

# 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**Proposed, Adopted, Emergency, Expedited, Withdrawn, Vetoed Rules;  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 14 May 2018  
Volume 42, Number 46  
Pages 1437 - 1456**

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

### 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)
# 47	Monday 21 May	Noon Tuesday 15 May	Noon Thursday 10 May
# 48	Tuesday 29 May	Noon Tuesday 22 May	Noon Thursday 17 May
# 49	Monday 4 June	Noon Tuesday 29 May	Noon Thursday 24 May
# 50	Monday 11 June	Noon Tuesday 5 June	Noon Thursday 31 May

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#### Senate Public Information Office

(651) 296-0504  
State Capitol, Room 231, St. Paul, MN 55155  
<http://www.senate.mn>

#### Minnesota State Court System

Court Information Office (651) 296-6043  
MN Judicial Center, Rm. 135,  
25 Rev. Dr. Martin Luther King Jr Blvd., St. Paul, MN 55155  
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<https://www.house.leg.state.mn.us/hinfo/hinfo.asp>

#### Federal Register

Office of the Federal Register (202) 512-1530; or (888) 293-6498  
U.S. Government Printing Office – Fax: (202) 512-1262  
[http://www.access.gpo.gov/su\\_docs/aces/aces140.html](http://www.access.gpo.gov/su_docs/aces/aces140.html)

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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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# Proposed Rules

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

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

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

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

## Department of Health

### Division of Infectious Disease Epidemiology, Prevention and Control

#### Proposed Permanent Rules Pertaining to Communicable Disease Reporting; Notice of Intent to Adopt Rules without a Public Hearing

Proposed Amendments to Rules Governing Communicable Disease Reporting, *Minnesota Rules*, Chapter 4605; Revisor’s ID Number R4465

**Introduction.** The Minnesota Department of Health (MDH) intends to adopt rules without a public hearing following the procedures in the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2300 to 1400.2310, and the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28. You may submit written comments on the proposed rules and may also submit a written request that a hearing be held on the rules until Monday, June 18, 2018.

**Agency Contact Person.** You must submit comments or questions on the rules and written requests for a public hearing to the agency contact person. The agency contact person is: Patricia Segal Freeman, P.O. Box 64975. St. Paul, MN 55164-00975, phone: (651) 201-5414, 1 (877) 676-5414; fax: (651) 201-5501 and [commdisrule@state.mn.us](mailto:commdisrule@state.mn.us).

**Subject of Rules and Statutory Authority.** The proposed rules govern communicable disease reporting. The statutory authority to adopt the rules is *Minnesota Statutes*, section 144.12, subd. 1 and *Minnesota Statutes*, section 144.05 subd.1. A copy of the proposed rules is published in the *State Register* and on MDH’s website at <http://www.health.state.mn.us/divs/idepc/dtopics/reportable/rule/process/>. A free copy of the rules is also available upon

# Proposed Rules

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request from the agency contact person listed above.

**Comments.** You have until 4:30 p.m. on Monday, June 18, 2018, to submit written comment in support of or in opposition to the proposed rules and any part or subpart of the rules. Your comment must be in writing and the agency contact person must receive it by the due date. The Department encourages comment. Your comment should identify the portion of the proposed rules addressed and the reason for the comment. You are encouraged to propose any change desired. Any comments that you have about the legality of the proposed rules must also be made during this comment period.

**Request for a Hearing.** In addition to submitting comments, you may also request that the Department hold a hearing on the rules. Your request must be in writing and the agency contact person must receive it by 4:30 p.m. on Monday, June 18, 2018. Your written request for a public hearing must include your name and address. You must identify the portion of the proposed rules that you object to or state that you oppose the entire set of rules. Any request that does not comply with these requirements is not valid and the agency cannot count it when determining whether it must hold a public hearing. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

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

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

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

**Statement of Need and Reasonableness.** The statement of need and reasonableness statement contains a summary of the justification for the proposed rules, including a description of who will be affected by the proposed rules and an estimate of the probable cost of the proposed rules. It is now available from the agency contact person. You may review it or obtain copies for the cost of reproduction by contacting the agency contact person. The SONAR is also posted on the MDH website at <http://www.health.state.mn.us/divs/idepc/dtopics/reportable/rule/process/>

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

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

Date: April 26, 2018

Jan K. Malcolm

Commissioner  
Minnesota Department of Health

## 4605.7000 DEFINITIONS.

*[For text of subps 1 to 12, see M.R.]*

Subp. 12a. **Submitter.** “Submitter” means a health care practitioner, a medical or veterinary laboratory, a veterinarian, a medical examiner or coroner, or any other individual or entity that is required to submit clinical materials to the Minnesota Department of Health under this chapter.

*[For text of subps 13 to 15, see M.R.]*

## 4605.7040 DISEASE AND REPORTS; CLINICAL MATERIALS SUBMISSIONS.

Persons required to report under this chapter shall report to the commissioner cases, suspected cases, carriers, and deaths due to the following diseases and infectious agents shall be reported. When submission of clinical materials is required under this part, submissions shall be made to the Minnesota Department of Health, Public Health Laboratory.

*[For text of items A and B, see M.R.]*

## 4605.7041 CLINICAL MATERIALS SUBMISSION MODIFICATION.

Subpart 1. **Modification due to circumstances or situations.** The commissioner may modify clinical materials submission requirements under part 4605.7040 if the commissioner determines that one of the following circumstances exists and the modification does not risk the public’s health. The circumstances are:

A. laboratory testing methods or capabilities are not sufficient or adequate to determine the presence of the pathogen of concern;

B. surveillance needs have changed; or

C. evolving pathogen knowledge indicates that either the pathogen is no longer a concern or advances in diagnostic testing provide the necessary information to public health.

Subp. 2. **Notification.** The commissioner must issue an order that notifies submitters that the commissioner is altering normal submission requirements under part 4605.7040. The commissioner’s order must identify the circumstance in subpart 1 that warrants the suspension, the need for different submission requirements, and the situation-specific directions for clinical submission necessary to correct the situation. The directions must identify the following:

A. the submissions of clinical materials that are suspended entirely, if any; or

B. the reduced number of clinical materials that must be submitted; and

C. other specific changes in required procedures that correspond to the altered requirements.

Subp. 3. **Removal of modification.** The commissioner must issue an order rescinding the modified procedures when the criteria for the circumstances no longer apply.

# Adopted Rules

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

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

## Minnesota Pollution Control Agency Adopted Expedited Permanent Rules Relating to Dry Cleaner Environmental Response and Reimbursement Account

The rules proposed and published at State Register, Volume 42, Number 21, pages 581-589, November 20, 2017 (42 SR 581); and Volume 42, Number 25, pages 685-687, December 18, 2017 (42 SR 685), are adopted as proposed.

# 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.

## Department Of Commerce Minnesota Consumer Credit Code and Regulated Loan Act Adjustment of Dollar Amounts

Dollar amounts indexed in the Regulated Loan Act, *Minnesota Statutes*, Chapter 56, and the Minnesota Consumer Credit Code, *Minnesota Statutes*, Section 47.59, will increase effective July 1, 2018. *Minnesota Statutes*, Sections 47.59, subdivision 3(i), and 56.131, subdivision 4, provide for periodic adjustment in dollar amounts, effective on July 1 of even-numbered years, based on a percentage change in the Implicit Price Deflator for the Gross Domestic Product.

Statute establishes that the percentage change in the reference base index be 10% or more in order to adjust the dollar amounts. The portion of the percentage change in the index in excess of a multiple of ten percent is to be disregarded, and the dollar amounts shall change only in multiples of ten percent. Information provided by the U.S. Department of Commerce, Bureau of Economic Analysis indicates a percentage change from the revised reference base to be 10% calculated to the nearest whole percentage point as required. The index for December 2011 is the reference base index for adjustments, with 2005 = 100. The index was revised nationally to 2009 = 100. The rebased index for December 2011 is 103.917, increasing to 114.275 in December 2017, for a change of 9.97%.

The history of dollar amounts at various dates is available by reviewing prior official notices, or within the Commerce Department's website [www.mn.gov/commerce](http://www.mn.gov/commerce). The original and current dollar amounts are as follows:



	<u>Original</u>	<u>7-1-18 10% Increase</u>
<b><u>Chapter 47</u></b>		
Principal subject to 33% interest <i>Minnesota Statutes</i> , § 47.59, subd. 3(a)(2)	\$750	\$1,238
Minimum refund <i>Minnesota Statutes</i> , § 47.59, subd. 3(e) and (f)	\$5.00	\$8.25
Default charges <i>Minnesota Statutes</i> , § 47.59, subd. 6(a)(4)	\$5.20	\$8.58
Loan Administration Fee <i>Minnesota Statutes</i> , § 47.59, subd. 6(d)	\$4,320	\$7,128
<b><u>Chapter 56</u></b>		
Assumption fee <i>Minnesota Statutes</i> , § 56.12	\$240	\$396
Minimum real estate secured loan <i>Minnesota Statutes</i> , §§ 56.12 and 56.125	\$4,320	\$7,128
Maximum closing costs on real estate secured loans <i>Minnesota Statutes</i> , § 56.131, subd. 2(b)	\$400	\$660
Minimum new funds advance for discount points and appraisal fees <i>Minnesota Statutes</i> , § 56.131, subd. 2(d)	\$1,000	\$1,650
Minimum real estate secured loan for discount points <i>Minnesota Statutes</i> , § 56.131, subd. 6	\$12,000	\$19,800

The next published adjustment is scheduled on or before April 30, 2020, for July 1, 2020, based on the December 2019 index.

## Department Of Commerce Restrictions On Deficiency Judgments, Minnesota Property Exemption and Minnesota Homestead Exemption Adjustment of Dollar Amounts

The amount of a deficiency judgment found in *Minnesota Statutes*, Section 325G.22, property exempt from creditor collection action in *Minnesota Statutes*, Section 550.37, and the homestead exemption in *Minnesota Statutes*, Section 510.02 will increase effective July 1, 2018. These statutes require that the dollar amounts be adjusted in even numbered years based on a percentage change in the Implicit Price Deflator for the Gross Domestic Product.

Statute establishes that the percentage of change in the reference base index be 10% or more in order to adjust the dollar amounts. The portion of the percentage change in the index in excess of a multiple of ten percent is to be disregarded, and dollar amounts shall change only in multiples of ten percent. Information obtained from the U.S. Department of Commerce, Bureau of Economic Analysis, indicates the percentage change from the revised reference base to be 10% calculated to the nearest whole percentage point as required. The index for December 2011 is the reference base index for adjustments, with 2005=100. The index was revised nationally to 2009=100. The rebased index for December 2011 is 103.917, increasing to 114.275 in December 2017, for a change of 9.97%.

# Official Notices

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The history of dollar amounts at various dates is available by reviewing prior official notices, or within the Commerce Department's web site [www.mn.gov/commerce](http://www.mn.gov/commerce). The original and current dollar amounts are as follows:

	<u>Original</u>	<u>7-1-2018</u> <u>10% increase</u>
<b>Chapter 325G</b>		
Credit extended <i>Minnesota Statutes</i> , § 325G.22, subd. 1	\$3,000	\$7,590
<b>Chapter 550</b>		
Personal goods <i>Minnesota Statutes</i> , § 550.37, subd. 4	\$4,500	\$11,385
Wedding rings <i>Minnesota Statutes</i> , § 550.37, subd. 4	\$1,225	\$3,099.25
Business <i>Minnesota Statutes</i> , § 550.37, subd. 6	\$5,000	\$12,650
Insurance benefits Add'l dependent ins. benefits <i>Minnesota Statutes</i> , § 550.37, subd. 10	\$20,000	\$50,600
	\$5,000	\$12,650
Motor vehicle Modified for disability Minimum cost of modification <i>Minnesota Statutes</i> , § 550.37, subd. 12a	\$2,000	\$5,060
	\$20,000	\$50,600
	\$1,500	\$3,795
Accrued interest <i>Minnesota Statutes</i> , § 550.37, subd. 23	\$4,000	\$10,120
Employee benefits <i>Minnesota Statutes</i> , § 550.37, subd. 24	\$30,000	\$75,900
<b>Chapter 510</b>		
Homestead exemption <i>Minnesota Statutes</i> , § 510.02, subd. 1	\$300,000	\$429,000
Homestead for agricultural purposes <i>Minnesota Statutes</i> , § 510.02, subd. 1	\$750,000	\$1,072,500

The next published adjustment is scheduled on or before April 30, 2020, for July 1, 2020 based on the December 2019 index.

## Bureau of Mediation Services

### Notice of Acceptance of Applications for Placement on the Bureau Arbitration Roster

**NOTICE IS HEREBY GIVEN** that the Bureau of Mediation Services is now accepting applications for placement on the Bureau Arbitration Roster pursuant to Minnesota Statutes § 179.02, subd. 4; Minnesota Statutes § 179A.04, subd. 3 (a) (13), and Minnesota Rules parts 5530.0100 to 5530.1300.

This Roster is used to provide names of arbitrators to employers and labor organizations to hear and decide grievance and interest disputes. Referrals from the roster will be made to employers and unions in both the public and private sectors in Minnesota. Members of the Roster must be willing and able to arbitrate both grievance and interest cases.

Roster members must maintain a principal place of residence in Minnesota or one of its contiguous states. The maintenance of a mailbox or mail delivery point is not sufficient to satisfy this requirement.

Minnesota Statutes § 179.02, subd. 4; Minnesota Statutes § 179A.04, subd. 3 (a) (13), states in pertinent part that:

Each person on the list must be knowledgeable about collective bargaining and labor relations in the public sector, well versed in state and federal labor law, and experienced in and knowledgeable about labor arbitration. To the extent practicable, the commissioner shall appoint members to the list so that the list is gender and racially diverse.

The following standards for appointment to the Arbitration Roster are required:

- A. knowledge and understanding of labor relations and collective bargaining processes and dynamics;
- B. knowledge and understanding of applicable contract, employment, and labor relations law and rules;
- C. ability to hear and decide complex labor relations issues in a fair and objective manner;
- D. ability to communicate, both orally and in writing, in a clear and concise manner;
- E. ability to conduct orderly and effective arbitration hearings in a variety of settings and locations throughout Minnesota; and
- F. reputation in the labor-management community for high professional standards of competence, ethics, and integrity.

Evidence of an applicant's qualifications may be advanced in one or a combination of the following ways:

- A. submission of six or more arbitration awards or contested case decisions that were authored and signed by the applicant in the 24-month period preceding application;
- B. a minimum of six years' experience as a full-time labor relations advocate (with direct contract negotiations experience) and submission of six arbitration awards in which the applicant acted as the principal representative for either labor or management;
- C. a minimum of six years' experience as a full-time labor mediator, including substantial grievance mediation experience;
- D. a minimum of six years' experience as a practitioner or full-time instructor of labor law or industrial relations, including substantial content in the area of collective bargaining, labor agreements, and contract administration;
- E. membership in the National Academy of Arbitrators; and
- F. completion of an internship program that has been approved by the commissioner.

No applicant or roster member may currently, or within the preceding 12 month, have functioned as an advocate for any public or private sector employer, employee, or employee organization in any phase of labor-management relations. This prohibition applies to employee discharge or disciplinary appeal proceedings, whether or not the employee is represented by an exclusive representative.

# Official Notices

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Persons meeting these standards may secure an application form and applicable rules from:

Carol S. Clifford  
Bureau of Mediation Services  
1380 Energy Lane, Suite Two  
St. Paul, Minnesota 55108  
(651) 649-5423  
*carol.clifford@state.mn.us*

Applications must be received by December 28, 2018.

## Department of Natural Resources Division of Fish and Wildlife Notice of Fish and Wildlife Habitat Stamp Art Contests

Background about the Fish and Wildlife Habitat Stamp Art Contests.

*Minnesota Statutes* 97A.045 and *Minnesota Rules* 6290 permit the Commissioner of the Department of Natural Resources (DNR) to conduct contests for selection of designs for Fish and Wildlife Habitat Stamps.

**NOTICE IS HEREBY GIVEN that entry dates for five habitat stamp contests** conducted by the DNR are as follows:

1. Year **2019 Trout and Salmon Stamp Contest**. Entries will be accepted beginning Monday, July 16, 2018 and continuing until 4:00 P.M. Friday, July 27, 2018 at the Minnesota Department of Natural Resources, Division of Fish and Wildlife, 500 Lafayette Road, Box 20, St. Paul Minnesota, 55155-4020. The judging will take place Thursday, August 2, 2018, at the Minnesota Department of Natural Resources, 500 Lafayette Road, St. Paul, Minnesota. Brook Trout designs are not eligible this year.
2. Year **2019 Migratory Waterfowl Stamp Contest**. Entries will be accepted beginning Monday, August 20, 2018, and continuing until 4:00 P.M. Friday, August 31, 2018, at the Minnesota Department of Natural Resources, Division of Fish and Wildlife, 500 Lafayette Road, Box 20, St. Paul, Minnesota, 55155-4020. The judging will take place Thursday, September 6, 2018, at the Minnesota Department of Natural Resources, 500 Lafayette Road, St. Paul, Minnesota, 55155-4020. The White-Winged Scoter is the only eligible species for depiction on the 2019 Minnesota Waterfowl Stamp.
3. Year **2019 Pheasant Habitat Stamp Contest**. Entries will be accepted beginning Monday, September 3, 2018, and continuing until 4:00 P.M. Friday, September 14, 2018 at the Minnesota Department of Natural Resources, Division of Fish and Wildlife, 500 Lafayette Road, Box 20, St. Paul, Minnesota, 55155-4020. The judging will take place Thursday, September 20, 2018, at the Minnesota Department of Natural Resources, 500 Lafayette Road, St. Paul, Minnesota, 55155-4020.
4. Year **2019 Walleye Habitat Stamp Contest**. Entries will be accepted beginning Monday, October 8, 2018, and continuing until 4:00 P.M. Friday, October 19, 2018, at the DNR Division of Fish and Wildlife, 500 Lafayette Road, Box 20, St. Paul, Minnesota, 55155-4020. The judging will take place Thursday, October 25, 2018 at the Minnesota DNR Office, 500 Lafayette Road, St. Paul, Minnesota, 55155-4020.
5. Year **2020 Turkey Habitat Stamp Contest**. Entries will be accepted beginning Monday, December 03, 2018, and continuing until 4:00 P.M. Friday, December 14, 2018, at the Minnesota DNR, Division of Fish and Wildlife, 500 Lafayette Road, Box 20, St. Paul, Minnesota, 55155-4020. The judging will take place Thursday, December 20, 2018 at the Minnesota DNR Office, 500 Lafayette Road, St. Paul, Minnesota, 55155-4020. All entries for the contest must be accompanied by the appropriate application materials. Contest application packages, which include all entry forms and specifications, are available by writing: Minnesota DNR Information Center, 500 Lafayette Road, St. Paul, Minnesota,

55155-4020; or by calling the DNR at (651) 296-6157. The contest application and information are also available on the DNR website at <http://www.dnr.state.mn.us/contests/stamps.html>.

Dated: April 25, 2018

Division of Fish and Wildlife  
Department of Natural Resources

## 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 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

### Aging and Adult Services Division

## Notice of Request for Proposals to Develop and/or Provide Services for Older Minnesotans to Live in the Community - Live Well at Home Grants

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Services is requesting proposals from qualified responders for state fiscal year 2019, to improve their community's capacity to develop, strengthen, integrate and maintain home and community-based services for individuals' age 65 and older, at-risk of long-term nursing home use and/or spending down into Medical Assistance, as directed by Minnesota Statutes, sections 256.9754 and 256B.0917, subd. 1a, 1b, 6, 7a and 13.

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

Jacqueline S.B. Peichel  
Department of Human Services  
Aging and Adult Services Division  
Phone: (651) 431.2583  
[Jacqueline.s.peichel@state.mn.us](mailto:Jacqueline.s.peichel@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 electronically through the online grant portal no later than **4:00 p.m., Central Time, June 29, 2018**. **Late proposals will not be considered**. Hand-delivered, faxed or e-mailed proposals will not be considered.

# State Grants & Loans

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The RFP can be viewed by visiting the Minnesota Department of Human Services RFP web site: <http://www.mn.gov/dhs/partners-and-providers/grants-rfps/open-rfps/>. The complete Request for Proposal including online application and directions is available online on the DHS Live Well at Home Grants Website at <http://www.mn.gov/dhs/live-well>.

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

### Community Supports, Behavior Health Division, Alcohol and Drug Abuse Section

#### Notice of Request for Proposals for the 1115 Substance Use Disorder (SUD) Waiver Demonstration Project from Qualified Medicaid Institutions for Mental Diseases (IMD) Providers

The Primary Applicants of this Request will be or are providing Substance Use Disorder (SUD) Services within their IMD. IMD Providers can voluntarily request to participate in Minnesota's SUD System Reform Section 1115 Waiver Demonstration Project through their responses to this Request for Proposals (RFP).

The Primary Applicants of this Request will be or are providing Substance Use Disorder (SUD) Services within their IMD. IMD Providers can voluntarily request to participate in Minnesota's SUD System Reform Section 1115 Waiver Demonstration Project through their responses to this Request for Proposals (RFP). Upon meeting the initial demonstration requirements, in response to the posted RFP; applicants will agree to:

- Abide by all Minnesota Department of Human Services (DHS) contract requirements for participation in the demonstration project.
- Abide by evidence-based American Society of Addiction Medicine assessment guidelines.
- Provide the levels of care recommended by the American Society of Addiction Medicine (ASAM), in order to ensure a complete continuum of care, either independently or through Memorandums of Agreement with other participating SUD providers.

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

Michele K. Maruska  
Department of Human Services  
Behavior Health Division  
P.O. Box 64977  
444 Lafayette Road North, St. Paul, MN 55155  
Phone: (651) 431-2178, Fax: (651) 431-7449  
*Michele.Maruska@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, June 18th, 2018. 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)

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# State Grants & Loans

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

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

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

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

## Minnesota State Colleges and Universities (Minnesota State)

### Lake Superior College

#### Notice of Request for Proposals (RFP) for Predesign Services for Library Renovation

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities ("Minnesota State"), on behalf of Lake Superior College, is soliciting qualifications from interested, qualified designers for the above referenced project.

A full Request for Proposals (RFP and attachments) is available at the Minnesota State Colleges and University's website: <http://www.minnstate.edu/vendors/index.html>

Under FACILITIES CONSULTANT & CONTRACTOR OPPORTUNITIES.

Lake Superior College staff will be available for a voluntary walk-through of the space on May 18, 2018 at 1:00 pm. Contact Tara Doolittle at [tara.doolittle@lsc.edu](mailto:tara.doolittle@lsc.edu) if interested. Project or proposal questions must be emailed to [a.finlayson@lsc.edu](mailto:a.finlayson@lsc.edu) and will be taken by this individual only. Questions regarding this RFP must be received by Wednesday, May 23, 2018 no later than 1:00PM CST.

Proposals must be delivered to:

Lake Superior College  
ATTN: Al Finlayson, Vice President of Administration  
2101 Trinity Road  
Duluth, MN 55811

Proposals must be received NO later than **1:00 PM Central Time, Wednesday, May 30, 2018**; late responses will not be considered. Lake Superior College reserves the right to cancel this solicitation if it is considered to be in its best interest. All expenses incurred in responding to this notice are solely the responsibility of the responder.

# State Contracts

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## Minnesota State Colleges and Universities (Minnesota State) Minnesota State University Moorhead Formal Request for Proposal for Electrical Service

**Response Due Date and Time: Friday, June 1, 2018 at 3:00 p.m. Central Time**

The complete Request for Proposal will be available on Monday, May 14, 2018 on the website  
<https://www.mnstate.edu/rfp/?terms=RFP>.

Responses must be received at the location listed below:

Minnesota State University Moorhead  
120 Ballard Hall  
Housing and Residential Life  
1104 7th Avenue South  
Moorhead, MN 56563  
Mitchell Hogue, Building Maintenance Supervisor  
Phone: (218) 477-4025  
E-mail: [mitchell.hogue@mnstate.edu](mailto:mitchell.hogue@mnstate.edu)

Contact for questions: Mitchell Hogue, Phone: (218) 477-4025 e-mail: [mitchell.hogue@mnstate.edu](mailto:mitchell.hogue@mnstate.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 Minnesota State 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.

## Minnesota State Colleges and Universities (Minnesota State) Minnesota State University Moorhead Formal Request for Proposal for Plumbing Service

**Response Due Date and Time: Friday, June 1, 2018 at 3:00 p.m. Central Time**

The complete Request for Proposal will be available on Monday, May 14, 2018 on the website  
<https://www.mnstate.edu/rfp/?terms=RFP>.

Responses must be received at the location listed below:

Minnesota State University Moorhead  
120 Ballard Hall  
Housing and Residential Life  
1104 7th Avenue South  
Moorhead, MN 56563  
Mitchell Hogue, Building Maintenance Supervisor  
Phone: (218) 477-4025  
E-mail: [mitchell.hogue@mnstate.edu](mailto:mitchell.hogue@mnstate.edu)



Contact for questions: Mitchell Hogue, Phone: (218) 477-4025 e-mail: [mitchell.hogue@mnstate.edu](mailto:mitchell.hogue@mnstate.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 Minnesota State 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.

## **Minnesota State Colleges and Universities (Minnesota State)**

### **Northwest Technical College**

#### **Notice of Request for Bids for Commercial Refrigeration Trainers**

**NOTICE IS HEREBY GIVEN** that Northwest Technical College will receive sealed bids for Commercial Refrigeration Trainers. Specifications will be available May 14, 2018 at the following website:

<https://www.bemidjistate.edu/offices/procurement-logistics/procurement/rfps-bids/>

Instructions for delivering bids, as well as all other requirements and contact information, will be contained in the RFB to be posted at the above website.

Sealed Bids must be received by Rebecca Wilkinson, Procurement and Contracts Officer, Deputy Hall 204, Box 8, 1500 Birchmont Drive NE, Bemidji, MN 56601, by **2:00 PM, Monday, May 28, 2018**. Late bids will not be considered.

Northwest Technical College reserves the right to reject any or all bids and to waive any irregularities or informalities in bids received. This Request for Bid does not obligate the College to complete the proposed project, and the College reserves the right to cancel the solicitation if it is considered to be in its best interest.

## **Department of Corrections**

### **Notice of Contract Opportunity for Residential Treatment Program for Adolescent Females Committed to the Minnesota Commissioner of Corrections**

**PROJECT NAME:** Residential Treatment Program for Adolescent Females Committed to the Minnesota Commissioner of Corrections

**DETAILS:** The Minnesota Department of Corrections is requesting proposals for the purpose of establishing and operating a residential treatment program for adolescent females committed to the Minnesota Commissioner of Corrections. Work is anticipated to start after July 1, 2018.

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

Department of Corrections  
Shon Thieren, Warden  
1079 Hwy 292  
Red Wing, MN 55066  
[shon.thieren@state.mn.us](mailto:shon.thieren@state.mn.us)

# State Contracts

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**PROPOSAL DEADLINE:** Proposals submitted in response to the Request for Proposals in this advertisement must be received by mail no later than **3:30 p.m., Central Time, Tuesday, June 5, 2018. Late proposals will not be considered.** Email/fax 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.

## Department of Health Notice of Contract Opportunity for Pregnancy Risk Assessment Monitoring System

**PROJECT NAME:** Pregnancy Risk Assessment Monitoring System

**DETAILS:** The Minnesota Department of Health is requesting proposals for the purpose of conducting the telephone survey phase of its Pregnancy Risk Assessment Monitoring System (PRAMS). The MDH PRAMS is an ongoing population-based surveillance system of women who have recently delivered a live birth in Minnesota. The survey is designed to identify, examine and monitor maternal behaviors and experiences before, during and after pregnancy, and during the early infancy of the child. The PRAMS protocol, developed by the Centers for Disease Control and Prevention has been used by MDH since May 2002. It consists of a mail survey of 83 questions, which is sent every month to a random sample of Minnesota mothers who have recently had a live birth. The survey consists of two phases: a survey phase, mailed three times to the randomly selected mothers and a phone phase, mothers who have not responded after the third mailing are called to complete the survey by telephone. This request for proposals is to conduct the telephone survey phase of the Minnesota PRAMS.

Work is anticipated to start after July 1, 2018

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

Judy Edwards  
Assistant Section Manager  
85 East 7th Place, Suite 220, P.O. Box 64882, St. Paul, MN 55164-0882  
*[judy.edwards@state.mn.us](mailto:judy.edwards@state.mn.us)*

**PROPOSAL DEADLINE:** Proposals submitted in response to the Request for Proposals in this advertisement must be received via U.S. mail no later than **4pm on June 4, 2018. 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 Judicial Branch Fifth Judicial District Request for Proposal for Replacement of Video Conferencing and Content Presentation Systems

The 5th Judicial District, of the Minnesota Judicial Branch (MJB), is using a competitive selection process to obtain a list of vendors who would be able to replace existing video conferencing and content presentation systems in Blue Earth (1 system) and Lyon (2 systems) by August 1 and obtain pricing for potential solutions to replace additional systems including portable videoconferencing systems before the end of the calendar year.

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

Interested party's submissions must be in writing and received by the MJB no later than **5:00 CST, Friday, May 25, 2018**. The sealed proposal must include three (3) paper copies and sent to the following address; no electronic submissions will be accepted:

Barbara Worrell  
Deputy District Administrator  
Fifth Judicial District  
11 Civic Center, Suite 205  
Mankato, MN 56001

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

## **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/>.

## **City of Brainerd Request for Proposals for Brainerd and Crow Wing County Service Operation**

Sealed proposals marked "Brainerd & Crow Wing County Service Operation" will be received at the Office of City Administrator, 501 Laurel St., Brainerd, MN 56401, until **10:00 a.m., local time, June 14, 2018**, at which time they will be opened and documented as received, cataloged for all required submittals and prepared for review. Solicitation is for

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

the operating services to the City of Brainerd and Crow Wing County, Minnesota, for the period of July 1, 2018 through June 30, 2021 in accordance with the specifications on same.

Proposal evaluation will occur June 14, 2018 and may be considered by the Brainerd City Council at their regular meeting on June 18, 2018. The Brainerd City Council reserves the right to review the proposals at a later date if necessary to allow for further consideration and proposer presentations prior to taking action.

Brainerd & Crow Wing Public Transit System is a citywide/countywide public transit service subsidized with state and federal public transit dollars, which utilizes small chassis cut-away buses to transport passengers.

Specifications and proposal forms may be obtained, at no cost, from the City of Brainerd website located at [www.ci.brainerd.mn.us](http://www.ci.brainerd.mn.us). All proposals must be submitted on the proposal forms furnished. The contact person for all communication involving the RFP is:

Transit Coordinator  
501 Laurel Street  
Brainerd, MN 56401  
218-454-3413  
*[astone@ci.brainerd.mn.us](mailto:astone@ci.brainerd.mn.us)*

Other Brainerd & Crow Wing Transit System personnel or its representatives are not allowed to discuss the RFP with anyone, including potential responders, before the RFP submission deadline.

All proposals shall be sealed with the proposers name and address clearly identified on the outside of packet. The Brainerd & Crow Wing Transit System does not require a proposal guaranty, cash deposit, and/or proposal bond for this RFP.

The FTA is or will be providing federal assistance for this project in an estimated expected amount of \$366,400 annually; the Catalog of Federal Domestic Assistance (CFDA) number is 20.509.

Disadvantaged Business Enterprises (DBE) Special Provisions: The Mn/DOT Office of EEO/Contract Management has assigned a Race/Gender Neutral DBE goal to this project. Bidders are directed to read the Disadvantage Business Enterprise (DBE) Special Provision race/gender neutral goal in Attachment 3. The Disadvantage Business Enterprise Special Provisions explains how to comply with the DBE requirements.

The City of Brainerd reserves the right to select the most advantageous offer by evaluation and comparing factors in addition to cost or price such that a recipient may acquire technical superiority even if it must pay a premium price. A "premium" is the difference between the price of the lowest priced proposal and the one that the recipient believes offers the best value.

By Order of the City Council, City of Brainerd

May 7, 2018

Cassandra Torstenson – City Administrator

