

Minnesota State Register

Published every Monday (Tuesday when Monday is a holiday)



**Proposed, Adopted, Emergency, Expedited, Withdrawn, Vetoed Rules;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

**Monday 19 November 2018
Volume 43, Number 21
Pages 559 - 580**

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- Withdrawn Rules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. 43 Issue Number	PUBLISH DATE (BOLDFACE shows altered publish date)	Deadline for: all Short Rules, Executive and Commissioner's Orders, Revenue and Official Notices, State Grants, Professional-Technical- Consulting Contracts, Non-State Bids and Public Contracts	Deadline for LONG, Complicated Rules (contact the editor to negotiate a deadline)
# 22	Monday 26 November	Noon MONDAY 19 November	Noon Thursday 15 November
# 23	Monday 3 December	Noon Tuesday 27 November	Noon Thursday 22 November
# 24	Monday 10 December	Noon Tuesday 4 December	Noon Thursday 29 November
# 25	Monday 17 December	Noon Tuesday 11 December	Noon Thursday 6 December

PUBLISHING NOTICES: We need to receive your submission **ELECTRONICALLY in Microsoft WORD format**. Submit ONE COPY of your notice via e-mail to: sean.plemmons@state.mn.us. State agency submissions must include a "State Register Printing Order" form, and, with contracts, a "Contract Certification" form. Non-State Agencies should submit **ELECTRONICALLY in Microsoft WORD**, with a letter on your letterhead stationery requesting publication and date to be published. Costs are \$16 per tenth of a page (columns are seven inches wide). One typewritten, double-spaced page = 6/10s of a page in the State Register, or \$96. About 1.5 pages typed, double-spaced, on 8-1/2"x11" paper = one typeset page in the *State Register*. Contact editor with questions (651) 201-3204, or **e-mail**: sean.plemmons@state.mn.us.

SUBSCRIPTION SERVICES: Copies are available at Minnesota's Bookstore, 660 Olive Street, St. Paul, MN 55155. Order by phone: Metro area: (651) 297-3000 Toll free (800) 657-3757. TTY relay service phone number: 711. **NO REFUNDS.** E-mail subscriptions are available by contacting (651) 201-3202. Send address changes to Minnesota's Bookstore, 660 Olive Street, St. Paul, Minnesota 55155.

SEE THE Minnesota State Register free at website: <http://www.mn.gov/admin/bookstore>

- **Minnesota State Register: On-line subscription** – \$180, includes links, index, special section "CONTRACTS & GRANTS," with Sidebar Table of Contents, Early View after 4:00 pm Friday (instead of waiting for early Monday), and it's sent to you via **E-mail**.
- **Single issues** are available for a limited time: Minnesota State Register \$5.00.
- **"Affidavit of Publication"** includes a notarized "Affidavit" and a copy of the issue: \$15.00.
- **Research Services** - will look up, photocopy, and fax or send copies from past issues at \$1.00 per page.

Governor: Mark Dayton (651) 296-3391 Commissioner: Matthew J. Massman (651) 201-2555 Lieutenant Governor: Michelle Fischbach (651) 201-3400	Facilities Management Division: Christopher A. Guevin (651) 201-2350 Attorney General: Lori Swanson (651) 296-6196	Minnesota's Bookstore: Justin Patrick (651) 201-3203 Auditor: Rebecca Otto (651) 296-2551 Secretary of State: Steve Simon (651) 296-2803	Subscriptions Manager: Loretta J. Diaz (651) 201-3202 loretta.diaz@state.mn.us Editor: Sean Plemmons (651) 201-3204 sean.plemmons@state.mn.us
--	---	---	---

Copyright © 2018 Facilities Management Division, Department of Administration, State of Minnesota.

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

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

Minnesota Legislative Information

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
<http://www.mncourts.gov>

House Public Information Services

(651) 296-2146
State Office Building, Room 175
100 Rev. Dr. Martin Luther King Jr Blvd., St. Paul, MN 55155
<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

Minnesota Rules: Amendments and Additions562	Metropolitan State University Request for Safety and Security Services 575
Proposed Rules	Riverland Community College Notice of availability of Request for Qualifications (RFQ) for Riverland Community College – Albert Lea Campus: Transportation, Trade and Industrial Education Center Construction Manager as Constructor 575
Board of Assessors Proposed Permanent Rules Governing Licensure, Education, and Conduct of Assessors; DUAL NOTICE: Notice of Intent to Adopt Rules Without a Public Hearing Unless 25 or More Persons Request a Hearing, and Notice of Hearing if 25 or More Requests for Hearing Are Received; Revisor’s ID Number R-04375, OAH Docket Number 8-9032-35708..... 563	Minnesota House of Representatives Sergeant-At-Arms Office Notice of Request for Bid for Printing of Personalized Stationery, Envelopes and Business Cards for 2019-2020 576
State Grants & Loans	Minnesota House of Representatives and Minnesota Senate Requests for Bids for Printing the Members Directory of the Minnesota Legislature 576
Department of Employment and Economic Development (DEED) Notice of Grant Opportunity..... 572	Minnesota Department of Transportation (MnDOT) Request for Proposals (RFP) for Solar Array Installation 577 Request for Proposals (RFP) for Minnesota CAV Challenge 577 Notices Regarding Professional/Technical (P/T) Contracting..... 578
State Contracts	Non-State Public Bids, Contracts & Grants
Minnesota Department of Agriculture Notice of Contract Opportunity for Agricultural Research and Evaluation of the Clean Water Fund..... 573	Hennepin County Consultant Selection Advertisement for A/E Services 579
Minnesota State Colleges and Universities (Minnesota State)	Metropolitan Airports Commission (MAC) Notice of Call for Bids for 2019 Baggage Claim/Ticket Lobby Operational Improvements P1 579
Hennepin Technical College, Brooklyn Park Campus & Eden Prairie Campus Request for Artist Proposals (RFP) – Main Entrance Beautification..... 574	
Inver Hills Community College Notice of Request for Proposals for Mechanical and Physical Plant Systems Repair..... 574	

Get the Earliest Delivery of the State Register

A subscription to the **STATE REGISTER** gets you the **EARLIEST DELIVERY**. Instead of waiting until Monday at 8:00 a.m. when the magazine is posted on our website, we'll SEND you the magazine on Friday at close of business with the State, 4:30 pm: 2-1/2 days early.

Yes, that's right -- 2-1/2 days ahead of normal publication schedule -- to get to know what's coming in the next week; to prepare your plans for your submissions to grant and loan programs and RFPs, RFIs and other contracts and bids.

Subscriptions for an entire year cost \$180. The magazine is **SENT TO YOU**, as well as ONE OTHER PERSON YOU DESIGNATE, in case of vacations, or illnesses, or other absences in your office . . . and you won't have to access our website or click, click, click to find us.

Subscriptions include the most up-to-date information, including a growing index to issues in each volume, issue by issue, including the current volume, which others do not have access to until the end of the volume year.

And a subscription gets you our Current Listing of All OPEN bids, contracts, grants, loans, and RFPs that are still open for bid, so you don't have to hunt through each back issue to find something.

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 43 - Minnesota Rules (Rules Appearing in Vol. 42 Issues #27-52 are in Vol 42, #52 - Monday 25 June 2018) Volume 43, #21

Monday 2 July - Monday 19 November

Office of Administrative Hearings	
1420.1850(proposed)	177
Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience, and Interior Design	
1800 (adopted).....	89
Board of Assessors	
1950 (proposed).....	563
Board of Cosmetology	
2105; 2110 (adopted).....	347
Board of Dentistry	
3100.1160; .3600; .8500; .8700; .9600 (adopted).....	197, 507
Department of Employment and Economic Development (DEED)	
3300.6000 – 3300.6070 (proposed).....	315
Environmental Quality Board	
4410.2550 (adopted).....	162
4410.0200; .0500; .4300; .4400; .5200; .7904; .7906; .7926; .4600 (proposed).....	531
Department of Health	
4717.7860 (adopted).....	262
4626 (adopted).....	295
Office of Higher Education	
4830.0150; 4850.0011; .0012; .0013; .0017 (proposed).....	207

Department of Labor and Industry

5220.1900 (adopted).....	361
5219.0500; 5221.4020(Exempt).....	384

Department of Natural Resources

6232.0200; .0300; .0400; .0800; .0900; .1000; .1300; .1600; .1750; .1800; .1970; .1980; .2100; .2500; .4700(adopted expedited).....	117
6230.0200; .0295; .0400; 6234.0600; .1400; .1700; .2600; 6236.0700 (adopted expedited)	153
6232.2550; .2560 (adopted expedited)	157
6234.0300; 6237.0400; .0550 (adopted expedited).....	160
6266.0400 (expedited emergency).....	381
6264.0400 (expedited emergency).....	493

Board of Optometry

6500.0100; .2000; .2900; .3000 (adopted).....	5
---	---

Secretary of State

8200.7200 (adopted).....	437
--------------------------	-----

Pollution Control Agency

7150 (proposed).....	212
----------------------	-----

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.

Board of Assessors

Proposed Permanent Rules Governing Licensure, Education, and Conduct of Assessors; DUAL NOTICE: Notice of Intent to Adopt Rules Without a Public Hearing Unless 25 or More Persons Request a Hearing, and Notice of Hearing if 25 or More Requests for Hearing Are Received; Revisor's ID Number R-04375, OAH Docket Number 8-9032-35708

Proposed Amendment to Rules Governing Licensure, Education, Trainee Registration, Record Retention, and Reinstatement, *Minnesota Rules*, Chapter 1950

Introduction. The Board of Assessors 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. If, however, 25 or more persons submit a written request for a hearing on the rules by 4:30 p.m. on Friday, December 20, 2018, the Board will hold a public hearing in at the Office of Administrative Hearings in the Stassen Building, 600 North Robert Street, Saint Paul, MN 55155 starting at 9:30 A.M. on Monday, January 28, 2019. To find out whether the Board will adopt the rules without a hearing or if it will hold the hearing, you should contact the agency contact person after December 20, 2018, and before January 28, 2019.

Agency Contact Person. Submit any comments or questions on the rules or written requests for a public hearing via the Office of Administrative Hearing's eComments website at <https://minnesotaoah.granicusideas.com/discussions> or directly to the agency contact person. The agency contact person is:

Proposed Rules

Kyle Gustafson
Appeals and Legal Services Division
Minnesota Department of Revenue
600 North Robert Street
Saint Paul, MN 55146-2220
(651) 556-4970
(651) 296-8229 (Fax)

Kyle.Gustafson@state.mn.us

TTY users may call the Department at Minnesota Relay 711

Subject of Rules and Statutory Authority. The Board proposes to amend its existing rule by making the following changes:

1. **Licensing Manual:** Delete references to the “Licensing Manual” in the Rules.
2. **Reinstatement:** Provides that a person who has not been licensed for five years may be reinstated by demonstrating completion of certain coursework and by paying the reinstatement fee. Additionally, the proposed changes clarify that the reinstatement fee applies to anyone who has not renewed their license by July 1.
3. **Record Retention:** Remove record retention language from the rules since it is provided for in the Board’s retention schedule. With the new online licensing system, the Board plans to retain assessor records at least for the life of the assessor. The Board will no longer use the record retention fee once the online licensing system is in production (estimated to occur in 2017).
4. **Assessment Laws and Procedure (ALP) Course:** Specify that the required ALP course must have been taken within the previous five years for: a) an initial license; or b) reinstating a license after five or more years of not holding a license.
5. **Uniform Standards of Professional Appraisal Practice (USPAP) Course:** Specify that the required 15-hour USPAP course must have been taken within five years of: a) first receiving an Accredited Minnesota Assessor (AMA); or b) first receiving a Senior Accredited Minnesota Assessor (SAMA) license; or c) reinstating an AMA or SAMA license. If the course was taken more than five years ago, the AMA/SAMA applicant must take the current year’s USPAP 7-hour update class.
6. **Continuing Education Hours (CEH) for Instructors:** Allow instructors to claim CEHs only once per four year cycle for the same course taught. Current rule allows instructors to claim CEHs for teaching multiple offerings of the same course.
7. **AMA/SAMA Narrative Appraisals and CMAS Form Appraisal:** Specify that narratives submitted as a requirement for AMA or SAMA license and form appraisals submitted as a requirement for CMAS must be submitted within five years of the date of the appraisal.
8. **International Association of Assessing Officers (IAAO) Assessment Administrative Specialist (AAS) Equivalency:** Provide that the IAAO Assessment Administrative Specialist designation fulfills the narrative requirement for the AMA license instead of the narrative requirement for the SAMA license.
9. **SAMA and AMA License Requirements:** Move the Board interview requirement to the SAMA level instead of the current AMA level.
10. **Temporary License:**
 - a. Create a temporary license for a former member of the military, current member of the military, and the spouse of a current member of the military as required in *Minnesota Statutes*, section 197.4552.

Proposed Rules

- b. Create a temporary license for Minnesota appraisers who are licensed at the highest level (Certified General Appraiser) by the Department of Commerce to appraise all property types. Currently they are unable to work in the assessor's offices as income-producing property appraisers since they do not have an assessor's license.
11. **Trainee Registration:** Current law allows individuals who are regularly employed by the assessor to assist in making decisions regarding the valuation and classification of property for assessment purposes, but they must obtain an assessor license within three years of their date of employment. The proposed rule change would establish a one-time trainee registration for individuals who have started working for the assessor in the described work, but are not yet licensed. Trainees would be required to register with the Board within 30 days of hire.
12. **CEH Increases:** Increase the Continuing Education Hours (CEH) for Certified Minnesota Assessors (CMA) and Certified Minnesota Assessor Specialists (CMAS) from 40 to 50 hours per 4-year cycle and for Accredited Minnesota Assessors (AMA) and Senior Accredited Minnesota Assessors (SAMA) from 50 to 60 hours per 4-year cycle beginning July 1, 2016.

The Board's statutory authority to adopt the rules is set forth in *Minnesota Statutes*, section 270.47 which authorizes the Board to "establish the rules necessary to accomplish the purpose of sections 270.41 to 270.50, and shall establish criteria required of assessing officials in the state. Separate criteria may be established depending upon the responsibilities of the assessor." *Minnesota Statutes*, section 270.41, subdivision 1 authorizes the Board to "review, supervise, coordinate, and approve courses in assessment practices, and establish criteria for determining assessor's qualifications."

Under these statutes the Board has the necessary statutory authority to adopt the proposed rules. All statutory authority was adopted and effective prior to January 1, 1996, and so *Minnesota Statutes*, section 14.125, does not apply. See *Minnesota Laws* 1995, chapter 233, article 2, section 58.

A copy of the proposed rules is published in the *State Register* and attached to this notice as mailed.

Comments. You have until 4:30 p.m. on Friday, December 20, 2018 to submit written comment in support of or in opposition to the proposed rules or any part or subpart of the rules. Your comment must be in writing and submitted through the Office of Administrative Hearing's eComments website at <https://minnesotaoah.granicusideas.com/discussions> or received by the agency contact person by the due date. Comment is encouraged. Your comments should identify the portion of the proposed rules addressed, the reason for the comment, and any change proposed. You are encouraged to propose any change that you desire. 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. You must make your request for a public hearing in writing, which the agency contact person must receive by 4:30 p.m. on Friday, December 20, 2018. You must include your name and address in your written request. In addition, 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 of persons 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.

Proposed Rules

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

Modifications. The Department might modify the proposed rules, either as a result of public comment or as a result of the rule hearing process. It must support modifications by data and views submitted to the agency or presented at the hearing. The adopted rules may not be substantially different than these proposed rules unless the Department 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.

Cancellation of Hearing. The Department will cancel the hearing scheduled for January 28, 2019 if the agency does not receive requests for a hearing from 25 or more persons. If you requested a public hearing, the agency will notify you before the scheduled hearing whether the hearing will be held. You may also call the agency contact person at (651) 556-4970 after December 20, 2018 to find out whether the hearing will be held. On the scheduled day, you may check for whether the hearing will be held by calling 651-556-4970 or going on-line at http://www.revenue.state.mn.us/law_policy/Pages/Rules.aspx.

Notice of Hearing. If 25 or more persons submit valid written requests for a public hearing on the rules, the Department will hold a hearing following the procedures in *Minnesota Statutes*, sections 14.131 to 14.20. The Department will hold the hearing on the date and at the time and place listed above. The hearing will continue until all interested persons have been heard. Administrative Law Judge, Eric L. Lipman, is assigned to conduct the hearing. Judge Lipman's Legal Assistant Denise Collins can be reached at the Office of Administrative Hearings, 600 North Robert Street, P.O. Box 64620, Saint Paul, Minnesota 55164-0620, telephone (651) 361-7900, and FAX (651) 539-0310, or Denise.Collins@state.mn.us.

Hearing Procedure. If the Department holds a hearing, you and all interested or affected persons, including representatives of associations or other interested groups, will have an opportunity to participate. You may present your views either orally at the hearing or in writing at any time before the hearing record closes. All evidence presented should relate to the proposed rules. You may also submit written material to the Administrative Law Judge to be recorded in the hearing record for five working days after the public hearing ends. At the hearing the Administrative Law Judge may order that this five-day comment period is extended for a longer period but not more than 20 calendar days. Following the comment period, there is a five-working-day rebuttal period when the agency and any interested person may respond in writing to any new information submitted. No one may submit **new** evidence during the five-day rebuttal period. The Office of Administrative Hearings must receive all comments and responses submitted to the Administrative Law Judge **via the Office of Administrative Hearings Rulemaking e-comments website at** <https://minnesotaoah.granicusideas.com/discussions> no later than 4:30 p.m. on the due date. All comments or responses received will be available for review at the Department of Revenue or on the agency's website at http://www.revenue.state.mn.us/law_policy/Pages/Rules.aspx This rule hearing procedure is governed by *Minnesota Rules*, parts 1400.2000 to 1400.2240, and *Minnesota Statutes*, sections 14.131 to 14.20. You may direct questions about the procedure to the Administrative Law Judge.

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

Statement of Need and Reasonableness. The statement of need and reasonableness summarizes 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 or obtain copies for the cost of reproduction by contacting the agency contact person. You can also find a link on the Department of Revenue website at: http://www.revenue.state.mn.us/law_policy/Pages/Rules.aspx.

Lobbyist Registration. *Minnesota Statutes*, chapter 10A, requires each lobbyist to register with the State Campaign Finance and Public Disclosure Board. Ask any questions about this requirement of the Campaign Finance and Public Disclosure Board at: Suite #190, Centennial Building, 658 Cedar Street, St. Paul, Minnesota 55155, telephone

Proposed Rules

(651) 539-1180 or 1-800-657-3889.

Adoption Procedure if No Hearing. If no hearing is required, the agency may adopt the rules after the end of the comment period. The Department will submit the rules and supporting documents to the Office of Administrative Hearings for a legal review. You may ask to be notified of the date the rules are submitted to the office. If you want either to receive notice of this, to receive a copy of the adopted rules, or to register with the agency to receive notice of future rule proceedings, submit your request to the agency contact person listed above.

Adoption Procedure after a Hearing. If a hearing is held, after the close of the hearing record, the Administrative Law Judge will issue a report on the proposed rules. You may ask to be notified of the date that the Administrative Law Judge's report will become available, and can make this request at the hearing or in writing to the Administrative Law Judge. You may also ask to be notified of the date that the agency adopts the rules and the rules are filed with the Secretary of State by requesting this at the hearing or by writing to the agency contact person stated above.

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

Signed by Andrea Fish, Executive Secretary, Minnesota Board of Assessors, on November 8, 2018.

1950.1020 LICENSURE.

Subpart 1. **Basic requirement for licensure.**

A. Except as provided in ~~subpart~~ subparts 4 and 5, no person shall be employed as a city, county, or local assessor without being licensed as qualified by the board.

B. Except as provided in ~~subpart~~ subparts 4 and 5, no person shall be employed to work under the supervision of a licensed assessor to assist in making exemption, classification, or valuation decisions without being licensed as qualified by the board.

[For text of subp 2, see M.R.]

Subp. 3. **Criteria for licensing levels.** There are four established levels of licensure for designated assessing positions. In determining the appropriate level of licensure, the board shall, on a ten-year cycle, review and consider the following criteria in addition to other data the board deems relevant:

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

C. input of the appropriate county assessor.

A complete listing of the specific level of licensure needed for each city and township in Minnesota has been prepared. The latest edition of this listing, entitled "List of Assessor License Levels for Minnesota Taxing Jurisdictions," Minnesota Board of Assessors, existing as of December 1 each year, is annually incorporated by reference into this ~~rule~~ part. The list is available at no cost from the board. The list is subject to change.

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

Subp. 4. **New hires; initial registration and deadline for obtaining and upgrading license.** County and city assessors must be licensed as of the date of employment, and must obtain licensure at the level required for the position within two years from the date of employment. The commissioner of revenue shall not approve the appointment of a county or city assessor to the remainder of a four-year term if that person has not obtained licensure at the required level within two years of the person's probationary appointment as county or city assessor.

A local assessor must be licensed at the date of employment, except that a city, other than a city of the first class, or township requiring an assessor with a license level greater than that of a certified Minnesota assessor may hire a person with a license one level lower than the required level, and this person has one year from the date of hire to attain the required license. A local assessor who fails to obtain the required license within the one-year period must be dismissed.

Proposed Rules

Every person employed by an assessor to assist in making exemption, classification, or valuation decisions who is not yet licensed is required to register with the board within 30 days of hire, and must become licensed at the level required for that position within three years from the date of employment. A person employed to assist an assessor in making exemption, classification, or valuation decisions who does not obtain the required license within the time allowed must be dismissed.

Subp. 5. Reinstatement.

A. Before a license will be issued to a person who has not been licensed for a period of five years or more, that person must:

A.

(1) have successfully ~~complete~~ completed a board-approved Minnesota assessment laws and procedures course within the previous five years;

B.

(2) pay a reinstatement fee;

C.

(3) pay the appropriate license fee; and

D.

(4) supply documentation of having completed all required continuing education requirements for the most recent four-year period.

B. A person seeking reinstatement as an Accredited Minnesota Assessor or Senior Accredited Minnesota Assessor must have successfully completed the current year's Uniform Standards of Professional Appraisal Practice seven-hour update course.

C. An applicant for renewal must pay a reinstatement fee in addition to the license fee if the application for renewal is received after June 30.

1950.1030 CERTIFIED MINNESOTA ASSESSOR (CMA).

A person assisting the assessor of a taxing jurisdiction in making exemption, classification, or valuation decisions must obtain licensure as a certified Minnesota assessor. A local assessor employed by a township or city not requiring a higher level of licensure as shown in the "List of Assessor License Levels for Minnesota Taxing Jurisdictions" must obtain licensure as a certified Minnesota assessor. Requirements to initially obtain licensure as a certified Minnesota assessor are given in items A to F.

A. A passing grade in a board-approved Minnesota assessment laws and procedures course taken within the previous five years.

[For text of items B to F, see M.R.]

1950.1035 TEMPORARY LICENSE.

Subpart 1. Military.

A. An applicant for a temporary military assessor's license shall submit an application under Minnesota Statutes, section 197.4552, accompanied by payment of the license fee. The applicant shall supply the board with evidence of all of the following:

(1) military status as:

(a) an active duty military member;

(b) a spouse of an active duty military member; or

(c) a veteran with confirmation of an honorable or general discharge status within the two years preceding the date of temporary military certificate application;

(2) current assessor licensure, certification, or permit in another state, with no history of disciplinary action;

and

(3) a current criminal background study with no criminal conviction that is determined by the board to adversely affect the applicant's ability to perform the duties of an assessor.

B. The board shall evaluate the information required under this subpart at its next regularly scheduled meeting. If the applicant meets the requirements under this subpart, the board shall issue a temporary license and notify the applicant.

Subp. 2. **Certified General Appraiser (CGA) Level Appraisers.** Upon application to the board, a Minnesota appraiser licensed by the Department of Commerce at the certified general appraiser (CGA) level shall be granted a temporary Certified Minnesota Assessor (CMA) license.

Subp. 3. **Expiration.** A temporary license under subpart 1 or 2 expires on the second June 30 after issuance, or after the license holder obtains a permanent license, whichever occurs first. An applicant may not obtain more than one temporary license in the applicant's lifetime. The four-year time period during which temporary license holders must obtain Accredited Minnesota Assessor (AMA) licensure under Minnesota Statutes, section 270C.9901, begins on the date the temporary license is issued.

1950.1040 CERTIFIED MINNESOTA ASSESSOR SPECIALIST (CMAS).

A local assessor employed by a township or city shown on the "List of License Levels for Minnesota Taxing Jurisdictions" under the heading "Certified Specialist" must obtain licensure as a certified Minnesota assessor specialist. Requirements to initially obtain licensure as a certified Minnesota assessor specialist are given in items A to E.

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

C. A passing grade on one residential form appraisal, completed no more than five years prior to the date it is submitted for licensure under this part.

[For text of items D and E, see M.R.]

1950.1050 ACCREDITED MINNESOTA ASSESSOR (AMA).

A local assessor employed by a township or city shown on the "List of Assessor License Levels for Minnesota Taxing Jurisdictions" under the heading "Accredited" must obtain licensure as an accredited Minnesota assessor. Requirements to initially obtain licensure as an accredited Minnesota assessor are given in items A to F E.

A. A certified Minnesota assessor license or meeting the requirements for licensure as a certified Minnesota assessor, plus:

(1) a passing grade in two board-approved income courses with a board-specified minimum number of hours of instruction;

(2) a passing grade in a board-approved assessment administration course with a board-specified minimum number of hours of instruction;

(3) a passing grade in one elective from the list of approved 30 hours of elective courses shown in the Minne-

Proposed Rules

Minnesota State Board of Assessors' Education and Licensing Manual approved by the board; and

(4) completion of a board-approved 15-hour seminar on Uniform Standards of Professional Appraisal Practice, no more than five years before applying for an initial Accredited Minnesota Assessor license. If the seminar was taken more than five years before applying for an initial Accredited Minnesota Assessor license, the applicant must take the current year Uniform Standards of Professional Appraisal Practice seven-hour update class.

B. A passing grade on one demonstration narrative appraisal, completed no more than five years prior to the date it is submitted for grading. In lieu of this narrative appraisal, the applicant may substitute:

(1) obtaining the designation of SRA or MAI from the Appraisal Institute or its successor organization;

(2) obtaining the designation of residential evaluation specialist (RES) or certified assessment evaluator (CAE) from the International Association of Assessing Officers;

(3) obtaining the designation of assessment administrative specialist (AAS) from the International Association of Assessing Officers;

~~(3)~~(4) a four-year degree with a major in real estate from an accredited college or university; or

~~(4)~~(5) submitting a residential form appraisal completed no more than five years prior to the date it is submitted for licensure under this part that has received a passing grade and successful completion of a board-approved residential case studies examination.

~~C. A satisfactory interview by the board.~~

~~D. C. Three years of assessment experience.~~

~~E. D. In addition to the requirements in items A to D C and E, the board may require a passing grade on a board-approved comprehensive examination or the board may substitute the examination for the satisfactory interview by the board. all applicants to obtain a passing grade on a board-approved comprehensive examination, complete an interview by the board that demonstrates the applicant's knowledge, understanding, and application of appraisal standards, or both.~~

If the board requires applicants to take an examination, complete an interview, or both, the board must publish notice of its intent to require an examination, whether the examination will be in addition to or in place of the interview, the requirement and whether the requirement continues until further notice. The notice must be published in the board minutes and on the board's Web site at least 180 days before the date the examination is to be given. ~~additional requirements take effect.~~

~~F. E. Application to the board, and the appropriate fee.~~

1950.1060 SENIOR ACCREDITED MINNESOTA ASSESSOR (SAMA).

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

Subp. 2. **Specific requirements for SAMA.** Requirements to initially obtain licensure as a senior accredited Minnesota assessor are given in items A to ~~D~~F.

[For text of item A, see M.R.]

B. A passing grade on a demonstration narrative appraisal. This narrative appraisal must have been completed no more than five years prior to the date of the application on which it is listed. ~~the appraisal is submitted for grading,~~ and is in addition to the one that must be written to fulfill the requirements for the accredited Minnesota assessor license. At least one of these narratives must be of an income-producing property. In lieu of this narrative appraisal, the applicant may substitute one of the following:

Proposed Rules

(1) obtaining the designation of MAI from the Appraisal Institute or its successor organization;

(2) obtaining the designation of certified assessment evaluator (CAE) from the International Association of Assessing Officers;

~~(3) obtaining the designation of assessment administrative specialist (AAS) from the International Association of Assessing Officers;~~

~~(4)~~ (3) successful completion of a board-approved income producing property case studies examination; or

~~(5)~~ (4) a demonstration narrative appraisal of income-producing property developed for use in Minnesota Tax Court, or higher Minnesota court, that is introduced as evidence of value and is the subject of testimony by the preparer, if upon review the board determines that preparation of this appraisal required substantially the same expertise, or more, as would preparation of the demonstration narrative appraisal described in this item. This appraisal must have been introduced as evidence no more than five years prior to the date of the application on which it is listed.

C. Five years of assessment experience.

D. Completion of an interview with the board that demonstrates the applicant's knowledge, understanding, and application of appraisal standards.

E. In lieu of, or in addition to, the requirements in items A to D and F, the board may require that all applicants obtain a passing grade on a board-approved comprehensive examination. If the board requires applicants to take an examination, the board must publish notice of this requirement and whether the requirement continues until further notice. The notice must be published in the board minutes and on the board's Web site at least 180 days before the date the examination requirement takes effect.

~~D. F.~~ Application to the board, and the appropriate fee.

[For text of subs 3 to 6, see M.R.]

1950.1080 CONTINUING EDUCATION.

Subpart 1. **Requirement.** To maintain a specific level of licensure, an assessor must take continuing education. A certified Minnesota assessor or certified Minnesota assessor specialist license holder must obtain at least ~~40~~ 50 continuing education hours during a four-year period. An accredited Minnesota assessor or senior accredited Minnesota assessor license holder must obtain at least ~~50~~ 60 continuing education hours. Any assessment-related seminar or coursework mandated by statute qualifies for continuing education hours. The four-year educational period begins July 1 of every presidential election year and ends June 30 of the succeeding presidential election year. An assessor who upgrades a license, for example, by moving from a certified Minnesota assessor to an accredited Minnesota assessor, during this four-year period must only obtain the continuing education hours needed for the license held at the beginning of the educational period. ~~Any continuing education units or board education units granted by the board prior to July 1, 2011, may be used during the current or transitional four-year education period.~~

[For text of subp 2, see M.R.]

Subp. 3. **Repetition of courses and seminars.** Continuing education hours are not given to assessors for repeating any course or seminar within a four-year educational period. Instructors of board-approved courses or seminars ~~receive continuing education hours for each course or seminar taught, without limitation based on repetitions within a particular time period~~ may not report continuing education hours for repeating any course or seminar taught within a four-year educational period.

Subp. 3a. [Repealed, 35 SR 2012]

Subp. 4. **Licensing at a lower level.** An accredited Minnesota assessor or senior accredited Minnesota assessor who

Proposed Rules

does not obtain the necessary ~~50~~60 continuing education hours or does not successfully complete the weeklong Minnesota Laws course sponsored by the Department of Revenue and required in Minnesota Statutes, section 273.0755, within an educational period may be licensed at the level of certified Minnesota assessor specialist if the assessor has obtained at least ~~40~~50 continuing education hours. If the assessor has not obtained at least ~~40~~50 continuing education hours, a license must not be issued. The issuance of a certified Minnesota assessor specialist license to an assessor does not entitle the assessor to work in a taxing jurisdiction that requires an accredited Minnesota assessor or senior accredited Minnesota assessor license.

Subp. 4a. [See repealer.]

[For text of subps 4 and 5, see M.R.]

REPEALER. Minnesota Rules, part 1950.1080, subpart 4a, is repealed.

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/>

State Contracts

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

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

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

Minnesota Department of Agriculture

Notice of Contract Opportunity for Agricultural Research and Evaluation of the Clean Water Fund

PROJECT NAME: Agricultural Research and Evaluation of the Clean Water Fund

DETAILS: The Minnesota Department of Agriculture, Pesticide and Fertilizer Management Division (MDA) is requesting proposals from scientists and researchers to conduct research related to clean water in agricultural areas of the State, including research to evaluate the effectiveness of agricultural conservation practices, identify underlying processes that affect water quality, and develop technologies to target critical areas of the landscape.

Proposals should quantify agricultural conservation practices effectiveness related to nutrient source reduction, off-site movement, and treatment in the State of Minnesota. Proposals should focus on the water quality effects of individual practices and/or the cumulative effects of multiple conservation practices. Proposals must include a cost effectiveness component, as well as an education and outreach plan to benefit the people of Minnesota. See the Request for Proposals (RFP) for information on the project priorities. MDA may award multiple projects from this RFP.

Work is anticipated to start after January 15, 2019.

COPY REQUEST: To get a copy of the RFP, please send a written request, by email, to:

Aicam Laacouri
Clean Water Research Coordinator
Email: Aicam.Laacouri@state.mn.us

PROPOSAL DEADLINE: Proposals submitted in response to the RFP in this advertisement must be received no later than **3:00 p.m. Central Time, on Thursday, November 29, 2018**. Late proposals will not be considered. Fax and email proposals will not be considered.

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

Completed and Current Funded Projects

For a list of Clean Water research projects supported by MDA, please visit:
www.mda.state.mn.us/clean-water-research-projects.

State Contracts

Minnesota State Colleges and Universities (Minnesota State)

Hennepin Technical College, Brooklyn Park Campus & Eden Prairie Campus Request for Artist Proposals (RFP) – Main Entrance Beautification

The purpose of this RFP is to evaluate and select an ARTIST to design and create a commissioned piece of exterior artwork for both main entrances to improve the aesthetics of the space and create a warmer and more welcoming entrance at each Main Entrance.

An informational meeting will occur **Wednesday, November 28th, 2018 from 10:30am – 11:30am in H193 at Hennepin Technical College, 9000 Brooklyn Boulevard, Brooklyn Park, MN, 55445**. It is recommended all potential or interested responders attend the conference.

Please request RFP from

Name: Joe Wightkin
Title: Director of Operations
Address: 9000 Brooklyn Boulevard, Brooklyn Park, MN 55445
Telephone: (763) 488-2549
E-mail address: joe.wightkin@hennepintech.edu

Submit proposals electronically as a pdf document (no ZIP files) by **3:00PM on Wednesday, December 12, 2018**.

Minnesota State Colleges and Universities (Minnesota State)

Inver Hills Community College

Notice of Request for Proposals for Mechanical and Physical Plant Systems Repair

Notice of Request for Proposal for the desire to secure a service provider to support the repair and maintenance of, but not limited to, the physical plant, boilers chillers, pumps, motors, mechanical equipment and assorted plumbing on an as needed and emergency call basis.

Walkthrough's are planned for Friday November 16th from 9 am to 11am. To receive a complete copy of the proposal, <http://minnstate.edu/vendors/index.html>

Proposals must be sealed with a notation on the outside of the envelope stating: Mechanical and Physical Plant Systems Repair proposal – DELIVER IMMEDIATELY

Mail or deliver (faxes and email will not be accepted) sealed proposal must be delivered no later than 12:00pm Tuesday, November 27th, 2018 to:

Inver Hills Community College
Purchasing Department
2500 East 80th Street, Inver Grove Heights, MN 55076
Attn: Karla Colwell
Phone (651)450-3871

PROPOSAL CLOSE DATE IS **Tuesday, November 27th 2018- 12:00P.M.**

Minnesota State Colleges and Universities (Minnesota State)

Metropolitan State University

Request for Safety and Security Services

NOTICE IS HEARBY GIVEN that Metropolitan State University will receive proposals for security services. RFP specifications will be available on November 13th 2018 and received back no later than **4:00 PM on December 21st 2018**.

Copies of this RFP can be obtained from Thomas R. Maida at (*Thomas.Maida@metrostate.edu*) 651- 793-1725. Metropolitan State University reserves the right to reject any and all proposals, or portions thereof, or to waive any irregularities or informalities, in proposals received.

Metropolitan State University desires to purchase safety and security services for a period of five years from July 1, 2019 through June 30, 2024.

Contacts

Prospective responders who have any questions regarding this request for proposal may call or write:

Name: Thomas R. Maida
E-mail: (*Thomas.Maida@metrostate.edu*)
Title: Director of Public Safety and Auxiliary Services
Address: 700 East Seventh Street, St Paul, MN, 55106.
Phone: 651-793-1725

Other personnel are NOT allowed to discuss the request for proposal with anyone, including responders, before the proposal submission deadline.

Minnesota State Colleges and Universities (Minnesota State)

Riverland Community College

Notice of availability of Request for Qualifications (RFQ) for Riverland Community College – Albert Lea Campus: Transportation, Trade and Industrial Education Center Construction Manager as Constructor

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Riverland Community College, is soliciting qualification proposals from interested, qualified contractors to be the construction manager for the above referenced project.

A full request for proposal is available on the MN State website at <http://www.minnstate.edu/vendors/index.html>.

A **mandatory** informational meeting is scheduled for **Tuesday November 27, 2018 at 2:00 pm CST at Riverland Community College – Albert Lea Campus**, 2200 Riverland Drive, Albert Lea, MN 56007 in the lobby.

Any questions should be directed by email only to Brad Doss, CFO at *brad.doss@riverland.edu* . Project questions will be taken by this individual only. Questions regarding this RFQ must be received by **5:00 pm on Friday, November 30, 2018**.

Proposals must be delivered to Brad Doss, Riverland Community College, 1900 8th Avenue NW, Austin, MN 55912 not later than **December 7, 2018 at 2:00 pm CST**. Late responses will not be considered

Minnesota State Colleges and Universities 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.

State Contracts

Minnesota House of Representatives

Sergeant-At-Arms Office

Notice of Request for Bid for Printing of Personalized Stationery, Envelopes and Business Cards for 2019-2020

PUBLIC NOTICE IS HERBY GIVEN that the Minnesota House of Representatives is seeking bids from qualified printers to provide printing services for the 134 Members of the Minnesota House of Representatives.

All work must be done in-house unless specifically approved by the House.

All bids must be submitted no later than **December 20, 2018 at 2 p.m.** on the forms accompanying the specifications in a sealed envelope and delivered to:

Bob Meyerson, Chief Sergeant at Arms
Room B-17, State Office Building,
100 Rev Dr Martin Luther King JR Blvd
St. Paul, MN 55155-1298

A copy of the Request for Bid packet and specifications can be obtained by contacting:

Bob Meyerson
651.296.4884
Bob.Meyerson@house.mn

Other department personnel are not allowed to discuss the Request for Bid with anyone, including responders, before the proposal submission deadline.

Minnesota House of Representatives and Minnesota Senate Requests for Bids for Printing the Members Directory of the Minnesota Legislature

The Minnesota House of Representatives and the Minnesota Senate are seeking bids from qualified printers to provide printing services for the Members Directory of the Minnesota Legislature.

The size of the publication will be 4" x 6". The Members Directory of the Minnesota Legislature will contain approximately 216 pages plus cover.

All bids must be submitted on the forms accompanying the specifications in a sealed envelope and delivered to 175 State Office Building, 100 Rev. Dr. Martin Luther King Jr. Blvd., St. Paul, MN 55155-1298 no later than **December 3, 2018 at 2 p.m.** Bid submittals will be opened publicly on that date and time.

A copy of the Request for Bid packet can be obtained by contacting: Paul Battaglia, 175 State Office Building, St. Paul, Minnesota 55155-1298, phone: 651-296-8904, email: ***Paul.Battaglia@house.mn***.

Other department personnel are NOT allowed to discuss the Request for Bid with anyone, including responders, before the proposal submission deadline.

Minnesota Department of Transportation (MnDOT) Request for Proposals (RFP) for Solar Array Installation

In 2007, the Minnesota Legislature enacted Minnesota Statutes Ch. 216H, which requires a state plan to work toward the reduction of greenhouse gasses.

MnDOT is soliciting proposals from qualified firms, partnerships, corporations, associations or professional organizations to design and build a solar photovoltaics system (PV system) on State property, and provide power to the State facility referenced below. Proposals may include any financing and ownership model, including, but not limited to, a Power Purchase Agreement (PPA), Direct Ownership, or a Lease-to-Own financing model.

This RFP contemplates a Solar PV installation to be built on State property, located at 6000 Minnehaha Avenue South, St. Paul, MN 55111. The provider will design and install a PV system, (and operate and maintain the system if provided for in the proposal) to maximize solar resources, taking into account the facility's electrical demand and load patterns, proposed installation site, installation costs, and other relevant factors.

Responses to this advertisement become public information under the Minnesota Government Data Practices Act. This request does not obligate MnDOT to complete the work contemplated in this notice, and MnDOT reserves the right to cancel this RFP. All expenses incurred in responding to this notice shall be borne by the responder.

The full RFP can be viewed on the Consultant Services Web Page at www.dot.state.mn.us/consult under the P/T Notices Section. If you have any questions regarding this advertisement, or are having problems viewing the RFP on the Consultant Services Web Page, you may contact:

Kelly Arneson, Contract Administrator
Email: kelly.arneson@state.mn.us

Note: RESPONSES WILL BE DUE ON DECEMBER 20, 2018 AT 2:00PM CENTRAL STANDARD TIME.

Minnesota Department of Transportation (MnDOT) MnDOT CAV-X Office Request for Proposals (RFP) for Minnesota CAV Challenge

The Minnesota Department of Transportation is requesting proposals for innovative projects with the potential to advance connected and automated vehicle (CAV) technologies in Minnesota. MnDOT desires a wide variety of ideas from multiple organizations to establish Minnesota as a leader in CAV. This solicitation is an open, on-going request allowing potential responders to submit a proposal at any time.

The RFP is available online at: <http://www.dot.state.mn.us/consult/notices.html>

Questions regarding this solicitation must be sent to: Ron.bisek@state.mn.us

This request does not obligate the State of Minnesota Department of Transportation to complete the work contemplated in this notice, and the department reserves the right to cancel this request for proposal at any time. All expenses incurred in responding to this notice shall be borne by the responder.

State Contracts

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*

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/>.

Hennepin County Consultant Selection Advertisement for A/E Services

Hennepin County, through a staff consultant selection group, is selecting architectural/engineering firms for design and construction administration services for the Franklin Library Interior Modifications project.

To obtain a Request for Proposal, please access the Hennepin County internet site at www.hennepin.us. From the County home page, search for "DSC" in the search box in the middle of the page. From the Hennepin County Designer Selection Committee page, you may view and print the RFP for your use.

A letter of interest is not required for RFP noted above. All proposals received by the deadline noted in the RFP will be reviewed by the selection group. If you experience difficulty locating or downloading the RFP, you may call Adam Sobiech, Hennepin County Facility Services, at 612-348-3172.

Metropolitan Airports Commission (MAC) Notice of Call for Bids for 2019 Baggage Claim/Ticket Lobby Operational Improvements P1

Airport Location: Minneapolis-St. Paul International Airport
Project Name: 2019 Baggage Claim/Ticket Lobby Operational Improvements P1
MAC Contract No: 106-2-860
Bids Close At: 2:00 p.m. on Tuesday, December 18, 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 includes general construction work associated with the central ticket lobby and baggage claim areas of Terminal 1-Lindbergh, related to several phases of operational improvements.

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

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

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

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

Project Labor Agreement: This project is subject to the MAC's Project Labor Agreement requirements. A copy (or sample) of the Project Labor Agreement and Contract Riders are included in the Appendix.

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 are also required to pick up a complete set, including drawings and specifications, for the 2018 Baggage Handling System (MAC Contract No. 106-2-854). 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. 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 November 13, 2018, 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.mnbookstore.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.