7, 1996

Re: Professional or Technical Services Contracts executed in the Month of December 1995

As required by Minnesota Statutes section 3.225, subdivision 5, the monthly report listing the contracts for professional or technical services executed in the month of December 1995 is attached.

**Professional or Technical Services Contracts Executed in the Month of  
December 1995 (Report required by Minnesota Statutes, section 3.225, subdivision 5)**

**Parties**

House of Representatives and Donald Cabana (Sara Gurwich)

**Category of Contract (Training, Research and opinions, Computer Systems)**

Research and opinions

**Contract Amount**

Reimbursement of receipted expenses for airfare.

**Duration of Contract**

Through December 31, 1995

**Tasks to be Performed**

Testify before the House Judiciary committee.

**First time Contract or Renewal**

First time

**Termination Date of Contract**

December 31, 1996

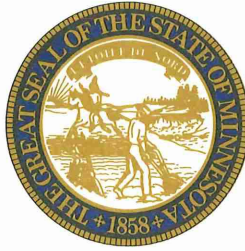
**Total Value of Contracts for the House of Representatives for December 1995**

\$451 for airfare ticket.

**ADMINISTRATIVE SERVICES**

198 State Office Building  
St. Paul, Minnesota 55155  
(612) 296-6648  
Fax: (612) 296-1563

**Paul Schweizer**  
Controller



# Minnesota House of Representatives

Irv Anderson, Speaker

To: Legislative Reference Library  
645 State Office Building

From: *PS* Paul Schweizer, House Controller

Date: December 27, 1995

Re: Professional or Technical Services Contracts executed in the Month of November 1995

As required by Minnesota Statutes section 3.225, subdivision 5, the monthly report listing the contracts for professional or technical services executed in the month of November 1995 is attached.



**Professional or Technical Services Contracts Executed in the Month of  
November 1995 (Report required by Minnesota Statutes, section 3.225, subdivision 5)  
Submitted December 27, 1995**

**Parties**

House of Representatives and Dennis Cusick

**Category of Contract (Training, Research and opinions, Computer Systems)**

Research and opinions

**Contract Amount**

Reimbursement of receipted expenses for airfare, lodging, meals and miscellaneous expenses

**Duration of Contract**

Through January 31, 1996

**Tasks to be Performed**

Observe a neighborhood community notification meeting and a community notification inmate class and report the findings to a work group of the House Judiciary committee.

**First time Contract or Renewal**

First time

**Termination Date of Contract**

January 31, 1996

**Parties**

House of Representatives and Engelhart & Swanson, P.A.

**Category of Contract (Training, Research and opinions., Computer Systems)**

Financial audit

**Contract Amount**

\$11,000 for Fiscal Year 1995

\$9,960 for Fiscal Year 1996

**Duration of Contract**

November 1995 through December 1996

**Tasks to be Performed**

Conduct financial audits of the House of Representatives for FY 95 and FY 96 and prepare audit reports.

**First time Contract or Renewal**

First time

**Termination Date of Contract**

December 1996

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**Total Value of Contracts for the House of Representatives for November 1995**

\$20,960 plus reimbursement of expenses for Mr. Cusick.

**ADMINISTRATIVE SERVICES**  
198 State Office Building  
St. Paul, Minnesota 55155  
(612) 296-6648  
Fax: (612) 296-1563

**Paul Schweizer**  
Controller



# Minnesota House of Representatives

To: Legislative Reference Library  
645 State Office Building

From: *PS* Paul Schweizer, House Controller

Date: October 30, 1995

Re: Professional or Technical Services Contracts executed in the Month of September

As required by Minn. Laws Chapter 254, Section 35 (subd. 5) the monthly report listing the contracts for professional or technical services executed in the month of September is attached.

## **Minnesota House of Representatives - Professional or Technical Services Contracts Executed in September**

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### **Parties**

House of Representatives and University of Minnesota Distributed Computing Center

### **Category of Contract (Training, Research on opinions,. Computer Systems)**

Computer network consulting

### **Contract Amount**

\$1,800.00

### **Duration of Contract**

September 7, 1995 - September 18, 1995

### **Tasks to be Performed**

Evaluate four bids for providing a computer network for the House of Representatives.

Prepare a written report summarizing the House I/S computer network needs, summarizing and analyzing the four proposals and recommending a course of action.

### **First time Contract or Renewal**

First time contract

### **Termination Date of Contract**

September 18, 1995

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### **Parties**

The House of Representatives and Professor Daniel Kleinberger

**Category of Contract (Training, Research on opinions,. Computer Systems)**

Training

**Contract Amount**

\$1,000

**Duration of Contract**

Eight hours

**Tasks to be Performed**

Instruction or training in legislative drafting, clear writing and related topics.

**First time Contract or Renewal**

First time contract.

**Termination Date of Contract**

Preferably, December 31, 1995

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**Total Value of Contracts for the House of Representatives in September**

\$2,800.00

Leg. Comm. on  
Pensions & Retirement

# Legislative Commission on Pensions and Retirement

55 State Office Building  
Phone: 651-296-2750

100 Rev. Dr. Martin Luther King Jr. Blvd.  
TDD: 651-296-9896; Fax: 651-297-3697

St. Paul, MN 55155-1201  
www.lcpr.leg.mn

TO: Chris Steller, Legislative Reference Library  
FROM: Susan Lenczewski, Executive Director  
DATE: August 9, 2019  
RE: Expiration of Consulting Contract

Minnesota Statutes, Section 3.225, Subdivision 5, Paragraph (c), requires the Legislative Coordinating Commission, including the Legislative Commission on Pensions and Retirement (LCPR), to file a one-page performance report to the Legislative Reference Library within 30 days of final completion of a contract over \$40,000. This report is intended to satisfy that requirement with respect to a contract covered by subdivision 5 valued in excess of \$40,000.

Contractor/Vendor Name	Deloitte Consulting LLP
Contract purpose	Actuarial review consulting services (FY2015 – FY2019).
Why it was necessary to enter into the contract	The LCPR and its staff do not have the expertise nor resources to provide these services. Minnesota Statutes, Section 356.214, Subdivision 4, authorizes the LCPR to “contract with an established actuarial consulting firm to audit or review the actuarial valuations, experience studies, and actuarial cost analyses prepared by the actuary retained by the [public pension funds].” The actuarial consulting firm retained is to “audit the valuation reports submitted by the actuary retained by each governing or managing board or administrative official, and provide an assessment of the reasonableness, reliability, and areas of concern or potential improvement in the specific reports reviewed, the procedures utilized by any particular reporting actuary, or general modifications to standards, procedures, or assumptions that the commission may wish to consider.”
Amount spent on contract	\$554,948.50
Cost-effectiveness	The contractor performed the services as specified in the contract within the agreed-upon cost parameters for each project. The contractor was neither timely nor client-friendly in performing many of the services. LCPR staff received none of the customer service incidentals that are typical for a consulting relationship of this duration and value.



TO: Senator Allan H. Spear  
President of the Senate  
Chair, Legislative Coordinating Commission

FROM: Senator Steven Morse *S.M.*  
Chair, Legislative Commission on Pensions and Retirement

RE: Report on Newly Executed Professional or Technical Services Contract

DATE: June 24, 1998

The Legislative Coordinating Commission is required, under Minnesota Statutes, Section 3.225, to report monthly to the Legislative Reference Library on all professional or technical service contracts executed in the preceding month. To assist the Legislative Coordinating Commission, this is to notify you of a professional services contract executed by the Legislative Commission on Pensions and Retirement.

On June 17, 1998, the Legislative Commission on Pensions and Retirement approved an actuarial consulting services contract with the actuarial consulting firm of Milliman & Robertson, Inc. as the actuarial consultant for the Commission. On behalf of the Commission, I executed a contract with Milliman & Robertson, Inc. on June 17, 1997.

The following is the pertinent information on the professional services contract:

1. Contracting Entity:  
Legislative Commission on Pensions and Retirement.
2. Contractor:  
Milliman & Robertson, Inc.  
15800 Bluemound Road  
Brookfield, Wisconsin 53005-6069
3. Aggregate Value of the Contract:  
For fiscal year 1999, the aggregate value of the contract is a maximum of \$233,400 for the annual actuarial valuations, including the police and fire consolidation accounts, and a maximum of \$95,000 for additional actuarial consulting services.  
  
For fiscal year 2000, the aggregate value of the contract is a maximum of \$239,550 for the annual actuarial valuations, including the police and fire consolidation accounts, and a maximum of \$95,000 for additional actuarial consulting services.  
  
For fiscal year 2001, the aggregate value of the contract is a maximum of \$246,700 for the annual actuarial valuation, including the police and fire consolidation accounts, and a maximum of \$100,000 for additional actuarial consulting services.



For fiscal year 2002, the aggregate value of the contract is a maximum of \$253,850 for the annual actuarial valuation, including the police and fire consolidation accounts, and a maximum of \$100,000 for additional actuarial consulting services.

4. New or Renewal Contract:

The contract is a new four year contract with a contractor whom the Commission has retained previously.

5. Contract Termination Date:

The contract termination date is June 30, 2002, or completion of actuarial consulting tasks assigned before June 30, 2002, whichever is later.

6. Categorization of Contract:

The contract is for the provision of actuarial valuation and other actuarial consulting services.

If you have any questions regarding this report, please contact me (296-5649) or Lawrence Martin, Executive Director, Legislative Commission on Pensions and Retirement (296-6806.)

cc: Representative Phil Carruthers  
Representative Phyllis Kahn  
Representative Steve Smith

Jackie Rosholt  
Greg Hubinger



TO: Marilyn Cathcart  
Director, Legislative Reference Library

FROM: Lawrence A. Martin, Executive Director *La M*

RE: Report on Finally Completed Professional or Technical Services Contract under Minnesota Statutes, Section 3.225

DATE: June 18, 1997

As required by Minnesota Statutes, Section 3.225, this is the one-page performance report to be filed with the Legislative Reference Library on the actuarial services contract between Milliman & Robertson, Inc. and the Legislative Commission on Pensions and Retirement that was finally completed on June 30, 1997.

The following is the pertinent information on this professional services contract, now finally completed:

1. Purpose of Contract: The actuarial services contract between the established actuarial consulting firm of Milliman & Robertson, Inc. of Brookfield, Wisconsin and Minneapolis, Minnesota, was entered into in order to comply with Minnesota Statutes, Section 3.85, Subdivision 11, Paragraph (a). The actuarial services contract is necessary in order to produce the annual actuarial valuations for the 13 statewide and major local Minnesota public retirement plans and the various local police and fire consolidation accounts required by Minnesota Statutes, Section 356.215, to produce the quadrennial experience studies of the three largest Minnesota public retirement plans for Fiscal Year 1997 under Minnesota Statutes, Section 356.215, and to perform actuarial cost impact estimates of pending legislation and any other actuarial and benefit consulting services required by the Commission.
2. Amount Spent on Contract: For the two year time period of the contract and its two one-year extensions, the Commission spent the following amounts:\*
 

Fiscal Year 1996	251,816.59
Fiscal Year 1997	281,000.00**
Total	\$532,816.59

\* Includes amounts expended under the contract for the benefit of other parties and reimbursed or reimbursable by them.

\*\* Estimated amount pending final monthly billing of the professional services fees related to the pending Austin Fire Department Relief Association consolidation.
3. Explanation of Cost Effectiveness: Consistently produced and accurate actuarial data and well-informed and experience actuarial consulting are essential for the Legislature, the Executive Branch, the retirement plan administrations, the participating employers, the retirement plan memberships, the taxpayers, and the current and potential bondholders of the State in order to judge the financial soundness of the various retirement plans and their recurring contribution requirements. To the best knowledge of the Commission staff, only two states (New York and Washington) attempt to perform the various actuarial functions utilizing state employees and state owned computer hardware and software rather than retaining outside actuarial consultants. The recently completed contract with Milliman & Robertson, Inc. resulted in the provision of this required data and consulting services in a more efficient, cost-effective, and reliable manner than depending on various actuaries retained by the various retirement plans. The annual actuarial consulting fee paid to Milliman & Robertson, Inc. totaled less than four one-thousandths of one percent of the total covered payroll of all applicable Minnesota public retirement plans, totaled three one-hundredths of one percent of the annual total actuarial cost of all applicable Minnesota public retirement plans, and totaled three one-hundredths of one percent of the annual total contributions to all applicable Minnesota public retirement plans.

If you have any questions regarding this report, please contact me (296-6806.)





TO: Marilyn Cathcart  
Director, Legislative Reference Library

FROM: Lawrence A. Martin, Executive Director *LA Martin*

RE: Report on Finally Completed Professional or Technical Services Contract under  
Laws 1995, Chapter 254, Article 1, Section 35, Subdivision 5

DATE: July 6, 1995

As required by Laws 1995, Chapter 254, Article 1, Section 35, Subdivision 5, this is the one-page performance report to be filed with the Legislative Reference Library on the actuarial services contract between Milliman & Robertson, Inc. and the Legislative Commission on Pensions and Retirement that was finally completed on June 30, 1995.

The following is the pertinent information on this professional services contract, now finally completed:

1. Purpose of Contract: The actuarial services contract between the established actuarial consulting firm of Milliman & Robertson, Inc. of Brookfield, Wisconsin and Minneapolis, Minnesota, was entered into in order to comply with Minnesota Statutes, Section 3.85, Subdivision 11, Paragraph (a). The actuarial services contract is necessary in order to produce the annual actuarial valuations for the 13 statewide and major local Minnesota public retirement plans and the 35 local police and fire consolidation accounts required by Minnesota Statutes, Section 356.215, to produce the quadrennial experience studies of the three largest Minnesota public retirement plans for Fiscal Year 1993 under Minnesota Statutes, Section 356.215, and to perform actuarial cost impact estimates of pending legislation and any other actuarial and benefit consulting services required by the Commission.

2. Amount Spent on Contract: For the two year time period of the contract and its two one-year extensions, the Commission spent the following amounts:\*

Fiscal Year 1992	\$235,021.91
Fiscal Year 1993	323,234.92
Fiscal Year 1994	300,381.47
Fiscal Year 1995	240,536.72**
Total	\$1,099,175.02

\* Includes amounts expended under the contract for the benefit of other parties and reimbursed or reimbursable by them.

\*\* Estimated amount pending final monthly billing of the professional services fees related to the pending Austin Fire Department Relief Association consolidation.

3. Explanation of Cost Effectiveness: Consistently produced and accurate actuarial data and well-informed and experience actuarial consulting are essential for the Legislature, the Executive Branch, the retirement plan administrations, the participating employers, the retirement plan memberships, the taxpayers, and the current and potential bondholders of the State in order to judge the financial soundness of the various retirement plans and their recurring contribution requirements. To the best knowledge of the Commission staff, only two states (New York and Washington) attempt to perform the various actuarial functions utilizing state employees and state owned computer hardware and software rather than retaining outside actuarial consultants. The recently completed contract with Milliman & Robertson, Inc. resulted in the provision of this required data and consulting services in a more efficient, cost-effective, and reliable manner than depending on various actuaries retained by the various retirement plans. The Fiscal Year 1994 actuarial consulting fee paid to Milliman & Robertson, Inc. totalled less than four one-thousandths of one percent of the total covered payroll of all applicable Minnesota public retirement plans (\$7.7 billion,) totalled three one-hundredths of one percent of the annual total actuarial cost of all applicable Minnesota public retirement plans (\$969.7 million,) and totalled three one-hundredths of one percent of the annual total contributions to all applicable Minnesota public retirement plans (\$918.9 million.)

If you have any questions regarding this report, please contact me (296-6806.)

legis-  
cod. Comm ission



## Legislative Coordinating Commission

72 State Office Building St. Paul, MN 55155-1201 Phone: (651) 296-0099 Fax: (651) 297-3697 TDD (651) 296-9896

**DATE:** August 23, 2019

**TO:** Chris Steller, Legislative Reference Library

**FROM:** Kasey Gerkovich, Legislative Coordinating Commission

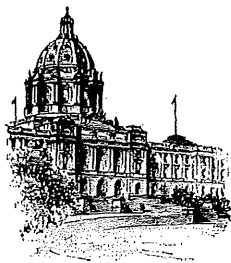
**RE:** Report of Professional and Technical Services Agreements for FY2019 as Required by 3.225, Subd 5 (b)

Legislative office	Date of Signature	Contractor Name	Contract Amount	Duration of Contract	Type of Service/Tasks Completed	First Time Contract?	Contract Renewal	FY19 Amount Paid to Vendor
LCPR	11/3/2014 amended 3/24/2017	Deloitte Consulting	Fees vary but max is \$15,000 FY15, \$15,375 FY16, \$15,760 FY17, \$16,150 FY18, \$16,560 FY19 for additional consulting fee and \$118,000 for total actuary plan review fees.	11/3/2014 - 6/30/2019	Actuary review of retirement plans	N	N (amend)	\$68,000.00
LCC	6/26/2015	Insight Public Sector, Inc., RNOC	Monthly fee of \$3,888.24 plus one-time fee of \$4,964.55	7/1/2015- 6/30/2021	Remote Network Operation Services for VOIP, Use of virtual equip, Engineering & dispatch services	Y	N	\$52,879.11
LCC	1/27/2014 amended 2/13/2018	Paradigm Veritext	\$324,000 – amended to \$92 per hour for captioning services	1/1/14- 12/31/17 amended 2/20/18 – 12/31/19	Telecast caption services	N	Y (amend)	\$89,401.00

LCC	12/19/2018	Roe Law Group	Prep material dvlp: \$5,950, training rate 1/2 day \$1,750, full day \$3,250	1/1/2019- 3/31/2021	Training Services (Respect in the Workplace & Sexual Discrimination & Harassment)	Y	N	\$14,000.00
LCC	2/25/2014 Amended 12/13/2018	Tom Schultz Captioning	\$55/hr for captioning, \$20/hr for training. Max \$230,000 amended \$60 per hour	2/25/14- 12/31/17 Amended through 12/31/2019	Captioning Service (webcast)	N	Y (amend)	\$44,460.00
LCC	3/25/2014 Amended 12/13/2017	Teleperformance (dba TP USA FHCS)	\$65/hr Amended: \$70.00 per hour	2/25/14- 12/31/17 through 12/31/2019	Captioning Service (webcast)	N	Y (amend)	\$75,777.50
LCC	2/24/2013 Amended 1/29/2018	Minnesota Public Television Association and Twin Cities Public Television	CY14-15 terms: \$561,900 for 150 broadcast days. \$2,000/day after. 30 preemptions. \$1,000/preemption after. Up to \$16,900 for promotional efforts CY16-17 terms: \$561,900 for 150 broadcast days. \$2,000/day after. 30 preemptions. \$1,000/preemption after. Up to \$16,900 for promotional efforts. Max \$561,956 for 150 broadcast days for 2 year biennium	2/24/2014 - 12/31/2017 Amended 12/31/2019	Telecast Services	N	Y (amend)	\$355,870.00
LCC/LWC/LCCMR		Mgmt Analysis & Dvlp Srv (MAD)			Facilitation of stakeholder meetings	Y	N	\$37,285.00
LCC	12/29/2014	Keystone Interpreting Solutions	\$62/hour for ASL services	1/1/15 - 12/31/19	American Sign Language (ASL) Interpreting Services	Y	N	\$23,957.30
LCC	7/28/2017	Creative US	\$120/Hr, Max \$50,000 - Max amded to \$85,000	7/28/17 - 6/30/19 amended to 6/30/21 (FY20 & 21)	Legacy Website Design	Y	Y	\$4050.00
LCC/LBO	10/30/2018	MMB Mgmt Analysis & Dvlp Srv (MAD)	Undetermined as of 8/2/19	11/1/18 (FY19) - 6/30/20 (FY20)	hosting and maintaining FNTS	Y	N	\$0

LCC /MRPC	7/2/2018	The Odyssey Group	\$2,200 / month retainer for 50 hrs of services + expenses (specific terms on contract)	7/1/14-6/30/20 (FY15-20)	Commission administrative and marketing support services for Mn-Mississippi River Parkway Commission w/ LCC fiscal agent	N	Y (amend)	\$37,371.43
ORS	7/14/2016 7/10/2017	Zinncorp, Inc	\$116/Hr not to exceed \$42,688	7/13/16 - 6/30/17 Extended through 3/1/2019	Business IT Process Analyst Services ~ MARSS Project	Y	Y (amend)	\$66,207.00
ORS	6/29/2015 7/3/2017	Systems Specialties, Inc.	2600 hrs \$120/Hr, contact max \$312,000 FY18 \$62,000 Amended: \$125 per hour max. \$34,375	2/22/2016 - 6/30/2017 7/1/17 - 6/30/2018 amended: 6/30/2020	Development of rule searchable website and Oracle DBA	N	Y (amend)	\$53,325.00
LSOHC	Signed 10/11/11 Amended 1: 6/19/12, Amend 2: 6/19/2014 Signed 04/28/2017	Houston Engineering	Contract max \$283,000. Payment terms broken down to phases \$30k for FY18 & 30K for FY19 Contract max \$60,000. Not to exceed \$26,772	10/11/11-6/30/17 (FY12-17) 7/1/2017-10/1/2021 10/1/2021	development of custom web software system for tracking proposals including mapping capabilities	Y	Y (amend)	\$38,763.00
LSOHC	2/25/2019	University of Minnesota	Max \$131,057	2/25/2019 - 02/28/2019	Facilitation services - identify/define outcomes)	Y	N	\$0
LSOHC	12/20/2018	Russell Herder	Not to exceed \$76,490. Contract has a schedule of payment plan for deliverables	12/12/18 - 12/12/19	communication strategy development	Y	N	\$27,055.00





# OFFICE OF THE REVISOR OF STATUTES

*Minnesota Legislature*

**DATE:** August 22, 2019

**TO:** Chris Steller, Legislative Reference Library

**FROM:** Ryan Inman

Minnesota Statutes 3.225, Subdivision 5(c), requires the Legislative Coordinating Commission to file a one-page performance report to the Legislative Reference Library within 30 days of final completion of a contract over \$40,000. This report contains executed contract/s that applies to the criteria.

Contractor/Vendor Name:	Zinncorp
Contract Purpose:	Provide technical expertise to document and model the business processes used by the Office of the Revisor of Statutes to draft/review/publish legislative documents, administrative rule documents, and legal publications.
Why it was Necessary to Enter into an Agreement:	The Office of the Revisor of Statutes did not have the staff resources or the expertise to provide the needed services with existing staff.
Amount Spent on Contract:	\$66,207.00
Cost-Effective /Efficiency Considerations:	The technical expertise provided by the contractor was essential to ensuring each discreet business process was adequately identified and diagramed for the purposes of beginning the process to develop/replace a legacy software system critical to legislative operations.





## Legislative Coordinating Commission

72 State Office Building St. Paul, MN 55155-1201 Phone: (651) 296-0099 Fax: (651) 297-3697 TDD (651) 296-9896

**DATE:** August 24, 2018

**TO:** Chris Steller, Legislative Reference Library

**FROM:** Kasey Gerkovich, Legislative Coordinating Commission

**RE:** Report of Professional and Technical Services Agreements for FY2018 as Required by 3.225, Subd 5 (b)

Legislative office	Date of Signature	Contractor Name	Contract Amount	Duration of Contract	Type of Service/Tasks Completed	First Time Contract?	Contract Renewal	FY18 Amount Paid to Vendor
LCPR	11/3/2014 amended 3/24/2017	Deloitte Consulting	Fees vary but max is \$15,000 FY15, \$15,375 FY16, \$15,760 FY17, \$16,150 FY18, \$16,560 FY19 for additional consulting fee and \$118,000 for total actuary plan review fees.	11/3/2014 - 6/30/2019	Actuary review of retirement plans	N	N (amend)	\$74,300.00
LCC	6/26/2015	Insight Public Sector, Inc., RNO	Monthly fee of \$3,888.24 plus one-time fee of \$4,964.55	7/1/2015- 6/30/2021	Remote Network Operation Services for VOIP, Use of virtual equip, Engineering & dispatch services	Y	N	\$50,311.53
LCC	1/27/2014 amended 2/13/2018	Paradigm	\$324,000 – amended to \$92 per hour for captioning services	1/1/14- 12/31/17 amended 2/20/18 – 12/31/19	Telecast caption services	N	Y (amend)	\$59,225.00
LCC	1/23/2014 Amended 12/6/2017	NeuVest	\$300/hr w/ max contract of \$19,200 Amended: \$2500 ½ day, \$5000 full day- contract max \$24,000	1/23/2014 - 12/31/2017 Amended 12/21/2018	Training Services (Respect in the Workplace & Sexual Discrimination & Harassment)	N	Y (amend)	\$12,500

LCC	2/25/2014 Amended 12/13/2017	Tom Schultz Captioning	\$55/hr for captioning, \$20/hr for training. Max \$230,000 amended \$60 per hour	2/25/14- 12/31/17 Amended through 12/31/2019	Captioning Service (webcast)	N	Y (amend)	\$35,092.00
LCC	3/25/2014 Amended 12/13/2017	Teleperformance (dba TP USA FHCS	\$65/hr Amended: \$70.00 per hour	2/25/14- 12/31/17 through 12/31/2019	Captioning Service (webcast)	N	Y (amend)	\$47,102.50
LCC	2/24/2013 Amended 1/29/2018	Minnesota Public Television Association and Twin Cities Public Television	CY14-15 terms: \$561,900 for 150 broadcast days. \$2,000/day after. 30 preemptions. \$1,000/preemption after. Up to \$16,900 for promotional efforts. CY16- 17 terms: \$561,900 for 150 broadcast days. \$2,000/day after. 30 preemptions. \$1,000/preemption after. Up to \$16,900 for promotional efforts.  Max \$561,956 for 150 broadcast days for 2 year biennium	2/24/2014 - 12/31/2017 Amended 12.31/2019	Telecast Services	N	Y (amend)	\$233,014.00
LCC /MRPC	5/19/2016	The Odyssey Group	\$2,200 / month retainer for 50 hrs of services + expenses (specific terms on contract)	7/1/14- 6/30/18 (FY15-18)	Commission administrative and marketing support services for Mn- Mississippi River Parkway Commission w/ LCC fiscal agent	N	Y (amend)	\$35,760.35
ORS	7/14/2016 7/10/2017	Zinncorp, Inc	\$116/Hr not to exceed \$42,688	7/13/16 - 6/30/17 Extended through 1/31/2018	Business IT Process Analyst Services ~ MARSS Project	Y	Y (amend)	\$39,362.00
ORS	6/29/2015 7/3/2017	Systems Specialties, Inc.	2600 hrs \$120/Hr, contact max \$312,000 FY18 \$62,000. Amended: \$125 per hour max. \$34,375	2/22/2016 - 6/30/2017 7/1/17 - 6/30/2018 amended: 12/31/2018	Development of rule searchable website and Oracle DBA	N	Y (amend)	\$58,625.00
LCC	12/16/2016	Regents of University of MN	\$45,000 contract max	12/16/2016 - 12/31/2018	Training for board of directors of charter schools	Y	N	\$22,500.00
LSOHC	Signed 10/11/11 Amended 1: 6/19/12, Amend 2: 6/19/2014 Signed 04/28/2017	Houston Engineering	Contract max \$283,000. Payment terms broken down to phases \$30k for FY18 & 30K for FY19 Contract max \$60,000.	10/11/11- 6/30/17 (FY12- 17)7/1/2017 - 6/30/2019 (FY18-19) (May extend until 6/30/2021)	development of custom web software system for tracking proposals including mapping capabilities	Y	Y (amend)	\$17,004.25
LSOHC	3/8/2017	Environmental Initiative	Max \$73,000 (invoiced at payment rates in contract)	3/3/17- 8/30/17	Facilitation services - identify/define outcomes & inputs (measurables)	Y	N	\$36,285.45



## Legislative Coordinating Commission

72 State Office Building St. Paul, MN 55155-1201 Phone: (651) 296-0099 Fax: (651) 297-3697 TDD (651) 296-9896

**DATE:** November 21, 2016

**TO:** Katie Elmore, Legislative Reference Library

**FROM:** Kasey Gerkovich, Legislative Coordinating Commission

**RE:** Report of Professional and Technical Services Agreements for FY2016 as Required by 3.225, Subd 5 (b)

Date of Signature	Contractor Name	Contract Amount	Duration of Contract	Type of Service/Tasks Completed	First Time Contract?	Contract Renewal	FY16 Expenditures under Agreement
10/11/11	Houston Engineering	Contract max \$283,000. Payment terms broken down to phases.	10/11/11-6/30/17	Development of custom web software system for tracking proposals including mapping capabilities	Y	Y (amend)	\$25,500.00
1/27/2014	Paradigm	\$324,000	1/1/14-12/31/17	Telecast caption services	N	Y (amend)	\$50,422.50
1/23/2014	NeuVest	\$300/HR w/ max contract of \$19,200	1/23/2014 - 12/31/2017	Training Services for the Legislature (Respect in the Workplace & Sexual Discrimination & Harassment)	N	Y (amend)	\$3,500.00
2/25/2014	Tom Schultz Captioning	\$55/HR for captioning, \$20/HR for training. Max \$230,000	2/25/14-12/31/17	Captioning Services	N	Y (amend)	\$27,940.00
2/24/2013	Minnesota Public Television Association and Twin Cities Public Television	CY14-15 terms: \$561,900 for 150 broadcast days. \$2,000/day after. 30 preemptions. \$1,000/preemption after. Up to \$16,900 for promotional efforts CY16-17 terms: \$561,900 for 150 broadcast days. \$2,000/day after. 30 preemptions. \$1,000/preemption after. Up to \$16,900 for promotional efforts.	2/24/2014 - 12/31/2017	Telecast Services	N	Y (amend)	\$202,284.00
3/25/2014	Teleperformance	\$65/HR	2/25/14-12/31/17	Captioning Services	N	Y (amend)	\$29,867.50
4/10/2014	Kimley-Horn and Associates	Contract max \$466,000	4/10/2014-12/31/2015	Corridor Management Planning and implementation services	N	N	\$69,900.00

6/26/2012	The Odyssey Group	\$2,200 / month retainer for 50 HR of services + expenses (specific terms on contract)	7/1/14-6/30/18	Commission administrative and marketing support services for MN-Mississippi River Parkway Commission w/ LCC as fiscal agent	N	Y (amend)	\$35,586.78
11/3/2014	Deloitte Consulting	Fees vary but max is \$15,000 FY15, \$15,375 FY16, \$15,760 FY17, \$16,150 FY18, \$16,560 FY19 for additional consulting fee and \$118,000 for total actuary plan review fees.	11/3/2014 - 6/30/2019	Actuary review of retirement plans as requested	N	N	\$116,875.00
6/25/2015	EnterpriseJ.com	3888 HR \$125/HR, contact max \$486,000	7/1/2013-6/30/2015 (amended to Feb 26, 2016)	Java XTEND programing services as requested	N	Y (amend)	\$137,833.67
6/29/2015	Systems Specialties, Inc.	2600 HR \$120/HR, contact max \$312,000	7/1/2013-6/30/2015 (amended to 12/31/2015)	Development of rule searchable website and Oracle DBA	N	Y (amend)	\$75,717.50
6/26/2015	Insight Public Sector, Inc., RNO	Monthly fee of \$3,888.24 throughout duration of agreement plus one-time fee of \$4,964.55	7/1/2015-6/30/2021	Remote Network Operation Services for VOIP, Use of virtual equip, Engineering & dispatch services for the Legislature	Y	N	\$51,623.43
6/26/2015	Insight Public Sector, Inc., UCU&M	\$66,184 estimated work HR + \$9,875 travel expenses, but will be changed to actual	9 weeks during summer/fall FY16 no later term of 12/31/2015	Migration Services to new VOIP System & Post Migration Support/Training for the Legislature	Y	N	\$75,032.39
9/1/2015	Abdo Eick and Meyer	\$12,066	10/1/2015 – 3/15/2016	FY15 financial audit services	N	N	\$12,066.00
7/14/2015	Troy Lawrence	50/HR	7/1/15-6/30/16	IT Services as Requested	N	Y (amend)	\$540.00
12/9/2015	Granicus	\$18,984	1/1/16-6/30/16	Pilot project of hosting web streaming and audio streaming programs	Y	N	\$18,974.36
1/12/2016	SmartSimple Software, LTD	\$6,750	2/29/2016	development of a statement of work plan for program management software	N	N	\$0.00
5/1/2015	Nat'l Assoc. of State Auditors	\$18,000	5/1/15 - 10/31/2015	External peer review of the Office of the Legislative Auditor, Financial Audit Division	Y	N	\$13,770.00
9/1/2015	Milliman, Inc	\$56,465	9/17/2015 - 12/31/2015	Reviewing actuarial services as part of its audits of the comprehensive annual financial reports for the three state retirement systems	Y	N	\$56,465.00
9/1/2015	Wildlife Management Institute	\$88,450	9/11/2015 - 5/15/2016	Technical assistance for evaluation of the DNR deer population management activities	Y	N	\$81,479.00
10/1/2015	Syntax	\$3,500	10/6/2015 - 6/30/2016	Support and maintenance of Citrix network	Y	N	\$700.00



## Legislative Coordinating Commission

72 State Office Building St. Paul, MN 55155-1201 Phone: (651) 296-0099 Fax: (651) 297-3697 TDD (651) 296-9896

**DATE:** November 21, 2016

**TO:** Katie Elmore, Legislative Reference Library

**FROM:** Kasey Gerkovich, Legislative Coordinating Commission

Minnesota Statutes 3.225, Subdivision 5(c), requires the Legislative Coordinating Commission to file a one-page performance report to the Legislative Reference Library within 30 days of final completion of a contract over \$40,000. This report contains executed contract/s that applies to the criteria.

Contractor/Vendor Name:	Kimley-Horn and Associates
Contract Purpose:	Corridor management planning and implementation services for Mississippi River Parkway Commission (MN-MRPC) under the fiscal oversight of the Legislative Coordinating Commission
Why it was Necessary to Enter into an Agreement:	The Legislative Coordinating Commission did not have the staff resources nor the expertise to provide these services with existing staff within the timeframe required by the federal grant funding the project.
Amount Spent on Contract:	\$466,000
Cost-Effective /Efficiency Considerations:	The development of corridor management plan (CMP) for the Great River Road serves as the 10-15 year strategic plan to assist in identifying the actions, responsibilities, procedures, controls, operational practices, and suggest strategies to help the MN-MRPC and its partners provide and promote a superior byway travel experience and improve quality of life locally, while maintaining the archaeological, cultural, historic, natural, recreational, and scenic intrinsic resources that support Minnesota's Great River Road National Scenic Byway. The projected was funded through a national scenic byway grant provided by the Federal Highway Administration and a project grant through the National Park Service used as the required matching funds. Kimley-Horn was selected through a request for proposal best value evaluation process for their understanding of the project, incorporation of innovative strategy, their GIS expertise, and their strategy of community and stakeholder involvement in the process. Kimley-Horn also had experience developing CMP for similar entities. Staff from MN-MRPC and Minnesota Department of Transportation worked closely with Kimley-Horn on the project. A completed CMP was given to the Legislative Reference Library but can also be accessed at <a href="http://www.mnmississippiriver.com/cmp/">http://www.mnmississippiriver.com/cmp/</a>



## Legislative Coordinating Commission

72 State Office Building St. Paul, MN 55155-1201 Phone: (651) 296-0099 Fax: (651) 297-3697 TDD (651) 296-9896

**DATE:** November 21, 2016

**TO:** Katie Elmore, Legislative Reference Library

**FROM:** Kasey Gerkovich, Legislative Coordinating Commission

Minnesota Statutes 3.225, Subdivision 5(c), requires the Legislative Coordinating Commission to file a one-page performance report to the Legislative Reference Library within 30 days of final completion of a contract over \$40,000. This report contains executed contract/s that applies to the criteria.

Contractor/Vendor Name:	Insight Public Sector, Inc.
Contract Purpose:	Implementation of remote network operation services for Voice over IP (VoIP) system for the Legislature and post-migration support/training for legislative staff for maintenance purposes.
Why it was Necessary to Enter into an Agreement:	Staff resources lacked the technical expertise for the initial implementation and maintenance training of a new VoIP system
Amount Spent on Contract:	\$75,032.39
Cost-Effective /Efficiency Considerations:	The Legislature legacy VoIP system was no longer supported by its vendor and a new single phone system was needed to meet the needs of legislative members, staff and the public. After investigation by technical and managerial staff of the House, Senate and Legislative Coordinating Commission, Insight was selected for system implementation and training services. Vendor staff traveled on-site to implement the system and to train legislative staff for maintenance purposes and to be better equipped to manage the system.

### FY 2014 LCC Contract List

Instructions: pursuant to MS 3.225, Subd. 5, the LCC must submit a monthly report listing all contracts for professional or technical services executed and submit to the Legislative Reference Library. \*Within 30 days of final completion of a contract over \$40,000 covered by this subdivision, the chief executive of the entity entering into the contract must file a one-page performance report with the Legislative Reference Library.

Legislative office	Date of Signature	Contractor Name	Contract Amount	~ \$ Paid Per FY/ Or Max of Contract Per FY*	Duration of Contract	Type of Service/Tasks Completed	First Time Contract?	Contract Renewal	FY
LCC	11/23/2010	CSD (Communication Service for the Deaf)	\$135 for each 2 hours of service provided (specific rate terms on contract)		1/1/2013-12/31/2014	Sign language interpretive services for the MN Legislature	N	Y	FY14
LCC	12/29/2011	Lapp, Libra, Thomson, Stoeber & Pusch	\$250.00/hr + expenses		Effective 12/29/11	Legal Services Retainer	N	N	FY14
LCC	12/19/2012	NeuVest	\$300/hr w/ max contract of \$12,000	\$12,000	1/1/2013- 12/31/2013	Training Services (Respect in the Workplace & Sexual Discrimination & Harassment)	N	Y	FY14
LCC	9/25/2013	Abdo Eick and Meyer	\$11,090	\$11,090	When final financial report completed but no later than Feb 18, 2014	FY14 financial audit services	N	N	FY14
LCC (PIT)	2/20/2012	Minnesota Public Television Association and Twin Cities Public Television	\$528,066 for 154 broadcast days. \$2,000/day after. 30 extensions	\$528,066	1/24/12-12/31/13	Telecast Services	N	N	FY14
LCC/MRPC	6/26/2012	The Odyssey Group	\$2,167 / month + expenses (specific terms on contract)	\$26,004	7/1/12-6/30/14 (FY13-14)	Commission administrative and marketing support services for Mn-Mississippi River Parkway Commission w/ LCC fiscal agent	N	Y	FY14
LCC/MRPC	10/31/2013	Crescent Printing	Not to exceed \$28,777.36	\$28,777	10/31/2013-12/31/2013	Printing of Miss River Comp Booklet	Y	N	FY14

LCPR	7/25/2013	Milliman, Inc.	Tiered contract for actuary valuations of \$89,000, a billing rate per hour for review of proposed legislation (\$86-\$475) and a cap of add'l consulting services to be \$10,000	\$10,000	7/25/13 - 7/30/14	Actuary services	N	N	FY14
LRL	8/10/2013	SKR Group dba Alternative Micrographics Imaging	Tiered contract for digitized and electronic organization services at a maximum cost of \$6,900.	\$6,900	8/10/13-6/30/14	Digitization services	Y	N	FY14
LSOHC	Signed 10/11/11 Amended:6/19/12	Houston Engineering	Contract max \$149,000. Payment terms broken down to phases.	\$149,000	10/11/11-6/30/16 (FY12-16)	development of custom web software system for tracking proposals	Y	Y (amend)	FY14
LSOHC	7/9/2013	MMB	\$15,375	\$15,375	7/25/2013 - 1/31/2014	Framework review and planning	N	N	FY14
LSOHC	7/23/2013	MMB	\$22,625	\$22,625	7/25/2013 - 11/13/13	Biennial Recommendation Process	N	N	FY14
ORS	6/4/2012	EnterpriseJ.com (Gerry Kauma)	1,664 hrs \$125/Hr, contact max \$208,000	\$208,000	7/1/13-6/30/14	Java XTEND programing	N	Y	FY14
ORS	6/14/2013	System Specialties (Steven Segal)	1040 hrs \$120/hr contract max \$124,800	\$124,800	7/1/13-6/30/14	Development of rule searchable website and Oracle DBA	N	Y	FY14
ORS	9/14/2013	Hub Properties/Reit Management	\$277,589	\$277,589	10/1/13-9/30/18	525 Park Rent	N	y	FY14
ORS	1/6/2012	West/Thomson Reuters	\$1,924,274	\$1,924	1/1/12-12/31/17	Printing/Binding of MN Statues/Laws/Rules/Supplements	N	Y	FY14
LCC	1/27/2014	Paradigm	\$162,000	\$162,000	1/1/14-12/31/15	Telecast caption services	N	N	FY14
LCC	1/23/2014	NeuVest	\$300/hr w/ max contract of \$12,000	\$12,000	1/23/2014 - 12/31/2015	Training Services (Respect in the Workplace & Sexual Discrimination & Harassment)	N	Y	FY14
LCC	1/24/2012	Tom Schultz Captioning	\$45/hr for captioning, \$20/hr for training. Max \$103,500	\$103,500	1/24/12-12/31/13	Captioning Service	N	N	FY14
LCC	2/25/2013	Tom Schultz Captioning	\$55/hr for captioning, \$20/hr for training. Max \$110,000	\$110,000	2/25/14-12/31/115	Captioning Service	N	N	FY14



LCC (PIT)	2/24/2013	Minnesota Public Television Association and Twin Cities Public Television	\$561,900 for 150 broadcast days. \$2,000/day after. 30 preemptions. \$1,000/preemption after. Up to \$16,900 for promotional efforts.	\$16,900	2/24/2014 - 12/31/2015	Telecast Services	N	N	FY14
LCC	3/25/2014	Aegis	\$65/hr	\$14,820	1/1/14-12/31/2015	Captioning Service	N	N	FY14
LCC/MRPC	4/10/2014	Kimley-Horn and Associates	Contract max \$466,000	\$4,666	4/10/2014-12/31/2015	Cooridor Mgmt Planning and implementation services	N	N	FY14
LSOHC	Signed 10/11/11 Amended 1: 6/19/12, Amend 2: 6/19/2014	Houston Engineering	Contract max \$283,000. Payment terms broken down to phases.	\$283,000	10/11/11-6/30/17 (FY12-167)	development of custom web software system for tracking proposals including mapping capabilities	Y	Y (amend)	FY14
LCC		MNDOT	Agreement #04204.			MNDOT sign fabrication and installation for MRT.			FY14
LCC	10/17/2011	Gortons Net, Inc	\$120/hr up to a max \$44,000-\$49,000	\$49,000	10/17/2011-6/30/2013	Website development service	N	Y (amend)	FY13
LCC	12/29/2011	Lapp, Libra, Thomson, Stoeber & Pusch	\$250.00/hr + expenses		Effective 12/29/11	Legal Services Retainer	N	N	FY13
LCC	1/24/2012	Tom Schultz Captioning	\$45/hr for captioning, \$20/hr for training. Max \$103,500	\$103,500	1/24/12-12/31/13	Captioning Service	N	N	FY13
LCC	1/24/2012	Aegis	\$65/hr	\$19,500	1/24/12-12/31/13	Captioning Service	N	N	FY13
LCC	1/24/2012	Paradigm	\$90/hr		1/24/12-12/31/13	Telecast Captioning Service	N	N	FY13
LCC	7/5/2012	Winthrop & Weinstine	Flat fee of \$18,000	\$18,000	Service component specific - likely FY12 only	Limited legal representative service re League of Women Voters v Ritchie	N	N	FY13
LCC	12/7/2012	CSD (Communication Service for the Deaf)	\$135 for each 2 hours of service provided (specific rate terms on contract)		1/1/2013-12/31/2014	Sign language interpretive services for the MN Legislature	N	Y	FY13
LCC	12/19/2012	NeuVest	\$300/hr w/ max contract of \$12,000	\$12,000	1/1/2013- 12/31/2013	Training Services (Respect in the Workplace & Sexual Discrimination & Harassment)	N	Y	FY13

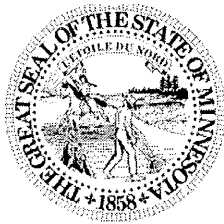
LCC (PIT)	2/20/2012	Minnesota Public Television Association and Twin Cities Public Television	\$528,066 for 154 broadcast days. \$2,000/day after. 30 extensions		1/24/12-12/31/13	Telecast Services	N	N	FY13
LCC/MRPC	6/26/2012	The Odyssey Group	\$2,167 / month + expenses (specific terms on contract)	\$26,004	7/1/12-6/30/14 (FY13-14)	Commission administrative and marketing support services for Mn-Mississippi River Parkway Commission w/ LCC fiscal agent	N	Y	FY13
LCC/MRPC	1/31/2013	Palmer Printing	Max contract \$7,118 + sales tax	\$7,118	1/31/13-6/30/13	Printing, shipment & storage of 37,000 copies of GRR travel planner brochure	Y	Y	FY13
LCCMR	3/28/2013	MAD	\$2,500	\$2,500	3/28/13 - 5/31/13	Neutral facilitator in discussion with DNR regarding contract admin	Y	N	FY13
LCPR	11/24/2009	Millman, Inc	Anticipated to be \$XX for FY13. Total contract value \$461,000 + reimbursement of expenses	\$461,000	Nov 24, 2009 - June 30, 2013	Actuary services	Y	N	FY13
LSOHC	Signed 10/11/11 Amended:6/19/12	Houston Engineering	Contract max \$149,000. Payment terms broken down to phases.	\$149,000	10/11/11-6/30/16 (FY12-16)	development of custom web software system for tracking proposals	Y	Y (amend)	FY13
LSOHC	3/28/2013	MAD	\$2,500	\$2,500	3/28/13 - 5/31/13	Neutral facilitator in discussion with DNR regarding contract admin	Y	N	FY13
ORS	6/5/2012	System Specialties, Inc	\$110/hr; contract max \$161,260	\$161,260	9/1/11-6/30/12, amended to 12/31/12, amended to 6/30/13	Development of rule searchable website and Oracle DBA	N	Y (amend)	FY13
ORS	6/4/2012	EnterpriseJ.com (Gerry Kauma)	2,074 hrs \$125/Hr, contact max \$259,250	\$259,250	10/1/11-6/30/12 (amended to 1/31/13 (amended to 6/30/13)	Java XTEND programing	N	Y(amend)	FY13
LCC	11/16/2010	NeuVest	\$300/hr w/ max contract of \$12,000	\$12,000	1/1/2011- 12/31/2012	Training Services (Respect in the Workplace & Sexual Discrimination & Harassment)	N	Y	FY12

LCC	11/23/2010	CSD (Communication Service for the Deaf)	\$135 for each 2 hours of service provided (specific rate terms on contract)		11/23/2010 - 12/31/2012, 1/1/2013-12/31/2014	Sign language interpretive services for the MN Legislature	N	Y	FY12
LCC	10/17/2011	Gortons Net, Inc	\$120/hr up to a max \$44,000	\$44,000	10/17/2011-6/30/2013	Website development service	N	N	FY12
LCC	12/29/2011	Lapp, Libra, Thomson, Stoeber & Pusch	\$250.00/hr + expenses		Effective 12/29/11	Legal Services Retainer	N	N	FY12
LCC	2/22/2011	Southwest Marketing Advisory Center (SMAC)	\$44,926	\$44,926	2/22/11 - 2/29/12	Completion of a comparative study regarding business regulations	Y	N	FY12
LCC	1/24/2011	Thomas Schultz doing business as Thomas Schultz Captioning	Range of hourly rates of \$45 for captioning and \$20 for training		1/24/2012 - 12/31/13	Echo-Captioning Services	N	N	FY12
LCC	1/24/2012	Tom Schultz Captioning	\$45/hr for captioning, \$20/hr for training. Max \$103,500	\$103,500	1/24/12-12/31/13	Captioning Service	N	N	FY12
LCC	1/24/2012	Aegis	\$65/hr	\$19,500	1/24/12-12/31/13	Captioning Service	N	N	FY12
LCC	1/24/2012	Paradigm	\$90/hr		1/24/12-12/31/13	Telecast Captioning Service	N	N	FY12
LCC	7/5/2012	Winthrop & Weinstine	Flat fee of \$18,000	\$18,000	Service component specific - likely FY12 only	Limited legal representative service re League of Women Voters v Ritchie	N	N	FY12
LCC	10/17/2011	Baker Tilly Virchow Krause	\$10,400	\$10,400	10/17/2011-1/18/2012	Audit Services	Y	N	FY12
LCC (PIT)	1/24/2012	Minnesota Public Television Association and Twin Cities Public Television	\$877,824 for 2011 session. \$200/hr for special session (amendment \$3,000 per day until new agreement which will change the amount to the new agreement)	\$877,824	2/4/10 - 12/31/11, amended to 2/21/12	Telecast Services	N	N	FY12
LCC (PIT)	2/20/2012	Minnesota Public Television Association and Twin Cities Public Television	\$528,066 for 154 broadcast days. \$2,000/day after. 30 extensions	\$528,066	1/24/12-12/31/13	Telecast Services	N	N	FY12
LCC/MRPC	17-Sep-11	Hardworking Pictures	Max amount \$11,700	\$11,700	9/17/11-12/31/11	Video Production Services	Y	N	FY12

LCPR	11/24/2009	Millman, Inc	Anticipated to be \$XX for FY12. Total contract value \$461,000 + reimbursment of expenses	\$461,000	Nov 24, 2009 - June 30, 2013	Actuary services	Y	N	FY12
LSOHC	1/18/2012	University of MN - UMD Labovitz School of Business & Economics	\$1,699	\$1,699	1/30/12-2/29/12	Economic Impact Analysis	N	Y	FY12
LSOHC	Signed 10/11/11 Amended:6/19/12	Houston Engineering	Contract max \$149,000. Payment terms broken down to phases.	\$149,000	10/11/11-6/30/16 (FY12-16)	development of custom web software system for tracking proposals	Y	Y (amend)	FY12
Minnesota Mississippi River Parkway Commission & Legislative Coordinating Commission	7/1/2010	The Odyssey Group	\$2,041.67 / month (specific terms on contract)	\$2,042	Original 7/1/2010-6/30/2012	Commission administrative and marketing support services for Mn-Mississippi River Parkway Commission w/ LCC fiscal agent	N	N	FY12
ORS	6/5/2012	System Specialties, Inc	\$110/hr; contract max \$161,260	\$161,260	9/1/11-6/30/12, amended to 12/31/12	Development of rule searchable website and Oracle DBA		Y(amend)	FY12
ORS	6/4/2012	EnterpriseJ.com (Gerry Kauma)	2,074 hrs \$125/Hr, contact max \$259,250	\$259,250	10/1/11-6/30/12 (amended to 1/31/13)	Java XTEND programing		Y(amend)	FY12
ORS	6/8/2011	West/Thomson Reuters	amended \$74,024	\$74,024	5/9/06-10/11/11	Printing/Binding of MN Statutes/Laws/Rules & Supplement		Y(amend)	FY12
LSOHC	6/29/2010	Board of Water & Soil Resources	\$100/hr not to exceed \$20,000	\$20,000	6/30/2010 - Feb 15, 2011	GIS services 1) baseline habitat outcomes and outputs, likely habitat outcomes and outputs, max habitat outcomes and outputs	Y	N	FY11
Minnesota Mississippi River Parkway Commission & Legislative Coordinating Commission	7/1/2010	The Odyssey Group	\$2,041.67 / month (specific terms on contract)	\$24,495	Original 7/1/2010-6/30/2012	Commission administrative and marketing support services for Mn-Mississippi River Parkway Commission w/ LCC fiscal agent	N	N	FY11

LCCMR Interagency agreement w/ LCC	10/29/2010	N/A	\$5,000	\$5,000	1-Feb-11	Support for additional enhancements to Legacy website	N	N	FY11
DNR Interagency agreement w/ LCC	11/1/2010	N/A	\$5,000	\$5,000	1-Feb-11	Support for additional enhancements to Legacy website	N	N	FY11
LSOHC Interagency agreement w/ LCC	10/14/2010	N/A	\$5,000	\$5,000	1-Feb-11	Support for additional enhancements to Legacy website	N	N	FY11
PCA Interagency agreement w/ LCC	10/18/2010	N/A	\$5,000	\$5,000	1-Feb-11	Support for additional enhancements to Legacy website	N	N	FY11
BWSR Interagency agreement w/ LCC	11/8/2010	N/A	\$5,000	\$5,000	1-Feb-11	Support for additional enhancements to Legacy website	N	N	FY11
Arts Board Interagency agreement w/ LCC	11/23/2010	N/A	\$5,000	\$5,000	1-Feb-11	Support for additional enhancements to Legacy website	N	N	FY11
Legislative Coordinating Commission	11/16/2010	NeuVest	\$300/hr w/ max contract of \$12,000	\$12,000	1/1/2011- 12/31/2012	Training Services (Respect in the Workplace & Sexual Discrimination & Harassment)	N	Y	FY11
Legislative Coordinating Commission	11/23/2010	CSD (Communication Service for the Deaf)	\$135 for each 2 hours of service provided (specific rate terms on contract)		11/23/2010 - 12/31/2012	Sign language interpretive services for the MN Legislature	N	Y	FY11
Legislative Coordinating Commission	1/11/2011	Thomas Schultz doing business as Thomas Schultz Captioning	Range of hourly rates from \$18/hr to \$52/hr depending on services provided and accuracy. Not to exceed \$30,000	\$30,000	1/4/2011 - 12/31/11	Echo-Captioning Services	N	N	FY11
Legislative Coordinating Commission	1/31/2011	Aegis RapidText, Inc	\$45/hr when services provided. Not to exceed \$30,000	\$30,000	1/4/2011 - 12/31/11	Echo-Captioning Services	Y	N	FY11
Legislative Coordinating Commission	2/22/2011	Southwest Marketing Advisory Center (SMAC)	\$44,926	\$44,926	2/22/11 - 2/29/12	Completion of a comparative study regarding business regulations	Y	N	FY11

Legislative Coordinating Commission	8/3/2010	Qwest Corporation	\$530	\$530	8/3/2010 - 8/3/2013	Telecommunication service - PRS 23 B+D VoiceData DS1 (PRI agreement)	Y	N	FY11
OESW & LRL	12/10/2010	Mary McCreavy	\$30/hr not to exceed \$6,000	\$6,000	12/10/2010 - 4/30/2011	Research and analysis on Women's Legislative Timeline Project	Y	N	FY11



## Legislative Coordinating Commission

72 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: November 15, 2008

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sally Kidd  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

### New Contracts:

Contractor	Contract Amount	Duration	Tasks
Teresa Hudoba (Revisor)	\$6,000	07/01/08 – 06/30/09	Indexing
Suzanna Moody (Revisor)	\$6,000	07/01/08 – 06/30/09	Indexing
Stephanie Reymann (Revisor)	\$6,000	07/01/08 – 06/30/09	Indexing
Jan Stone (Revisor)	\$6,000	07/01/08 – 06/30/09	Indexing
Diana Witt (Revisor)	\$6,000	07/01/08 – 06/30/09	Indexing
System Specialties (Revisor)	\$114,400.00	07/01/08 – 06/30/09	Computer Systems Maintenance
Conklin and de Decker (LCC)	\$13,500	07/06/08 – 12/31/08	Analyze data and prepare a report and analysis
The Odyssey Group (LCC)	\$2041.67 per month	07/01/08 – 6/30/09	Commission administrative and marketing support services for Mn-Mississippi River Parkway Commission w/ LCC fiscal agent
Richardson Richter and Associates (LCC)	\$100,000	10/03/08-06/30/09	Provide administrative support to green jobs task force.
GSP Consulting (LCC)	\$79,272	10/22/08-06/30/09	Provide market analysis for green jobs task force.

### Renewed Contracts:

Contractor	Contract Amount	Duration	Tasks
Communication Services with the Deaf (CSD) (LCC)	Based on use of services	10/06/08 - 6/30/10	Arrange and coordinate sign language interpreting service



## **Legislative Coordinating Commission**

72 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: December 7, 2006

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for November 2006

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

### **New Contracts:**

<b>Contractor</b>	<b>Contract Amount</b>	<b>Duration</b>	<b>Tasks</b>
Communication Services for the Deaf – Minnesota	Based on use of services	2007 – 2008	Arrange and coordinate sign language interpreting services





## Legislative Coordinating Commission

72 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: July 31, 2008

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sally Kidd  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for FY 2008

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

### New Contracts:

Contractor	Contract Amount	Duration	Tasks
Teresa Hudoba (Revisor)	\$6,000	07/01/07 – 06/30/08	Indexing
Suzanna Moody (Revisor)	\$6,000	07/01/07 – 06/30/08	Indexing
Stephanie Reymann (Revisor)	\$6,000	07/01/07 – 06/30/08	Indexing
Jan Stone (Revisor)	\$6,000	07/01/07 – 06/30/08	Indexing
Diana Witt (Revisor)	\$6,000	07/01/07 – 06/30/08	Indexing
Gray, Plant, Mooty, Mooty, and Bennett, PA (LCC)	\$500,000	12/19/07 – 5/21/08	Investigate and prepare a report relating to the collapse of the 35W bridge collapse
Management Analysis Division, Dept of Administration (LCC - EETF)	\$6,375	10/24/2007-3/2008	Meeting facilitation services for the CBED Advisory Task Force
Gostovoich Consulting (LCC- EETF)	\$39,000	1/15/2008-2/29/2008	Research and prepare report on legislation relating to community based energy development
Management Analysis Division, Dept of Administration (LCC )	\$40,000	10/10/2007-11/15/2007	Meeting facilitation services for the Capitol Restoration Working Group

**Amended Contracts:**

<b>Contractor</b>	<b>Contract Amount</b>	<b>Duration</b>	<b>Tasks</b>
System Specialties (Revisor)	\$224,400	06/15/07 – 06/30/08	Computer Consulting
TAJ Technologies (Revisor)	\$166,400	06/06/07 – 12/31/07	Computer Consulting
TAJ Technologies (Revisor)	\$235,760	12/28/07 – 5/31/08	Computer Consulting
XmaLpha Technologies (Revisor)	\$455,260	6/18/07 – 6/30/08	Computer Consulting

**Renewed Contracts:**

<b>Contractor</b>	<b>Contract Amount</b>	<b>Duration</b>	<b>Tasks</b>
Communication Services with the Deaf (CSD) (LCC)	Based on use of services	11/20/2006 – 6/30/08	Arrange and coordinate sign language interpreting service
Theresa Pautz, NeuVest (LCC)	Based on use of services at a rate of \$200 per hour to a maximum of \$5000 in total.	1/25/08 – 5/30/08	Respect in the Workplace
Carlson Destination Marketing Services (LCC)	\$1,625.00 / month	1/1/07 – 6/30/08	Commission administrative and marketing support services



## Legislative Coordinating Commission

72 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE:

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for December 2006 - June 2007

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

### New Contracts:

Contractor	Contract Amount	Duration	Tasks
Suzanna Moody (Revisor)	\$6,000	07/01/07 – 06/30/08	Indexing
Stephanie Reymann (Revisor)	\$6,000	07/01/07 – 06/30/08	Indexing
Dept. of Admin. – Mgmt. Analysis Division (LCC)	\$3,160	01/01/07 – 04/01/07	Training for members of the Legislature
U of MN – Inst. on the Environment (LCCMR)	\$300,000	01/10/07 – 06/30/08	Preparing a statewide conservation and preservation plan with preliminary plan due in June 2007 and final plan due in June 2008.
System Specialties (Revisor)	\$74,800	01/01/07 – 06/30/07	Computer Consulting
TAJ Technologies (Revisor)	\$83,200	01/01/07 – 06/30/07	Computer Consulting
XMaLpha Technologies (Revisor)	\$161,460	01/01/07 – 06/30/07	Computer Consulting
VirchowKrause & Company (LCC)	\$9,300	12/01/06 – 02/28/07	Financial audit

**Amended Contracts:**

<b>Contractor</b>	<b>Contract Amount</b>	<b>Duration</b>	<b>Tasks</b>
System Specialties (Revisor)	\$224,400	01/01/07 – 02/30/08	Computer Consulting
TAJ Technologies (Revisor)	\$166,400	01/01/07 – 12/31/07	Computer Consulting
XMaLpha Technologies (Revisor)	\$293,800	01/01/07 – 06/30/08	Computer Consulting

**Renewed Contracts:**

<b>Contractor</b>	<b>Contract Amount</b>	<b>Duration</b>	<b>Tasks</b>
Theresa Pautz, NeuVest (LCC)	\$2,000	01/01/07 – 02/28/07	Respect in the Workplace



### **Legislative Coordinating Commission**

72 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: November 3, 2006

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for October 2006

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

#### **New Contracts:**

<b>Contractor</b>	<b>Contract Amount</b>	<b>Duration</b>	<b>Tasks</b>
Michelle Fure (LCC)	\$750	10/01/06 – 01/15/07	Text and layout for staff photo directory



## Legislative Coordinating Commission

72 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: October 10, 2006

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for August 2006

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

### New Contracts:

Contractor	Contract Amount	Duration	Tasks
Management Analysis and Development, Department of Administration (LCCMR)	\$10,200	08/07/06 – 11/30/06	Facilitation Services



### **Legislative Coordinating Commission**

72 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: August 18, 2006

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for July 2006

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

#### **New Contracts:**

<b>Contractor</b>	<b>Contract Amount</b>	<b>Duration</b>	<b>Tasks</b>
Stephanie Reymann (Revisor)	\$6,000	07/01/06-06/30/07	Indexing Services
Suzanna Moody (Revisor)	\$6,000	07/01/06-06/30/07	Indexing Services
Barbara Kallusky (Revisor)	\$6,000	07/01/06-06/30/07	Indexing Services
Teresa Hudoba (Revisor)	\$6,000	07/01/06-06/30/07	Indexing Services
Diana Witt (Revisor)	\$6,000	07/01/06-06/30/07	Indexing Services



## Legislative Coordinating Commission

72 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: March 21, 2006

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for February 2006

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

### New Contracts:

Contractor	Contract Amount	Duration	Tasks
VOLT (LCMR)	\$14,335	02/06 – 05/06	Administrative Assistant Services - temporary





## Legislative Coordinating Commission

72 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE:

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for September 2005

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

### New Contracts:

Contractor	Contract Amount	Duration	Tasks
MN Dept. of Admin. Mgmt. Analysis & Development Division (LCMR)	\$7,457	09/01/05 – 02/15/06 (up to 65 hours)	Facilitator- pursuant to 1SS, Chapter 1, Article 2, Sec. 156. Six meetings of the Advisory Task Force.

### Amended Contracts:

Contractor	Contract Amount	Duration	Tasks
XMaLpha Technologies (Revisor)	\$1,094,600 (\$1,037,400 original contract amount)	07/01/05 – 12/31/06	Computer Consulting



## Legislative Coordinating Commission

72 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE:

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for August 2005

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

### New Contracts:

Contractor	Contract Amount	Duration	Tasks
Tom Klein Consulting (Revisor)	\$4,960	07/12/05 – 12/31/05	Computer Consulting
TAJ Technologies (Revisor)	\$228,000	07/01/05 – 12/31/06	Computer Consulting



## Legislative Coordinating Commission

72 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE:

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for July 2005

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

### New Contracts:

Contractor	Contract Amount	Duration	Tasks
Teresa Hudoba (Revisor)	\$6,000	07/01/05 – 06/30/06	Indexing Services
Barbara Kallusky (Revisor)	\$6,000	07/01/05 – 06/30/06	Indexing Services
Suzanna Moody (Revisor)	\$6,000	07/01/05 – 06/30/06	Indexing Services
Stephanie Reymann (Revisor)	\$6,000	07/01/05 – 06/30/06	Indexing Services
Diana Witt (Revisor)	\$6,000	07/01/05 – 06/30/06	Indexing Services
XMaLpha (Revisor)	\$1,037,400	07/01/05 – 12/31/06	Computer Consulting Services



## Legislative Coordinating Commission

72 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE:

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for April, May and June 2005

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

### New Contracts:

Contractor	Contract Amount	Duration	Tasks
Teresa Hudoba (Revisor)	\$6,000	04/15/05 – 06/30/05	Indexing Services
Stephanie Reymann (Revisor)	\$6,000	04/15/05 – 06/30/05	Indexing Services
Diana Witt (Revisor)	\$6,000	04/15/05 – 06/30/05	Indexing Services
Barbara Kallusky (Revisor)	\$6,000	04/15/05 – 06/30/05	Indexing Services



## **Legislative Coordinating Commission**

72 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: April 7, 2005

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for February 2005

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

### **Amended Contracts:**

<b>Contractor</b>	<b>Contract Amount</b>	<b>Duration</b>	<b>Tasks</b>
System Specialties (Revisor)	\$316,000	02/16/05 – 06/30/05	Computer Development

\* Second amendment to an existing contract dated 01/28/03



## Legislative Coordinating Commission

72 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: January 19, 2005

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for December 2004

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

### Amended Contracts:

Contractor	Contract Amount	Duration	Tasks
MN Dept. of Revenue (LCC)	(\$145,000 original contract amount in October 2002)	Extended to 06/30/2005	Additional evaluation and analysis - business taxation study
XMaLpha Technologies (Revisor)	\$1,167,710	12/08/04 – 06/30/05	Computer Development

### New Contract:

Contractor	Contract Amount	Duration	Tasks
Virchow, Krause & Co., LLP (LCC)	\$8,800	12/13/04 – 02/28/05	Audit Services

\*Second time this vendor has provided audit services for the LCC



## **Legislative Coordinating Commission**

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: October 27, 2004

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for October 2004

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

<b>Contractor</b>	<b>Contract Amount</b>	<b>Duration</b>	<b>Tasks</b>
Epistemology, Ltd. (Revisor)	\$47,000	10/12/04 – 06/30/05	Computer Development



## **Legislative Coordinating Commission**

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: October 7, 2004

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for September 2004

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

### **Amended Contract:**

<b>Contractor</b>	<b>Contract Amount</b>	<b>Duration</b>	<b>Tasks</b>
XMalpha Technologies (Revisor)	\$1,110,510	09/07/04 – 06/30/05 (original date: 06/26/03)	Computer Development





## Legislative Coordinating Commission

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: August 3, 2004

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for July 2004

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Minnesota Charter School Forum (LCC)	\$15,000	07/07/04 – 03/01/05	Develop and manage web site for charter schools in MN
Communication Services for the Deaf (LCC)	\$57.50/hour	07/01/04 – 06/30/06	Legislative sign language interpreting services



## Legislative Coordinating Commission

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: July 13, 2004

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for June 2004

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Lampe Design, LLC (LCC)	\$5,000	06/01/04 – 01/15/05	Professional services to the Legislative Electric Energy Task Force.
Association of Minnesota Counties (LCMR)	\$6,000	06/01/04 – 06/30/05	Identify and develop a comprehensive list of regional parks outside the seven-county metro area, including an inventory of park facilities.
Barbara Kallusky (Revisor)	\$25,423	07/01/04 – 12/31/04	Indexing Services
Suzanna Moody (Revisor)	\$28,820	07/01/04 – 12/31/04	Indexing Services
Stephanie Reymann (Revisor)	\$12,920	07/01/04 – 12/31/04	Indexing Services
Teresa Hudoba (Revisor)	\$10,336	07/01/04 – 12/31/04	Indexing Services



## Legislative Coordinating Commission

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: June 9, 2004

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for May 2004

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

### Amended Contracts:

Contractor	Contract Amount	Duration	Tasks
Artemis Alliance (Revisor)	\$439,510.00	05/24/04 – 06/30/05 (original contract date: 02/05/03)	Computer Development
XMaLpha (Revisor)	\$905,610.00	05/20/04 – 06/30/05 (original contract date: 04/22/03)	Computer Development
Arbortext (Revisor)	\$127,500.00	05/06/04 – 06/30/05 (original contract date: 12/18/02)	Computer Development
Reymann, Stephanie (Revisor)	\$10,387.68	05/27/04 – 06/30/04 (original contract date: 07/01/03)	Indexing Services
Hudoba, Teresa (Revisor)	\$8,010.40	05/27/04 – 06/30/04 (original contract date: 07/01/03)	Indexing Services



## Legislative Coordinating Commission

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: April 5, 2004

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for April 2004

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
MN Assoc. of Charter Schools (LCC)	\$5,000	04/13/04 – 05/31/04	Using Ford Foundation grant funds received by the Legislature to develop and conduct three events celebrating charter schools.
MINITEX Library Information Network (Legislative Reference Library)	\$4,999	03/04 – 06/04	Cataloging of library materials



## Legislative Coordinating Commission

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: April 5, 2004

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for March 2004

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

### Amended Contracts:

Contractor	Contract Amount	Duration	Tasks
Skytek (LCC - ERERTF)	\$20,000	03/05/04 – 05/30/04	Conduct schema compliance testing for assignment of mortgage documents



## Legislative Coordinating Commission

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: March 1, 2004

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for February 2004

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Bluestem Systems (Revisor)	\$46,150	01/14/04 – 12/31/04	Computer Development

### Amended Contracts:

Contractor	Contract Amount	Duration	Tasks
Skytek - formerly Navis Group (LCC - ERERTF)	\$6,000	01/01/04 – 01/31/04	Conduct additional schema compliance testing
Artemis Alliance (Revisor)	\$427,870	02/05/03 – 06/30/05	Computer Development



## Legislative Coordinating Commission

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: February 4, 2004

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts for January 2004

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Paradigm Reporting and Captioning (LCC - House/Senate)	\$144,900	02/01/04 - 06/30/05	Provide closed captioning services for legislative TV programming
Minnesota Satellite and Technology (LCC - House/Senate)	\$341,320	02/01/04 - 06/30/05	Distribute legislative TV programming to Greater Minnesota cable stations
Twin Cities Public Television (LCC - House/Senate)	\$225,000	02/01/04 - 06/30/05	Telecast proceedings of the House and Senate on TPT-17

### Amended Contracts:

Contractor	Contract Amount	Duration	Tasks
XMaLpha Technologies (Revisor)	\$799,040 (3 <sup>rd</sup> amendment to 04/22/03 contract)	01/30/04 - 06/30/05	Computer Development

### Renewed Contracts

Contractor	Contract Amount	Duration	Tasks
NeuVest (LCC)	\$2,000	01/01/04 - 03/15/04	Harassment and Respect in the Workplace Training



## Legislative Coordinating Commission

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: January 6, 2004

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Kinney and Lange P.A. (ERERTF/LCC)	\$5,000	12/03 – 01/04	Evaluate possible impact of existing patents on the development and implementation of electronic real estate recording standards.
Hennepin County (ERERTF/LCC)	\$153,125	12/03 – 06/04	To conduct pilot testing of electronic real estate recording standards.

### Amended Contracts:

Contractor	Contract Amount	Duration	Tasks
Epistomology (Revisor)	\$171,850	12/09/03 – 06/30/04 (original contract 6/26/03 – 12/31/03)	Computer Development

### Renewed Contracts

Contractor	Contract Amount	Duration	Tasks
Communication Service for the Deaf (CSD) (LCC)	\$6,000	12/01/03 – 06/30/04	Legislative sign language interpreting services.





## Legislative Coordinating Commission

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: November 5, 2003

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission, 296-9002

RE: Reporting on Professional and Technical Services Contracts

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Roger Williams, Williams Mediation (LCMR)	\$3,250	10/01/03 – 10/31/03	Facilitation of Strategic Planning Seminar at Commission meeting
Aimee Gourlay, Mediation Center for Dispute Resolution – Hamline University (LCMR)	\$3,250	10/01/03 – 10/31/03	Facilitation of Strategic Planning Seminar at Commission meeting

### Amended Contracts:

Contractor	Contract Amount	Duration	Tasks
System Specialties (Revisor)	\$286,000 (\$190,000 original amount)	01/28/03 – 06/30/05	Computer Development Project
XmaLpha Technologies (Revisor)	\$618,240 – 2 <sup>nd</sup> Amendment (\$387,520 original amount)	07/01/03 – 06/30/05	Computer Development Project
Navis (LCC – ERERTF)	\$20,500	11/01/03 – 12/31/03	Identify and make improvements to schema to ensure accessibility for vendor software platforms

### \*Correction to Amended Contract Reported August 8, 2003:

Contractor	Contract Amount	Duration	Tasks
*Navis Group (LCC – ERERTF)	\$24,000	07/31/03 – 06/30/04	Evaluate compliance with state electronic real estate recording standards



## Legislative Coordinating Commission

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: August 8, 2003  
TO: Robbie LaFleur  
Legislative Reference Library  
FROM: Sandy Keene  
Legislative Coordinating Commission  
RE: Reporting on Professional and Technical Services Contracts

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Roseau County (LCC – ERERTF)	\$50,000	07/22/03 – 06/30/04	Pilot Project
<b>Amended Contracts:</b>			
Ben Nevis, Inc. (LCC – ERERTF)	\$24,000	07/31/03 – 06/30/04	Evaluate compliance with state electronic real estate recording standards

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: July 7, 2003  
TO: Robbie LaFleur  
Legislative Reference Library  
FROM: Sandy Keene  
Legislative Coordinating Commission  
RE: Reporting on Professional and Technical Services Contracts

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
**XmaLpha Technologies	\$527,520.00	4/22/03-6/30/05	Computer Development Project-Consulting
TAJ Technologies	\$253,110.00	6/12/03-6/30/05	Computer Development Project-Consulting
Hudoba, Teresa	\$8,010.40	7/1/03-12/31/03	Statutes index Maintenance
Kallusky, Barbara	\$42,771.30	7/1/03-6/30/04	Statutes index Maintenance
Moody, Suzanna	\$41,904.28	7/1/03-6/30/04	Statutes index Maintenance
Reymann, Stephanie	\$10,387.68	7/1/03-12/31/03	Statutes index Maintenance
Witt, Diana	\$3,617.60	7/1/03-12/31/03	Statutes index Maintenance
Quam, Eileen	\$5,684.80	7/1/03-12/31/03	Statutes index Maintenance
Epistomolgy, Ltd.	\$75,600.00	7/1/03-12/31/03	Computer Development Project-Consulting

\*\*This contract is an amendment to an original contract.

Please call me at 296-9002 if you have questions about this report.



## **Legislative Coordinating Commission**

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: June 2, 2003

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Sandy Keene  
Legislative Coordinating Commission

RE: Reporting on Professional and Technical Services Contracts

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

<b>Contractor</b>	<b>Contract Amount</b>	<b>Duration</b>	<b>Tasks</b>
Lyon County (LCC - ERERTF)	\$56,125.00	05/12/03 – 06/30/04	Pilot Project
Renville County (LCC – ERERTF)	\$84,582.00	05/15/03 – 06/30/04	Pilot Project

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: May 6, 2003  
TO: Robbie LaFleur  
Legislative Reference Library  
FROM: Sandy Keene  
Legislative Coordinating Commission  
RE: Reporting on Professional and Technical Services Contracts

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
XmaLpha Technologies (Revisor)	\$387,520.00	07/01/03 – 06/30/05	Computer Development/ Consulting
<b>Amended Contracts:</b>			
Ben Nevis, Inc. (LCC – ERERTF)	\$12,000.00	04/03 – 05/03	Business Analysis Consulting (PRIA standards)
Barbara Kallusky (Revisor)	\$59,413.00 (originally \$56,820.00)	04/28/03 – 06/30/03	Indexing
Theresa Wolner (Revisor)	\$20,672.00 (originally \$23,256.00)	04/28/03 – 06/30/03	Indexing

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: April 11, 2003  
TO: Robbie LaFleur  
Legislative Reference Library  
FROM: Sandy Keene  
Legislative Coordinating Commission  
RE: Reporting on Professional and Technical Services Contracts

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Certified Consultants, Inc. (LCC)	\$4,950.00	03/04/03 – 04/18/03	Programming Services (electronic time card system)
Suzanna Moody (Revisor)	\$46,957.00	03/10/02 – 06/30/03	Indexing
Teresa Hudoba (Revisor)	\$20,672.00	03/10/02 – 06/30/03	Indexing
Dakota County (LCC – ERERTF)	\$63,833.00	04/08/03 – 06/30/04	Pilot Project

Please call me at 296-9002 if you have questions about this report.



## **Legislative Coordinating Commission**

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: March 7, 2003  
TO: Robbie LaFleur  
Legislative Reference Library  
FROM: Sandy Keene  
Legislative Coordinating Commission  
RE: Reporting on Professional and Technical Services Contracts

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

<b>Contractor</b>	<b>Contract Amount</b>	<b>Duration</b>	<b>Tasks</b>
Caliper Corporation (LCC-GIS)	\$1,485.00	02/03 – 11/03	GIS Software Maintenance
ESRI (LCC-GIS)	\$7,131.00	02/03 – 10/03	GIS Software Maintenance
Epistomology (Revisor)	\$175,000.00	10/04/02 – 06/30/03	Computer Development
RLM Associates (Revisor)	\$275,000.00	10/01/02 – 06/30/04	Computer Development
Arbortext, Inc. (Revisor)	\$97,500.00	12/01/02 – 06/30/05	Computer Development
Artemis Alliance (Revisor)	\$407,000.00	02/05/03 – 06/30/05	Computer Development
Syntax (Revisor)	\$146,250.00	01/29/03 – 06/30/05	Computer Development
Systems Specialties (Revisor)	\$190,000.00	01/29/03 – 06/30/05	Computer Development
TAJ Technologies (Revisor)	\$292,500.00	01/07/03 – 06/30/05	Computer Development
XMaLpha Technologies (Revisor)	\$198,000.00	09/20/02 – 06/30/03	Computer Development

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

51 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: February 20, 2003  
TO: Robbie LaFleur  
Legislative Reference Library  
FROM: Sandy Keene  
Legislative Coordinating Commission  
RE: Reporting on Professional and Technical Services Contracts

Minnesota Statutes 3.225, subdivision 5, requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions. The following are all first time contracts:

Contractor	Contract Amount	Duration	Tasks
Barb Lyman, Alternative Designs (LCMR)	\$1,250.00	12/01/02 – 12/31/02	layout and design of newsletter
Virchow, Krause & Company LLP (LCC)	\$7,700	11/05/02 – 01/10/03	financial audit services
NeuVest (LCC)	\$4,500	01/30/03 – 03/15/03	legislative harassment policy and respect in the workplace training
Navis Group, LLC (LCC - ERERTF)	\$73,000	02/01/03 – 06/30/04	county electronic processing of real estate documents
Ben Nevis, Inc. (LCC -ERERTF)	\$5,000	01/15/03 – 05/15/03	business analysis consulting

Please call me at 296-9002 if you have questions about this report.






### **Legislative Coordinating Commission**

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: November 18, 2002

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Greg Hubinger   
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

<b>Contractor</b>	<b>Contract Amount</b>	<b>Duration</b>	<b>Tasks</b>
MN Department of Revenue (LCC)	\$145,000	10/9/02-6/30/04	Business taxation study

Please call me at 296-2963 if you have questions about this report.



### Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: September 17, 2002

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JTR*  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
RLM Associates (Revisor)	\$44,000	7/3/02-8/30/02	XML services
RLM Associates (Revisor)	\$11.00 per hour	7/3/02-8/30/02	Maintenance computer service
XMaLpha Technologies (Revisor)	\$6,000	8/30/02-9/17/02 <sup>(1)</sup>	XML pilot project
XMaLpha Technologies (Revisor)	\$14,700	6/1/02-9/17/02	XML pilot project training
Communication Service for the Deaf (LCC)	\$18,000	7/1/02-6/30/02	Legislative sign language interpreter services

<sup>(1)</sup> This amends the original contract, dated 6/1/02-9/17/02 and in the amount of \$19,760.

Please call me at 296-9002 if you have questions about this report.



### Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: August 30, 2002

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JWR*  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

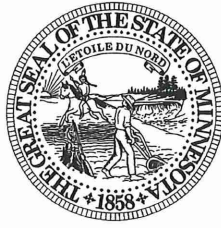
Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Milliman USA (Leg. Commission on Pensions & Retirement)	\$205,000 <sup>(1)</sup>	7/1/02-7/1/04 <sup>(2)</sup>	Actuarial consulting services
McInerny Consulting, LLC (Leg. Coordinating Commission)	\$114,620 <sup>(3)</sup>	7/1/03-6/30/04 <sup>(4)</sup>	Coordinator services for the Electronic Real Estate Recording Task Force
BenNevis, Inc. (Leg. Coordinating Commission)	\$297,000	1/11/02-6/30/03 <sup>(6)</sup>	Business analyst services for the Electronic Real Estate Recording Task Force
BenNevis, Inc. (Leg. Coordinating Commission)	\$1,500 <sup>(5)</sup>	1/11/02-6/30/03	Business analyst services for the Electronic Real Estate Recording Task Force
BenNevis, Inc. (Leg. Coordinating Commission)	\$101,920 <sup>(6)</sup>	7/1/03-6/30/04 <sup>(7)</sup>	Business analyst services for the Electronic Real Estate Recording Task Force

<sup>(1)</sup> For Fiscal Year 2003, for the preparation of the July 1, 2002, statewide and major local retirement plan actuarial valuations and not to exceed \$57,000 for the completion of assigned special projects and special studies, billed at the applicable hourly rates. This is a new contract with a consultant previously maintained by the commission.

- (2) Contract duration until completion of assignments made before July 1, 2004, without an extension, or until the completion of assignments made before July 1, 2005, or July 1, 2006, with an extension.
- (3) This is a contract amendment. The original contract was for \$92,300.
- (4) This amendment extends the original contract's expiration date for an additional year. The original contract duration was 10/25/01-6/30/03.
- (5) This is the first amendment to the above listed contract for \$297,000. This amendment did not affect the contract duration.
- (6) This is the second contract amendment to the above listed contract for \$297,000. The contract total with amendments is \$400,420.
- (7) This amendment also extends the original contract for an additional year.

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: July 10, 2002

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JWR*  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Teresa Hudoba (Revisor)	\$25,840	7/1/02-6/30/03	Statutes index maintenance
Barbara Kallusky (Revisor)	\$56,829	7/1/02-6/30/03	Statutes index maintenance
Suzanna Moody (Revisor)	\$41,789	7/1/02-6/30/03	Statutes index maintenance
Eileen Quam (Revisor)	\$10,336	7/1/02-6/30/03	Statutes index maintenance
Stephanie Redmann (Revisor)	\$23,256	7/1/02-6/30/03	Statutes index maintenance
Diana Witt (Revisor)	\$9,044	7/1/02-6/30/03	Statutes index maintenance
Theresa Wolner (Revisor)	\$23,256	7/1/02-6/30/03	Statutes index maintenance
RLM Associates (Revisor)	\$47,520 <sup>(1)</sup>	4/1/02-6/30/02	Computer consulting
XmaLpha Tech (Revisor)	\$19,760	6/1/02-9/17/02	Pilot project training

Epistemology (Revisor)	\$70,000	3/17/02-9/17/02	Pilot project for XML
XmaLpha Tech (Revisor)	\$24,000	4/4/02-9/17/02	Pilot project consulting
XmaLpha Tech (Revisor)	\$24,000 <sup>(2)</sup>	6/3/02-9/17/02	Pilot project consulting

<sup>(1)</sup> This is an amendment to the contract dated 11/22/00-12/31/01.

<sup>(2)</sup> This is an amendment to the contract dated 4/4/02-9/17/02.

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: June 12, 2002

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JMR*  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
University of Minnesota-CURA (Legislative Commission on Minnesota Resources)	Maximum \$3,400	5/28/02-8/27/02	Program evaluation and database
University of Minnesota-CURA (Auditor)	\$10,508	7/24/01-5/27/02	Assist with Best Practices Review: Managing computer systems
Abdo, Eick & Meyers, LLP (Auditor)	\$10,400	10/22/01-1/31/02	Complete two-year office audit
University of Minnesota- Center for Survey Research (Auditor)	\$6,528	10/17/01-2/15/02	Minnesota internet usage survey
Maury Landsman (Auditor)	\$1,000	5/22/02	Interview skills training session
University of Minnesota-CURA (Auditor)	\$4,700	6/3/02-8/27/02	Assist with Best Practices Review: Preserving older housing stock

These are all first time contracts.

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: January 7, 2002

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JR*  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Summit Benefits Group (Legislative Coordinating Commission)	Maximum \$5,000	12/6/01-12/31/02	Pre-tax administration services

This contract is being renewed for one calendar year.

Please call me at 296-9002 if you have questions about this report.





## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: November 2, 2001

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JMR*  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Williams Mediation (Commission on Minnesota Resources)	\$24,500	10/20/01-1/15/02	Professional facilitation services for task force required by Minn. Laws 2001, Chapter 161, Sec. 55
McInerny Consulting, LLC (Leg. Coordinating Commission)	\$92,300	10/25/01-6/30/03	Coordinator services for the Electronic Real Estate Recording Task Force

These are both new contracts.

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: October 9, 2001

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JWR*  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Milliman USA (Commission on Pensions and Retirement)	Net reduction \$70,000 <sup>(1)</sup>	8/23/01-7/1/02	Actuarial consulting services for the commission that are required by or are authorized under Minn. Stat. 3.85, subd. 11, and 356.215.

<sup>(1)</sup> This is an amendment to a prior contract, implementing applicable recent statutory changes. For Fiscal Year 2002, an increase in actuarial valuation preparation compensation of \$15,000 (from \$165,000 to \$180,000) and a reduction in the police and fire consolidation account valuation report compensation of \$85,000 (from \$1,950 each for 44 accounts to \$0), for a net reduction of \$70,000.

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: September 11, 2001

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JMR*  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
University of Minnesota-CURA (Auditor)	\$5,938.91	8/1/01-1/9/02	Assist with <i>Best Practices Review- Managing Computer Systems and On-Line Services</i> study
Teresa Hudoba (Revisor)	\$25,110	7/1/01-6/30/02	Indexing
Barbara Kallusky (Revisor)	\$58,140	7/1/01-6/30/02	Indexing
Suzanna Moody (Revisor)	\$39,200	7/1/01-6/30/02	Indexing
Eileen Quam (Revisor)	\$12,555	7/1/01-6/30/02	Indexing
Stephanie Reymann (Revisor)	\$25,110	7/1/01-6/30/02	Indexing
Diane Witt (Revisor)	\$10,044	7/1/01-6/30/02	Indexing
Theresa Wolner (Revisor)	\$30,132	7/1/01-6/30/02	Indexing

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: August 13, 2001

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JAR*  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Communication Services for the Deaf (LCC)	\$18,000 maximum	7/1/01-6/30/02	Provide sign language interpreting services for the legislature

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: July 12, 2001

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JR*  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Hamline University (LCC)	\$58,499	6/19/01-12/31/01	Develop and manage a charter schools forum

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: February 12, 2001

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JRR*  
Legislative Coordinating Commission

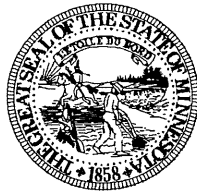
RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
University of MN-CURA* (LCMR)	\$3750	1/11/01-5/27/01	Identify and organize information sources and packages, and assist in program evaluation

\* New contract

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 DD (651) 296-9896

DATE: January 4, 2001

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JR*  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Suzanna Moody (Revisor)	\$3,399 <sup>(1)</sup>	12/00-7/01	Indexing
RLM Associates (Revisor)	\$231,800	11/25/00-12/31/01	Computer develop.-Class A
RLM Associates (Revisor)	\$110 per hour <sup>(2)</sup>	11/25/00-12/31/01	Computer develop.-Class B
Natl. Assoc. of State Auditors, Comptrollers & Treasurers (Auditor)	\$12,000	8/24/00-11/30/00	Review of process & procedures
Dept. of Admin., Management Analysis Division (Auditor)	\$1,995	8/14/00-8/25/00	Data prep. for evaluation of costs of crime & sentencing practices
Dept. of Admin., Management Analysis Division (Auditor)	\$1,520	9/19/00-10/31/00	Data prep. for evaluation of costs of crime & sentencing practices
Communication Service for the Deaf (LCC)	\$18,000	11/16/00-6/30/01	Leg. sign language interpreter services

<sup>(1)</sup> This is an extension of a contract dated June 21, 2000, in the amount of \$43,504.

<sup>(2)</sup> No set number of hours in contract.

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 DD (651) 296-9896

DATE: December 5, 2000

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JR*  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Ellen W. McVeigh, P.A. (LCC)	\$4,950	11/27/00-3/15/01	Employee training
HayGroup (LCC)	\$20,000	10/15/00-12/15/00	Salary structure evaluation
RLM Associates (Revisor)	\$231,800	11/00-12/01	Computer systems
Suzanna Moody (Revisor)	\$3,398 <sup>(1)</sup>	7/00-6/01	Indexing

<sup>(1)</sup> This is an extension of a contract dated 7/00-6/01 in the amount of \$43,504.

Please call me at 296-9002 if you have questions about this report.





## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 DD (651) 296-9896

DATE: November 10, 2000

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JR*  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
RLM Associates (Revisor)	\$22,250 <sup>(1)</sup>	9/15/00-10/16/00	Computer system

<sup>(1)</sup> This is an extension of a contract dated 6/99-6/30/00 in the amount of \$178,000.

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: October 3, 2000

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JHR*  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

Contractor	Contract Amount	Duration	Tasks
Hay Group (LCC)	\$58,790	9/00-11/00	Compensation evaluation
RLM Associates (Revisor)	\$22,250 <sup>(1)</sup>	10/16/00	Computer programming
National Assoc. of State Auditors, Comptrollers and Treasurers (Auditor)	\$12,000	8/24/00-11/30/00	Conduct a review of the audit process and procedures of the Auditor.
Dept. of Administration, Management Analysis Division (Auditor)	\$1,995	8/14/00-8/25/00	Assist with data preparation for an evaluation of the costs of crime and sentencing practices.
Dept. of Administration, Management Analysis Division (Auditor)	\$1,520	9/19/00-10/31/00	Assist with data preparation for an evaluation of the costs of crime and sentencing practices.
Abdo, Abdo, Eick & Meyers, LLP (LCC)	\$5,710	9/11/00-2/1/01	LCC fiscal year 2000 audit

<sup>(1)</sup> This is an amendment to the original contract, the duration of which was 6/30/00 to 9/04/00. The original contract amount was \$31,150.

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: September 12, 2000

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JWR*  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

These are the contracts executed during the month of August 2000:

Contractor	Contract Amount	Duration	Tasks
Quam, Eileen (Revisor)	\$12,190	7/1/00-6/30/01*	Statutes index maintenance

\* Although this contract was dated July 2000, it was not signed and implemented until August 2000.

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: August 3, 2000

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway *JAR*  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

These are the contracts executed during the month of July 2000:

Contractor	Contract Amount	Duration	Tasks
Huboda, Teresa (Revisor)	\$24,380	7/1/00-6/30/01	Statutes index maintenance
Kallusky, Barbara (Revisor)	\$50,796	7/1/00-6/30/01	Statutes index maintenance
Moody, Suzanna (Revisor)	\$43,504	7/1/00-6/30/01	Statutes index maintenance
Reymann, Stephanie (Revisor)	\$24,380	7/1/00-6/30/01	Statutes index maintenance
Witt, Diana (Revisor)	\$9,752	7/1/00-6/30/01	Statutes index maintenance
Wolner, Theresa (Revisor)	\$29,256	7/1/00-6/30/01	Statutes index maintenance

Please call me at 296-9002 if you have questions about this report.



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: June 9, 2000  
TO: Robbie LaFleur  
Legislative Reference Library  
FROM: Jennifer Ridgeway *JWR*  
Legislative Coordinating Commission  
RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires the Legislative Coordinating Commission (LCC) to report to the library regarding contracts for professional and technical services entered into by the joint agencies and commissions.

The LCC, the Office of the Legislative Auditor (attached), and the Office of the Revisor of Statutes have executed the following contracts:

Contractor	Contract Amount	Duration	Tasks
Collard, Eileen (Revisor)	\$4,600(pending)	5/15/00-10/31/00	Survey/Research


The Office of the Legislative Auditor's report is attached. It covers the period from July 1998 to May 2000. As of June 2000, the LCC will include the OLA contracts in our report and submit them on a monthly basis. Please call me at 296-9002 if you have questions about this report.



**OFFICE OF THE LEGISLATIVE AUDITOR**  
STATE OF MINNESOTA • James Nobles, Legislative Auditor

**DATE:** May 18, 2000

**TO:** Robbie LaFleur  
Legislative Reference Library

**FROM:** Eric Jacobson   
Office of the Legislative Auditor

**RE:** Reporting on Professional and Technical Services Contracts

According to Minnesota Statutes 3.225, subdivision 5, we are required to submit to the Legislative Reference Library all contracts for professional or technical services executed. Following is a list of the contracts executed during the period July 1999 to current. All contracts were issued for the first time.

Contractor	Amount	Contract Dates	Reason
University of Minnesota - CURA	\$3,900	7/2/98 to 12/13/98	CURA intern to assist in the Mosquito Control Study
Cincinnati	\$9,700	9/23/98 to 12/31/98	Conduct focus groups and interviews of fire fighters for the Best Practices Review on Fire Services
Davies, Gregg	\$4,000	8/19/98 to 3/31/99	Advice and consultation for Best Practices Review on Fire Services
University of Minnesota – CURA	\$4,200	6/21/99 to 1/31/00	CURA intern to assist in the State Mandates on Local Governments Study
SGS Writing Workshops	\$2,900	4/24/99 to 4/27/99	Conduct four day writing class
Abdo, Abdo, Eick & Meyers	\$7,000	10/13/99 to 1/15/00	Conduct two-year audit of Office of the Legislative Auditor
Sullivan, John Prof.	\$2,500	5/24/00 to 5/25/00	Conduct two day statistical analysis workshop

If you would like further information on any of these contracts or have questions, please contact me 651/296-4720 or send me an e-mail at [eric.jacobson@state.mn.us](mailto:eric.jacobson@state.mn.us).



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: March 1, 2000

TO: Robbie LaFleur  
Legislative Reference Library

FROM: Jennifer Ridgeway  
Legislative Coordinating Commission

RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires legislative agencies to report to the library regarding contracts for professional and technical services.

The LCC and Office of the Revisor of Statutes have executed the following contracts:

Contractor	Contract Amount	Duration	Tasks
Bravura Consulting Service (ORS)	\$5,962.50	11/12/98	Computer systems.
Complete Business Solutions, Inc. (LCC)	\$18,535	12/9/99-completion	Development of an electronic time and leave module.
Complete Business Solutions, Inc. (LCC)	\$16,000	2/00-completion	Development of an electronic time and leave module.
Doorways (LCC)	\$18,000.00	11/10/99-6/30/00	Provide sign language interpreter services for legislative meetings in Minnesota.
Hatfield, Gerald R./ G. Hat Computer (ORS)	\$14,800.00	12/8/98-2/28/99 Amended thru 2/28/99, 4/30/99, 9/30/99, and 1/18/00.	Computer systems.
Hatfield, Gerald R./ G. Hat Computer (ORS)	\$20,000.00	1/19/00-12/31/00 Option to extend thru 12/31/01.	Computer systems.
Huboda, Teresa	\$23,690.00	7/1/99-6/30/00	Statutes index maintenance.

Inacom Professional Svs.	\$420.00	10/23/98	Computer systems.
Kallusky, Barbara	\$49,356.00	7/1/99-6/30/00	Statutes index maintenance.
Moody, Suzanna	\$42,272.00	7/1/99-6/30/00	Statutes index maintenance.
Open Text Inc.	\$14,800.00	3/3/99-5/31/99	Computer systems.
Open Text Inc.	\$4,800.00	2/16/00-12/31/00	Computer systems.
Productive Solutions Group	\$3,600.00	5/18/99	Computer systems.
Richard Byrd Company	\$4,990.00	9/1/99-12/31/99	Myers Briggs staff testings.
RLM Associates	\$178,000.00	7/1/99-6/30/00	Computer systems.
Quam, Eileen	\$11,845.00	6/30/99-6/30/00	Statutes index maintenance.
Witt, Diana	\$9,476.00	7/1/99-6/30/00	Statutes index maintenance.
Wolner, Theresa	\$28,428.00	6/30/99-6/30/00	Statutes index maintenance.

Please call me at 296-9002 if you have questions about this report.





## Legislative Coordinating Commission

85 State Office Building

St. Paul, MN 55155-1201

(651) 296-9002

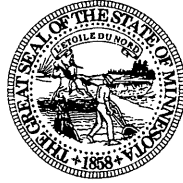
TDD (651) 296-9896

DATE: January 5, 1999  
TO: Marilyn Cathcart  
Legislative Reference Library  
FROM: Greg Hubinger *GH*  
RE: Reporting on consulting contracts

Minnesota Statutes 3.225, subdivision 5 requires legislative agencies to report to the library regarding contracts for professional and technical services.

The Revisor of Statutes has executed contracts as indicated on the attached page.

Please call me at 296-2963 if you have any comments or questions about this report.



RECEIVED JAN 05 1999

STATE OF MINNESOTA  
**OFFICE OF THE LEGISLATIVE AUDITOR**  
JAMES R. NOBLES, LEGISLATIVE AUDITOR

**Date:** December 31, 1998

**To:** Greg Hubinger, Director  
Legislative Coordinating Commission

**From:** Eric Jacobson, Accounting Officer  
Office of the Legislative Auditor

**Subject:** Contracts Executed During Fiscal Year 1999

According to Minnesota Statute 3.225, we are required to submit to the Legislative Reference Library all contract for professional or technical services executed. Following is a list of the contracts executed to date. All contracts are being issued for the first time.

Contractor	Reason	Contract Dates	Amount
Cincinnatus	Assist in Project	09/23/98 to 12/31/98	\$ 9,500
Gregg Davies	Assist in Project	08/19/98 to 03/31/99	4,000

If you would like further information on any of these contracts or have questions, please give me a call at 296-4720. Thanks!



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: October 28, 1998  
TO: Marilyn Cathcart  
Legislative Reference Library  
FROM: Chad Thuet CT  
RE: Reporting on professional and technical services contracts

Minnesota Statutes 3.225, subdivision 5 requires legislative agencies to report to the library regarding contracts for professional and technical services.

The LCC and Office of the Revisor of Statutes have executed the following contracts:

Contractor	Contract amount	Duration	Tasks
Krouse & Gajewski (LCC)	\$6,000	10/27/98-6/30/99	Provide sign language interpreter services for legislative meetings in Greater Minnesota.
Krouse, Gajewski & Minnesota Foundation for Better Hearing & Speech (LCC)	\$2,000	10/27/98-6/30/99	Provide sign language interpreter services for legislative meetings in the Twin City seven-county metro area.
Minnesota Foundation for Better Hearing & Speech (LCC)	\$18,500	10/27/98-6/30/99	Provide sign language interpreter services for legislative meetings in the Capitol Complex.
RLM Associates (Revisor)	\$85/hr not to exceed 1,700 hours	8/27/98-6/30/99	The development of a UNIX based, vendor independent, word processing and other data processing system.

Please call me at 296-1121 if you have any comments or questions about this report.



## Legislative Coordinating Commission

85 State Office Building St. Paul, MN 55155-1201 (651) 296-9002 TDD (651) 296-9896

DATE: August 10, 1998  
TO: Marilyn Cathcart  
Legislative Reference Library  
FROM: Greg Hubinger *GH*  
RE: Reporting on consulting contracts

Minnesota Statutes 3.225, subdivision 5 requires legislative agencies to report to the library regarding contracts for professional and technical services.

Attached are reports from the Commission on Pensions and Retirement and the Legislative Auditor regarding contracts they have executed.

In addition, the LCC has executed these contracts:

Contractor	Contract amount	Duration	Tasks
Ellen Mitchell Gallagher, PA	\$20,000	1/13/98-10/31/98 (estimated completion)	Evaluate work environment in a legislative agency, provide technical assistance
Abdo, Abdo & Eick	\$10,855	2/23/98-11/1/98 (estimated completion)	Conduct financial audit of legislative commissions for FY 96 and FY 97
National Conference of State Legislatures	\$4,800	2/26/98-10/15/98 (estimated completion)	Conduct a salary evaluation for certain classes of commission and joint agency employees.


Please call me at 296-2963 if you have any comments or questions about this report.



STATE OF MINNESOTA  
**OFFICE OF THE LEGISLATIVE AUDITOR**  
JAMES R. NOBLES, LEGISLATIVE AUDITOR

**Date:** July 2, 1998

**To:** Greg Hubinger, Director  
Legislative Coordinating Commission

**From:** Eric Jacobson, Accounting Officer   
Office of the Legislative Auditor

**Subject:** All Contracts Executed During Fiscal Year 1998

According to Minnesota Statute 3.225, we are required to submit to the Legislative Reference Library all contracts for professional or technical services executed. Following is a list of the contracts executed during fiscal year 1998. All contracts were issued for the first time.

Contractor	Reason	Contract Dates	Amount
Abdo, Abdo, Eick & Meyer	Annual Audit	10/06/97 to 12/31/97	\$ 4,400
Cain Ouse & Associates	Assist in PED Project	08/26/97 to 01/31/98	5,674
Glen M. Morrow	Assist in PED Project	09/18/97 to 03/31/98	1,821
NASACT	FAD Peer Review	09/08/97 to 11/30/97	9,170
Lance Becker	Assist in PED Project	06/17/98 to 06/30/98	975

If you would like further information on any of these contracts or have questions, please give me a call at 296-4720. Thanks!



## Legislative Coordinating Commission

85 State Office Building

St. Paul, MN 55155-1201

(612) 296-9002

TDD (612) 296-9896

TO: Marilyn Cathcart  
Legislative Reference Library

FROM: Greg Hubinger *GH*

DATE: August 29, 1997

RE: Report on consulting contracts

Minnesota Statutes 3.225, Subdivision 5 in part requires the Legislative Coordinating Commission to report to the Library any professional or technical services contracts which have been executed.

The LCC received this report from the Office of the Revisor of Statutes concerning contracts it has executed.

Please feel free to call me at 296-2963 if you have any questions regarding this report.

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# Revisor of Statutes

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August 26, 1997

**TO:** Greg Hubinger  
Legislative Coordinating Commission

**FROM:** Lorna Breiter *Lorna Breiter*  
Assistant Deputy Revisor

**RE:** Professional and technical service contracts

As required by Minnesota Statutes, section 3.225, subdivision 5, I am submitting this report to the Legislative Coordinating Commission for submission to the Legislative Reference Library. For fiscal years 1998 and 1999, the following professional services contracts were executed by the Revisor of Statutes Office for the indexing of publications by the Revisor. Although all contractors have been under contract with the Revisor for indexing work in previous years, the contracts are new contracts, not renewals.

Teresa Hudoba

Total contract amount: Fiscal year 1998 - \$26,292  
Fiscal year 1999 - \$23,000

Barbara Kallusky

Total contract amount: Fiscal year 1998 - \$39,926.25  
Fiscal year 1999 - \$37,268

Suzanna Moody

Total contract amount: Fiscal year 1998 - \$39,088  
Fiscal year 1999 - \$35,910

Eileen Quam

Total contract amount: Fiscal year 1998 - \$21,910  
Fiscal year 1999 - \$18,400

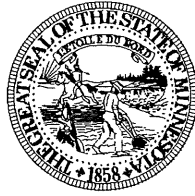
Diana Witt

Total contract amount: Fiscal year 1998 - \$10,955  
Fiscal year 1999 - \$9,200

Theresa Wolner

Total contract amount: Fiscal year 1998 - \$28,483  
Fiscal year 1999 - \$25,300





## Legislative Coordinating Commission

85 State Office Building

St. Paul, MN 55155-1201

(612) 296-9002

TDD (612) 296-9896

TO: Marilyn Cathcart  
Legislative Reference Library

FROM: Greg Hubinger *GH*

DATE: August 29, 1997

RE: Report on consulting contract

Minnesota Statutes 3.225, Subdivision 5 in part requires the Legislative Coordinating Commission to report to the Library any professional or technical services contracts which have been executed.

The LCC received this report from the Office of the Revisor of Statutes concerning a contract it has executed.

Please feel free to call me at 296-2963 if you have any questions regarding this report.

# Revisor of Statutes

September 8, 1997

**TO:** Greg Hubinger, Director  
Legislative Coordinating Commission

**FROM:** Harry M. Walsh, Revisor of Statutes

**RE:** Professional and technical service contract

The following contract for technical services was executed by the Revisor on September 8, 1997.

RLM ASSOCIATES

July 1, 1997 - June 30, 1998. Total contract amount: \$132,600. Computer development services.



## Legislative Coordinating Commission

85 State Office Building

St. Paul, MN 55155-1201

(612) 296-9002

TDD (612) 296-9896

TO: Marilyn Cathcart  
Legislative Reference Library

FROM: Greg Hubinger *GH*

DATE: August 19, 1997

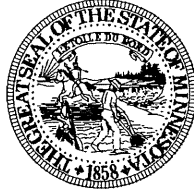
RE: Report on consulting contract

Minnesota Statutes 3.225, Subdivision 5 in part requires the LCC to report to the Library any professional or technical services contracts which have been executed.

The Legislative Commission on Planning and Fiscal Policy has executed a contract for consulting services with Deloitte and Touche LLP.

- The maximum expenditure permitted under the contract is \$38,500;
- The termination date is May 19, 1997;
- The purpose of the contract was for the consultant to provide advice to the Legislature on how to protect the financial interests of the public in a publicly financed stadium built for the Minnesota Twins Baseball Club.

Please feel free to call me at 296-2963 if you have any questions regarding this report.



## **Legislative Coordinating Commission**

85 State Office Building

St. Paul, MN 55155-1201

(612) 296-9002

TDD (612) 296-9896

TO: Marilyn Cathcart  
Legislative Reference Library

FROM: Greg Hubinger

DATE: August 19, 1997

RE: Report on consulting contract

Minnesota Statutes 3.225, Subdivision 5 in part requires the LCC to report to the Library any professional or technical services contracts which have been executed.

The Legislative Coordinating Commission has executed a contract for consulting services with the Interpreter Referral Center of the Minnesota Foundation for Better Hearing and Speech.

- The maximum expenditure permitted under the contract is \$10,000;
- The termination date is the last day of the 1997 regular session;
- The purpose of the contract was for the consultant to provide interpreter services for people who are deaf or hard of hearing for legislative hearings or meetings with members.

The LCC amended this contract on April 18, 1997 to increase the maximum amount by \$10,000 to be available for services to be provided. No other terms of the contract were modified.

Please feel free to call me at 296-2963 if you have any questions regarding this report.



## Legislative Coordinating Commission

85 State Office Building

St. Paul, MN 55155-1201

(612) 296-9002

TDD (612) 296-9896

TO: Marilyn Cathcart  
Legislative Reference Library

FROM: Greg Hubinger *GH*

DATE: August 19, 1997

RE: Report on consulting contract

Minnesota Statutes 3.225, Subdivision 5 in part requires the LCC to report to the Library any professional or technical services contracts which have been executed.

The Legislative Commission on Planning and Fiscal Policy has amended its contract for consulting services with Deloitte and Touche LLP.

- The maximum expenditure in FY 98 under the amended contract is \$20,000;
- The amendment extends the contract to October 1, 1997;
- The purpose of the amended contract remains the same: The consultant is to provide advice to the Legislature on how to protect the financial interests of the public in a publicly financed stadium built for the Minnesota Twins Baseball Club.

Please feel free to call me at 296-2963 if you have any questions regarding this report.



## LEGISLATIVE COORDINATING COMMISSION

85 State Office Building

Saint Paul, Minnesota 55155

(612) 297-3697

JANET LUND  
Director

### Memorandum

**To:** Marilyn Cathcart, Director, Legislative Reference Library

**CC:** LCC members

**From:** Mary E. Ryan, LCC

**Date:** August 1, 1995

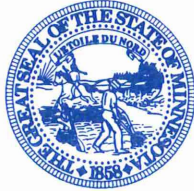
**Subject:** Professional/technical services contracts

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Pursuant to Minnesota Laws 1995, Chapter 254, Article 1, Section 35, Subdivision 5, the Legislative Coordinating Commission is required to report monthly to the Legislative Reference Library on all professional or technical services contracts executed in the preceding month by agencies under its jurisdiction. During the month of July, 1995, the following agencies have executed such contracts:

Legislative Commission on Pensions and Retirement  
Legislative Auditor  
Office of the Revisor of Statutes

I have attached information on specific contracts. Please let me know if I can provide you with further information.



STATE OF MINNESOTA

**OFFICE OF THE LEGISLATIVE AUDITOR**

CENTENNIAL BUILDING, 658 CEDAR STREET • ST. PAUL, MN 55155 • 612/296-4708 • TDD RELAY 612/297-5353

JAMES R. NOBLES, LEGISLATIVE AUDITOR

Date: July 26, 1995

To: Mary Ryan, Director  
Legislative Coordinating Commission

From: Eric Jacobson *EJ*  
Office of the Legislative Auditor

Subject: Contract Executed During the Month of July

According to legislation passed during the 1995 session, we are required to report to the Legislative Reference Library all contracts for professional or technical services executed during the preceding month. Following is a list of the contracts we made during the month of July:

Contractor	Reason	End Date	Amount	Contract Status
Abdo, Abdo, Eick	Annual Audit	06/30/96	\$4,500	Issued for first time
David John Bernier	Assist in Research Project	10/31/95	\$6,400	Issued for first time
Systems Migration	Assist in Research Project	08/28/95	\$5,000	Issued for first time

If you would like more information on any of these contracts or have other questions, give me a call at 6-4720. Thanks

# Revisor of Statutes

July 28, 1995

**TO:** Mary Ryan, Acting Director  
Legislative Coordinating Commission

**FROM:** Lorna Breiter, Assistant Deputy Revisor *Breiter*

**RE:** Professional and technical service contracts

The following contracts for professional services were executed by the Revisor of Statutes Office during June, 1995:

Teresa Hudoba

July 3-November 17, 1995; January 1-April 19, 1996; May 6-June 28, 1996  
Total contract amount: \$25,638

Barbara Kallusky

July 3-November 17, 1995; January 1-March 22, 1996; May 6-June 28, 1996  
Total contract amount: \$35,800

Suzanna Moody

July 3-November 17, 1995; January 1-April 19, 1996; May 6-June 28, 1996  
Total contract amount: \$37,936

Eileen Quam

July 3-November 17, 1995; January 1-February 9, 1996; May 6-June 28, 1996  
Total contract amount: \$26,404

Diana Witt

July 3-November 17, 1995; May 6-June 28, 1996  
Total contract amount: \$5,722

Theresa Wolner

July 3-November 17, 1995; January 1-February 9, 1996; May 6-June 28, 1996  
Total contract amount: \$26,404





TO: Representative Irv Anderson  
Speaker of the House  
Chair, Legislative Coordinating Commission

FROM: Representative Richard Jefferson  
Chair, Legislative Commission on Pensions and Retirement

RE: Report on Newly Executed Professional or Technical Services Contract

DATE: July 6, 1995

The Legislative Coordinating Commission is required, under Laws 1995, Chapter 254, Article 1, Section 35, Subdivision 5, to report monthly to the Legislative Reference Library on all professional or technical service contracts executed in the preceding month. To assist the Legislative Coordinating Commission, this is to notify you of a professional services contract executed by the Legislative Commission on Pensions and Retirement.

On July 6, 1995, the Legislative Commission on Pensions and Retirement approved the recommendation made by its Actuarial Services Subcommittee of the actuarial consulting firm of Milliman & Robertson, Inc. as the actuarial consultant for the Commission. On behalf of the Commission, I executed a contract with Milliman & Robertson, Inc. on that date.

The following is the pertinent information on the professional services contract:

1. Contracting Entity:  
Legislative Commission on Pensions and Retirement.
2. Contractor:  
Milliman & Robertson, Inc.  
15800 Bluemound Road  
Brookfield, Wisconsin 53005-6069
3. Aggregate Value of Contract:  
For fiscal year 1996, a maximum of \$204,750 for the annual actuarial valuations, including the police and fire consolidation accounts, and a maximum of \$90,000 for additional actuarial consulting services.  
  
For fiscal year 1997, a maximum of \$210,500 for the annual actuarial valuations, including the police and fire consolidation accounts, a maximum of \$35,000 for quadrennial experience studies for the three largest plans, and a maximum of \$90,000 for additional actuarial consulting services.
4. New or Renewal Contract:  
The contract is a new contract with a contractor whom the Commission has retained for the prior four fiscal years.

5. Contract Termination Date:  
June 30, 1997, or completion of actuarial consulting tasks assigned before June 30, 1997, whichever is later. The contract may be extended for one additional year, to June 30, 1998.
6. Categorization of Contract:  
The Contract is for the provision of actuarial valuation and other actuarial consulting services.

If you have any questions regarding this report, please contact me (296-8659) or Lawrence Martin, Executive Director, Legislative Commission on Pensions and Retirement (296-6806.)

cc:	Representative Bob Johnson	Mary Faust
	Senator Phil Riveness	Lee Helgen
	Senator Roy Terwilliger	Mary E. Ryan

MEM. OFFICE OF  
THE REVISOR



## Legislative Coordinating Commission

72 State Office Building St. Paul, MN 55155-1201 Phone: (651) 296-0099 Fax: (651) 297-3697 TDD (651) 296-9896

**DATE:** July 11, 2017

**TO:** Chris Steller, Legislative Reference Library

**FROM:** Paul Marinac, Revisor of Statutes

Minnesota Statutes 3.225, Subdivision 5(c), requires the Legislative Coordinating Commission to file a one-page performance report to the Legislative Reference Library within 30 days of final completion of a contract over \$40,000. This report contains executed contract/s that applies to the criteria.

Contractor/Vendor Name:	Project Consulting Group
Contract Purpose:	Software system architect services
Why it was Necessary to Enter into an Agreement:	The Office of the Revisor of Statutes did not have the staff resources nor the expertise to provide these services with existing staff.
Amount Spent on Contract:	\$109,306.00
Cost-Effective /Efficiency Considerations:	<p>The contractor performed the following tasks for which the Revisor's Office did not have sufficient expertise or personnel to complete within the pilot projects timeframe.</p> <p>1. Evaluation of Enterprise Content Management Systems. The evaluation included both open-source and commercial software applications.</p> <p>After identifying viable applications, the contractor spent weeks conversing with the application vendor's marketing and technical staff. She explained MARSS requirements and negotiated free, trial licenses.</p>

July 14, 2004

To: Robbie LaFleur  
Director, Legislative Reference Library

From: Michele L. Timmons  
Revisor of Statutes

This report is written in compliance with Minnesota Statutes, section 3.225, subdivision 5, paragraph (c).

The Office of the Revisor of Statutes entered into a contract with Suzanna Moody for fiscal year 2004, ending June 30, 2004, for the total amount of \$ 41,904.28.

The purpose of the contract was the provision of indexing services for Minnesota Statutes.

It is necessary to enter into a contract for these services because the Revisor has only one staff member with significant training and experience in indexing, and the volume of indexing work needed is too great for one person to complete within publication deadlines.

The amount actually spent on the contract was \$ 24,100.70. In the unusual year just ended, few bills were passed, so that the volume of indexing work was lower than expected.

Contracting for indexing services is the most cost-effective way to accomplish the Revisor's indexing tasks because quality in indexing requires consistency and requires that the index be maintained by those who first produced it. The indexers with whom the Revisor contracts are those who were involved with the reindexing of Minnesota Statutes from the beginning of that project in 1988.

Work submitted by the contractor is reviewed for consistency with the existing index, as well as for the completeness and accuracy, by Revisor's agent under the contract. That work has always met the office's needs and has been completed in a timely manner. The Revisor's office plans to continue its contract with Suzanna Moody in the coming year.

cc: Greg Hubinger

July 14, 2004

To: Robbie LaFleur  
Director, Legislative Reference Library

From: Michele L. Timmons  
Revisor of Statutes

This report is written in compliance with Minnesota Statutes, section 3.225, subdivision 5, paragraph (c).

The Office of the Revisor of Statutes entered into a contract with Barbara Kallusky for fiscal year 2004, ending June 30, 2004, for the total amount of \$ 42,771.30.

The purpose of the contract was the provision of indexing services for Minnesota Statutes.

It is necessary to enter into a contract for these services because the Revisor has only one staff member with significant training and experience in indexing, and the volume of indexing work needed is too great for one person to complete within publication deadlines.

The amount actually spent on the contract was \$28,564.08. In the unusual year just ended, few bills were passed, so that the volume of indexing work was lower than expected.

Contracting for indexing services is the most cost-effective way to accomplish the Revisor's indexing tasks because quality in indexing requires consistency and requires that the index be maintained by those who first produced it. The indexers with whom the Revisor contracts are those who were involved with the reindexing of Minnesota Statutes from the beginning of that project in 1988.

Work submitted by the contractor is reviewed for consistency with the existing index, as well as for the completeness and accuracy, by Revisor's agent under the contract. That work has always met the office's needs and has been completed in a timely manner. The Revisor's office plans to continue its contract with Barbara Kallusky in the coming year.

cc: Greg Hubinger

July 2, 2001

To: Robbie LaFleur  
Director, Legislative Reference Library

From: Michele L. Timmons  
Revisor of Statutes

This report is written in compliance with Minnesota Statutes, section 3.225, subdivision 5, paragraph (c).

The Office of the Revisor of Statutes entered into a contract with Suzanna Moody for fiscal year 2001, ending June 30, 2001, for the total amount of \$ 43,504.00.

The purpose of the contract was the provision of indexing services for Minnesota Statutes, Minnesota Rules, Session Laws, and Court Rules.

It is necessary to enter into a contract for these services because the Revisor has only one staff member with significant training and experience in indexing, and the volume of indexing work needed is too great for one person to complete within publication deadlines.

The amount actually spent on the contract was \$ 43,374.78. Because the legislature did not pass its major spending bills during the regular 2001 session, much indexing work will need to be completed under a contract for the next year.

Contracting for indexing services is the most cost-effective way to accomplish the Revisor's indexing tasks because quality in indexing requires consistency and requires that the index be maintained by those who first produced it. The indexers with whom the Revisor contracts are those who were involved with the reindexing of Minnesota Statutes from the beginning of that project in 1988.

Work submitted by the contractor is reviewed for consistency with the existing index, as well as for the completeness and accuracy, by Revisor's agent under the contract. That work has always met the office's needs and has been completed in a timely manner. The Revisor's office plans to continue its contract with Suzanna Moody in the coming year.

cc: Greg Hubinger

July 2, 2001

To: Robbie LaFleur  
Director, Legislative Reference Library

From: Michele L. Timmons  
Revisor of Statutes

This report is written in compliance with Minnesota Statutes, section 3.225, subdivision 5, paragraph (c).

The Office of the Revisor of Statutes entered into a contract with Barbara Kallusky for fiscal year 2001, ending June 30, 2001, for the total amount of \$ 50,796.00.

The purpose of the contract was the provision of indexing services for Minnesota Statutes, Minnesota Rules, Session Laws, and Court Rules.

It is necessary to enter into a contract for these services because the Revisor has only one staff member with significant training and experience in indexing, and the volume of indexing work needed is too great for one person to complete within publication deadlines.

The amount actually spent on the contract was \$ 49,258.01. Because the legislature did not pass its major spending bills during the regular 2001 session, much indexing work will need to be completed under a contract for the next year.

Contracting for indexing services is the most cost-effective way to accomplish the Revisor's indexing tasks because quality in indexing requires consistency and requires that the index be maintained by those who first produced it. The indexers with whom the Revisor contracts are those who were involved with the reindexing of Minnesota Statutes from the beginning of that project in 1988.

Work submitted by the contractor is reviewed for consistency with the existing index, as well as for the completeness and accuracy, by Revisor's agent under the contract. That work has always met the office's needs and has been completed in a timely manner. The Revisor's office plans to continue its contract with Barbara Kallusky in the coming year.

cc: Greg Hubinger



700 State Office Building  
100 Constitution Avenue  
St. Paul, Minnesota 55155-1297

Phone: (651) 296-2778  
          (651) 296-0569  
          1 (800) 627-3529

michele.timmons@revisor.leg.state.mn.us

Office of the Revisor of Statutes  
Minnesota Legislature

Michele L. Timmons  
REVISOR

To: Robbie LaFleur  
Director, Legislative Reference Library

From: Michele L. Timmons *MLT*  
Revisor of Statutes

This report is written in compliance with Minnesota Statutes, section 3.225, subdivision .5.

The Office of the Revisor of Statutes entered into a contract with Suzanna Moody for fiscal year 2000, ended June 30, 2000, for the total amount of \$ 42,272.00.

The purpose of the contract was the provision of indexing services for Minnesota Statutes, Minnesota Rules, Session Laws, and Court Rules.

It is necessary to enter into a contract for these services because the Revisor has only one staff member with significant training and experience in indexing, and the volume of indexing work needed is too great for one person to complete within publication deadlines.

The amount actually spent on the contract was \$36,842.67. The Revisor was not able to have freelancers complete as much editing as anticipated because of delays caused by the installation of new database software for the index.

Contracting for indexing services is the most cost-effective way to accomplish the Revisor's indexing tasks because quality in indexing requires consistency and requires that the index be maintained by those who first produced it. The indexers with whom the Revisor contracts are those who were involved with the reindexing of Minnesota Statutes from the beginning of that project in 1988.

Work submitted by the contractor is reviewed for consistency with the existing index, as well as for completeness and accuracy, by the Revisor's agent under the contract. That work has always met the office's needs and has been completed in a timely manner. The Revisor's office plans to continue its contract with Suzanna Moody in the coming year.

cc: Greg Hubinger



700 State Office Building  
100 Constitution Avenue  
St. Paul, Minnesota 55155-1297

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Toll Free: 1 (800) 627-3529

michele.timmons@revisor.leg.state.mn.us

Office of the Revisor of Statutes  
Minnesota Legislature

Michele L. Timmons  
REVISOR

To: Robbie LaFleur  
Director, Legislative Reference Library

From: Michele L. Timmons  
Revisor of Statutes



This report is written in compliance with Minnesota Statutes, section 3.225, subdivision .5.

The Office of the Revisor of Statutes entered into a contract with Barbara Kallusky for fiscal year 2000, ended June 30, 2000, for the total amount of \$ 49,356.00.

The purpose of the contract was the provision of indexing services for Minnesota Statutes, Minnesota Rules, Session Laws, and Court Rules.

It is necessary to enter into a contract for these services because the Revisor has only one staff member with significant training and experience in indexing, and the volume of indexing work needed is too great for one person to complete within publication deadlines.

The amount actually spent on the contract was \$29,057.51. The Revisor was not able to have freelancers complete as much editing as anticipated because of delays caused by the installation of new database software for the index.

Contracting for indexing services is the most cost-effective way to accomplish the Revisor's indexing tasks because quality in indexing requires consistency and requires that the index be maintained by those who first produced it. The indexers with whom the Revisor contracts are those who were involved with the reindexing of Minnesota Statutes from the beginning of that project in 1988.

Work submitted by the contractor is reviewed for consistency with the existing index, as well as for completeness and accuracy, by the Revisor's agent under the contract. That work has always met the office's needs and has been completed in a timely manner. The Revisor's office plans to continue its contract with Barbara Kallusky in the coming year.

cc: Greg Hubinger

