



Office of Mayor Jacob Frey
350 S. Fifth St. - Room 330
Minneapolis, MN 55415
TEL 612.673.2100

www.minneapolismn.gov

September 23, 2026

Minneapolis City Council
350 South 5th Street, Room 370
Minneapolis, MN 55415

Dear Council President Payne, Council Vice President Osman, and City Council Members,

I would like to thank Council Member Vetaw, who authored this action, for her consultation with relevant City staff to seek a mutual understanding of how the directive would be fulfilled.

My administration will respond to Council Action 2026A-0647 in the following manner:

Item 1 – Current General Fund Contracts

We will pull the requested contract information from COMET and provide it in a table that addresses the data elements identified in the directive, including vendor, purpose/scope, contract dates, authorized amounts, funding source, and contract term.

Item 2 – Potential 2027 General Fund Contracts

We will ask departments to identify potential contracts over \$50,000 that they currently anticipate for 2027 and provide the requested information to the extent it is known and public. This information will be preliminary, as the 2027 budget will not yet be finally approved, so departments will not know their final General Fund allocations for contractual services. As a result, this portion of the response will reflect current planning assumptions rather than final spending commitments.

Item 3 – Contract Budget Rollover

We will explain that there was no General Fund contractual services budget rollover in 2025 and there will not be General Fund budget rollover in 2026. Accordingly, there are no General Fund rollover amounts to report or incorporate into 2027 departmental budget targets and allocations.

Item 4 – Pre-Contracting Policies, Procedures and Controls

We will provide a high-level description of the City's pre-contracting processes, systems, and internal controls. We will also point Council to additional detail previously presented by the Director of Procurement in 2024–25 rather than unnecessarily duplicating information that has already been provided to Council.

Item 5 – Executed Contract Management and Monitoring

This item is more complex because some contract-management policies and procedures are decentralized, and practices can differ depending on the type of contract for example, commodities, master contracts, professional services, and other contracting mechanisms. We will do our best to provide a useful summary of the applicable processes, systems, and controls while recognizing those differences. We can also indicate that staff are available to provide additional detail or clarification as necessary.

Item 6 – Definitions

We will include definitions of key terms used throughout the response so that the data and narrative responses are interpreted consistently, as requested in the directive.

The goal will be to provide Council with a complete and responsive submission by October 26 while also being clear about the limitations of information that is inherently preliminary, particularly around the 2027 budget, and the areas where City contracting practices vary by contract type or department. This information will be presented to Council as a written memo.

Yours truly,

A handwritten signature in black ink, appearing to be 'JF', with a long horizontal stroke extending to the right.

Mayor Jacob Frey
City of Minneapolis