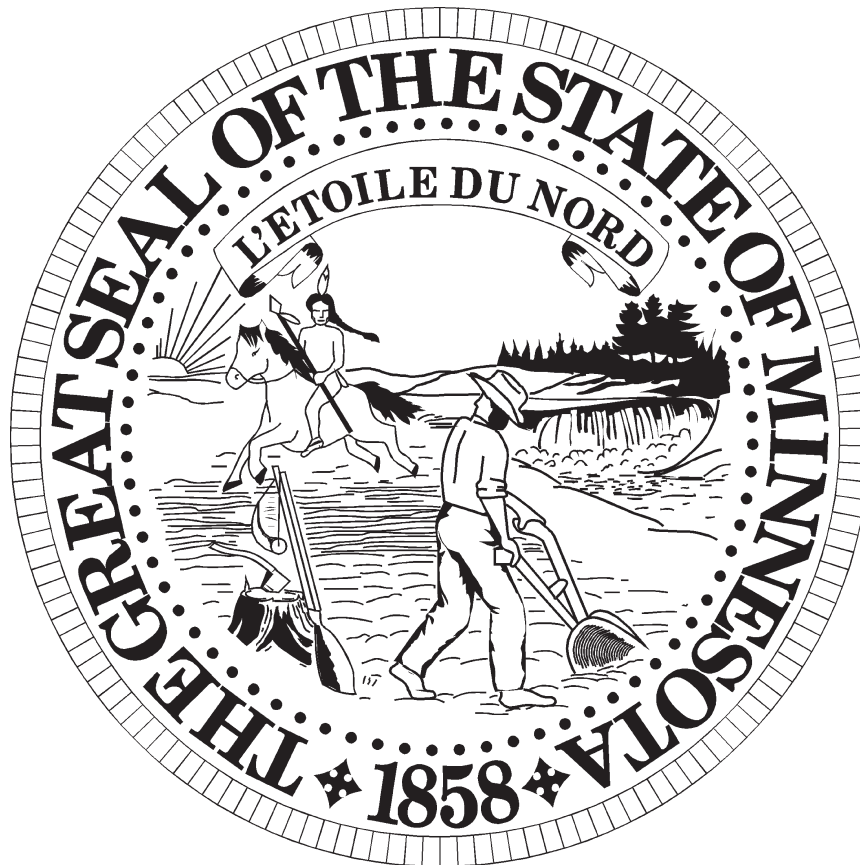


Minnesota State Register

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**Proposed, Adopted, Emergency, Expedited, Withdrawn, Vetoed Rules;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 25 July 2016
Volume 41, Number 4
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Minnesota State Register

Judicial Notice Shall Be Taken of Material Published in the *Minnesota State Register*

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- Withdrawn Rules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 (BOLDFACE 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)
# 5	Monday 1 August	Noon Tuesday 26 July	Noon Thursday 21 July
# 6	Monday 8 August	Noon Tuesday 2 August	Noon Thursday 28 July
# 7	Monday 15 August	Noon Tuesday 9 August	Noon Thursday 4 August
# 8	Monday 22 August	Noon Tuesday 16 August	Noon Thursday 11 August

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

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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.

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in Vol 40, #52 - Monday 27 June 2016)

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Tuesday 5 July - Monday 25 July

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7325.0020; .0100; .0110; .0150; .0240; .0260; .0270; .0300; .0320; .0400;
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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.

State Arts Board

Adopted Permanent Rules Relating to Arts Funding

The rules proposed and published at State Register, Volume 40, Number 11, pages 294-326, September 14, 2015 (40 SR 294), are adopted with the following modifications:

1900.0610 REVIEW CRITERIA USED BY ADVISORY PANELS.

B. The advisory panel shall thoroughly review all submitted application materials, and score the applications based upon the degree to which the applicant has satisfied the program-specific review criteria. Partial funding may be awarded if the panel finds that an application includes activities or costs that are not allowed in the applied for program from which funding is requested. The panel shall score based solely on the contents of the application and any required supporting materials, including work samples or equivalent, and shall not consider outside information.

1900.1110 APPEAL PROCESS.

Subp. 3. **Disputed decision.** An applicant does not have the right to request that the board reconsider its decision. If the applicant continues to dispute the board's decision, the applicant shall notify the board in writing within 14 business days of the date of the letter notifying the applicant of the board's decision. Upon receipt of notification of dissatisfaction from the applicant, the board shall refer the matter to the Office of Administrative Hearings for a contested case proceeding. Once the board has referred the matter to the Office of Administrative Hearings, the board shall not consider the matter, pending receipt of the ~~decision from the Office of Administrative Hearings~~ administrative law judge's report.

Board of Marriage and Family Therapy

Adopted Permanent Rules Relating to Licensure for Marriage and Family Therapists

The rules proposed and published at State Register, Volume 40, Number 35, pages 1058-1085, February 29, 2016 (40 SR 1058), are adopted with the following modifications:

5300.0120 EXCEPTIONS TO LICENSE REQUIREMENT.

Under Minnesota Statutes, section 148B.38, those qualified individuals of other licensed or certified professions or occupations who are performing services consistent with their training are exempt from ~~parts 5300.0110 to 5300.0350~~ this chapter so long as they do not represent themselves by a title denoting marriage and family therapist, such as marriage and family therapist, marriage therapist, family therapist, marriage and family counselor, marriage counselor, or family counselor unless specifically allowed to do so under Minnesota Statutes, section 148B.32, subdivision 2. Those qualified individuals listed in Minnesota Statutes, section 148B.38 may advertise their qualifications to perform marriage and family therapy services.

5300.0130 REQUIREMENTS FOR LICENSURE AS A LICENSED MARRIAGE AND FAMILY THERAPIST.

Subpart 1. **Requirements.** To be eligible for licensure, an applicant must meet the following requirements:

A. complete the education requirements in Minnesota Statutes, section 148B.33, subdivision 1, clause (5), ~~items (i) and (ii)~~, and defined in part 5300.0140;

5300.0135 REQUIREMENTS FOR LICENSURE AS A LICENSED ASSOCIATE MARRIAGE AND FAMILY THERAPIST.

Subpart 1. **Requirements.** To be eligible for licensure, an applicant must meet the following requirements:

Adopted Rules

A. complete the education requirements in Minnesota Statutes, section 148B.33, subdivision 1, clause (5), ~~items (i) and (ii)~~; and defined in part 5300.0140;

5300.0140 EDUCATIONAL REQUIREMENTS; DETERMINATION OF EQUIVALENT DEGREE.

Subp. 2. **Degrees; course work requirements.** A master's or doctoral degree, or postdegree graduate certificate or course-work, is equivalent to a master's or doctoral degree in marriage and family therapy if the degree or graduate coursework is from a regionally accredited institution, if the degree or graduate coursework is in a related subject field including mental health, family studies, or human development, and if the degree contains the following coursework:

5300.0150 EXPERIENCE REQUIREMENTS; ~~FOR PERSONS IN~~ ELIGIBLE TO COMMENCE POSTGRADUATE SUPERVISED EXPERIENCE PRIOR TO AUGUST 1, 2016.

Subp. 3. **Clinical client contact; requirements.** The applicant must document at least 500 hours of direct clinical client contact in working with couples, families, or other relational groups.

This contact shall include experience in the assessment, diagnosis, and treatment of mental illness and cognitive, emotional, and behavioral disorders.

Subp. 5. **Supervision requirements.** Supervision must involve:

A. at least 200 hours of contact between the supervisor and supervisee of which at least 150 hours must be face-to-face; no more than 50 hours of supervision may be ~~conducted through~~ received via secure synchronous electronic communication means;

5300.0155 EXPERIENCE REQUIREMENTS FOR PERSONS ~~COMMENCING THE~~ ELIGIBLE TO COMMENCE POSTGRADUATE SUPERVISED EXPERIENCE ON OR AFTER AUGUST 1, 2016.

Subp. 3. **Years of experience; computation.** The postgraduate experience shall include not less than 4,000 hours, and must be completed in no less than two and no more than seven years from the filing of the application to take the national examination. This experience must include the following:

A. A minimum of 1,000 hours of direct clinical client contact supervised by a board-approved, Minnesota-licensed marriage and family therapist supervisor. The 1,000 hours shall include at least 500 hours of face-to-face therapy with couples, families, or similar relational groups.

D. A detailed log ~~on a form provided by the board~~ shall be maintained of all professional activity during this time period. This log shall be permanently maintained by the applicant.

Subp. 4. **Supervision requirements.** The 4,000 hours of postgraduate experience must comply with the following requirements:

A. All direct clinical client contact must be supervised by a board-approved, Minnesota-licensed marriage and family therapist supervisor. The supervision must be obtained at an average rate of one hour of supervision per five hours of direct clinical client contact, for a minimum total of 200 hours of supervision.

B. No more than ~~±20~~ 100 hours of supervision ~~per year will be~~ may be logged in any 12-month period to be accepted toward the licensure requirement and must comply with the average rate of supervision stated in item A.

E. Supervisees must make data from their clinical work directly available to the supervisor through written clinical materials, direct observation, audio or video recordings, or other reporting ~~methodologies~~ methods.

5300.0160 REQUIREMENTS FOR SUPERVISOR.

Subp. 2. **Board-approved supervisor requirements.** An applicant for board-approved LMFT supervisor status will be approved by the board if the applicant:

C. provides evidence of training in supervision. Evidence must be shown through completion of a board-approved MFT supervisor training course equivalent to three semester hours from a graduate program of a regionally accredited institution, 30

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hours of an AAMFT-approved supervisor training course, or 30 hours of coursework in a board-approved MFT supervision education course.

5300.0175 LICENSURE PROCESS FOR LICENSED ASSOCIATE MARRIAGE AND FAMILY THERAPISTS.

A licensed associate marriage and family therapist is one who has completed the educational requirements in part 5300.0140 and who has passed the national examination specified in part 5300.0240. A licensed associate marriage and family therapist must practice under the supervision of a board-approved LMFT supervisor as specified in parts 5300.0160 and 5300.0170. A licensed associate marriage and family therapist must observe all laws and rules that govern the practice of licensed marriage and family therapists. The licensed associate marriage and family therapist status shall be granted for one year upon completion of the board's application form and payment of the required fee. Licensed associate marriage and family therapist status may be renewed on a yearly basis for up to six additional years. An applicant must apply for ~~and be issued~~ a licensed associate marriage and family therapist license ~~by the board~~ upon receiving notice of passage of the national examination specified in part 5300.0240.

5300.0190 PROCEDURES FOR ADMISSION TO WRITTEN EXAMINATION.

Subpart 1. **Information required.** To be admitted to the national examination, an applicant must submit to the board the information in items A to D.

C. The applicant must submit official transcripts of all postbaccalaureate education, including verification of the degrees and certificates granted. The transcripts must be sent directly to the board from the institution granting the degrees and certificates.

(1) The applicant must demonstrate that the degree ~~or certificate programs, program, or coursework~~ documented by the official transcripts submitted meets the requirements of part 5300.0130, subpart 1, item A.

(2) The institution granting the degree or ~~postdegree~~ certificate must be regionally accredited at the time the degree ~~or certificate~~ is granted or ~~postdegree work~~ coursework is completed.

D. An applicant for licensure must inform the board within 30 days of any changes in name, public or mailing address, business address, or other contact information provided.

Subp. 5. **Denial of admission to written examination.** The board shall deny an applicant admission to the national examination if for any reason the applicant has not met the requirements of part 5300.0130, subpart 1, item A. The board shall notify the applicant of the denial in writing and state the reasons for the denial. Any subsequent application for admission to the national examination submitted after denial is deemed a new application for admission to the national examination which must be accompanied by the fee for application for admission to the national examination specified in Minnesota Statutes, section ~~148.17~~ 148B.17, subdivision 2.

5300.0200 PROCEDURES FOR APPLICATION FOR STATE LMFT LICENSURE.

Subpart 1. **Information required.** To be eligible for licensure, an applicant must submit to the board the information in items A to E.

D. The applicant must submit completed forms provided by the board, verifying the applicant's postgraduate, supervised experience, conforming to the requirements of part 5300.0150, subpart 6, or 5300.0155, subpart 5.

5300.0280 RENEWAL OF LICENSE.

Subp. 6. **Late fee.** A licensee must pay a late renewal fee and the renewal fee specified by the board if the licensee's application for renewal is postmarked after the expiration date of the license, or received by the board by nonpostal means after the expiration of the license, but is postmarked or received within 30 days of the license expiration date.

5300.0290 FAILURE TO RENEW.

Subpart 1. **Procedures.** The following procedure applies if a licensee fails to submit the renewal application according to part 5300.0280, ~~subparts 3, 4, 5, and 6,~~ or fails to fulfill ~~or report continuing education requirements in part 5300.0320.~~

Adopted Rules

5300.0310 VOLUNTARY TERMINATION OF LICENSE.

A license may be voluntarily terminated at any time upon written request by the licensee to the board, unless a complaint is pending against the licensee. If a complaint is pending against a licensee, a license may not be voluntarily terminated until any indicated action relative to the complaint is concluded. The board must receive the request to terminate before expiration of the license for failure to renew under part 5300.0290. The board retains jurisdiction over a former licensee for complaints received after termination regarding conduct that occurred while licensed. A licensee who has voluntarily terminated the license may be relicensed by complying with the requirements for reinstatement of an expired license in part 5300.0300, ~~except that payment of the late renewal fees shall not be required.~~

5300.0320 CONTINUING EDUCATION REQUIREMENTS.

Subpart 1. **Purpose of continuing education.** The purpose of mandatory continuing education is to:

- B. promote the continuing professional competence of providers of these services.

The continued development and maintenance of competence are ongoing activities and the ethical responsibility of each licensee. Continuing education is only required of licensed marriage and family therapists. Licensed associate marriage and family therapists are not required to complete continuing education for license renewal.

Subp. 5. **Audit of continuing education.** The board may conduct random audits for the purpose of verifying continuing education each reporting year. A licensee who is being audited must provide verification of the required number of continuing education hours by submitting documentation described in subpart 4. Failure to submit required documentation shall ~~result in license renewal being considered void and constitute grounds for nonrenewal and be grounds for~~ disciplinary action.

Subp. 7. **Sponsor's application for course approval.** Individuals, organizations, associations, corporations, educational institutions, or groups intending to offer a continuing education activity must submit to the board a completed application on a form provided by the board accompanied by the appropriate nonrefundable fee. The sponsor must comply with items A to D to receive activity approval.

A. The application for approval must be submitted at least 60 days before the activity is scheduled to begin if the sponsor wishes to receive notification of board approval prior to the commencement of the program.

C. If the board approves an activity, the sponsor shall receive a board approval number. The approval remains in effect for one year from the date of initial approval. Upon expiration, a sponsor must submit to the board a new application for activity approval as required by this subpart ~~†~~.

Subp. 9. **Sources of credit.** Continuing education credit may be applied for the following programs that comply with the requirements of subpart 6:

B. teaching a marriage and family course in an institution accredited by a regional accrediting association. Continuing education hours may be earned only for a single time the licensee teaches the course. The course must be related to marriage and family therapy as described in subpart 6, ~~item D~~. Ten continuing education hours may be earned for each semester credit hour taught. Documentation of this activity will consist of verification by the institution's department that the licensee taught the course for an assigned number of credits or hours;

C. development and conducting of original research directly related to marriage and family therapy as described in subpart 6, ~~item D~~. This activity must be preapproved by the board. Hours of credit for this activity shall be determined by the board based on the nature of the project;

D. authoring, editing, or reviewing in an area of marriage and family therapy as described in subpart 6, ~~item D~~. Continuing education hours may be earned only in the year of publication. The maximum hours earned are as follows:

E. developing and delivering presentations at workshops, seminars, symposia, meetings of professional organizations, or postgraduate institutes. The presentation must be related to marriage and family therapy as described in subpart 6, ~~item D~~. One hour of development time equals one continuing education hour and up to three hours of development time may be claimed for each hour of presentation. Continuing education hours may be earned only for a single presentation by the licensee on the subject developed; and

Adopted Rules

Subp. 11. **Exemption from continuing education requirements.** A licensee whose license has not expired and who meets any of the following conditions is exempt from continuing education requirements in this part if the licensee files with the board an affidavit specifying that the licensee:

B. is permanently disabled and unable to practice marriage and family therapy, accompanied by a notarized signed statement from the licensee's physician; or

5300.0330 REFUSAL TO GRANT LICENSE, SUSPENSION, OR REVOCATION OF LICENSE.

Subp. 5. **Restoring a license.** The board shall restore a license according to Minnesota Statutes, section 148B.37, subdivision 2. A licensee whose license has been revoked or suspended and subsequently restored by the board must comply with the requirements for reinstatement in part 5300.0300 and must pay the penalty reinstatement fee in Minnesota Statutes, section 148B.17, subdivision 2.

5300.0350 CODE OF ETHICS.

Subp. 4. **Integrity.** A provider of marriage and family therapy must act in accordance with the highest standards of professional integrity and competence. A therapist must be honest in dealing with clients, students, trainees interns, supervisees, colleagues, and the public.

B. A therapist must not permit a trainee or student, intern, or supervisee under the therapist's supervision to perform, nor pretend to be competent to perform, professional services beyond the trainee's or intern's level of training of the student, intern, or supervisee.

D. A therapist must not engage in sexual contact or other harassment, therapeutic deception, or exploitation of students, trainees supervisees, interns, employees, research subjects, or actual or potential witnesses or complainants in ethical proceedings.

E. A therapist must not use or exploit the professional relationship with a student, trainee supervisee, intern, employee, research subject, or actual or potential witness or complainant in ethical proceedings in any manner for the therapist's emotional, financial, sexual, religious, political, or personal advantage or benefit.

R. A therapist must make certain that the qualifications of a person in a therapist's employ, or under the therapist's supervision, is are represented in a manner that is not false, misleading, or deceptive.

T. A therapist shall maintain current knowledge on the use and impacts of technology in providing, documenting, training, and supervising marriage and family therapy, in order to safeguard the welfare of clients, trainees students, interns, and supervisees.

Subp. 5. **Relations to clients.** A therapist's primary professional responsibility is to the client. A therapist must make every reasonable effort to advance the welfare and best interests of families and individuals. A therapist must respect the rights of those persons seeking assistance and make reasonable efforts to ensure that the therapist's services are used appropriately. A therapist is bound by these ethics primarily.

~~P. Prior to commencing therapy through electronic means (e.g., telephone or electronic methodologies), a therapist must:~~

~~(1) determine that electronic therapy is appropriate for the client, taking into account the client's physical, emotional, and intellectual needs;~~

~~(2) inform clients of the potential risks and benefits associated with electronic therapy, including but not limited to, issues of confidentiality, clinical limitations, transmission difficulties, and ability to respond to emergencies; and~~

~~(3) ensure the security of the communication medium, and ensure such practice complies with all legal requirements.~~

~~P. Prior to commencing therapy through electronic means including, but not limited to, telephone and Internet, a therapist must:~~

~~(1) ensure compliance with all relevant laws for the delivery of the services;~~

Adopted Rules

(2) determine that technologically assisted therapy is appropriate for the client, taking into account the client's physical, emotional, and intellectual needs;

(3) inform the client of the potential risks and benefits associated with technologically assisted therapy including, but not limited to, issues of confidentiality, clinical limitations, transmission difficulties, and ability to respond to emergencies;

(4) ensure the security of the communication medium; and

(5) only commence technologically assisted therapy after appropriate education, training, or supervised experience using the relevant technology.

REPEALER. Minnesota Rules, parts 5300.0100, subpart 6; 5300.0210; and 5300.0240, subpart 5, are repealed.

Executive Orders

The governor has the authority to issue written statements or orders, called Executive Orders, as well as Emergency Executive Orders. The governor's authority is specified in the Constitution of the State of Minnesota, Article V, and in *Minnesota Statutes* § 4.035. Emergency Executive Orders, for protection from an imminent threat to health and safety, become effective immediately, are filed with the secretary of state, and published in the *State Register* as soon as possible after they are issued. Other Executive Orders become effective 15 days after publication in the *State Register* and filing with the secretary of state. Unless otherwise specified, an executive order expires 90 days after the date the governor who issued the order vacates office.

Office of the Governor

Executive Order 16-06: Establishing the Governor's Council on Freight Rail

I, Mark Dayton, Governor of the State of Minnesota, by virtue of the authority vested in me by the Constitution and applicable statutes, do hereby issue this Executive Order:

Whereas, railroads are critical to the movement of goods in the State of Minnesota, providing energy-efficient transportation of 25% of all freight in Minnesota by weight;

Whereas, the State of Minnesota relies on rail transportation to support a thriving economy by providing producers, manufacturers and consumers with access to world markets;

Whereas, the State of Minnesota's freight rail network is over 4,500 miles with 22 railroads, the 8th highest rail mileage in the nation;

Whereas, the Minnesota Department of Transportation estimates that 25% of current freight travels by rail and that traffic will grow by 25 - 40% by 2040;

Whereas, railroads employ over 4,500 people in the State of Minnesota;

Whereas, derailments especially those involving hazardous materials pose safety risks to our communities, environment and economy;

Whereas, federal agencies have jurisdiction over many aspects of rail safety, ensuring common carrier obligations are met and rates are set fairly;

Whereas, the State of Minnesota participates in the Federal Railroad Administration's State Rail Safety Participation program and Minnesota's Department of Transportation has jurisdiction to inspect track, signal and train control, motive power and equipment, operating practices, hazardous materials, highway-rail grade crossings, and any other duties described in the federal State Rail Safety Participation program;

Whereas, the State of Minnesota's Department of Transportation coordinates multi-modal transportation planning including

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aviation, bicycling, freight rail, highways, passenger rail, pedestrians, transit, waterways;

Whereas, the Metropolitan Council, a subdivision of the State of Minnesota, operates rail transit service that can provide benefit from the shared use of existing freight rail corridors;

Whereas, the State of Minnesota's Department of Public Safety provides training and preparedness to local first responders and emergency managers on hazardous materials transported by rail;

Whereas, the State of Minnesota's Pollution Control Agency provides regulatory oversight of railroads' environmental incident response plans and incident response performance to protect the environment and human health;

Whereas, the State of Minnesota's Department of Agriculture provides incident response staff support for rail incidents involving agricultural products and provides other assistance to agricultural producers and shippers;

Whereas, the State of Minnesota's Department of Commerce monitors the transport of energy materials across the state by pipeline or rail;

Whereas, the State of Minnesota's Department of Employment and Economic Development and Iron Range Resource and Rehabilitation Board seek to support economic opportunities and well paid jobs for Minnesotans that can be supported by rail transport;

Whereas, the State of Minnesota's Department of Revenue is responsible for administering and enforcing the assessment and collection of state taxes; and

Whereas, the State of Minnesota is committed to work proactively with federal, state and private stakeholders to foster safe and efficient freight rail operations, support our economy and benefit our local communities.

Now, Therefore, I hereby order that:

1. The Governor's Council on Freight Rail ("Council") be established to elevate coordination and partnership between the state and railroads; to actively promote safety and reduce risks; and to ensure efficient movement of goods to support our economy while minimizing the impacts of those operations to our local communities.
2. The Governor shall serve as the Chair of the Council.
3. The Governor's Rail Director will serve as the Chair of the Council on behalf of the Governor.
4. The Commissioner of the Department of Transportation shall serve as the Vice-Chair of the Council.
5. The Council shall include the other following cabinet members:
 - a. Commissioner of Agriculture;
 - b. Commissioner of Commerce;
 - c. Commissioner of Employment and Economic Development;
 - d. Commissioner of Iron Range Resources and Rehabilitation Board;
 - e. Chair of the Metropolitan Council;
 - f. Commissioner of the Pollution Control Agency;
 - g. Commissioner of Public Safety; and
 - h. Commissioner of Revenue.

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6. The Council shall also include, by invitation:

- a. One representative each from the Class I railroads operating in the state;
- b. One representative each from three Minnesota Class II and III railroads;
- c. One representative from Amtrak;
- d. One city representative designated by the League of Minnesota Cities; and
- e. One county representative designated by the Association of Minnesota Counties.

7. The Council shall consult with and solicit advice from private industry, governmental entities, labor unions, and nonprofits regarding concerns and opportunities with freight railroads and related activities.

8. The Council shall have the following duties:

a. The Council will develop a platform for ongoing communication and dialogue with freight rail operators in the State of Minnesota on key issues such as capacity enhancements, capital improvement priorities, economic development and safety;

b. The Council will review and provide direction on an interagency risk assessment that shall identify specific recommendations and changes to enhance safety, if appropriate, in operating practice or administrative rules across agencies and, if applicable, recommendations to external partners on safety improvements;

c. The Council will work to study, educate, and collaborate around best practices in the area of supporting freight rail and economic development in our communities; and

d. The Council will meet at least two times per year and prepare an update on activities to the Governor by February 1, 2017 and each year thereafter.

This Executive Order is effective fifteen days after publication in the State Register and filing with the Secretary of State, and shall remain in effect until rescinded by proper authority or until it expires in accordance with Minnesota Statute, section 4.035, subdivision 3.

In Testimony Whereof, I have set my hand on this 15th day of July, 2016.

Mark Dayton
Governor

Filed According to Law:

Steve Simon
Secretary of State

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 Housing Finance Agency Policy & Community Development Request for Information on Analysis of Impediments to Fair Housing (AI)

PROJECT NAME: Analysis of Impediments to Fair Housing (AI) Request for Information

DETAILS: The State of Minnesota, Minnesota Housing Finance Agency is requesting information regarding assistance to conduct an Analysis of Impediments to Fair Housing (AI) as required by the U.S. Department of Housing and Urban Development (HUD). The State of Minnesota invites all interested parties to submit a written response to this Request for Information (RFI).

This RFI is being sought strictly for the purpose of gaining knowledge from Vendors and consultants experienced in the fields of federal fair housing law and policy and/or community engagement. The RFI also seeks to obtain a current estimate of the costs and timeframe of carrying out an Analysis of Impediments to Fair Housing. This RFI should not be construed as intent, commitment, or promise to acquire services, supplies, or solutions offered. No contract will result from any response to this RFI.

Information submitted in response to this RFI will become property of the State of Minnesota.

The State of Minnesota will not pay for any information herein requested nor is it liable for any cost incurred by the vendor in preparing a response to the RFI.

DEADLINE: RFI responses must be received on or before **August 1, 2016 at 4:00 p.m. Central Time**. Faxed or e-mailed responses are permitted.

Agency 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

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.

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Iron Range Resources and Rehabilitation Board

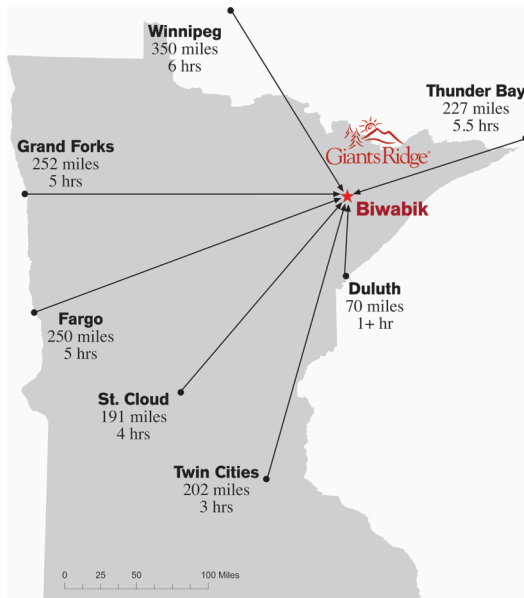
Request for Information to Assist in the Development of a Request for Proposal (RFP) for a Management Contractor to Operate all IRRRB Owned Assets at Giants Ridge

REQUEST FOR INFORMATION

Introduction

The State of Minnesota's Office of the Commissioner of Iron Range Resources and Rehabilitation Board, the IRRRB, is seeking information from qualified entities with experience running golf courses, ski operations, and related rental, retail, and food and beverage operations. The purpose of this Request for Information (RFI) is to assist in the development of a Request for Proposal (RFP) for a management contractor to operate all of the IRRRB owned assets at Giants Ridge that includes two 18-hole public championship golf courses, alpine and Nordic areas, a chalet and support facilities.

Giants Ridge is located in northeastern Minnesota near Biwabik, approximately 70 miles north of Duluth and 200 miles north of Minneapolis-St. Paul.



Giants Ridge location map

Purpose

The IRRRB owned facilities are currently managed by three different entities: a private concessionaire for ski rental, lessons and retail; a private golf management company for golf and food and beverage; and the State of Minnesota, through the office of the Commissioner of IRRRB, runs the ski hill with state employees.

Recent studies and analyses conducted about Giants Ridge have identified changes to the current business model that could improve efficiency, service, and financial performance. Separate contracts terminate in 2017 and may be replaced with a single management contractor who would be responsible for all aspects of the operation. This RFI for a single management contractor is a strategic decision by the IRRRB to change the existing business model and position Giants Ridge to better achieve its business growth objectives.

Who Should Respond

Businesses and organizations that own or have experience managing private or government owned golf and ski operations. Responders may also have resort or recreation management experience. Responders are encouraged to provide recommendations on how to most effectively manage the IRRRB's Giants Ridge assets while reducing the operational subsidy through revenue growth.

The IRRRB seeks input on responder qualifications for the project and recommendations on the design and implementation of a successful business model. The questions in this RFI will help the IRRRB understand what types of entities are interested in the

project, how they would structure their operational approach to the project, and how they can leverage their experience to achieve the stated project goals.

A separate RFP will be issued if and when the IRRRB enters into the procurement phase.

Project Overview

The IRRRB, a State of Minnesota economic development agency, has owned and operated Giants Ridge since 1984. Giants Ridge was founded as a ski area but expanded its operations to include two 18-hole championship golf courses, the Legend in 1997 and the Quarry in 2004. Giants Ridge consists of 1,840 acres between the cities of Biwabik and Aurora.

Surrounded by the Superior National Forest, Giants Ridge is a destination that serves about 130,000 visitors a year participating in alpine and Nordic skiing, snow tubing, private events, hiking and biking, golfing and disc-golfing. Over half of Giants Ridge guests stay in the area overnight.

Portions of the recreation area are owned and operated by private partners that provide lodging facilities, amenities and residential development of single family homes and other types of development. About 300 people are employed in full and part-time jobs that support the public and private operations within the recreation area.

The IRRRB's public-private partnership model at Giants Ridge has an annual \$43 million dollar economic impact on the East Iron Range, an economically distressed area of the region. (THK Associates, 2016 Giants Ridge Economic Analysis).

Assets in Place



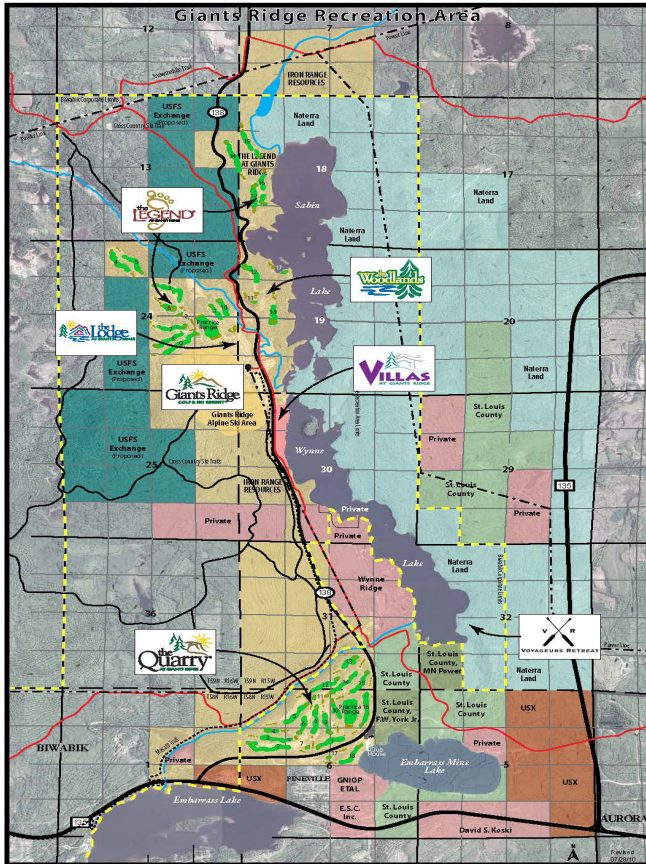
Giants Ridge Chalet Rendering

- A new 34,500 square foot chalet will open in July 2016 with food service, retail, rental, ticket sales, offices, and meeting/venue event spaces.
- Excellent-quality, nationally-acclaimed golf courses that have been managed by a well-known brand.
- 60 kilometers of Nordic ski trails.
- Competitive mountain skiing attributes including elevation, skiable acreage, vertical distance, and terrain.
- Diverse snow sports, including tubing, snowboarding and snow-shoeing.
- A base of loyal season pass holders.
- A pristine, scenic mountain environment.
- Over \$61 million of public funds and over \$43 million in private investment has been made in the recreation area.
- Capacity for growth in golf, ski and development.
- Capacity for growth in creating and managing destination events.
- Capacity and funding available for amenities.
- Summer hiking and bicycling trail system.
- A new climbing wall and children's play area are in the design stages for 2016 installation.
- Two new ski lifts will be installed in 2017, a high speed detachable quad and a fixed grip quad. The high speed lift can be used year-around to transport guests and bicycles to the top of the mountain.

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The Giants Ridge Recreation Area

The Giants Ridge Recreation area has taxing authority that helps it raise additional funds for construction, renovation, improvement, expansion and maintenance of the IRRRB's assets. The Minnesota Department of Revenue administers the recreation area tax which consists of 2% on admissions and recreation, 1% on food and beverage, and 2% on lodging.



Map of the Giants Ridge Recreation Area

- Giants Ridge Recreation area is outlined with a dashed yellow line.
- The IRRRB owned lands are shaded a gold color.
- The Lodge, the Woodlands, The Villas and Voyageurs Retreat are privately owned properties within the recreation area.

Operating Data

Budget and Subsidy 2013 - 2015

	2013	2014	2015
Revenue	\$4,318,662	\$4,067,452	\$3,849,698
Expenses	\$6,846,844	\$7,097,569	\$6,701,399
Operating Subsidy	\$2,608,586	\$3,051,781	\$2,860,591
Capital Subsidy	\$161,354	\$1,374,149	\$8,846,983

Attendance Data

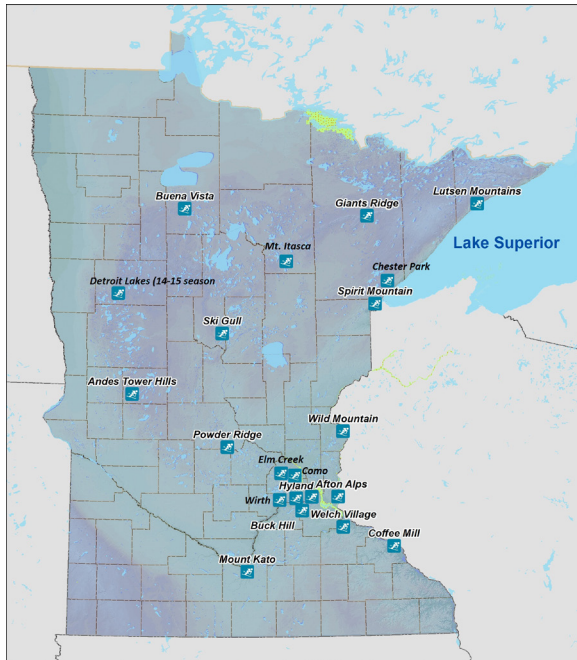
	Legend Golf Rounds	Quarry Golf Rounds	Ski Passes
2013	12,565	12,420	40,154
2014	12,788	12,421	37,197
2015	13,877	14,687	33,868

Market Overview

Ski

Giants Ridge is one of 21 ski areas in Minnesota that collectively hosted almost 1.3 million skiers during the 2014-2015 season. Giants Ridge skier visits for that year total 75,000, about 5.7% of the market share. This has been the average for the facility over the last 9 years.

In addition to daily and group ski visits, Giants Ridge hosts the Minnesota State High School League alpine and Nordic championships and serves over 4,000 students from across 75 Minnesota schools.



Map of Ski Areas in Minnesota
(Minnesota Ski Areas Association)

<i>Ski Areas Within 120 Miles of Giants Ridge</i>							
	Vertical Drop (Feet)	No. of Lifts	High Speed Lifts	No. of Runs	Skiable Acres	Terrain Parks	Tubing
Giants Ridge Biwabik, MN	500	7	0	35	202	4	Yes
Spirit Mountain Duluth, MN (75.5 Miles)	700	8	1	22	175	3	Yes
Lutsen Tofte, MN (132.4 Miles)	1000	9	1 + Gondola	92	393	4	--

On the Snow.com and Minnesota Ski Areas Association data

Giants Ridge has competitive ski attributes and is one of the three largest ski areas in northern Minnesota. With a small local population, Giants Ridge draws almost half its skiers from the Minneapolis-St. Paul market.

Golf

The golf course facility consists of two 18-hole golf courses. The Legend, opened for play in 1996, is designed by Golfscapes, Inc. of Arlington, Texas and architect Jeffrey Brauer with the assistance of PGA professional Lanny Wadkins.

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The Quarry opened for play in 2003 was also designed by Jeffrey Brauer. Both courses are highly acclaimed within the golf industry and have garnered numerous awards and accolades since their openings. Some of the most recent accolades include:

Legend #17 Named in Best Iconic Par 3s in North America

Golf Weeks Best: State-by-State Courses You Can Play 2016 Names the Quarry as #1 in Minnesota

Giants Ridge named in Golf Digest's Editor's Choice "Best Golf Resorts in the Midwest", the only Minnesota facility to receive this award and one of only five named in the Midwest.

Giants Ridge's primary competition consists of other upscale drive-to destination golf facilities surrounding the Minneapolis/St. Paul area. Giants Ridge competes with the following top courses for destination golfers:

Madden's on Gull Lake - Brainerd, MN

Cragun's Resort - Brainerd, MN

Breezy Point Resort - Breezy Point, MN

Trapper's Turn - Wisconsin Dells, WI

Grand View Lodge - Nisswa, MN

The Harvester - Rhodes, IA

Private Partners and Development

There are two independently owned and operated on-site lodging facilities in the recreation area: The Lodge and The Villas. The Lodge is located adjacent to The Legend golf course and is a condominium hotel with 67 condo units, four conference/banquet rooms, a restaurant, bar, fitness center, spa and an indoor pool. The Villas is located between The Legend and The Quarry and consists of 53 units, 51 of which are available as rentals.

There are three privately owned and developed residential projects at Giants Ridge: Voyageurs Retreat, The Residence Club and The Woodlands. Voyageurs Retreat is a single family home development with 240 lots located along the eastern shores of Wynne & Sabin lakes. Of the 240 lots, there are approximately 50 homes constructed to date. The Residence Club is a fractional ownership development with 27 lots and one home is constructed to date. The Woodlands is a 19 single-family lot development. Sixteen lots have been sold and four homes have been built.

Business Opportunity

Food and Beverage

Food and beverage sales are expected to almost double with the opening of the new chalet. The chalet has a bar and professional kitchen that will provide daily fare as well as banquet and catering services. The chalet's Great Hall is already booked for private events through 2017.

Retail, Rental and Lessons

Retail sales and lessons are currently managed by two entities. The new contract manager will take on sales and inventory for both golf and ski retail as well as lessons for both sports. Ski and golf rentals can also be combined in the future operations.

Goals and Performance

The IRRRB's goals for the management contractor are to increase market share and revenues, manage capital assets and infrastructure improvement plans, return income to a capital account and decrease the operating subsidy.

The management contractor must excel at customer service, measure improvements in Net Promoter Scores and peer industry ratings, and be able to further enhance the image and reputation of Giants Ridge.

Consistent with these goals, the IRRRB invites proposals of compensation terms that may include performance incentives. Performance benchmarks may include revenue and sales increases and/or expense management metrics.

Contract for service fees will be comparable for the industry and incentive based compensation terms will be tied to performance targets.

RFI Process

The IRRRB will accept responses to this RFI until **August 12, 2016**. Responses are voluntary; responders are encouraged to address as many of the questions that follow as they choose. Responders may contact the IRRRB and arrange for a meeting in

lieu of or in addition to submitting responses to the questions.

This RFI, and responses to it, do not in any way obligate the IRRRB, nor will it provide any advantage to responders in potential future Requests for Proposals for competitive procurement. Responders are responsible for all costs associated with the preparation and submission of responses to this RFI.

All responses to this RFI are considered public, according to the Minnesota Statutes, section 13.03 unless otherwise defined by Minnesota Statutes, section 13.37 as "Trade Secrets." If the Responder submits information that it believes to be trade secret/confidential materials, and the Responder does not want such data used or disclosed for any purpose other than the evaluation of this Response, the Responder must clearly mark every page of trade secret materials in its Response at the time the Response is submitted with the words "Trade Secret" or "Confidential," and must justify the trade secret designation for each item in its Response. If the IRRRB should decide to issue an RFP and award a contract based on any information received from responses to this RFI, all public information, including the identity of the responders, will be disclosed upon request.

The IRRRB's contact person for this RFI is Marianne Bouska, the IRRRB's Chief Operating Officer. Inquiries regarding this RFI should be addressed to Ms. Bouska at marianne.bouska@state.mn.us or by telephone at 218-735-3005. Written responses to the RFI should be addressed to Ms. Bouska and either sent via email or U.S. mail to the following address: 4261 Highway 53 South, P.O. Box 441, Eveleth, MN 55734-0441.

In the RFI response, please include contact information for your organization in the event that there are questions regarding your submission. Please include the following:

Name
Organization & Title (if applicable)
Telephone number
Email address

Questions for the Responders

Responders are encouraged to address all the following questions and requests for information. Provide attachments or other support documents as needed but indicate the question number they refer back to.

1. Describe your experience in providing recreational facilities management including snow-making and agronomy.

Provide a summary of the entity's background and experience, including a list of similar facilities managed, resort management, lodging partnerships, and food and beverage management experience.

2. Describe your company. Include your for profit corporate type, or nonprofit status.

3. Identify your access to operating capital to undertake the project. A subsidy from the state may be directed to specific expenses such as payroll, capital, and maintenance and repair expenses so the responder must demonstrate the ability to provide working capital.

4. Provide a financial proforma of revenue projections and anticipated operating costs. Include management fees.

5. Describe your experience developing and implementing evaluation methodology to measure performance against goals.

6. Describe the key performance metrics you use in golf, ski, food and beverage, and retail operations that you intend to collect to effectively manage and evaluate business performance.

7. Chart your proposed organization and staffing plan. Provide a statement of general qualifications your firm would seek in key on-site management personnel and qualifications such as education, training, and work experience. Also identify:

- Numbers and types of positions
- Position descriptions
- Seasonal, permanent and part-time positions

8. Describe the staff and expertise necessary to manage a full-service catering and banquet component of the food and

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beverage operations, including banquet sales and reservations.

9. Describe your experience with group sales and client development/management including software. What experience do you have using data management and analysis for marketing, audience development, customer satisfaction feedback and sales growth?

10. What experience and success do you have in creating programs and events that increase the customer base or meet the recreational needs of diverse audiences such as skiers, golfers, cyclists, hikers, school age children, local community residents and groups, tourists and special populations.

11. Please provide comments on the management model and expectations outlined here and how the model might be improved.

12. Propose a management fee, performance incentive plan and contract duration for this project.

13. Would you respond to an RFP to provide these services under a management contract?

Public Utilities Commission

Division of Energy Facilities Permitting

Notice of Permit Decision in the Matter of the Application of Mankato Energy Center II, LLC for a Site Permit for the Mankato Energy Center Expansion Project in Blue Earth County, Minnesota

Public Utilities Commission Docket No. IP-6949/GS-15-620

NOTICE IS HEREBY GIVEN in an Order issued June 23, 2016, the Minnesota Public Utilities Commission: (i) found that the environmental assessment prepared by the Department of Commerce met the requirements of *Minnesota Rules*, part 7850.3700; and (ii) issued a site permit for the Mankato Energy Center Expansion Project, authorizing Mankato Energy Center II, LLC to construct and operate a 345 megawatt expansion of an existing large electric power generating plant located in Blue Earth County.

For more information contact:

Tricia DeBleeckere
Planning Director
Public Utilities Commission
121 7th Place East, STE 350
St. Paul, MN 55101
Tricia.debleeckere@state.mn.us
651-201-2254

Teachers Retirement Association

Notice of Meeting

The Board of Trustees, Minnesota Teachers Retirement Association will hold a planning and educational retreat on **Wednesday, August 17, 2016 at 9:30 a.m.** in Room 117 of the Minnesota Retirement Systems building, located at 60 Empire Drive, St. Paul, MN. Board members may participate by telephone.

Teachers Retirement Association

TRA Audit Committee

Notice of Meeting

The Minnesota Teachers Retirement Association Audit Committee will hold a meeting on **Tuesday, August 16, 2016 at 9:30 a.m.** in Room 414, 60 Empire Drive, St. Paul, MN to consider matters which may properly come before the committee. Committee members may participate by telephone.

Minnesota Department of Transportation (Mn/DOT)

Office of Transportation System Management

Notice of Solicitation for Public Review and Comment on the Draft State Transportation Improvement Program (STIP) for State Fiscal Years 2017-2018-2019-2020 (July 1, 2016 through June 30, 2020)

The Minnesota Department of Transportation is offering an opportunity for public review and comment on a draft list of projects to be included in the *State Transportation Improvement Program* (STIP) for state fiscal years 2017-2018-2019-2020 (July 1, 2016 through June 30, 2020). The program of transportation projects annually utilizes about \$600 million federal funds, \$306 million of state trunk highway funds, plus funds from trunk highway bonds, local agencies and other sources. The program includes local road and bridge projects utilizing federal funds; transit capital investments; state highway road and bridge projects; Highway Safety Improvement Program (HSIP) projects; Congestion Mitigation and Air Quality (CMAQ) projects; Transportation Alternative Program (TAP) projects; and other projects intending to utilize federal highway funds, federal transit funds, or state trunk highway funds. The draft list of projects in the STIP is available for review at the Department of Transportation District Offices:

- District 1 – Duluth, 1123 Mesaba Avenue, Duluth, MN 55811 (Phone 218-725-2700)
- District 2 – Bemidji, 3920 Highway 2 West, Bemidji, MN 56601 (Phone 218-755-6500)
- District 3 – Baxter, 7694 Industrial Park Road, Baxter, MN 56425-8096 (Phone 800-657-3971)
- District 4 – Detroit Lakes, 1000 Hwy. 10 West, Detroit Lakes, MN 56501 (Phone 800-657-3984)
- District 6 – Rochester, 2900 48th Street NW, Rochester, MN 55901-5848 (Phone 507-286-7500)
- District 7 – Mankato, 2151 Bassett Dr, Mankato, MN 56001-6888 (Phone 800-657-3747)
- District 8 – Willmar, 2505 Transportation Road, Willmar, MN 56201 (Phone 800-657-3792)
- Metro District – Water’s Edge Building, 1500 W. Co. Rd. B-2, Roseville, MN 55113-3174 (Phone 651-234-7500)
- or the Office of Transportation System Management, Mail Stop 440, 395 John Ireland Boulevard, Third Floor South, St. Paul, MN 55155.

You have 30 days to submit written comments. Comments must be received by **4:30 p.m. on July 26, 2016**. Comments are encouraged and should identify the portion of the STIP addressed, reason for the comment, and any change proposed.

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 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.

Minnesota Historical Society

Request for a Printing Bid for MINNESOTA HISTORY, quarterly journal of MNHS

The Minnesota Historical Society is seeking bids for PRINTING/BINDING/MAILING of Minnesota History, MNHS’s quarterly journal. Detailed specifications are in the RFB. Please read them carefully, comply with them fully, and make sure the attached bid price form is filled out accurately and signed.

PLEASE NOTE: MNHS requires complete, no-surprise bids and reserves the right to reject bids that do not address all the information.

State Contracts

Specifications are available by email to Mary Green Toussaint, Acting Contracting Officer at mary.green-toussaint@mnhs.org.

If you have questions, comments, or suggestions, please email Mary Green-Toussaint, Acting Contracting Officer at mary.green-toussaint@mnhs.org.

Sealed bid estimates must be received by Mary Green Toussaint, Acting Contract Officer, Minnesota Historical Society, 345 Kellogg Boulevard West, Saint Paul, Minnesota 554102-1906 by **2 p.m. CST, Tuesday, August 16, 2016**. Authorized agents for receipt of bids are MNHS staff located at the 1st Floor Information Desk of the Minnesota History Center. **Late bids will not be considered.**

Minnesota State Colleges and Universities (MnSCU) Request for Proposals for Conference Center

NOTICE IS HEREBY GIVEN that proposals are being solicited for a conference center for a mid-level leadership development program at Minnesota State Colleges and Universities (MnSCU).

For a copy of the full Request for Proposals, please visit <http://www.hr.mnscu.edu/> or contact:

Cindy Schneider
MnSCU System Office
30 7th Street East, #350
St. Paul, MN 55101
Phone: 651/201-1849
cindy.schneider@so.mnscu.edu

Sealed proposals must be received according the instructions appearing in the Request for Proposal no later than **Monday, August 1, 4:30 p.m. CST**. Fax and e-mail responses will not be considered. Proposals received after this date and time will be returned to the responder unopened.

This RFP does not obligate the Minnesota State Colleges and Universities (MnSCU) system, its Board of Trustees or the System Office to award a contract or complete the proposed project. The Minnesota State Colleges and Universities (MnSCU) system, its Board of Trustees or the System Office and each reserves the right to cancel this RFP if it is considered to be in its best interest.

Minnesota State Colleges and Universities (MnSCU) Request for Proposals for System Office Federal and State Legislative Services

NOTICE IS HEREBY GIVEN that the Minnesota State Colleges and Universities is seeking proposals from eligible parties to award one (1) contract of a minimum of 180 calendar days to provide Federal and State legislative services.

The RFP can be viewed by visiting the Minnesota State Colleges and Universities Facilities web site, copy and paste this link: <http://www.csc.mnscu.edu/sourcing/RFP.html>

The contact for this proposal is:

Jaime Simonsen
Minnesota State Colleges and Universities
E-mail: jaime.simonsen@so.mnscu.edu

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

All questions must be in writing. The deadline for submittals is no later than **12:00 p.m., Central Time, August 8, 2016**. Late 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)

Normandale Community College

Notice of Request for Proposals for Marketing and Advertising Services

Notice is hereby given that the State of Minnesota acting through its Board of Trustees of the Minnesota State Colleges and Universities on behalf of Normandale Community College and other Minnesota State College and Universities is soliciting proposals from qualified vendors for Marketing and Advertising Services.

The full Request for Proposal (RFP) will be available July 18, 2016 at the following website:
<http://www.csc.mnscu.edu/sourcing/RFP.html>

Instructions for delivering proposals, as well as all other requirements and information will be contained in the RFP posted at the above website. Proposals must be delivered to Valerie Skromane, Purchasing Manager, Normandale Community College, Room C1061, Normandale Community College, 9700 France Ave. South, Bloomington, MN 55431 not later than **2:00 PM CDT, Friday, August 12, 2016**. Late responses will NOT be considered. Faxed and scanned copies will not be accepted.

Minnesota State Colleges and Universities reserves the right to reject any or all proposals, to waive any irregularities or informalities in proposals received, and to cancel the solicitation if it is considered to be in its own best interest. This Request for Proposal does not obligate Minnesota State Colleges and Universities to award a contract.

Minnesota State Colleges and Universities (MnSCU)

St. Cloud Technical & Community College

Formal Request for Proposal for Student Health Promotion

Response Due Date and Time: **Tuesday, August 2, 2016 at 2:00 p.m. Central Time**

The complete Request for Proposal will be available on Monday, July 18, 2016 on the website <http://www.sctcc.edu/rfp>.

Title of Project: Student Health Promotion

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

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

Contact for questions: Susan Meyer, Phone: (320) 308-5973, e-mail: smeyer@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.**

State Contracts

Minnesota State Colleges and Universities (MnSCU)

St. Cloud Technical & Community College

Formal Request for Proposal for Tiny House Construction

Response Due Date and Time: **Monday, August 8, 2016 at 2:00 p.m. Central Time**

The complete Request for Proposal will be available on Monday, July 25, 2016 on the website <http://www.sctcc.edu/rfp>.

Title of Project: Tiny House Construction

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

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

Contact for questions: Susan Meyer, Phone: (320) 308-5973 e-mail: smeyer@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.

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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

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/>.

Metropolitan Airports Commission (MAC)

Notice of Call for Bids for 2016 iVISN (P6)

Airport Location: Minneapolis-St. Paul International Airport
Project Name: 2016 iVISN (P6)
MAC Contract No: 106-2-783
Bids Close At: 2:00 pm on August 16, 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. The work consists of limited building demolition and remodel with associated HVAC and electrical work.

Note: You can sign up on our Web site (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 and choose this and other topics about which you are interested.

Non-State Public Bids, Contracts & Grants

Disadvantaged Business Enterprises (DBEs): The goal of the MAC for the utilization of DBEs on this project is 4%.

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 July 18, 2016, at MAC’s web address of <http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx> (construction bids).

Metropolitan Airports Commission (MAC) Request for Qualifications for MSP Construction Coordinator Consultant Services for Minneapolis-St. Paul International Airport

The Metropolitan Airports Commission (MAC) is requesting Statements of Qualifications (SOQs) from firms interested in providing Construction Coordination consulting services for the Minneapolis-St. Paul International Airport (MSP). Services will include design participation for constructability and phasing, cost estimating, QA/QC of plan documents, and overall construction coordination between multiple projects and stakeholders inside the airport terminals and on the MSP campus. The selected firm or firms will work closely with MAC staff and other Airport Development continuing consultants as well as with the Airlines, the Transportation Security Administration, Customs and Border Protection, Concessionaires, and other airport tenants. All submittals must be received by the MAC prior to **2:00 p.m. on August 29, 2016**. For a copy of the RFQ, please go to the following link on or after August 1, 2016: <http://metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx>. Direct questions to: Heather J. Leide, AIA, Senior Project Manager, Metropolitan Airports Commission, 6040 28th Ave. S., Minneapolis, MN 55450 Phone: 612.726.8128, Fax: 612.794.4407, E-mail: heather.leide@mspmac.org.

Metropolitan Airports Commission (MAC) Request for Qualifications for Environmental Documentation Services for Lake Elmo Airport and Crystal Airport

The Metropolitan Airports Commission (MAC) invites a Submittal of Qualifications for environmental documentation services for planned developments at the Lake Elmo Airport located in the City of Lake Elmo, MN and the Crystal Airport located in the City of Crystal, MN. Required planning services include but are not limited to scoping, analyses and document preparation necessary to comply with federal and Minnesota environmental review requirements for airport projects. Deadline for receipt of statement of qualifications submittals is **2:00 PM CDT August 22, 2016**. An electronic copy of the invitation for the Request for Qualifications (RFQ) is available online at <http://metroairports.org/business/solicitations/>. A link providing access to the RFQ is available, by clicking the “Request for Qualifications” link on the solicitations page. You may also obtain a copy of the RFQ by contacting Mr. Chad E. Leqve, Director of Environment, Metropolitan Airports Commission, 6040 28th Avenue South, Minneapolis, MN 55450, (612) 725-6326, Chad.Leqve@mspmac.org.