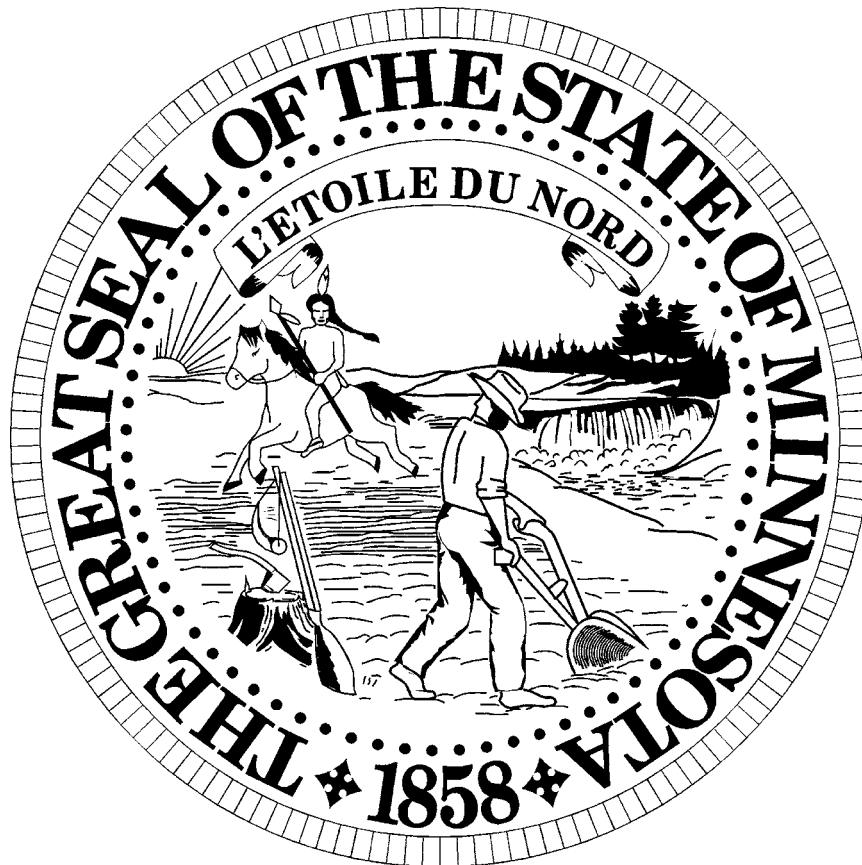


# Minnesota State Register

Published every Monday (Tuesday when Monday is a holiday)



**Proposed, Adopted, Emergency, Expedited, Withdrawn, Vetoed Rules;  
Executive Orders; Appointments; Commissioners' Orders; Revenue Notices;  
Official Notices; State Grants & Loans; State Contracts;  
Non-State Public Bids, Contracts and Grants**

**Monday 19 September 2016  
Volume 41, Number 12  
Pages 349 - 380**

# Minnesota State Register

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The *Minnesota State Register* is the official publication of the State of Minnesota's Executive Branch of government, published weekly to fulfill the legislative mandate set forth in *Minnesota Statutes*, Chapter 14, and *Minnesota Rules*, Chapter 1400. It contains:

- Proposed Rules
- Adopted Rules
- Exempt Rules
- Expedited Rules
- Withdrawn Rules
- Executive Orders of the Governor
- Appointments
- Proclamations
- Vetoed Rules
- Commissioners' Orders
- Revenue Notices
- Official Notices
- State Grants and Loans
- Contracts for Professional, Technical and Consulting Services
- Non-State Public Bids, Contracts and Grants

### Printing Schedule and Submission Deadlines

Vol. 41 Issue Number	PUBLISH DATE ( <b>BOLDFACE</b> shows altered publish date)	Deadline for: all Short Rules, Executive and Commissioner's Orders, Revenue and Official Notices, State Grants, Professional-Technical- Consulting Contracts, Non-State Bids and Public Contracts	Deadline for LONG, Complicated Rules (contact the editor to negotiate a deadline)
# 13	Monday 26 September	Noon Tuesday 20 September	Noon Thursday 15 September
# 14	Monday 3 October	Noon Tuesday 27 September	Noon Thursday 22 September
# 15	Monday 10 October	Noon Tuesday 4 October	Noon Thursday 29 September
# 16	Monday 17 October	Noon Tuesday 11 October	Noon Thursday 6 October

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	<b>Attorney General:</b> Lori Swanson (651) 296-6196	<b>Secretary of State:</b> Steve Simon (651) 296-2803	sean.plemmons@state.mn.us

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USPS Publication Number: 326-630 (ISSN: 0146-7751)

THE MINNESOTA STATE REGISTER IS PUBLISHED by Plant Management Division, Department of Administration, State of Minnesota, pursuant to Minnesota Statutes § 14.46 and is available on-line at: <http://www.comm.media.state.mn.us/bookstore/mnbookstore>

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State Capitol, Room 231, St. Paul, MN 55155  
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#### Minnesota State Court System

Court Information Office (651) 296-6043  
MN Judicial Center, Rm. 135,  
25 Rev. Dr. Martin Luther King Jr Blvd., St. Paul, MN 55155  
<http://www.mncourts.gov>

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#### Federal Register

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# Minnesota Rules: Amendments and Additions

NOTICE: How to Follow State Agency Rulemaking in the State Register

The State Register is the official source, and only complete listing, for all state agency rulemaking in its various stages. State agencies are required to publish notice of their rulemaking action in the State Register. Published every Monday, the State Register makes it easy to follow and participate in the important rulemaking process. Approximately 80 state agencies have the authority to issue rules. Each agency is assigned specific Minnesota Rule chapter numbers. Every odd-numbered year the Minnesota Rules are published. Supplements are published to update this set of rules. Generally speaking, proposed and adopted exempt rules do not appear in this set because of their short-term nature, but are published in the State Register.

An agency must first solicit Comments on Planned Rules or Comments on Planned Rule Amendments from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency (Minnesota Statutes §§ 14.101). It does this by publishing a notice in the State Register at least 60 days before publication of a notice to adopt or a notice of hearing, or within 60 days of the effective date of any new statutory grant of required rulemaking.

When rules are first drafted, state agencies publish them as Proposed Rules, along with a notice of hearing, or a notice of intent to adopt rules without a hearing in the case of noncontroversial rules. This notice asks for comment on the rules as proposed. Proposed emergency rules, and withdrawn proposed rules, are also published in the State Register. After proposed rules have gone through the comment period, and have been rewritten into their final form, they again appear in the State Register as Adopted Rules. These final adopted rules are not printed in their entirety, but only the changes made since their publication as Proposed Rules. To see the full rule, as adopted and in effect, a person simply needs two issues of the State Register, the issue the rule appeared in as proposed, and later as adopted.

The State Register features partial and cumulative listings of rules in this section on the following schedule: issues #1-13 inclusive; issues #14-25 inclusive (issue #26 cumulative for issues #1-26); issues #27-38 inclusive (issue #39, cumulative for issues #1-39); issues #40-52 inclusive, with final index (#1-52, or 53 in some years). An annual subject matter index for rules was separately printed usually in August, but starting with Volume 19 now appears in the final issue of each volume. For copies or subscriptions to the State Register, contact Minnesota's Bookstore, 660 Olive Street (one block east of I-35E and one block north of University Ave), St. Paul, MN 55155, phone: (612) 297-3000, or toll-free 1-800-657-3757. TTY relay service phone number: (800) 627-3529.

## Volume 41 - Minnesota Rules (Rules Appearing in Vol. 40 Issues #27-52 are in Vol 40, #52 - Monday 27 June 2016)

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# Proposed Rules

Comments on Planned Rules or Rule Amendments. An agency must first solicit Comments on Planned Rules or Comments on Planned Rule Amendments from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency (*Minnesota Statutes* §§ 14.101). It does this by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking.

**Rules to be Adopted After a Hearing.** After receiving comments and deciding to hold a public hearing on the rule, an agency drafts its rule. It then publishes its rules with a notice of hearing. All persons wishing to make a statement must register at the hearing. Anyone who wishes to submit written comments may do so at the hearing, or within five working days of the close of the hearing. Administrative law judges may, during the hearing, extend the period for receiving comments up to 20 calendar days. For five business days after the submission period the agency and interested persons may respond to any new information submitted during the written submission period and the record then is closed. The administrative law judge prepares a report within 30 days, stating findings of fact, conclusions and recommendations. After receiving the report, the agency decides whether to adopt, withdraw or modify the proposed rule based on consideration of the comments made during the rule hearing procedure and the report of the administrative law judge. The agency must wait five days after receiving the report before taking any action.

**Rules to be Adopted Without a Hearing.** Pursuant to *Minnesota Statutes* § 14.22, an agency may propose to adopt, amend, suspend or repeal rules without first holding a public hearing. An agency must first solicit **Comments on Planned Rules** or **Comments on Planned Rule Amendments** from the public. The agency then publishes a notice of intent to adopt rules without a public hearing, together with the proposed rules, in the *State Register*. If, during the 30-day comment period, 25 or more persons submit to the agency a written request for a hearing of the proposed rules, the agency must proceed under the provisions of §§ 14.1414.20, which state that if an agency decides to hold a public hearing, it must publish a notice of intent in the *State Register*.

**KEY: Proposed Rules** - Underlining indicates additions to existing rule language. ~~Strikeouts~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **Adopted Rules** - Underlining indicates additions to proposed rule language. ~~Strikeout~~ indicates deletions from proposed rule language.

## Department of Labor and Industry

### Proposed Permanent Rules Adopting a Change to the International Residential Code; Notice of Intent to Adopt Rules Without a Public Hearing

**Proposed Amendment to Rules Governing a Means of Egress Regulation Relating to Stairway Width in the International Residential Code, *Minnesota Rules*, part 1309.0311, subpart 2; Revisor's ID Number R-4358**

**Introduction.** The Department of Labor and Industry intends to adopt rules without a public hearing following the procedures in the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2300 to 1400.2310, and the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28. You may submit written comments on the proposed rules and may also submit a written request that a hearing be held on the rules until **4:30 p.m. on Friday, October 21, 2016**.

**Agency Contact Person.** You must submit comments or questions on the rules and written requests for a public hearing to the agency contact person. The agency contact person is: Colleen Clayton at the Department of Labor and Industry, 443 Lafayette Road N, St. Paul, Minnesota 55155, phone 651-284-5867, fax 651-284-5749, and email to: [colleen.clayton@state.mn.us](mailto:colleen.clayton@state.mn.us).

**Subject of Rules and Statutory Authority.** The proposed rules make permanent a correction to a drafting error made in the initial adoption of the 2012 International Residential Code ("IRC") that was later corrected in an exempt temporary rulemaking which reinstated the 2012 IRC's stairway width requirements into the Minnesota State Building Code. See 39 *State Register* 999, 1003-1005 (Jan, 05, 2015) (*codified* at Minn. R. 1309.0311, subpt. 2 (2015)). This exempt rule is temporary in nature and expires on January 23, 2017. The proposed rulemaking is needed to make that exempt rule permanent. The statutory authority to adopt the rules is *Minnesota Statutes*, sections 326B.02, subdivision 5, 326B.101, and 326B.106, subdivision 1(a). A copy of the proposed rules is published in the *State Register*, attached to this notice as mailed, and available on the Department's website at <http://www.dli.mn.gov/RulemakingCCL.asp>.

**Comments.** You have until 4:30 p.m. on Friday, October 21, 2016, to submit written comment in support of or in opposition to the proposed rules and any part or subpart of the rules. Your comment must be in writing and the agency contact person must receive it by the due date. The Department encourages comment. Your comment should identify the portion of the proposed rules addressed and the reason for the comment. You are encouraged to propose any change desired. Any comments that you have

# Proposed Rules

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about the legality of the proposed rules must also be made during this comment period.

**Request for a Hearing.** In addition to submitting comments, you may also request that the Department hold a hearing on the rules. Your request must be in writing and the agency contact person must receive it by 4:30 p.m. on Friday, October 21, 2016. Your written request for a public hearing must include your name and address. You must identify the portion of the proposed rules that you object to or state that you oppose the entire set of rules. Any request that does not comply with these requirements is not valid and the agency cannot count it when determining whether it must hold a public hearing. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

**Withdrawal of Requests.** If 25 or more persons submit a valid written request for a hearing, the Department will hold a public hearing unless a sufficient number withdraw their requests in writing. If enough requests for hearing are withdrawn to reduce the number below 25, the agency must give written notice of this to all persons who requested a hearing, explain the actions the agency took to effect the withdrawal, and ask for written comments on this action. If a public hearing is required, the agency will follow the procedures in *Minnesota Statutes*, sections 14.131 to 14.20.

**Alternative Format.** Upon request, this information can be made available in an alternative format, such as large print, braille, or audio. To make such a request, please contact the agency contact person at the address or telephone number listed above.

**Modifications.** The Department may modify the proposed rules as a result of public comment. The modifications must be supported by comments and information submitted to the agency, and the adopted rules may not be substantially different than these proposed rules, unless the agency follows the procedure under *Minnesota Rules*, part 1400.2110. If the proposed rules affect you in any way, the Department encourages you to participate in the rulemaking process.

**Statement of Need and Reasonableness.** The Statement of Need and Reasonableness contains a summary of the justification for the proposed rules, including a description of who will be affected by the proposed rules and an estimate of the probable cost of the proposed rules, if any. The Statement of Need and Reasonableness is now available from the agency contact person. You may review it or obtain copies of the same by contacting the agency contact person or visiting the Department's website at <http://www.dli.mn.gov/RulemakingCCL.asp>.

**Lobbyist Registration.** *Minnesota Statutes*, chapter 10A, requires each lobbyist to register with the State Campaign Finance and Public Disclosure Board. You should direct questions about this requirement to the Campaign Finance and Public Disclosure Board at: Suite 190, Centennial Building, 658 Cedar Street, St. Paul, Minnesota 55155, telephone (651) 539-1180 or 1-800-657-3889.

**Adoption and Review of Rules.** If no hearing is required, the agency may adopt the rules after the end of the comment period. The agency will then submit the rules and supporting documents to the Office of Administrative Hearings for review for legality. You may ask to be notified of the date the Department submits the rules to the office. If you want to be so notified, or want to receive a copy of the adopted rules, or want to register with the agency to receive notice of future rule proceedings, submit your request to the agency contact person listed above.

Ken B. Peterson, Commissioner  
Department of Labor and Industry

## 1309.0311 SECTION R311, MEANS OF EGRESS.

*[For text of subp 1, see M.R.]*

Subp. 2. **IRC section R311.7.1, Stairways Width.** Section R311.7.1 is amended to read as follows ~~deleted and replaced with the following:~~

**R311.7.1 Stairways.** All stairways serving a dwelling or accessory structure, or any part thereof, shall comply with this section. This shall include exterior stairs from a dwelling or garage to grade and those stairs serving decks, porches, balconies, sun rooms, and similar structures:

**Exceptions:**

1. Stairs serving attics or crawl spaces.
2. Stairs that only provide access to plumbing, mechanical, or electrical equipment.

## **R311.7.1 Stairways: general.**

**R311.7.1.1 Stairways serving dwellings or accessory structures.** All stairways serving a dwelling or accessory structure, or any part thereof, shall comply with this section. This shall include exterior stairs from a dwelling or garage to grade and those stairs serving decks, porches, balconies, sun rooms, and similar structures.

### **Exceptions:**

1. Stairs serving attics or crawl spaces.
2. Stairs that only provide access to plumbing, mechanical, or electrical equipment.

**R311.7.1.2 Width.** Stairways shall not be less than 36 inches (914 mm) in clear width at all points above the permitted handrail height and below the required headroom height. Handrails shall not project more than 4.5 inches (114 mm) on either side of the stairway and the minimum clear width of the stairway at and below the handrail height, including treads and landings, shall not be less than 31-1/2 inches (787 mm) where a handrail is installed on one side and 27 inches (698 mm) where handrails are provided on both sides.

**Exception:** The width of spiral stairways shall be in accordance with Section R311.7.10.1.

*[For text of subp 3, see M.R.]*

**EFFECTIVE DATE.** Minnesota Rules, part 1309.0311, subpart 2, is effective January 24, 2017.

## **Minnesota Board of Pharmacy**

### **Proposed Permanent Rules Relating to Pharmacy Working Conditions; Notice of Hearing**

**In the Matter of the Proposed Rule Amendments Relating to Pharmacy Practice, including Pharmacy Work Conditions Related to the Safety of the Public, proposing amending *Minnesota Rules* 6800.2150 and adoption of a new rule part, *Minnesota Rules* [6800.2160]; Revisor's ID Number RD4355**

**Public Hearing.** The Minnesota Board of Pharmacy intends to adopt rules after a public hearing following the procedures in the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2200 to 1400.2240, and the Administrative Procedure Act, *Minnesota Statutes*, sections 14.131 to 14.20. The agency will hold a public hearing on the above-named rules at the Office of Administrative Hearings, 600 Robert Street North, St. Paul, MN 55164-0620 starting at **9:30 A.M. on October 19, 2016** and continuing until the hearing is completed. The agency will schedule additional days of hearing if necessary. All interested or affected persons will have an opportunity to participate by submitting either oral or written data, statements, or arguments. Statements may be submitted without appearing at the hearing.

**Administrative Law Judge.** Administrative Law Judge Perry Wilson will conduct the hearing. Judge Wilson's Legal Assistant Katie Lin can be reached at the Office of Administrative Hearings, 600 North Robert Street, P.O. Box 64620, Saint Paul, Minnesota 55164-0620, telephone 651-361-7900 and FAX 651-539-0310 or [katie.lin@state.mn.us](mailto:katie.lin@state.mn.us). The rule hearing procedure is governed by *Minnesota Statutes*, sections 14.131 to 14.20, and by the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2000 to 1400.2240. You should direct questions about the rule hearing procedure to the administrative law judge.

**Subject of Rules, Statutory Authority, and Agency Contact Person.** The proposed rules are about pharmacy work conditions that have an impact on public safety. The Board is proposing to limit the number of continuous hours that pharmacists, pharmacist interns and pharmacy technicians can be required to work and to require that they be given breaks in certain circumstances. The proposed rules are authorized by *Minnesota Statutes*, §151.06, subd. 1(b). A copy of the proposed rules is published in the *State Register*. A copy is also attached to this notice as mailed or e-mailed and is available at the agency's website at <http://mn.gov/boards/pharmacy/statutes/rules.jsp>, under the Rule-Making Docket heading.

The agency contact person is: Cody Wiberg at Minnesota Board of Pharmacy, 2829 University Avenue SE, Suite 530, Minneapolis, MN 55414. Phone: (651)201-2825, FAX: (612)617-2262, and e-mail: [cody.wiberg@state.mn.us](mailto:cody.wiberg@state.mn.us).

**Statement of Need and Reasonableness.** The statement of need and reasonableness contains a summary of the justification for the proposed rules, including a description of who will be affected by the proposed rules and an estimate of the probable cost of the proposed rules. A copy of the Statement of Need and Reasonableness is available on the agency's website at <http://mn.gov/boards/pharmacy/statutes/rules.jsp>, under the Rule-Making Docket heading. You may also obtain a copy by

# Proposed Rules

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contacting the agency contact person.

**Public Comment.** You and all interested or affected persons, including representatives of associations and other interested groups, will have an opportunity to participate by attending and commenting at the hearing and by submitting written comments, as described below. *All written comments and other written materials must be submitted to the administrative law judge through the Office of Administrative Hearings e-Comments system that is available on the following Web page:*

*<https://minnesotaoah.granicusideas.com/>. The administrative law judge will accept your views either orally at the hearing or in writing at any time before the close of the hearing record. All evidence that you present should relate to the proposed rules. You may also submit written material to the administrative law judge to be recorded in the hearing record for five working days after the public hearing ends. At the hearing the administrative law judge may order this five-day comment period extended for a longer period but for no more than 20 calendar days. Following the comment period, there is a five-working-day rebuttal period during which the agency and any interested person may respond in writing to any new information submitted. No one may submit additional evidence during the five-day rebuttal period. The Office of Administrative Hearings must receive all comments and responses submitted to the administrative law judge no later than 4:30 p.m. on the due date. All responses received are public and will be available for review at the Office of Administrative Hearings.*

The agency requests that any person submitting written views or data to the administrative law judge before the hearing or during the comment or rebuttal period also submit a copy of the written views or data to the agency contact person at the address stated above.

**Alternative Format/Accommodation.** Upon request, this information can be made available in an alternative format, such as large print, braille, or audio. To make such a request or if you need an accommodation to make this hearing accessible, please contact the agency contact person at the address or telephone number listed above.

**Modifications.** The agency may modify the proposed rules as a result of the rule hearing process. It must support modifications by data and views presented during the rule hearing process. The adopted rules may not be substantially different than these proposed rules, unless the agency follows the procedure under *Minnesota Rules*, part 1400.2110. If the proposed rules affect you in any way, the agency encourages you to participate.

**Adoption Procedure after the Hearing.** After the close of the hearing record, the administrative law judge will issue a report on the proposed rules. You may ask to be notified of the date when the judge's report will become available, and can make this request at the hearing or in writing to the administrative law judge. You may also ask to be notified of the date that the agency adopts the rules and files them with the Secretary of State, or ask to register with the agency to receive notice of future rule proceedings. You may make these requests at the hearing or in writing to the agency contact person stated above.

**Lobbyist Registration.** *Minnesota Statutes*, chapter 10A, requires each lobbyist to register with the State Campaign Finance and Public Disclosure Board. You should direct questions regarding this requirement to the Campaign Finance and Public Disclosure Board at: Suite #190, Centennial Building, 658 Cedar Street, St. Paul, Minnesota 55155, telephone 651-539-1180 or 1-800-657-3889.

**Order.** I order that the rulemaking hearing be held at the date, time, and location listed above.

9/7/2016

Cody Wiberg  
Executive Director

**6800.2150 PHARMACIST ON DUTY.**

Subpart 1. Requirement to have a pharmacist on duty.

A: A pharmacy or satellite pharmacy shall have at least one licensed pharmacist on duty and physically present in the pharmacy at all times that the pharmacy is open for the transaction of business except ~~that~~ for brief absences of the pharmacist arising out of and in the course of pharmacy practice ~~are allowable~~.

Subp. 2. Limiting access to pharmacies.

B: When a pharmacy is closed or there is no pharmacist on duty, other individuals shall not be allowed access to the



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# Proposed Rules

pharmacy except as provided in part 6800.7530. In pharmacies where there are two or more pharmacists on duty, the pharmacists shall stagger their breaks so that the pharmacy is not left without a pharmacist for a temporary period.

## **6800.2160 PHARMACY WORK CONDITIONS.**

Subpart 1. **Limitation on continuous hours worked.** A pharmacy licensed under Minnesota Statutes, section 151.19, subdivision 1, which is located within Minnesota, shall not require a pharmacist, pharmacist-intern, or pharmacy technician to work longer than 12 continuous hours per day, inclusive of the breaks required under subpart 2.

### **Subp. 2. Requirements for breaks.**

A. A pharmacist, pharmacist-intern, or pharmacy technician working longer than six continuous hours per day shall be allowed during that time period to take a 30-minute, uninterrupted break.

B. A pharmacist, pharmacist-intern, or pharmacy technician shall be allowed adequate time from work within each four consecutive hours of work to utilize the nearest convenient restroom.

C. A pharmacy may, but is not required to, close when a pharmacist is on a break. If the pharmacy does not close, the pharmacist shall either remain within the licensed pharmacy or within the establishment in which the licensed pharmacy is located in order to be available for emergencies. In addition, the following apply:

(1) pharmacy technicians, pharmacist-interns, and other supportive staff, authorized by the pharmacist on duty, may continue to perform duties as allowed under this chapter;

(2) no duties reserved to pharmacists and pharmacist-interns under any part of this chapter, or that require the professional judgment of a pharmacist, may be performed by pharmacy technicians or other supportive staff; and

(3) only prescriptions that have been certified by a pharmacist, as required by part 6800.3100, may be dispensed while the pharmacist is on break; except that prescriptions that require counseling by a pharmacist, including all new prescriptions and those refill prescriptions for which a pharmacist has determined that counseling is necessary, may be dispensed only if the following conditions are met:

(a) the pharmacy develops a list of drugs that may not be dispensed while a pharmacist is taking an allowed break, without the patient receiving counseling from a pharmacist, when counseling would normally be required;

(b) the patient, or other individual who is picking up the prescription on behalf of the patient, is told that the pharmacist is on a break and is offered the chance to wait until the pharmacist returns from break in order to receive counseling;

(c) if the patient or caregiver declines to wait, a telephone number at which the patient or a caregiver can be reached is obtained;

(d) after returning from the break, the pharmacist makes a reasonable effort to contact the patient or a caregiver by telephone and provides counseling; and

(e) the pharmacist documents the counseling that was provided or documents why counseling was not provided, including a description of the efforts made to contact the patient or caregiver. The documentation shall be retained by the pharmacy, and be made available for inspection by the board or its authorized representatives, for a period of at least two years.

D. In pharmacies staffed by two or more pharmacists, the pharmacists shall stagger breaks so that at least one pharmacist remains on duty at all times that the pharmacy remains open for the transaction of business.

Subp. 3. **Exceptions for emergencies.** Subpart 1 and subpart 2, item A, shall not apply in the event that an emergency necessitates that a pharmacist, pharmacist-intern, or pharmacy technician work longer than 12 continuous hours, work without taking required meal breaks, or have a break interrupted in order to minimize immediate health risks for patients.

# Adopted Rules

A rule becomes effective after the requirements of *Minnesota Statutes* §§ 14.05-14.28 have been met and five working days after the rule is published in the *State Register*, unless a later date is required by statutes or specified in the rule. If an adopted rule is identical to its proposed form as previously published, a notice of adoption and a citation to its previous *State Register* publication will be printed. If an adopted rule differs from its proposed form, language which has been deleted will be printed with strikeouts and new language will be underlined. The rule's previous *State Register* publication will be cited.

**KEY: Proposed Rules** - Underlining indicates additions to existing rule language. ~~Strikeouts~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **Adopted Rules** - Underlining indicates additions to proposed rule language. ~~Strikeout~~ indicates deletions from proposed rule language.

## Department of Natural Resources

### Adopted Expedited Emergency Game and Fish Rules: 2016 Bear Season

Notice is hereby given that the above entitled rules have been adopted through the process prescribed by *Minnesota Statutes*, section 84.027, subdivision 13 (b). The statutory authority for the contents of the rule is *Minnesota Statutes*, sections 97B.405, 97B.411, and 97B.431.

The conditions that do not allow compliance with *Minnesota Statutes*, sections 97A.0451 to 97A.0459, are that the statewide limit for bear is incorrectly listed in the bear rule published in the state register on April 25, 2016. The correct limit is one bear in quota areas and one bear in no-quota areas.

Dated: August 26, 2016

Tom Landwehr  
Commissioner of Natural Resources

#### 6232.2800 GENERAL REGULATIONS FOR TAKING BEARS.

Subpart 1. **Bag limit.** A person may not take more than one bear in quota areas and ~~two bears~~ one bear in no-quota areas during any calendar year whether by firearm or archery. Bears taken may be of either sex or any age except that bear cubs may not be taken.

*[For text of subps 2 to 8, see M.R.]*

**REPEALER.** The expedited emergency amendment to Minnesota Rules, part 6232.2800, subpart 1, published in the State Register, volume 40, page 1442, April 25, 2016, is repealed.

**EFFECTIVE PERIOD.** The expedited emergency amendment to Minnesota Rules, part 6232.2800, subpart 1, expires December 31, 2016. After the emergency amendment expires, the permanent rule as it read prior to the amendment again takes effect, except as it may be amended by permanent rule.

# Official Notices

Pursuant to *Minnesota Statutes* §§ 14.101, an agency must first solicit comments from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking.

The *State Register* also publishes other official notices of state agencies and non-state agencies, including notices of meetings and matters of public interest.

## Minnesota Department of Agriculture (MDA) Notice of Comment Period for the Proposed Emerald Ash Borer Quarantine in Dodge County

The Minnesota Department of Agriculture (MDA) is accepting comments on the current state emergency quarantine for emerald ash borer, *Agrilus planipennis* (Fairemaire), in Dodge County and the proposed state formal quarantine to be implemented October 24, 2016.

Oral and written comments regarding the proposed regulations will be accepted via email, phone or fax through **October 21, 2016**. Submit comments to Kimberly Thielen Cremers, Minnesota Department of Agriculture, 625 Robert Street North, St Paul, MN 55155, **email:** [kimberly.tcremers@state.mn.us](mailto:kimberly.tcremers@state.mn.us), **phone:** (651)201-6329, **fax:** (651)201-6108.

For more information on emerald ash borer, including a copy of the emergency quarantine, visit the Minnesota Department of Agriculture website at [www.mda.state.mn.us/eab](http://www.mda.state.mn.us/eab).

## Minnesota Department of Health (MDH) Division of Health Policy

### Notice of Adoption of Revised Rules: Minnesota Uniform Companion Guide for the Implementation of the ASC X12N/005010X222A1 Health Care Claim: Professional (837), version 12.0; Minnesota Uniform Companion Guide for the Implementation of the ASC X12N/005010X223A2 Health Care Claim: Institutional (837), version 12.0

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Health (MDH) has adopted into rule version 12.0 of the Minnesota Uniform Companion Guides (MUCGs) for the implementation of the following ASC X12N transactions:

ASC X12N/005010X222A1 Health Care Claim: Professional (837); and  
ASC X12N/005010X223A2 Health Care Claim: Institutional (837).

For brevity and ease of reference, the MUCGs for the two transactions above are hereinafter referred to as:

837 Professional MUCG (or 837P); and  
837 Institutional MUCG (or 837I).

**Description of the Rules.** Minnesota Statutes, section 62J.536, requires the Minnesota Commissioner of Health, in consultation with the Minnesota Administrative Uniformity Committee (AUC), to promulgate rules pursuant to section 62J.61 establishing and requiring group purchasers, clearinghouses, and health care providers to exchange specified health care administrative transactions electronically, using the applicable single, uniform companion guide adopted by the Commissioner of Health. Under Minnesota Statutes, section 62J.61, the Commissioner of Health is exempt from chapter 14, including section 14.386, in implementing sections 62J.50 to 62J.54, subdivision 3, and 62J.56 to 62J.59.

Because the Commissioner of Health has determined that it is unduly cumbersome to publish the entire text of the rules, the Commissioner is publishing this notice adopting version 12.0 (v12.0) of the above referenced MUCGs. The v12.0 rules:

- Describe the data content and other transaction specific characteristics of the transactions listed above, for use by entities subject to Minnesota Statutes, section 62J.536;
- Supersede all previous versions and are effective 30 days after the publication of this notice of adoption in the *State Register*;

# Official Notices

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- Are known as Minnesota Uniform Companion Guides (MUCGs) because they are to be used in conjunction with and as companions to all applicable Minnesota and federal regulations, including 45 CFR Parts 160, 162, and 164 (HIPAA Administrative Simplification, including adopted federal operating rules) and related ASC X12N and retail pharmacy specifications (ASC X12N and NCPDP implementation specifications);
- Supplement, but do not otherwise modify, the ASC X12N and NCPDP implementation specifications in a manner that will make their implementation by users to be out of compliance; and
- Must be appropriately incorporated by reference and/or the relevant transaction information must be displayed in any companion guides provided by entities subject to Minnesota Statutes, section 62J.536.

**Changes and Updates to Previously Adopted Rules.** MDH periodically reviews and revises the rules described above as needed with the assistance of the AUC, to ensure that the rules remain up-to-date, correct, and as clear and useful as possible. The versions of the above-referenced MUCGs most recently adopted into rule were published as version 10.0 (v10.0) and were posted at <http://www.health.state.mn.us/asa/rules.html>. The Commissioner of Health, in consultation with the AUC and its Technical Advisory Groups (TAGs), determined that it was necessary to make revisions to the v10.0 rules to ensure that they remained current, accurate, and clear.

Proposed revised versions of the rules were published as version 11.0 (v11.0) and were announced in the *Minnesota State Register*, Volume 40, Number 28, published January 11, 2016. The *State Register* notice also announced the start of a 30-day public comment period regarding the proposed revisions that concluded on February 10, 2016.

MDH collected and reviewed the comments submitted in response to v11.0 with the assistance of the AUC and is adopting the following changes to the health care claims companion guides noted above. The version 12.0 MUCGs now being adopted include proposed changes from v11.0 as well as additional changes from the v11.0 comment period and review of the comments.

**The following changes from v10.0 are being made in both the v12.0 837P and v12.0 837I MUCGs:**

The version number, dates of rule adoption, and other document identifying information have been updated as needed throughout;

The Table of Contents has been revised to reflect changes in the documents;

Section 1.5 was modified with clarifying changes to a website reference;

The second sentence in Section 1.6 was revised for clarity and accuracy;

Section 1.6.2, “*Document Revision History*,” was updated to reflect the most recent revisions since the last adopted version of the rules. The updates include “Version 11.0, Proposed revisions to v10.0,” as well as “Version 12.0, Adopted into rule;”

In section 2.2, the phrase “and requirements for use of ICD-10” was deleted in the interests of brevity, given that the effective date for ICD-10 was October 1, 2015 and ICD-10 is now in wide use;

In section 3.2.5, “*Claims Attachments and Notes*,” a note was added regarding a Minnesota statutory requirement for the exchange of electronic claims attachments for workers’ compensation-related medical claims and acknowledgments of the electronic attachments, effective January 1, 2017. The note includes an excerpt from 2016 Laws of Minnesota, Chapter 110, Article 2, Section 1 and a link to the law;

Section A.2 of Appendix A, “*HIPAA Code Sets*,” was revised to include references to ICD-10;

Section A.3.4.2 of Appendix A, “*Units (basis for measurement)*,” was revised to clarify that HCPCS/CPT guidelines are to be used for determining the appropriate number of units of timed codes to report. HCPCS/CPT guidelines are also to be used for rounding to the appropriate number of units, including rounding for units for physical, occupational, and speech language pathology timed codes.

In Section A.5.1, Table A.5.1, “*Minnesota Coding Specifications: When to Use Codes Different than Medicare*” of Appendix

A:

In the Minnesota Rule entry for the row labeled “Chapter 5, Part B Outpatient Rehabilitation and CORF/OPT services,” the phrase “Follow Medicare coding guidelines” was deleted and replaced with “Follow HCPCS/CPT rounding guidelines” to be accurate and consistent with the clarification noted above in section A.3.4.2 of the MUCG;

The following changes were made to Appendix A, Section A.5.2, “*Behavioral Health Procedure Code/Modifier Combinations for Specific Benefits Packages Unique to Minnesota Government Programs*”:

The introductory narrative describing “Table A.5.2” was deleted as no longer needed due to reorganization of the section;

Table A.5.2.1, “Mental Health Related Modifiers Appearing in Table A.5.2,” was deleted as no longer necessary.

Formatting and grammatical corrections were made throughout, and section numbering was updated as needed.

**The following additional changes from the v10.0 837P MUCG are being made to the v12.0 837P MUCG:**

In Appendix A, Table A.5.1, “*Minnesota Coding Specifications: When to use codes different from Medicare*,” the following entries were modified with corrections and clarifications as follows:

The Minnesota Rule entry for the row labeled “Chapter 12, Physicians/Nonphysician Practitioners, Interpreter Services,” was modified to include a link to the front matter Section A.3.4.2 for clarification of the rounding rules.

The Minnesota Rule entry for the row labeled “Chapter 12, Physician/Nonphysician Practitioners, Patient not in exam room” was slightly expanded with additional detail and clarification for reporting appropriate ICD-CM codes. The last sentence of the Minnesota Rule for this topic was deleted as no longer needed.

A new row was added for a new Minnesota Rule entry, “Chapter 12, Physician/Nonphysician Practitioners, Behavioral Health Home (BHH).omHome” The new entry briefly summarizes BHH, provides related definitions of terms, and lists the codes to be used to report the service.

The Minnesota Rule entry for the row labeled “Chapter 15, Ambulance, Community Paramedic” was modified to delete “Incidental” from “supplies,” and to include “vaccines” with a list of “Non-reportable services.” In addition, the last sentence following the list of non-reportable services was deleted for accuracy and clarity.

The Minnesota Rule entry for the row labeled “Chapter 18, Preventive and Screening Services, Diagnosis coding for screening services” was revised to clarify that diagnosis coding for screening services must follow the ICD-CM code set instructions based on date of service.

The row labeled “Chapter 18, Preventive and Screening Services, C&TC” was moved to the end of Table A.5.1 and added to the “N/A” section along with other Department of Human Services (DHS)-specific programs. The Minnesota Rule for C&TC was also revised, including:

A new sentence was added to the end of first paragraph, including a link to the C&TC Provider Guides webpage;

Coding and related descriptions were modified as follows:

96111 – Developmental Screening;

96110 U1 – Autism screening with a standardized instrument, 1unit;

96127 – Social/Emotional or Mental Health Screening.

The row immediately following the row labeled “38, Emergency Preparedness Fee for Service Guidelines” was amended to include reference to “Child and Teen Checkups (C&TC),” “Early Intensive Developmental and Behavioral Intervention (EIDBI),” and “Family Caregiver Services.”

The row labeled “N/A Doula Services” was corrected to change the number of doula sessions from six to seven.

A new entry was added after the row labeled “N/A, Licensed Traditional Midwife Services (Not Certified Nurse Midwives)”

# Official Notices

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entitled “N/A, Child and Teen Checkups (C&TC)” as described above.

A new entry was added after the row labeled “N/A, Child and Teen Checkups (C&TC)” for “N/A, Family Caregiver Services.” The new entry briefly defines Family Caregiver Services and provides instructions on the codes to report.

A new entry was added after the row labeled “N/A, Family Caregiver Services” for “Early Intensive Developmental and Behavioral Intervention (EIDBI).” The new entry briefly summarizes EIDBI and describes to codes to be used. Because of its length, this entry was formatted somewhat differently than the other Table A.5.1 entries.

The following changes were made in Appendix A, Section A.5.2.2, “*Behavioral Health Programs Listed in Table A.5.2*”:

The “Peer Services” entry was deleted and was replaced with an entry for “Certified Peer Specialist Services;”

A new program entry, “Certified Family Peer Specialist Services,” was added.

A new program entry, “Behavioral Health Home,” was added.

In Table A.5.2, “*Behavioral Health Procedure Code/Modifier Combinations: For Specific Benefit Packages Unique to Minnesota Government Programs*”:

A new entry for “Behavioral Health Home” was added with a brief description of the service and the codes to use;

The entry for “Adult Rehabilitative Mental Health Services (ARMHS)” was modified as follows:

The modifier “UD” shown with the entries for “H2017” was corrected to “U3.” The U3 modifier is used to indicate “Transition to Community Living (TCL);”

The HCPCS code H0031 was added as available for use with two different modifier combinations, “UD” and “UD TS.” “UD” is used to indicate “per 15 minutes” and “TS” is used to indicate “Review;”

The HCPCS code H0032 was added as available for use with two different modifier combinations, “UD” and “UD TS.” “UD” is used to indicate “per 15 minutes” and “TS” is used to indicate “Review;”

The modifier “UD” was corrected to “U3” in the entries for “90882.” The U3 modifier is used to indicate “Transition to Community Living (TCL).”

The entry for “Peer Services” was renamed “Certified Peer Specialist Services,” with a clarification that the services are for adults.

An entry for “Certified Family Peer Specialist – DHS” was added with a brief description of the service and codes to use.

In Table A.5.4.c, “*Other Services and Miscellaneous*,” the following changes were made:

A new row was added for an entry labeled “Autism Screening” with codes to use;

The row immediately following “Autism Screening” was relabeled as “Child Social/Emotional or Mental Health Screening.”

**The following additional changes are being made from the V10.0 837I MUCG to the v12.0 837I MUCG:**

Appendix A, Table A.5.1, “*Minnesota Coding Specifications: When to use codes different from Medicare*,” is revised as follows:

The Minnesota Rule is clarified for the entry in the row for Chapter 4, “Part B Hospital (Including Inpatient Hospital Part B and OPSS), Interpreter Services” with the addition of a link to Section A.3.4.2 for “rounding rules;”

A new row labeled Chapter 12, “Physician/Nonphysician Practitioners” and related Minnesota Rule, “Not applicable to institutional claim” was added for consistency in formatting with the 837 MUCG;

The Minnesota Rule for the row labeled Chapter 18, “Colonoscopy,” was revised to clarify that coding for diagnosis of colonoscopy services must follow the ICD-CM code set instructions based on date of service;

The Minnesota Rule for the row labeled Chapter 20, “Durable Medical Equipment, Prosthetics, Orthotics and Supplies” that read “Not applicable to the Institutional Guide” has been deleted and is replaced with a new entry for clarification that states “Oxygen codes are used as defined. When appropriate to report contents, MN providers may report E or S oxygen content codes as definition allows.”

In Table A.5.2.2, “*Behavioral Health Programs Listed in Table A.5.2,*” the following program links were removed from the list:

- Assertive Community Treatment (ACT);
- Adult Crisis Response Services;
- Children’s Mental Health Crisis Response Services;
- Adult Day Treatment;
- Children’s Therapeutic Services and Supports (CTSS);
- Adult Rehabilitative Mental Health Services (ARMHS);
- Peer Services;
- Dialectical Behavior Therapy;
- Youth Assertive Community Treatment;
- Intensive Treatment in Foster Care;
- Mental Health Family Psychoeducation Services.

In Table A.5.2, “*Behavioral Health Procedure Code/Modifier Combinations: For Specific Benefit Packages Unique to Minnesota Government Programs, the following programs were deleted*”:

- Assertive Community Treatment (ACT)
- Adult Crisis Response Services;
- Children’s Mental Health Crisis Response Services;
- Adult Day Treatment;
- Children’s Therapeutic Services and Supports (CTSS);
- Adult Rehabilitative Mental Health Services (ARMHS);
- Peer Services;
- Dialectical Behavior Therapy;
- Youth Assertive Community Treatment;
- Intensive Treatment in Foster Care;
- Mental Health Family Psychoeducation Services.

Edward P. Ehlinger, MD, MSPH  
Commissioner  
P.O. Box 64975  
St. Paul, MN 55164-0975

## Minnesota Department of Health (MDH)

### Office of Medical Cannabis

#### **Request for Comments for Possible Rules Governing Laboratory Testing of Medical Cannabis, Minnesota Rules, Chapter 4770; Revisor’s ID Number R-4427**

**Subject of Rules.** The Minnesota Department of Health requests comments on its possible rules governing laboratory testing of medical cannabis. The Department is considering new rules to modify, clarify, and formalize existing laboratory testing requirements for medical cannabis. These rules will protect patient health and safety by establishing laboratory testing requirements for potency, consistency, the presence of contaminants, and to support label accuracy. The rules may also address any other material requirements that arise during the course of the rulemaking if the agency finds them to be necessary and time permits.

# Official Notices

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**Persons Affected.** The rules would likely affect laboratories approved by MDH to test medical cannabis, the two state-registered medical cannabis manufacturers who are required to contract with independent laboratories to test their medical cannabis, and patients enrolled in the state's medical cannabis patient registry.

**Statutory Authority.** *Minnesota Statutes*, section 152.26 authorizes the Department to adopt rules to implement the medical cannabis program. *Minnesota Statutes*, section 152.25, subdivision 1(d) requires the Department to determine the manner how laboratory testing results are reported. *Minnesota Statutes*, section 152.29, subdivision 1(b) requires the testing of medical cannabis for "content, contamination, and consistency" and "additional requirements set by the commissioner."

**Public Comment.** Interested persons or groups may submit comments or information on these proposed rules in writing until further notice is published in the State Register that the MDH intends to adopt or to withdraw the proposed rules, which will be more than 60 days after this notice is published in the State Register. The MDH plans to appoint an advisory committee to comment on the possible rules. The advisory committee is expected to begin work in October 2016 and complete its work in spring of 2017. MDH is particularly interested in advice on whether the cost of complying with proposed rules in the first year after the rules take effect will exceed \$25,000 for any small business (a small business is a business (either for profit or nonprofit) with fewer than 50 full-time employees). MDH also seeks advice on the cumulative effect of the rule has with regard to other federal and state regulations related to the specific purpose of the rule.

**Rules Drafts.** The Department has not yet drafted the possible rules and is seeking feedback on the principles, goals, and objectives that should inform the drafting of these rules from interested parties. MDH will post a draft of the proposed rules when it is available on the MDH web site at: <http://www.health.state.mn.us/topics/cannabis/rulemaking> .

In addition, a free paper copy of the proposed rules is available upon request from the agency contact person listed below.

**Agency Contact Person.** Written comments, questions, and requests for more information on these possible rules should be directed to:

Darin Teske  
Minnesota Department of Health  
P.O. Box 64882, St. Paul MN 55164-0882  
**Phone:** (651) 539-3004  
**E-mail:** [darin.teske@state.mn.us](mailto:darin.teske@state.mn.us).

**Alternative Format.** Upon request, this information can be made available in an alternative format, such as large print, braille, or audio. To make such a request, please contact the agency contact person at the address or telephone number listed above.

**NOTE:** Comments received in response to this notice will not necessarily be included in the formal rulemaking record submitted to the administrative law judge if and when a proceeding to adopt rules is started. The agency is required to submit to the judge only those written comments received in response to the rules after they are proposed. If you submitted comments during the development of the rules and you want to ensure that the Administrative Law Judge reviews the comments, you should resubmit the comments after the rules are formally proposed.

Dated: September 8, 2016

Michelle Larson, Director  
Office of Medical Cannabis  
Department of Health

## State Board of Investment

### Notice to Institutional Investment Management Firms for consideration to potentially Manage a Portion of the Pension Assets and Other Accounts

The Minnesota State Board of Investment (MSBI) retains institutional investment management firms to manage a portion of the pension assets and other accounts under its control. Periodically, the MSBI will conduct a search for institutional investment management firms on an as needed basis. For additional information on the domestic stock, international stock, or domestic bond portfolio programs for the MSBI, firms are asked to write to the following address for additional information:



External Manager Program  
Minnesota State Board of Investment  
60 Empire Drive, Suite 355  
St. Paul, MN 55103-3555

Tel.: (651) 296-3328  
Fax: (651) 296-9572  
E-mail: [minn.sbi@state.mn.us](mailto:minn.sbi@state.mn.us)

Please refer to this notice in your written request.

## Washington County Law Library Notice of Change of Law Library Fees for Civil and Criminal Matters

Pursuant to Minnesota Statute, Chapter 134A.10, Subdivision 4, the Washington County Law Library is requesting the publication of the change of the law library fee for civil and criminal matters. This change includes a two dollar increase on all cases in the district and conciliation courts of Washington County, and will also implement a two dollar fee on parking tickets processed through the courts. The new fees are as follows:

Civil	Probate	Conciliation Court	Felony Gross/ Misdemeanor	Misdemeanor	Petty Misdemeanor	Parking
\$12	\$12	\$12	\$12	\$12	\$12	\$2

This fee increase is effective beginning August 1, 2016.

## State Grants & Loans

In addition to requests by state agencies for technical/professional services (published in the State Contracts Section), the *State Register* also publishes notices about grants and loans available through any agency or branch of state government. Although some grant and loan programs specifically require printing in a statewide publication such as the State Register, there is no requirement for publication in the *State Register* itself. Agencies are encouraged to publish grant and loan notices, and to provide financial estimates as well as sufficient time for interested parties to respond.

SEE ALSO: Office of Grants Management (OGM) at: <http://www.grants.state.mn.us/public/>

## Minnesota Department of Agriculture (MDA) Notice of Request for Proposals (RFP) for the Biofuels Infrastructure Partnership – E15/25 Retrofit Grant Program

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Agriculture is requesting applications for grants for the purchase and installation of E15/25 retrofit infrastructure for existing gasoline fuel pumps at fueling stations in the state.

### Purpose

The Minnesota Biofuels Infrastructure Partnership Grant Program (BIP) is funded by the United States Department of Agriculture, the State of Minnesota, and private-sector partners for the primary purpose of increasing consumption of biofuel in the form of ethanol.

This RFP is seeking applicants who wish to add E15/25 retrofits to existing gasoline pumps that will allow those pumps to deliver a dedicated supply of E15 to 2001 and newer vehicles. The grant will fund the parts needed to assure necessary compatibility and labor for up to 85% of costs, or \$8,400 per retrofit, whichever is less.

The RFP and associated application materials can be accessed through the MDA RFP website: <http://www.mda.state.mn.us/grants/grants/mnbiofuel.aspx>. The deadline for final submission is **Friday, November 18, 2016, at 4:00 pm**, or until funds are depleted, whichever comes first.

# State Grants & Loans

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## Department of Health

### Office of Rural Health and Primary Care

#### Request for Proposals for Dental Safety Net Grant Program

The Office of Rural Health and Primary Care, the Minnesota Department of Health, is soliciting proposals for grants to dental clinics who serve the uninsured. Approximately \$112,500 may be available. Eligible applicants include nonprofit critical access dental providers not affiliated with a hospital or medical group, who provide free or reduced-cost oral health to low-income patients under the age of 21, and who can demonstrate that at least 80 percent of patient encounters were with patients who were uninsured or covered by Minnesota health care programs. Funding will be distributed based on the number of uninsured patients under the age of 21 served by the provider in the previous 12 months.

Applications must be submitted to Minnesota Department of Health, P.O. Box 64882, St. Paul, Minnesota 51164-0882, and Attention: Cindy LaMere. Courier Address Golden Rule Building, Suite 220 85 E. 7<sup>th</sup> Place St. Paul, Minnesota 55101.

To be considered for funding, initial proposals must be submitted by **4:30 p.m., Friday, October 28, 2016**. **Late proposals will not be considered**. More information, including instructions for the application process, may be obtained at: <http://www.health.state.mn.us/divs/orhpc/funding/index.html#dentalsn>

For more information contact Keisha Shaw at (651) 201-3860, Email: [keisha.shaw@state.mn.us](mailto:keisha.shaw@state.mn.us)

## Department of Health

### Office of Rural Health and Primary Care

#### Request for Proposals for Mental Health Safety Net Grant Program

The Office of Rural Health and Primary Care, the Minnesota Department of Health, is soliciting proposals for grants to mental health providers who serve the uninsured. Approximately \$393,750 may be available. Eligible applicants include community mental health centers and nonprofit community mental health clinics which provide free or reduced-cost mental health care to low-income patients under the age of 21. Funding will be distributed based on the number of uninsured patients under the age of 21 served by the provider in the previous 12 months.

Applications must be submitted to Minnesota Department of Health, P.O. Box 64882, St. Paul, Minnesota 51164-0882, and Attention: Cindy LaMere. Courier Address Golden Rule Building, Suite 220 85 E. 7<sup>th</sup> Place St. Paul, Minnesota 55101.

To be considered for funding, initial proposals must be submitted by **4:30 p.m., Friday, October 28, 2016**. **Late proposals will not be considered**. More information, including instructions for the application process, may be obtained at: <http://www.health.state.mn.us/divs/orhpc/funding/index.html#dentalsn>

For more information contact Keisha Shaw at (651) 201-3860, Email: [keisha.shaw@state.mn.us](mailto:keisha.shaw@state.mn.us)

## Minnesota Pollution Control Agency

### Notice of Request for Grant Application for Fiscal Year 2017 Environmental Assistance Grants

The Minnesota Pollution Control Agency (MPCA) is issuing this Request for Grant Applications (RFGA) to solicit projects for the Fiscal Year (FY) 2017 Environmental Assistance (EA) Grant Program.

Applications for financial assistance will be accepted starting **September 20, 2016**, for Greater Minnesota Recycling Collection projects. The deadline for application submittal is no later than **2:00 p.m. Central Time, November 1, 2016**.

Approximately \$850,000 is available for FY 2017 EA grant awards to encourage outcome-oriented, economically-driven approaches to advancement of recycling programs in Greater Minnesota. The FY 2017 EA Grant RFGA provides detailed information on eligible applicants, grant award amounts, minimum matching fund requirements, and the process by which applicants may apply for a grant. The RFGA is available on the MPCA's EA Grants Program webpage at <https://www.pca.state.mn.us/about-mpca/environmental-assistance-grants>. The webpage also provides downloadable application forms and links to applicable statutes and rules.

The EA Grant Round is a competitive application process. Grant offers and awards are contingent on available funding, MPCA approval of final workplans and budgets, and the execution of grant agreements. Eligible applicants/applications will be

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# State Grants & Loans

evaluated and ranked by MPCA review teams to determine the projects that best meet the environmental outcomes outlined in the RFGA.

This notice is issued under authority provided in Minn. Stat. § 115A.0716, Subd. 1 and Minn. Rules Parts 9210.0800 to 9210.0855. Applications must be electronically submitted by the applicable deadline to [grants-loans.pca@state.mn.us](mailto:grants-loans.pca@state.mn.us).

If you experience difficulty in accessing the MPCA webpage or in electronically submitting your application, please contact the MPCA at [grants-loans.pca@state.mn.us](mailto:grants-loans.pca@state.mn.us) (with subject line: “EA Question”) prior to the submittal deadline.

## State Contracts

**Informal Solicitations:** Informal solicitations for professional/technical (consultant) contracts valued at over \$5,000 through \$50,000, may either be published in the *State Register* or posted on the Department of Administration, Materials Management Division’s (MMD) Web site. Interested vendors are encouraged to monitor the P/T Contract Section of the MMD Website at [www.mmd.admin.state.mn.us](http://www.mmd.admin.state.mn.us) for informal solicitation announcements.

**Formal Solicitations:** Department of Administration procedures require that formal solicitations (announcements for contracts with an estimated value over \$50,000) for professional/technical contracts must be published in the *State Register*. Certain quasi-state agency and Minnesota State College and University institutions are exempt from these requirements.

**Requirements:** There are no statutes or rules requiring contracts to be advertised for any specific length of time, but the Materials Management Division strongly recommends meeting the following requirements: \$0 - \$5000 does not need to be advertised. Contact the Materials Management Division: (651) 296-2600 \$5,000 - \$25,000 should be advertised in the *State Register* for a period of at least seven calendar days; \$25,000 - \$50,000 should be advertised in the *State Register* for a period of at least 14 calendar days; and anything above \$50,000 should be advertised in the *State Register* for a minimum of at least 21 calendar days.

## Department of Agriculture

### Pesticide and Fertilizer Management Division

#### Notice of Contract Opportunity for Availability of Funding for Agricultural Fertilizer Research and Education Projects

**PROJECT NAME:** Notice of Availability of Funding for Agricultural Fertilizer Research and Education Projects

**DETAILS:** The Minnesota Department of Agriculture is requesting proposals for the purpose of directing fertilizer research and outreach programs. The enabling legislation establishing the governing Agricultural Fertilizer Research and Education Council (referred to as “AFREC” or “Council”) is MN Statute 18C.70, 18C.71, and 18C.80<sup>1</sup>. The Minnesota Legislature also established the funding mechanism for the program. This year, up to \$1,100,000 is available for this Request for Proposals (RFP) and was generated by fertilizer sales from July 1, 2015 to June 30, 2016.

#### PROJECT PRIORITIES

Research and educational priorities have been categorized within three priority classifications. Applicants of new projects are cautioned that a substantial amount of the available funding (65-75%) may be used to support continuation projects.

##### A. Continuation Projects

- There are approximately 17 on-going AFREC projects that will be given priority for continued funding this funding cycle. “Continuations” are defined in this RFP as projects that have been previously funded by AFREC for shorter durations than the length specified in the original proposal. Projects previously fully funded by AFREC are not considered “continuations”.

##### B. Soil Fertility Research (new)

- Nitrogen and sulfur rescue application: Recent extended wet periods have raised questions on nitrogen loss and need for rescue side-dress nitrogen applications. Research is needed on decision tools for determining need, rates, source, and timing of rescue applications.
  - Placement, source, equipment and timing of planned or split side-dress nitrogen and sulfur applications.
  - Special consideration for partnership approaches/external funding to enhance water quality activities under on-going AFREC funded soil fertility research sites.

# State Contracts

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- Sentinel nutrient (NPK) loss plots documenting natural background losses

## C. Education and Outreach (new)

- Enhancement tools, calculators, mobile Apps and supporting educational materials to assist farmers and ag professionals to understand fertilizer cost benefit relations.
- Improve communication and outreach amongst AFREC member groups and their membership including activities that assist getting pertinent research findings to the end users as quickly as possible.<sup>1</sup>

**The following three priorities related to “on-farm” research and demonstrations which operate at different scales. Responders may apply for individual scales or may blend the scales into one proposal.**

- Develop and administer a pilot program on a regional scale that provides oversight, design, technical support, and data interpretation for “on farm” soil fertility research/demonstration activities. Applicants are encouraged to use existing “on farm” feasibility recommendations previously funded by AFREC
- Develop and administer programs that provide basic technical guidance and financial assistance to producers interested in conducting their own on-farm research/demonstration. Applicants are encouraged to consider existing models such as Minnesota’s Nutrient Management Initiative
- Develop and administer an “on-farm” support type program that bring retailers, crop advisors, and producers into the program as engaged cooperators to assist with evaluating UM fertilizer recommendations. Program would support (not compete) with UM validation activities.

## D. Other considerations:

- a. Continuation projects: The AFREC council desires increased project outreach and use of new communication tools. Fertilizer efficiency measurements: researchers should consider to include this in their experimental design

**Work is anticipated to start after April 1, 2017.**

**COPY REQUEST:** To get a copy of the Request for Proposals, please send a written request, by email, to:

Department of Agriculture  
Bruce Montgomery, Project Coordinator  
625 N. Robert Street  
St. Paul, MN 55155  
E-Mail: [bruce.montgomery@state.mn.us](mailto:bruce.montgomery@state.mn.us)

Other MDA personnel are **NOT** authorized to discuss this request for proposal with responders nor should they be listed as a collaborator or partner anywhere within the proposal. Contact regarding this RFP with any MDA personnel not listed above could result in disqualification.

**PROPOSAL DEADLINE:** Proposals submitted in response to the Request for Proposals in this advertisement must be received **3 printed sets and 1 disk/jump drive with a complete set of the required forms in both WORD and PDF format** no later than **3:00 P.M., Central Time, December 2, 2016. Late proposals will not be considered. Fax and email proposals will not be considered.**

This request does not obligate the State to complete the work contemplated in this notice. The State reserves the right to cancel this solicitation. All expenses incurred in responding to this notice are solely the responsibility of the responder.

(Endnotes)

<sup>1</sup> <https://www.revisor.mn.gov/laws/?id=4&doctype=Chapter&year=2015&type=1#laws.2.56.0>

## Department of Agriculture Pesticide and Fertilizer Management Division

### Notice of Contract Opportunity for Availability of Funding for Agricultural Fertilizer Research and Education Projects

**PROJECT NAME:** Notice of Availability of Funding for Agricultural Fertilizer Research and Education Projects

**DETAILS:** The Minnesota Department of Agriculture is requesting proposals for the purpose of directing fertilizer research and outreach programs. The enabling legislation establishing the governing Agricultural Fertilizer Research and Education Council (referred to as “AFREC” or “Council”) is MN Statute 18C.70, 18C.71, and 18C.80<sup>2</sup>. The Minnesota Legislature also established the funding mechanism for the program. This year, up to \$1,100,000 is available for research, education, and coordination through Request for Proposals (RFP) and was generated by fertilizer sales from July 1, 2015 to June 30, 2016.

#### Continuation Projects

Research and educational priorities have been categorized within three priority classifications. Applicants of new projects are cautioned that a substantial amount of the available funding (65-75%) may be used to support continuation projects.

There are approximately 17 on-going AFREC projects that will be given priority for continued funding this funding cycle. “Continuations” are defined in this RFP as projects that have been previously funded by AFREC for shorter durations than the length specified in the original proposal. Projects previously fully funded by AFREC are not considered “continuations”.

#### Sample Tasks

##### Project Components

The “Mandatory Components” listed below are the fundamental elements that must be completed over the life of the project. All five components listed below must be addressed in the proposal. Respondents are encouraged to consider the additional components and/or propose additional tasks that are related and consistent with AFREC’s mission.

**Mandatory Component 1) Develop and implement a work plan for the timely completion of an annual research needs assessment**

**Mandatory Component 2) Facilitate Council planning meetings so that concise research and outreach priorities are developed for the annual AFREC Request for Proposals.**

**Mandatory Component 3) Assist MDA in the organization, review and summary of submitted proposals to the AFREC Council and responsible for assembling a Peer Review Team**

**Mandatory Component 4) Assist MDA and the Council with the planning and facilitation of all meetings and conference calls.**

**Mandatory Component 5) Formal Reporting to MDA and the Council.**

Responders’ Responsibility Related to the Proposal: The responder must provide some ideas on the content of the annual report. Additionally, please provide any past examples of similar reporting if available.

**Optional Component 1)** Coordination on the various AFREC information outlets.

**Optional Component 2)** Represent AFREC and MDA at related soil fertility research meetings such as through the commodity research councils.

**Optional Component 3)** Represent AFREC and MDA at selected conferences and other outreach opportunities.

**Optional Component 4)** Additional related tasks developed by the responder.

# State Contracts

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**COPY REQUEST:** To get a copy of the Request for Proposals, please send a written request, by email, to:

Department of Agriculture  
Bruce Montgomery, Project Coordinator  
625 N. Robert Street  
St. Paul, MN 55155  
E-Mail: [bruce.montgomery@state.mn.us](mailto:bruce.montgomery@state.mn.us)

Other MDA personnel are **NOT** authorized to discuss this request for proposal with responders nor should they be listed as a collaborator or partner anywhere within the proposal. Contact regarding this RFP with any MDA personnel not listed above could result in disqualification.

**PROPOSAL DEADLINE:** Proposals submitted in response to the Request for Proposals in this advertisement must be received **3 printed sets and 1 disk/jump drive with a complete set of the required forms in both WORD and PDF format** no later than **3:00 P.M., Central Time, December 2, 2016**. **Late proposals will not be considered. Fax and email proposals will not be considered.**

This request does not obligate the State to complete the work contemplated in this notice. The State reserves the right to cancel this solicitation. All expenses incurred in responding to this notice are solely the responsibility of the responder.

## **Minnesota State Colleges and Universities (MnSCU) Request for Proposal (RFP) for Recursive DNS Services**

### **Background**

Minnesota State Colleges and Universities is the fifth-largest system of higher education in the United States. It is comprised of 31 two-year and four-year state colleges and universities with 54 campuses located in 47 Minnesota communities. The system serves approximately 430,000 students each year. Minnesota State Colleges and Universities is an independent state entity that is governed by a 15 member Board of Trustees. The law creating the system was passed by the Minnesota Legislature in 1991 and went into effect July 1, 1995. The law merged the state's community colleges, technical colleges and state universities into one system, other than the University of Minnesota campuses. For more information about Minnesota State Colleges and Universities, please view its website at [www.mnscu.edu](http://www.mnscu.edu).

The Midwestern Higher Education Compact (Compact), through its governing body, the Midwestern Higher Education Commission (MHEC or the Commission), is joining the Minnesota State Colleges and Universities in competitively soliciting proposals for Recursive DNS Services, with the intent to extend access to the resulting contract award to entities eligible to purchase under contracts held by MHEC.

### **Nature of RFP**

Minnesota State is requesting proposals to assist in developing a contract with a cloud based solution provider that offers enterprise recursive DNS services. Specifically, Minnesota State is looking for enterprise recursive DNS services from a security perspective; blocking of malware, botnets and phishing that uses predictive analytics/intelligence as well as a large network of threat intelligence feeds to stop attackers.

### **General Selection Criteria**

General criteria upon which proposals will be evaluated include, but are not limited to, the following:

- Ability to provide recursive DNS Cloud Services
- Ability to meet or exceed the technical requirements
- Experience in government/higher education
- Technical support, implementation, training and communication
- Cost

## Selection and Implementation Timeline

<b>Monday, September 19, 2016</b>	<b>Publish RFP notice in <i>State Register</i></b>
<b>Tuesday, September 27, 2016 @ 10:00 A.M. CST</b>	<b>Question are due by email from possible responders</b>
<b>Friday, September 30, 2016</b>	<b>Responses to questions posted</b>
<b>Wednesday, October 12, 2016, 3:00 P.M. CST</b>	<b>Deadline for RFP proposal submissions</b>
<b>January 16, 2017</b>	<b>Deadline for executing contract</b>

Any questions please contact: Dan Duffy (email: [dan.duffy@so.mnscu.edu](mailto:dan.duffy@so.mnscu.edu), phone: 651-201-1648)

The RFP can be downloaded at the following URL: <http://www.csc.mnscu.edu/sourcing/RFP.html>

## Minnesota State Colleges and Universities (MnSCU)

### Hibbing Community College

#### Request for Proposal – 10 Items of Welding Equipment

NOTICE IS HEARBY GIVEN that Hibbing Community College, located at 1515 E 25<sup>th</sup> Street, Hibbing, MN 55746, is requesting to receive bids for the purchase of welding equipment for ten (10) Miller XMT 350 Part #907-161 with ten (10) Miller D-74D wire feeders Part #951-204. Signed in ink, sealed bids must be received by William Manney, CFO, Hibbing Community College by **3:00 pm on Thursday, September 29, 2016**.

Hibbing Community College reserves the right to reject any or all bids, or portions thereof, or to waive any irregularities or informalities, in bids received.

## Minnesota State Colleges and Universities (MnSCU)

### Lake Superior College

#### Request for Proposal for Industrial Firefighting Infrastructure Review

NOTICE IS HEREBY GIVEN that proposals are being solicited for an engineering cost estimate review for Lake Superior College's Emergency Response Training Center to expand into Industrial Firefighting within the existing infrastructure. The Lake Superior College Emergency Response Training center is located at 11501 Hwy 23, Duluth, MN 55808.

For RFP packet contact Mike Francisco, LSC Business Services, 2101 Trinity Road, Duluth, MN 55811, Phone 218-733-5968, email [m.francisco@lsc.edu](mailto:m.francisco@lsc.edu)

Proposals are due at the Lake Superior College Business Office, 2101 Trinity Road, Duluth, MN 55811 by **12:00pm CT on Friday, October 14, 2016**.

## Minnesota State Colleges and Universities (MnSCU)

### St. Cloud Technical & Community College

#### Formal Request for Proposal for Bookstore Renovation Design

Response Due Date and Time: **Monday, October 10, 2016 at 2:00 p.m. Central Time**

The complete Request for Proposal will be available on Monday, September 19, 2016 on the website <http://www.sctcc.edu/rfp>.

Title of Project: Bookstore Renovation Design

Geographic Location Requirements: St. Cloud Technical & Community College, 1540 Northway Drive, St. Cloud, MN 56303

# State Contracts

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Responses must be received at the location listed below:

St. Cloud Technical & Community College  
1540 Northway Drive  
St. Cloud, MN 56303  
Susan Meyer, Purchasing Agent, Room 1-401  
Phone: (320) 308-5973  
Fax: (320) 308-5027  
E-mail: [smeyer@sctcc.edu](mailto:smeyer@sctcc.edu)

Contact for questions: Jason Theisen, Phone: (320) 308-6012 e-mail: [jtheisen@sctcc.edu](mailto:jtheisen@sctcc.edu)

Your response to this Request for Proposal (RFP) must be returned sealed. Sealed responses must be received no later than the due date and time specified above. Late responses cannot be considered and the responses will be rejected.

The laws of Minnesota and MnSCU Board of Trustees policies and procedures apply to this RFP.

All attached General RFP Terms and Conditions, Specifications and Special Terms and Conditions are part of the RFP and will be incorporated into any contract(s) entered into as a result of this RFP.

All responses to this RFP must be prepared as stated herein and properly signed. **Address all correspondence and inquiries regarding this RFP to the Contact person above. This is a request for responses to an RFP and is NOT a purchase order.**

## Minnesota Housing Finance Agency

### Policy & Community Development

#### Request for Proposals for an Analysis of Impediments to Fair Housing (AI)

The State of Minnesota, through the Minnesota Housing Finance Agency, Department of Employment and Economic Development (DEED) and Department of Human Services (DHS), requests proposals to create and assist in conducting an Analysis of Impediments to Fair Housing (AI) as contemplated by the U.S. Department of Housing and Urban Development (HUD). The AI will correspond with the State's five year consolidated planning document for 2017-2021. It is the goal of this project to develop an AI that completely fulfills the State's obligation under HUD regulations to engage in a comprehensive review of impediments to fair housing choice.

The State of Minnesota invites all interested parties to submit a written response to this Request for Proposals (RFP).

For a copy of the full Request for Proposals document, please visit [www.mnhousing.gov](http://www.mnhousing.gov) or contact:

Jessica Deegan, Director of Federal Affairs  
Address: 400 Sibley Street, Suite 300, St. Paul, MN 55101  
Telephone No.: 651-296-3120  
Fax Number: 651-296-8292  
E-Mail: [Jessica.Deegan@state.mn.us](mailto:Jessica.Deegan@state.mn.us)

Proposals, including a sealed cost proposal, must be received according to the instructions appearing in the Request for Proposals on or before **September 28, 2016 at 4:00 p.m. Central Time**. Faxed or e-mailed responses will not be permitted.

This request does not obligate the State to complete the work contemplated in this notice. The State reserves the right to cancel this solicitation. All expenses incurred in responding to this notice are solely the responsibility of the responder.



## Minnesota Department of Human Services

### Alcohol and Drug Abuse Division

#### Notice of Request for Proposals for Qualified Grantee(s) to provide Problem Gambling Treatment Services

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Services is requesting proposals to provide assessments, outpatient and residential problem gambling treatment services.

Work is proposed to start 90 days after applicant has submitted a full application during the 12 month open term of the RFP or whenever a grant contract is fully executed, whichever is later, and up to 90 days passed the closing date of July 30, 2017 or whenever a grant contract is fully executed, whichever is later. For more information, or to obtain a copy of the Request for Proposal, contact:

Trevor Urman  
Department of Human Services  
Alcohol and Drug Abuse Division  
P.O. Box 64977  
444 Lafayette Road North, St. Paul, MN 55155-0977  
Phone: (651) 431-2231, Fax: (651) 431-7449  
*Trevor.urman@state.mn.us*

This is the only person designated to answer questions by potential responders regarding this request.

Proposals submitted in response to this Request for Proposals must be received at the address above no later than **4:00 p.m., Central Time, July 30, 2017. Late proposals will not be considered.** Faxed or e-mailed proposals will **not** be considered.

The RFP can be viewed by visiting the Minnesota Department of Human Services RFP web site:  
[http://www.dhs.state.mn.us/id\\_000102](http://www.dhs.state.mn.us/id_000102)

This request does not obligate the State to complete the work contemplated in this notice. The State reserves the right to cancel this solicitation. All expenses incurred in responding to this notice are solely the responsibility of the responder.

## Iron Range Resources and Rehabilitation Board (IRRRB)

### Giants Ridge Recreation Area

#### Request for Proposals for a Giants Ridge Lease/Management Contract

The IRRRB is requesting proposals to lease the premises at Giants Ridge to a contract manager to maintain, operate, program and market the state owned recreation facilities that include golfing, skiing, programming, retail, and food and beverage. Contractor responsibilities and respondent proposal requirements can be obtained from the IRRRB website:

<http://mn.gov/irrrb/about-us/work-with-us/> on September 6, 2016. Sealed proposals must be received no later than **2:00 p.m. on Monday, October 10, 2016. Late proposals will not be considered.**

Please submit completed proposals to:

Kim Peterson  
Contract Coordinator  
Iron Range Resources and Rehabilitation  
PO Box 441, 4261 Highway 53 S.  
Eveleth, MN 55734

This request does not obligate the State to complete the work contemplated in this notice. The State reserves the right to cancel this solicitation. All expenses incurred in responding to this notice are solely the responsibility of the responder.

# State Contracts

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## Minnesota Judicial Branch

### State Court Administrator's Office

#### Request for Proposal for Courts Contact Center & Payment System

The State Court Administrator's Office (SCAO), of the Minnesota Judicial Branch (MJB), is using a competitive selection process to select the vendor responsible for delivering, implementing, and supporting the most appropriate telephony solution for Interactive Voice Response (IVR), Interactive Web Response (IWR), and Automated Call Distribution (ACD) for the Minnesota Court Payment Center (CPC), eFile Support Center and Self-Represented Litigant (SRL) Statewide Self Help Center.

This is a second solicitation to consider both on premise and off premise solutions and security and technology stack requirements have been included. This project was intended to assist the following statewide operations in the State Court Administrator's Office: Court Payment Center, eFile Support Center and Self-Help Center with improved and enhanced service delivery and ensure compliance regarding financial, legal, and audit controls. This project provides an opportunity to improve the technology that supports each of the aforementioned operations and simultaneously creates a seamless, efficient, stable, scalable, and data-driven solution that serves customer inquiries quickly. Improvements in technology can enhance front and back office self-service, promote proactive engagement and workforce optimization.

The request for proposal does not obligate the MJB to award a contract or complete the project, and the MJB reserves the right to cancel the solicitation if it is considered to be in its best interest.

Interested party's submissions must be in writing and received by the MJB no later than **4:30 pm CST, October 21<sup>st</sup>, 2016**. The proposal may be submitted in a sealed envelope to:

May S. Vang  
Senior Project Manager  
State Court Administrator's Office  
25 Rev. Dr. Martin Luther King Jr. Blvd.  
St. Paul, Minnesota 55155

The submission must include both two (2) paper copies and one (1) electronic PDF copy either on disc or flash drive. No facsimile submissions will be accepted. Proposals delivered in person to SCAO should be presented to the First Floor receptionist and date/time stamped by the receptionist.

A complete copy of the Request for Proposal may be found on the Minnesota Judicial Branch website (in the News and Announcements/Public Notices section) at [www.mncourts.gov](http://www.mncourts.gov)

## Department of Revenue

### Notice of Contract Opportunity for PRISM Project Manager

**PROJECT NAME:** PRISM Project Manager

**DETAILS:** The Minnesota Department of Revenue is requesting proposals for the purpose to serve as business project manager of the state's Property Records Information System of Minnesota (PRISM) project, including managing the execution of the project, procedures documentation, and problem-solving to ensure excellent delivery of the product. The PRISM project manager will work within the Property Tax Division at the Department of Revenue building in St. Paul, MN.

Work is anticipated to start after October 13, 2016.

**COPY REQUEST:** To get a copy of the Request for Proposals, please send a written request, by email, to:

Andrea Fish, Assistant Director  
Property Tax Division  
[Andrea.fish@state.mn.us](mailto:Andrea.fish@state.mn.us)

**PROPOSAL DEADLINE:** Proposals submitted in response to the Request for Proposals in this advertisement must be received by email no later than **September 30, 2016**

**Late proposals will not be considered.  
Mailed or Faxed proposals will not be considered.**

This request does not obligate the State to complete the work contemplated in this notice. The State reserves the right to cancel this solicitation. All expenses incurred in responding to this notice are solely the responsibility of the responder.

## **Minnesota Department of Transportation (Mn/DOT)**

### **Engineering Services Division**

#### **Notice of Potential Availability of Contracting Opportunities for a Variety of Highway Related Technical Activities (“Consultant Pre-Qualification Program”)**

This document is available in alternative formats for persons with disabilities by calling Kelly Arneson at (651) 366-4774; for persons who are hearing or speech impaired by calling Minnesota Relay Service at (800) 627-3529.

Mn/DOT, worked in conjunction with the Consultant Reform Committee, the American Council of Engineering Companies of Minnesota (ACEC/MN), and the Department of Administration, to develop the Consultant Pre-Qualification Program as a new method of consultant selection. The ultimate goal of the Pre-Qualification Program is to streamline the process of contracting for highway related professional/technical services. Mn/DOT awards most of its consultant contracts for highway-related technical activities using this method, however, Mn/DOT also reserves the right to use Request for Proposal (RFP) or other selection processes for particular projects.

Nothing in this solicitation requires Mn/DOT to use the Consultant Pre-Qualification Program.

Mn/DOT is currently requesting applications from consultants. Refer to Mn/DOT’s Consultant Services web site, indicated below, to expenses are incurred in responding to this notice will be borne by the responder. Response to this notice becomes public information under the Minnesota Government Data Practices.

Consultant Pre-Qualification Program information, application requirements and applications forms are available on Mn/DOT’s Consultant Services web site at: <http://www.dot.state.mn.us/consult>.

Send completed application material to:

Kelly Arneson  
Consultant Services  
Office of Technical Support  
Minnesota Department of Transportation  
395 John Ireland Blvd. - Mail Stop 680  
St. Paul, MN 55155

## **Minnesota Department of Transportation (Mn/DOT)**

### **Engineering Services Division**

#### **Notice Concerning Professional/Technical Contract Opportunities and Taxpayers’ Transportation Accountability Act Notices**

**NOTICE TO ALL:** The Minnesota Department of Transportation (Mn/DOT) is now placing additional public notices for professional/technical contract opportunities on Mn/DOT’s Consultant Services **website** at: [www.dot.state.mn.us/consult](http://www.dot.state.mn.us/consult)

New Public notices may be added to the website on a daily basis and be available for the time period as indicated within the public notice. Mn/DOT is also posting notices as required by the Taxpayers’ Transportation Accountability Act on the above referenced website.

# Non-State Public Bids, Contracts & Grants

The State Register also serves as a central marketplace for contracts let out on bid by the public sector. The *State Register* meets state and federal guidelines for statewide circulation of public notices. Any tax-supported institution or government jurisdiction may advertise contracts and requests for proposals from the private sector. It is recommended that contracts and RFPs include the following: 1) name of contact person; 2) institution name, address, and telephone number; 3) brief description of commodity, project or tasks; 4) cost estimate; and 5) final submission date of completed contract proposal. Allow at least three weeks from publication date (four weeks from the date article is submitted for publication). Surveys show that subscribers are interested in hearing about contracts for estimates as low as \$1,000. Contact editor for further details.

Besides the following listing, readers are advised to check: <http://www.mmd.admin.state.mn.us/solicitations.htm> as well as the Office of Grants Management (OGM) at: <http://www.grants.state.mn.us/public/>.

## Dakota County

### Notice Of Request For Proposal (RFP) For Drop-In Childcare Services

**Notice is hereby given** that Dakota County is seeking proposals for on-site unlicensed drop-in childcare services. Dakota County intends to contract with one service provider for a period of one year beginning January 1, 2017 through December 31, 2017, with the possibility of extension.

Dakota County provides drop-in childcare services for families with children from 0-12 years old who access services at the Dakota County Northern Service Center. The unlicensed drop-in childcare program's priority is to serve families participating in public assistance programs; others being served at the Northern Service Center may use the center if space is available. The Center serves a maximum of fourteen children, less if dictated by the needs of the children present.

To access the complete RFP online, or to acquire additional information about Dakota County visit our website at: <http://www.co.dakota.mn.us/Government/DoingBusiness/BidProposalsInformation/Pages/default.aspx>

Contact: Luke Van Horn, Contract Specialist  
Dakota County Community Services Division  
1 Mendota Road West, Suite 500  
West St. Paul, MN 55118-4773  
Phone: 651-554-5794  
Email: [Luke.VanHorn@co.dakota.mn.us](mailto:Luke.VanHorn@co.dakota.mn.us)

**Currently the Proposer's Conference is scheduled from 9:00 a.m. – 10:00 a.m. CST on Thursday, September 29<sup>th</sup>, 2016** at the Dakota County Northern Service Center in West St. Paul, Room 370 located on the 3<sup>rd</sup> floor. See proposal for details and updates.

**Deadline for proposals is 4:00 p.m. CST on Friday, October 7<sup>th</sup>, 2016.** No late proposal will be considered.

## Dakota County

### Notice Of Request For Proposal (RFP) For Emergency Cash Assistance (ECA) Program services

**Notice is hereby given** that Dakota County is seeking proposals for Emergency Cash Assistance (ECA) Program services. Dakota County intends to contract with multiple providers for a period of one year beginning January 1, 2017 through December 31, 2017, with the possibility of extension. The purpose of the ECA is to develop options for providing emergency cash services to eligible Dakota County residents.

To access the complete RFP online, or to acquire additional information about Dakota County visit our website at: <http://www.co.dakota.mn.us/Government/DoingBusiness/BidProposalsInformation/Pages/default.aspx>

Contact: Luke Van Horn, Contract Specialist  
Dakota County Community Services Division  
1 Mendota Road West, Suite 500  
West St. Paul, MN 55118-4773  
Phone: 651-554-5794  
Email: [Luke.VanHorn@co.dakota.mn.us](mailto:Luke.VanHorn@co.dakota.mn.us)

# **Non-State Public Bids, Contracts & Grants**

Currently the Proposer's Conference is scheduled from 11:00 a.m. – 12:00 p.m. CST on Thursday, September 29<sup>th</sup>, 2016 at the Dakota County Northern Service Center in West St. Paul, Room 370 located on the 3<sup>rd</sup> floor. See proposal for details and updates.

Deadline for proposals is 4:00 p.m. CST on Friday, October 7<sup>th</sup>, 2016. No late proposal will be considered.

## **Dakota County**

### **Notice Of Request For Proposal (RFP) Interpretation and Translation Services**

Notice is hereby given that Dakota County is seeking proposals from interpreting agencies that will provide various County departments with interpretation and translation services. Departments may include, but are not limited to: Community Services Administration, Community Corrections, Public Health, Veterans, Public Works, Social Services, Employment and Economic Assistance, County Attorney's Office as well as other general government departments.

To access the complete RFP online, or to acquire additional information about Dakota County visit our website at: <http://www.co.dakota.mn.us/Government/DoingBusiness/BidProposalsInformation/Pages/default.aspx>

Contact: Luke Van Horn, Contract Specialist  
Dakota County Community Services Division  
1 Mendota Road West, Suite 500  
West St. Paul, MN 55118-4773  
Phone: 651-554-5794  
Email: [Luke.VanHorn@co.dakota.mn.us](mailto:Luke.VanHorn@co.dakota.mn.us)

Currently the Proposer's Conference is scheduled from 3:00 p.m. – 4:00 p.m. CST on Thursday, September 29<sup>th</sup>, 2016 at the Dakota County Northern Service Center in West St. Paul, Room 370 located on the 3<sup>rd</sup> floor. See proposal for details and updates.

Deadline for proposals is 4:00 p.m. CST on Friday, October 7<sup>th</sup>, 2016. No late proposal will be considered.

## **Dakota County**

### **Notice Of Request For Proposal (RFP) For Office Support Services Supported Employment**

Notice is hereby given that Dakota County Community Services Division (County) is seeking proposals for the provision of Office Support Services Supported Employment. Departments within the Division include Social Services, Public Health, Employment and Economic Assistance (E&EA), Community Corrections and Veteran's Services. The County has developed a workforce strategy designed to complement its' office support staff needs that will provide flexible staffing to perform common functions across the Division. There will also be special projects and other cyclical or periodic work demands. It is anticipated that we will contract with one or more vendors specializing in various forms of supported employment using disabled workers to provide these services.

The preferred vendor(s) will have the capacity to work flexibly, and to staff and supervise multiple projects at a competitive cost. We invite innovative ideas to assist the County in reducing costs through the use of Supported Employment.

To access the complete RFP online, or to acquire additional information about Dakota County visit our website at: <http://www.co.dakota.mn.us/Government/DoingBusiness/BidProposalsInformation/Pages/default.aspx>

Contact: Luke Van Horn, Contract Specialist  
Dakota County Community Services Division  
1 Mendota Road West, Suite 500  
West St. Paul, MN 55118-4773  
Phone: 651-554-5794  
Email: [Luke.VanHorn@co.dakota.mn.us](mailto:Luke.VanHorn@co.dakota.mn.us)

Currently the Proposer's Conference is scheduled from 1:00 p.m. – 2:00 p.m. CST on Thursday, September 29<sup>th</sup>, 2016 at the Dakota County Northern Service Center in West St. Paul, Room 370 located on the 3<sup>rd</sup> floor. See proposal for details and updates.

Deadline for proposals is 4:00 p.m. CST on Friday, October 7<sup>th</sup>, 2016. No late proposal will be considered.

# Non-State Public Bids, Contracts & Grants

## Metropolitan Airports Commission (MAC)

### Notice of Call for Bids for Terminal 1-Lindbergh 2016 Miscellaneous Modifications

**Airport Location:** Minneapolis-St. Paul International Airport  
**Project Name:** Terminal 1-Lindbergh 2016 Miscellaneous Modifications  
**MAC Contract No:** 106-2-812  
**Bids Close At:** 2:00 p.m. on Tuesday, October 18, 2016

**Notice to Contractors:** Sealed Bid Proposals for the projects listed above will be received by the MAC, a public corporation, at the office thereof located at 6040-28th Avenue South, Minneapolis, Minnesota 55450, until the date and hour indicated. The work of this project includes several small projects at Terminal 1-Lindbergh and include minor demolition, concrete and miscellaneous metal work, masonry modifications, steel catwalk construction and gyp bd partitions. Also included are door replacements, hardware changes, painting, and security camera installation. Mechanically this project includes replacing condensate pumps, up-sizing boiler feed water piping, and other various small items. Plumbing includes miscellaneous drain and cleanout replacements, and other miscellaneous plumbing upgrades to the Terminal. Electrically the project has Lighting revisions, panel replacement, power monitor installation and various other miscellaneous electrical upgrades.

**Note:** You can sign up on our Web site ([www.metroairports.org](http://www.metroairports.org)) to receive email notifications of new business opportunities or go directly to [https://public.govdelivery.com/accounts/MNORGMAC/subscriber/topics?gsp-CODE\\_RED](https://public.govdelivery.com/accounts/MNORGMAC/subscriber/topics?gsp-CODE_RED) and choose this and other topics about which you are interested.

**Targeted Group Businesses (TGB):** The goal of the MAC for the utilization of TGB on this project is 5%.

**Bid Security:** Each bid shall be accompanied by a "Bid Security" in the form of a certified check made payable to the MAC in the amount of not less than five percent (5%) of the total bid, or a surety bond in the same amount, running to the MAC, with the surety company thereon duly authorized to do business in the State of Minnesota.

**Availability of Bidding Documents:** Bidding documents are on file for inspection at the office of Alliance; at the Minnesota Builders Exchange; Dodge Data and Analytics; and NAMC-UM Plan Room. Bidders desiring bidding documents may secure a complete set from: Franz Reprographics; 2781 Freeway Boulevard, Suite 100; Brooklyn Center, MN 55430; PH: 763.503.3401; FX: 763.503.3409. Make checks payable to: Alliance. Deposit per set (refundable): \$150. Requests for mailing sets will be invoiced for mailing charges. Deposit will be refunded upon return of bidding documents in good condition within 10 days of opening of bids.

**MAC Internet Access of Additional Information:** A comprehensive Notice of Call for Bids for this project will be available on September 19, 2016, at MAC's web address of <http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx> (construction bids).

## Metropolitan Airports Commission (MAC)

### Notice of Call for Bids for 2016 Ticket Counter Upgrades to ADA / Service Centers

**Airport Location:** Minneapolis-St. Paul International Airport  
**Project Name:** 2016 Ticket Counter Upgrades to ADA / Service Centers  
**MAC Contract No:** 106-2-802 / 106-2-804  
**Bids Close At:** 2:00 p.m. on Tuesday, October 11, 2016

**Notice to Contractors:** Sealed Bid Proposals for the project listed above will be received by the MAC, a public corporation, at the office thereof located at 6040-28th Avenue South, Minneapolis, Minnesota 55450, until the date and hour indicated. This project includes Architectural, Electrical, and Information Systems associated with new Shuttle Counters, Ticket Counters, Gate Podiums and Service Center Counters and related accessories; furniture procurement and installation at Terminal 1-Lindbergh. Minor structural work related to freestanding millwork pieces.

**Note:** You can sign up on our Web site ([www.metroairports.org](http://www.metroairports.org)) to receive email notifications of new business opportunities or go directly to [https://public.govdelivery.com/accounts/MNORGMAC/subscriber/topics?gsp-CODE\\_RED](https://public.govdelivery.com/accounts/MNORGMAC/subscriber/topics?gsp-CODE_RED) and choose this and other topics about which you are interested.

# Non-State Public Bids, Contracts & Grants

**Targeted Group Businesses (TGB):** The goal of the MAC for the utilization of TGB on this project is 7%.

**Bid Security:** Each bid shall be accompanied by a "Bid Security" in the form of a certified check made payable to the MAC in the amount of not less than five percent (5%) of the total bid, or a surety bond in the same amount, running to the MAC, with the surety company thereon duly authorized to do business in the State of Minnesota

**Availability of Bidding Documents:** Bidding documents are on file for inspection at the office of Alliance; at the Minnesota Builders Exchange; Dodge Data and Analytics; and NAMC-UM Plan Room. Bidders desiring bidding documents may secure a complete set from: Franz Reprographics; 2781 Freeway Boulevard, Suite 100; Brooklyn Center, MN 55430; PH: 763.503.3401; FX: 763.503.3409. Make checks payable to: Alliance. Deposit per set (refundable): \$150. Requests for mailing sets will be invoiced for mailing charges. Deposit will be refunded upon return of bidding documents in good condition within 10 days of opening of bids.

**MAC Internet Access of Additional Information:** A comprehensive Notice of Call for Bids for this project will be available on September 19, 2016, at MAC's web address of <http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx> (construction bids).

## Metropolitan Airports Commission (MAC)

### Notice of Call for Bids for 2016 Terminal 2-Humphrey and Outbuildings Miscellaneous Modifications

**Airport Location:** Minneapolis-St. Paul International Airport  
**Project Name:** 2016 Terminal 2-Humphrey and Outbuildings Miscellaneous Modifications  
**MAC Contract No.:** 106-3-549  
**Bids Close At:** 2:00 p.m. October 11, 2016

**Notice to Contractors:** Sealed Bid Proposals for the project listed above will be received by the MAC, a public corporation, at the office thereof located at 6040-28th Avenue South, Minneapolis, Minnesota 55450, until the date and hour indicated. This project includes general, mechanical, and electrical construction.

**Note:** You can sign up on our Web site ([www.metroairports.org](http://www.metroairports.org)) to receive email notifications of new business opportunities or go directly to [https://public.govdelivery.com/accounts/MNORGMAC/subscriber/topics?gsp-CODE\\_RED](https://public.govdelivery.com/accounts/MNORGMAC/subscriber/topics?gsp-CODE_RED) and choose this and other topics about which you are interested.

**Targeted Group Businesses (TGB):** The goal of the MAC for the utilization of TGB on this project is 7%.

**Bid Security:** Each bid shall be accompanied by a "Bid Security" in the form of a certified check made payable to the MAC in the amount of not less than five percent (5%) of the total bid, or a surety bond in the same amount, running to the MAC, with the surety company thereon duly authorized to do business in the State of Minnesota.

**Availability of Bidding Documents:** Bidding documents are on file for inspection at the office of Miller Dunwiddie Architecture, Inc.; at the Minnesota Builders Exchange; Dodge Data and Analytics; and NAMC-UM Plan Room. Bidders desiring bidding documents may secure a complete set from: Franz Reprographics; 2781 Freeway Blvd. Brooklyn Center, MN 55430; PH: 763-503-3401; FX: 763-503-3409; [www.franzrepro.com](http://www.franzrepro.com). Make checks payable to: Miller Dunwiddie Architecture, Inc. Deposit per set (refundable): \$100.00. Deposit will be refunded upon return of bidding documents in good condition within 10 days of opening of bids.

**MAC Internet Access of Additional Information:** A comprehensive Notice of Call for Bids for this project will be available on September 19, 2016, at MAC's web address of <http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx> (construction bids).

# Non-State Public Bids, Contracts & Grants

## Regenerative Medicine Minnesota

### Grant Funding Availability for Regenerative Medicine Research and Programs

The state-funded Regenerative Medicine Minnesota program awards \$4.35 million in grants for scientific and medical research, biobusiness/biotechnology infrastructure, education programs, and patient care that help bring the benefits of regenerative medicine to Minnesotans. Research RFPS released 9/7/2015; all other RFPs will be released on 1/3/2017. Go to [www.RegenMedMN.org](http://www.RegenMedMN.org) for applications and information.



### Several convenient ways to order:

- **Retail store** Open 8 a.m. - 3 p.m. Monday - Friday, 660 Olive Street, St. Paul
- **Phone** (credit cards): 8 a.m. - 4 p.m. Monday - Friday, 651.297.3000 (Twin Cities) or 1.800.657.3757 (nationwide toll-free)
- **On-line orders:** [www.minnesotasbookstore.com](http://www.minnesotasbookstore.com)
- **Minnesota Relay Service:** 711
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