

# 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**Proposed, Adopted, Emergency, Expedited, Withdrawn, Vetoed Rules;  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 18 December 2017  
Volume 42, Number 25  
Pages 681 - 700**

# 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- Withdrawn Rules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. 42 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)
# 26	Tuesday 26 December	Noon Tuesday 19 December	Noon Thursday 14 December
# 27	Tuesday 2 January	Noon Tuesday 26 December	Noon Thursday 21 December
# 28	Monday 8 January	Noon Tuesday 2 January	Noon Thursday 28 December
# 29	Monday 15 January	Noon Tuesday 9 January	Noon Thursday 4 January

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State Capitol, Room 231, St. Paul, MN 55155  
<http://www.senate.mn>

#### Minnesota State Court System

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25 Rev. Dr. Martin Luther King Jr Blvd., St. Paul, MN 55155  
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#### Federal Register

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U.S. Government Printing Office – Fax: (202) 512-1262  
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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**  
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# Expedited Rules

Provisions exist for the Commissioners of some state agencies to adopt expedited rules when conditions exist that do not allow the Commissioner to comply with the requirements for normal rules. The Commissioner must submit the rule to the attorney general for review and must publish a notice of adoption that includes a copy of the rule and the conditions. Expedited rules are effective upon publication in the State Register, and may be effective up to seven days before publication under certain conditions.

Expedited rules are effective for the period stated or up to 18 months. Specific *Minnesota Statute* citations accompanying these expedited rules detail the agency's rulemaking authority.

**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.

## Minnesota Pollution Control Agency

### Notice of Extended Public Comment Period for Notice of Intent to Adopt Expedited Rules without a Public Hearing for Proposed Rules Governing Dry Cleaner Environmental Response and Reimbursement Account, *Minnesota Rules*, ch. 7152 (New Chapter); Revisor's ID Number 4411

**Introduction.** On November 20, 2017, the Minnesota Pollution Control Agency (MPCA) published a Notice of Intent to Adopt Expedited Rules governing the dry cleaner environmental response and reimbursement account. The notice stated you may submit written comments on the proposed expedited rules until December 22, 2017.

This notice provides an extended deadline for public comment on the proposed rules. In order to provide additional time for submittal of written comments on the proposed expedited rules, the MPCA is extending the original comment period deadline. You may submit written comments on the proposed rules until January 5, 2018. You must submit your written comments on the proposed rules to the MPCA contact person identified below. If the proposed rules affect you in any way, the MPCA encourages you to participate in the rulemaking process.

This notice, a copy of the proposed rules, and related documents are available on the MPCA's public notice webpage at <https://www.pca.state.mn.us/public-notice> under the notice date of December 18, 2017. The original notice as published in the State Register on November 20, 2017, the proposed rules, and related documents are also available on the MPCA's public notice webpage under the notice date of November 20, 2017.

The MPCA intends to adopt rules under the expedited rulemaking process following the rules of the Office of Administrative Hearings, *Minnesota Rules* part 1400.2410, and the Administrative Procedure Act, *Minnesota Statutes* § 14.389.

**MPCA Contact Person.** The MPCA contact person is Yolanda Letnes at MPCA, 520 Lafayette Road North, St. Paul, MN 55155-4194, telephone 651-757-2527, and [yolanda.letnes@state.mn.us](mailto:yolanda.letnes@state.mn.us). You may also call the MPCA at 651-296-6300 or 800-657-3864 or use your preferred relay service [info.pca@state.mn.us](mailto:info.pca@state.mn.us).

**Subject of the Expedited Rules and Statutory Authority.** The proposed expedited rules address environmental response reimbursement for dry cleaning facilities. The statutory authority to adopt the rules and use *Minnesota Statutes* § 14.389, including subdivision 5, for expedited rulemaking is provided by *Laws of Minnesota 2016*, chapter 123, section 5. The statutory authority for future rulemaking under the expedited rules process for reimbursement adjustment is provided under *Minnesota Statutes* § 115B.50, subd. 4.

The proposed rules establish definitions of terms, descriptions of the costs that are eligible and ineligible for reimbursement, maximum reimbursable rates, and administrative processes for adjusting reimbursement rates and applying for reimbursement. The proposed lists of the costs that are eligible and ineligible for reimbursement are similar to the

# Expedited Rules

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costs that are eligible and ineligible for reimbursement under the Petroleum Tank Release Cleanup Fund.

The proposed rules include the following subparts:

- Definitions
- Reimbursement of Costs
- Eligible Costs
- Ineligible Costs
- Maximum Hourly Rates
- Maximum Travel and Per Diem Charges
- Maximum Equipment and Field Supplies Charges
- Reimbursement; Actual Costs
- Adjustment of Dollar Amounts
- Application Process

A free copy of the rules is available upon request from the MPCA contact person listed above. A copy of the proposed rules may also be viewed at <https://www.pca.state.mn.us/public-notice>.

**Comments.** You have until 4:30 p.m. on Friday, January 5, 2018, to submit written comment in support of or in opposition to the proposed expedited rules and any part or subpart of the rules. Your comment must be in writing and received by the MPCA contact person by the due date. The MPCA encourages comment. Your comment should identify the portion of the proposed expedited rules addressed (RULE CITE OR TOPIC) and the reason for the comment (ISSUE WITH PROPOSED LANGUAGE). In addition, you are encouraged to propose any change desired (SUGGESTED LANGUAGE FIX). You must also make any comments that you have on the legality of the proposed rules during this comment period. Rule cites are provided in the proposed rule for each requirement at the following location: <https://www.pca.state.mn.us/public-notice>

Comments submitted in the body of an email. Please provide the following information for each comment: RULE CITE OR TOPIC, ISSUE WITH PROPOSED LANGUAGE, and SUGGESTED LANGUAGE FIX.

Comments submitted as an attachment in an email, by fax, by courier, by US Postal Service, or in person. Please submit comments in table format as indicated below for efficient processing.

<u>Rule cite or topic</u>	<u>Issue with proposed language</u>	<u>Suggested language fix</u>
7152.0100, subp. 1	Briefly discuss issue.	Propose language, if any.
7152.0100, subp. 4	Briefly discuss issue.	Propose language, if any.

Comments must be submitted directly to the MPCA contact person listed above and should identify “R-04411 rulemaking comments” in the subject line. Messages copied to other MPCA staff, including the MPCA commissioner, will not be treated as comments in an effort to minimize duplication and negative impacts to the MPCA email system.

**Request for Hearing.** In addition to submitting comments, you may also request that a hearing be held on the rules. You must make your request in writing and the MPCA contact person must receive it by 4:30 p.m. on January 5, 2018. Your written request must include your name and address. You must identify the portion of the proposed rules to which you object or state that you oppose the entire set of rules. Any request that does not comply with these requirements is not valid and the MPCA cannot count it for 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 100 or more persons submit a valid written request for a hearing, a public hearing will be held unless a sufficient number withdraw their requests in writing. If enough requests for hearing are withdrawn to reduce the number below 100, the MPCA must give written notice of this to all persons who requested a hearing, explain the actions the MPCA took to effect the withdrawal, and ask for written comments on this action. If the MPCA is required to hold a public hearing, it will follow the procedures in *Minnesota Statutes* §§ 14.131 to 14.20.

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# Expedited Rules

**Modifications.** The MPCA may modify the proposed expedited rules using either of two avenues. The MPCA may modify the rules directly so long as the modifications do not make them substantially different as defined in *Minnesota Statutes* § 14.05, subdivision 2, paragraphs (b) and (c). Or the MPCA may adopt substantially different rules if it follows the procedure under *Minnesota Rules* part 1400.2110. If the final rules are identical to the rules originally published in the *State Register*, the MPCA will publish a notice of adoption in the *State Register*. If the final rules are different from the rules originally published in the *State Register*, the MPCA must publish a copy of the changes in the *State Register*.

**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 MPCA contact person at the address or telephone number listed above.

**Lobbyist Registration.** *Minnesota Statutes*, chapter 10A, requires each lobbyist to register with the State Campaign Finance and Public Disclosure Board. You may direct questions regarding this requirement to the Campaign Finance and Public Disclosure Board at 190 Centennial Office Building, 658 Cedar Street, St. Paul, Minnesota 55155, telephone 651-539-1180 or 18006573889.

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

Date: 12/7/2017

John Linc Stine  
Commissioner  
Minnesota Pollution Control Agency

## Revenue Notices

The Department of Revenue began issuing Revenue Notices in July of 1991. Revenue Notices are statements of policy made by the department that provide interpretation, detail, or supplementary information concerning a particular statute, rule, or departmental practice. The authority to issue Revenue Notices is found in *Minnesota Statutes*, Section 270C.07.

**KEY:** Underlining indicates additions to existing language. ~~Strikeouts~~ indicate deletions from existing language.

## Minnesota Department of Revenue

### Revenue Notice # 17-11: MinnesotaCare - Fair Market Value of Patient Services Furnished at a Reduced Price or No Charge; Revocation and Replacement of Revenue Notice # 98-21

#### Introduction

This revenue notice explains what amount should be included in the taxable gross revenues of a health care provider, staff model health plan company, hospital, or surgical center (“provider”) when the provider furnishes patient services at no charge or at a reduced price.

#### Department Position

*Minnesota Statutes* section 295.50, subdivision 3, defines gross revenues subject to the MinnesotaCare tax as

# Revenue Notices

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“total amounts received in money or otherwise.” The word “otherwise” means the fair market value in money of patient services provided when property, other services, or the right to receive other services are given as payment in lieu of money.

## **Services in exchange for goods or services**

Sometimes a provider will furnish patient services for free or at a reduced price in exchange for another service or as a benefit to the patient. These typically involve free or discounted services provided to:

- employees as part of the employees’ compensation package
- patients based on a patient’s obligation to provide goods or services in return
- other individuals or groups (e.g., other providers), if these individuals or groups will provide goods or services in return

When a provider furnishes patient services in exchange for goods or services, the fair market value of the patient services provided is subject to tax.

## ***Services reimbursed by insurance***

When a provider furnishes patient services in return for goods or services, and it is reimbursed through health insurance, the provider is required to pay the tax on the total of: (1) the amount it receives from the insurance company; (2) any copayments, deductibles, or other payments it receives; and (3) any copayments, deductibles, or other payments waived by the provider.

## ***Services not reimbursed by insurance***

When a provider furnishes patient services in return for goods or services, and it is not reimbursed through health insurance, the provider is required to pay the tax on the lowest available price at which the provider furnishes similar services to other similarly-situated paying patients. The provider may use the lowest price it receives under a plan negotiated at arm’s length (i.e., negotiated with an unrelated party, acting in its own best interests). The plan used for determining the lowest price must be open for enrollment at the time it is referenced and may not be negotiated with a government entity. If the provider receives an amount that is higher than the lowest available price, the taxable amount is the actual amount received.

## ***Services to employees reimbursed by a self-insured plan***

When a provider furnishes patient services to its employees, and it is reimbursed through the provider’s self-insured health plan, the taxable amount for the services is the greater of: (1) the total claims paid from the self-insured plan for the services; or (2) the fair market value of the services, as determined in the same manner as described above for services not reimbursed by insurance. The provider must also include as taxable any payments received, such as deductibles, coinsurance, and copayments, as well as any amounts waived by the provider.

## **Services provided when no goods or services are exchanged**

When a provider furnishes patient services at a reduced price, and does not receive goods or service in return (such as furnishing discounted services to low-income patients), the tax is imposed on the amount actually received. If services are provided free of charge, there is no tax due since the provider does not receive any payment or service in return.

This Revenue Notices revokes and replaces Revenue Notice # 98-21.

Publication Date: December 18, 2017

Ryan Church, Deputy Commissioner



## Minnesota Department of Revenue

### Revenue Notice # 17-12: Corporate Franchise Tax – Sales Factor – Transactional Taxes on Gross Receipts

#### Introduction

This Revenue Notice sets out the Department's position regarding the exclusion of transactional taxes imposed on the gross receipts from taxable goods or taxable services in the calculation of the Minnesota sales factor denominator under *Minnesota Statutes* section 290.191.

The terms used to describe these types of taxes vary from state to state. Common examples are "business privilege tax," "consumer tax," "gross receipts tax," "seller privilege tax," and "transaction tax." These taxes are calculated in a manner similar to sales taxes and local option sales taxes in that they are measured by the sales price or consideration received by a seller from a purchaser on a per transaction basis.

Several of the states that impose these types of taxes require the seller to collect the tax from the purchaser to be held in trust for the state until it is remitted by the seller. Other states allow the seller to either absorb the tax or pass it on to the purchaser as a reimbursement for the tax paid to the taxing authority by the seller.

#### Department Position

The computation of the apportionment factor is to provide an approximation for fairly allocating income to Minnesota. It is the Department's position that transactional taxes imposed on gross receipts measured by the sales price or consideration received by a seller from a purchaser are not income to the seller. Therefore, these taxes are not included in the sales factor when calculating the Minnesota apportionment percentage, regardless of whether the seller collected and remitted the tax, absorbed the tax, or passed the tax on to the purchaser as a reimbursement of the tax imposed by the taxing authority.

This Revenue Notice applies to all transactional taxes imposed on the gross receipts from taxable goods or taxable services regardless of whether the seller is required to collect and remit the tax, allowed to absorb the tax, or allowed to pass the tax on to the purchaser. Such taxes are different from the federal and state gasoline excise taxes at issue in *Amoco Oil Company and Affiliates v. Commissioner of Revenue*, 2001 WL 1539620 (Minn. Tax), because those taxes become part of the cost of goods sold and the imposition of the tax is not dependent on a subsequent sale to the customer.

The transactional taxes that are the focus of this Notice are not a part of the consideration given in exchange for taxable goods or taxable services as they are not a part of the cost of goods sold and, thus, are not income to the seller. Accordingly, these types of taxes are excluded in calculating the Minnesota apportionment percentage in the same manner as sales taxes and local option sales taxes are excluded from the calculation.

Publication Date: December 18, 2017

Ryan Church, Deputy Commissioner

# 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.

## 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.

## Department of Labor & Industry (DLI)

### Notice of Minimum Truck Rental Rates for State Funded Projects

The Commissioner of Labor & Industry has determined the minimum truck rental rates for state funded road projects. The truck rental rate is determined for each equipment type by adding the hourly average of the costs of operating the vehicle as submitted by survey respondents to the certified prevailing wage rate for the driver.

Please take notice that on **December 28, 2017 at 2:00 p.m.**, in the Minnesota Room, at the Department of Labor and Industry, 443 Lafayette Road North, St. Paul, Minnesota 55155, the department will hold the informal conference pursuant to Minnesota Rules, part 5200.1105. The informal conference is a public meeting and its purpose is to receive further input about construction truck operating costs prior to the certification and publication of the minimum truck rental rates.

The determination of the minimum truck rental rates are available online at:  
<http://www.dli.mn.gov/LS/PrevWageTruck.asp>

These average truck operating costs were identified by annual voluntary survey representing trucks used in road construction as collected by the Department.

Questions regarding determinations may be directed to the following:

Division of Labor Standards & Apprenticeship  
443 Lafayette Road N  
St. Paul, MN 55155  
Phone: 651-284-5091  
Email: [dli.prevwage@state.mn.us](mailto:dli.prevwage@state.mn.us)

## Board of Nursing Notice of Meetings of the Minnesota Board of Nursing

**NOTICE IS HEREBY GIVEN** that the February - December 2018 meetings of the Minnesota Board of Nursing have been scheduled at 8:30 a.m., at 2829 University Avenue SE, 4th Floor, Conference Rooms A & B, Minneapolis, Minnesota on the following dates:

February 1, 2018  
April 5, 2018  
June 7, 2018  
August 2, 2018  
October 4, 2018  
December 6, 2018

A portion of each meeting is review of disciplinary cases and is closed to the public.

For details about time of the open meeting, the agenda or other information, please access the Board of Nursing website: <http://mn.gov/health-licensing-boards/nursing/?agency=NursingBoard>

The following 2018 meetings are for review of disciplinary cases and are closed to the public:

January 4, 4:30 p.m.  
March 1, 7:30 a.m.  
May 3, 4:30 p.m.  
July 12, 7:30 a.m.  
September 6, 4:30 p.m.  
November 1, 7:30 a.m.

## 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/>

## Department of Administration Governor's Council on Developmental Disabilities Notice of Cosponsorship Funds for Leadership Training Conferences

The Governor's Council on Developmental Disabilities (GCDD) is pleased to announce the availability of a total of \$20,000 in cosponsorship funds for training conferences held in Minnesota and supporting the participation of Minnesota residents. Conferences should focus on providing best practices information in the field of developmental disabilities and leadership skills training. The primary audience for these conferences must be people with developmental disabilities and their families.

Conferences must be held no later than September 15, 2018. **Eligible applicants are** Minnesota associations/organizations that provide services to individuals with developmental disabilities and their families, advocates, providers, or professionals; Minnesota chapters of national organizations; or national organizations that are holding a conference

# State Grants & Loans

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in Minnesota. **Application deadline is Thursday, January 18, 2018 at 3:00 p.m.** Please note: The GCDD reserves the right to award less than the maximum of \$2,000 to an applicant, refuse to cosponsor a conference, or withdraw the availability of funds with or without notice.

For additional information or to request an application form, please contact:

Mary Jo Nichols  
Governor's Council on Developmental Disabilities  
Minnesota Department of Administration  
370 Centennial Office Building  
658 Cedar Street  
St. Paul, Minnesota 55155  
Phone: (651) 282-2899 Toll free: (877) 348-0505  
Minnesota Relay Service: (800) 627-3529 OR 711  
Email: [admin.dd@state.mn.us](mailto:admin.dd@state.mn.us)

The application is also available at <http://mn.gov/mnddc/council/rfp-grants.html>

Go to "The Council" and then "RFPs and Grants."

## Department of Employment and Economic Development (DEED) Notice of Grant Opportunity

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Employment and Economic Development (DEED) places notice of any available grant opportunities online at <https://mn.gov/deed/about/contracts/>

## Department of Human Services Disability Services Division

### Notice of Request for Proposals to for a Qualified Grantee to Provide Innovative Solutions for People with Disabilities to Achieve Integrated Life Outcomes

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Services is requesting proposals to achieve one or more of the following outcomes for people with disabilities in Minnesota:

- integrated, competitive employment;
- integrated competitive employment specifically for Minnesota youth with disabilities under age 25 upon their graduation from school;
- living in the most integrated setting,
- increased community integration.

Work is proposed to start April 1, 2018. For more information, or to obtain a copy of the Request for Proposal, contact:

DSD Innovation  
Department of Human Services  
Disability Services Division  
P.O. Box 64967  
444 Lafayette Road North, St. Paul, MN 55155 0967  
Phone: (651) 431-4300, Fax: (651) 431-7563  
[DSD.Innovation@state.mn.us](mailto:DSD.Innovation@state.mn.us)

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

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# State Grants & Loans

Proposals submitted in response to this Request for Proposals must be received by email to [DSD.Innovation@state.mn.us](mailto:DSD.Innovation@state.mn.us) by **11:59pm Central Standard Time on Friday, February 2, 2018**. **Late proposals will not be considered.** Faxed 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.

## Department of Human Services

### Mental Health Division

#### **Revision to December 11, 2017 (modified due date) Notice of Request for Proposals for a Qualified Grantee to Complete the Tool of Measurement of Assertive Community Treatment (TMACT) Fidelity Evaluations on Minnesota Assertive Community Treatment (ACT) Teams**

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Services is requesting proposals to from qualified Responders to complete the Tool for Measurement of Assertive Community Treatment (TMACT) fidelity evaluations on Minnesota Assertive Community Treatment (ACT) Teams.

Work is proposed to start February 1st 2018. For more information, or to obtain a copy of the Request for Proposal, contact:

Kacie Norlien  
Department of Human Services  
Mental Health Division  
P.O. Box 64981  
444 Lafayette Road North, St. Paul, MN 55155 0981  
Phone: (651) 431-4375, Fax: (651) 431-7566  
[kacie.norlien@state.mn.us](mailto:kacie.norlien@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, January 2nd 2018** (note the modified date for extension of time). **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.

# State Grants & Loans

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## Department of Labor and Industry (DLI)

### Request for Proposals for APEX Construction Career Readiness Training Grants

Apprenticeship Minnesota at the Department of Labor & Industry announces the availability of up to \$225,000 in grant funding for Career Readiness / Pre-Apprenticeship Training for women and minorities in the construction trades in the State of Minnesota. The performance period will be February 1, 2018 (or date of executed contract, whichever comes later) through July 31, 2018.

#### **I. Purpose**

The purpose of this grant is to provide funds to construction training organizations to recruit, train and place women and minorities in registered apprenticeship programs. There are currently 11,000 registered apprentices in Minnesota. However, female participation is less than 7 percent and minority participation is 20 percent.

APEX Construction Career Readiness program grants are entirely funded through a \$1.5 million USDOL Apprenticeship State Expansion Grant to the Minnesota Department of Labor and Industry, to expand apprenticeship opportunities for women and minorities in Minnesota.

#### **II. Objective**

Train and support women and people of color in construction career readiness programs to successfully place into apprenticeship programs registered with the Minnesota Department of Labor and Industry.

#### **III. Eligibility**

Proposals will be accepted from registered apprenticeship training programs in Minnesota serving the targeted population on a competitive basis. The deadline to submit a written proposal to the Department is **January 15, 2018 before 4:30pm, CST**.

#### **IV. Application Process**

Information about this grant, eligibility, proposal requirements, and deadlines are available online at: [www.dli.mn.gov/AppGrants.asp](http://www.dli.mn.gov/AppGrants.asp).

# 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 - \$5,000 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 Administration

### Risk Management Division

#### Notice of Availability of Contract for Workers' Compensation Certified Managed Health Care Services

The Minnesota Department of Administration is requesting proposals for certified workers' compensation managed health care services for state employees with work-related injuries or illnesses. These services must comply with all applicable laws and administrative rules governing the operation of a managed care organization (MCO), including but not limited to Minnesota Statutes 176.1351, and Minnesota Rules, Part 5218, and with all specifications in the Request for Proposals. Additional services, such as medical bill payment and a pharmacy benefit management network, must be in compliance with applicable Minnesota workers' compensation laws and rules. Work is proposed to start after July 1, 2018.

A Request for Proposals is available through January 19, 2018. **A written request by email is required to receive the Request for Proposal.** The Request for Proposal can be obtained from:

Gary Westman, WC Manager  
Minnesota Department of Administration  
Risk Management Division – Workers' Compensation  
658 Cedar Street, Suite 310  
St. Paul, MN 55155  
**E-mail: [Gary.Westman@state.mn.us](mailto:Gary.Westman@state.mn.us)**  
**Phone: (651) 201-3030**

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than **4:00 pm on Friday, January 26, 2018. Late proposals will NOT be considered.** Faxed or emailed 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.

# State Contracts

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## **Department of Administration and Department of Military Affairs Notice of Availability of Request for Proposal (RFP) for Designer Selection for: Renovation of St. Peter Minnesota National Guard Armory (DMA PROJECT NO. 18101) (State Designer Selection Board Project No. 17-09)**

The State of Minnesota, acting through The Department of Military Affairs, through the State Designer Selection Board, is soliciting proposals from interested, qualified consultants for architectural and engineering design services for the above referenced project.

A full Request for Proposals is available on the Minnesota Department of Administration's website at <https://mn.gov/admin/government/construction-projects/sdsb/projects/> (click 17-09).

A **non-mandatory** informational meeting is scheduled for **Thursday, December 28, 2017 at 10:00 a.m. CT at the National Guard Armory, 1120 Swift Street, St. Peter, MN 56082-1887.**

Any questions should be directed to Paul Kempton at [paul.e.kempton.nfg@mail.mil](mailto:paul.e.kempton.nfg@mail.mil). Project questions will be taken by this individual only. Questions regarding this RFP must be received by January 2, 2018, no later than **4:30 p.m.** Central Time.

Proposals must be delivered to Jennifer Barber, Executive Secretary, State Designer Selection Board, Real Estate and Construction Services, Room 309, Administration Building, 50 Sherburne Ave., St. Paul, MN 55155 (651.201.2389) not later than **12:00 noon on Monday, January 8, 2018.** Late responses will not be considered.

The Department of Military Affairs is not obligated to complete the proposed project and reserves the right to cancel the solicitation if it is considered to be in its best interest.

## **Minnesota State Colleges and Universities (Minnesota State) Lake Superior College Request for Bid for Parts & Supplies for Backup Generator Redistribution**

**NOTICE IS HEREBY GIVEN** that proposals are being solicited for pricing of parts and supplies needed for redistribution for the college's main backup generator. A list of the needed materials will be included in the RFB.

For additional information or to request a copy of the RFB packet, please contact:

Mike Francisco, [Purchasing purchasing@lsc.edu](mailto:Purchasing_purchasing@lsc.edu)  
Lake Superior College  
2101 Trinity Rd, Duluth MN 55811  
Telephone: 218-733-5968

Proposals are due at the Lake Superior College Business Office, 2101 Trinity Road, Duluth, MN 55811 by **12:00 p.m. CT on Thursday, December 21, 2017.**

This notice and the Request for Proposal do not obligate the State of Minnesota, Minnesota State Colleges and Universities or Lake Superior College to award a contract; and reserves its right to withdraw from the RFB if it is considered to be in its best interest.



## Minnesota Department of Transportation (MnDOT) Engineering Services Division Notices Regarding Professional/Technical (P/T) Contracting

**P/T Contracting Opportunities:** MnDOT is now placing additional public notices for P/T contract opportunities on the MnDOT's Consultant Services website. 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.

**Taxpayers' Transportation Accountability Act (TTAA) Notices:** MnDOT is posting notices as required by the TTAA on the MnDOT Consultant Services website.

**MnDOT's Prequalification Program:** MnDOT maintains a Pre-Qualification Program in order to streamline the process of contracting for highway related P/T services. Program information, application requirements, application forms and contact information can be found on MnDOT's Consultant Services website. Applications may be submitted at any time for this Program.

**MnDOT Consultant Services website:** [www.dot.state.mn.us/consult](http://www.dot.state.mn.us/consult)

If you have any questions regarding this notice, or are having problems viewing the information on the Consultant Services website, please call the Consultant Services Help Line at 651-366-4611, Monday – Friday, 9:00am – 4:00pm.

## 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 2018 Concessions Rebids Phase 1

**Airport Location:** Minneapolis-St. Paul International Airport  
**Project Name:** 2018 Concessions Rebids Phase 1  
**MAC Contract No:** 106-2-850  
**Bids Close At:** 2:00 p.m. on Tuesday, 16 January 2018

**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 project consists of Concourse F: Demolition interior restroom. Concourses F, C, and B Food Courts Utilities: Electrical/ Data/ Water demo, mechanical rerouting, and install of liquid recycling stations.

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

**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 6%.

**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 December 18, 2017, 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 2018 Electrical Infrastructure Program P10**

**Airport Location:** Minneapolis-St. Paul International Airport  
**Project Name:** 2018 Electrical Infrastructure Program P10  
**MAC Contract No:** 106-2-838  
**Bids Close At:** 2:00 p.m. on Tuesday, January 16, 2018

**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 includes: at Terminal 1-Lindbergh, providing grounding system upgrades on C Concourse and performing maintenance on substations PGD-1400, PB-1110, PR1111, HC-0612, LRT-A&B and all associated distribution. At Terminal 2-Humphrey, replacing switchboard HDP-HT2383-1. Other work includes relabeling substation D1026, replacing existing Door signs with new signs in the Green and Gold Parking Ramps as well as providing a new door in Electrical Room PR-1111.

**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 6%.

**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.

# — Non-State Public Bids, Contracts & Grants

**MAC Internet Access of Additional Information:** A comprehensive Notice of Call for Bids for this project will be available on December 18, 2017, 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 2018 Emergency Power Upgrades P9**

**Airport Location:** Minneapolis-St. Paul International Airport  
**Project Name:** 2018 Emergency Power Upgrades P9  
**MAC Contract No:** 106-2-839  
**Bids Close At:** 2:00 p.m. on Tuesday, January 16, 2018

**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 includes replacing (3) ATS's in Terminal 1-Lindbergh, ATS-48, ATS-49 and ATS-50, as well as modifications to the distribution associated with each.

**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 6%.

**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 December 18, 2017, 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 2018 Terminal 1-Lindbergh Passenger Boarding Bridge Replacement**

**Project Location:** Minneapolis-St. Paul International Airport  
**Project Name:** 2018 Terminal 1-Lindbergh Passenger Boarding Bridge Replacement  
**MAC Contract No.** 106-2-841  
**Bids Close At:** 2:00 PM on January 16, 2018

**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 provides for the replacement of two (2) passenger boarding bridges, new boarding bridge fixed walkways, and all associated controls, equipment, accessories, and foundations.

**Note:** You can sign up on our Web site ([www.metroairports.org](http://www.metroairports.org)) to receive email notifications of new business op-

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

opportunities or go directly to [https://public.govdelivery.com/accounts/MNORGMAC/subscriber/topics?qsp=CODE\\_RED](https://public.govdelivery.com/accounts/MNORGMAC/subscriber/topics?qsp=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 TKDA, the Minnesota Builders Exchange, Dodge Data and Analytics, and NAMC-UM Plan Room. Bidders desiring bidding documents may secure a complete set from TKDA; 444 Cedar Street, Suite 1500; St. Paul, MN, 55101; PH: (651) 292-4400; FX: (651) 292-0083. Make checks payable to: TKDA. Deposit per set (refundable): \$100.00. 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 December 18, 2017, at MAC's web address of <http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx> (construction bids).



## 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 (nation-wide toll-free)
- **On-line orders:** [www.minnesotasbookstore.com](http://www.minnesotasbookstore.com)
- **Minnesota Relay Service:** 711
- **Fax** (credit cards): 651.215.5733 (fax line available 24 hours)
- **Mail orders:** Orders can be sent to Minnesota's Bookstore, 660 Olive Street, St. Paul, MN 55155

**Minnesota's Bookstore accepts VISA, MasterCard, American Express & Discover for all purchases.**

**PREPAYMENT REQUIRED.** *Prices and availability subject to change.* **Fax and phone orders** require credit card.

Please allow 1-2 weeks for delivery. For **mail orders**, complete order blank and send to address above.

Enclose payment - for security reasons, we do not recommend mailing credit card information.

Please allow 2-3 weeks for delivery.

Please make checks payable to "Minnesota's Bookstore."

A \$20.00 fee will be charged for returned checks.