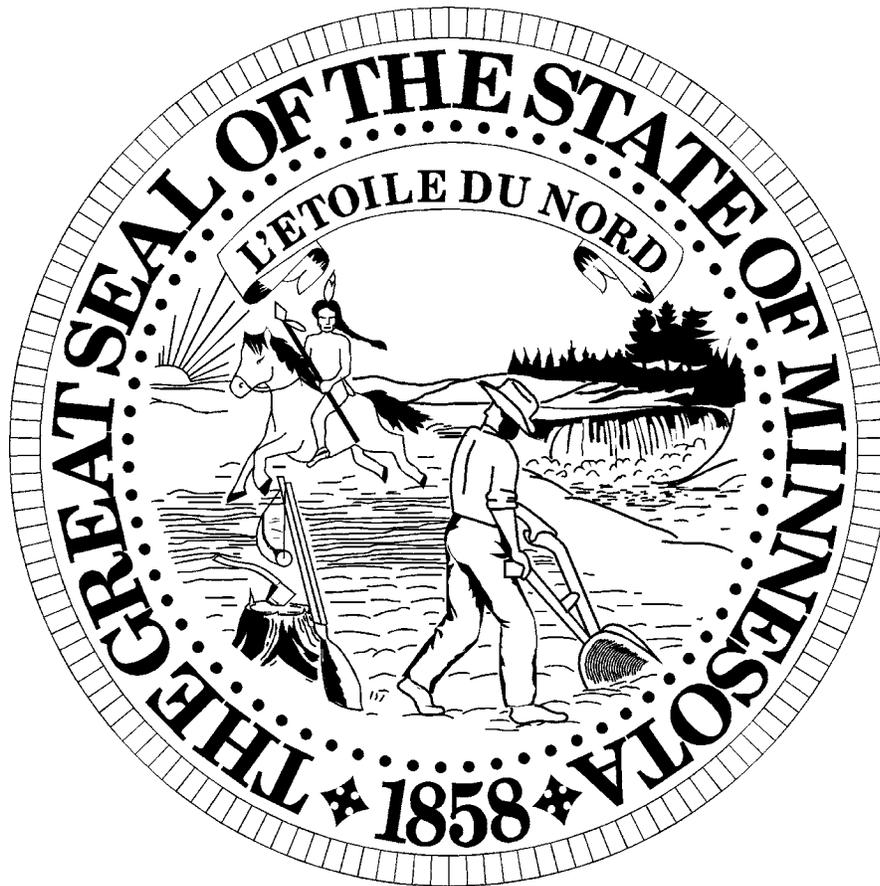


# Minnesota State Register

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**Proposed, Adopted, Emergency, Expedited, Withdrawn, Vetoed Rules;  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 3 December 2018  
Volume 43, Number 23  
Pages 603 - 626**

# 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- Withdrawn Rules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 ( <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)
# 24	Monday 10 December	Noon Tuesday 4 December	Noon Thursday 29 November
# 25	Monday 17 December	Noon Tuesday 11 December	Noon Thursday 6 December
# 26	Monday 24 December	Noon Tuesday 18 December	Noon Thursday 13 December
# 27	Monday 31 December	Noon Tuesday 25 December	Noon Thursday 20 December

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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.

## Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design

### Proposed Permanent Rules Relating to Registrations for National Examinations; 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-04547

**Proposed Amendments to Rules Governing Registration for Examinations, *Minnesota Rules*, parts 1800.0400, 1800.0500, 1800.1000, 1800.1100, 1800.1200, 1800.2500, 1800.2700, and 1800.2900.**

**Introduction.** The Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design ("Board") 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 January 2, 2019, the Board will hold a public hearing in Suite 295, Golden Rule Building, 85 E. 7<sup>th</sup> Place, St. Paul, Minnesota 55101, starting at 9:30 AM on Friday, February 15, 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 January 2, 2019 and before February 15, 2019.

# Proposed Rules

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**Agency Contact Person.** Submit any comments or questions on the rules or written requests for a public hearing to the agency contact person. The agency contact person is: Andrea Barker at the Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design, 85 E. 7<sup>th</sup> Place, Suite 160, St. Paul, MN 55101, 651-757-1511, Fax: 651-297-5310, and email: [andrea.barker@state.mn.us](mailto:andrea.barker@state.mn.us). TTY users may call the Board at (800) 627-3529. You may also review the proposed rule and submit written comments via the Office of Administrative Hearings Rulemaking e-comments website at <https://minnesotaoah.granicusideas.com/discussions>.

**Subject of Rules and Statutory Authority.** The proposed rules will allow applicants for the Fundamentals of Engineering examination and the Architect Registration Examination to apply directly to the respective national council to take the examination without first obtaining Board approval. Upon passing the examination and completing any other requirements for licensure or certification, the applicant may apply to the Board for licensure or certification.

The statutory authority to adopt the rules is Minnesota Statutes, section 326.06. A copy of the proposed rules is published in the State Register, attached to this notice as mailed, and available on the Board's website at [mn.gov/aelslagid/rulemaking.html](http://mn.gov/aelslagid/rulemaking.html).

**Comments.** You have until 4:30 p.m. on Wednesday, January 2, 2019, 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 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 Board 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 Wednesday, January 2, 2019. 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 Board 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.

**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 Board 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 Board follows the procedure under Minnesota Rules, part 1400.2110. If the proposed rules affect you in any way, the Board encourages you to participate in the rulemaking process.

**Cancellation of Hearing.** The Board will cancel the hearing scheduled for February 15, 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 651-757-1511 or go online at [mn.gov/aelslagid/rulemaking.html](http://mn.gov/aelslagid/rulemaking.html) after January 2, 2019 to find out whether the hearing will be held.

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# Proposed Rules

**Notice of Hearing.** If 25 or more persons submit valid written requests for a public hearing on the rules, the Board will hold a hearing following the procedures in Minnesota Statutes, sections 14.131 to 14.20. The Board 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 Kimberly Middendorf is assigned to conduct the hearing. Judge Middendorf'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](mailto:denise.collins@state.mn.us).

**Hearing Procedure.** If the Board 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 eComments 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 Board office or on the Board's website at [mn.gov/aelslagid/rulemaking.html](http://mn.gov/aelslagid/rulemaking.html). 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. The SONAR is available on the Board's website at [mn.gov/aelslagid/rulemaking.html](http://mn.gov/aelslagid/rulemaking.html).

**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 (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 Board 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.

November 5, 2018

Signed by Doreen Johnson, Executive Director

# Proposed Rules

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## 1800.0400 APPLICATION FOR EXAMINATION, LICENSURE, AND CERTIFICATION.

Subpart 1. **Forms and filing.** Applications for examination, licensure, or certification must be made on forms provided by the board and must be filed with the Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience, and Interior Design and accompanied by payment of the application fee as specified in Minnesota Statutes, section 326.105. An applicant shall file an application for licensure as an architect following passage of the Architectural Registration Examination (ARE) or meeting the requirements in part 1800.0800. An applicant shall file an application for certification as a certified interior designer following passage of the National Council for Interior Design Qualification (NCIDQ) examination or meeting the requirements outlined in part 1800.0800 or 1800.2100, subpart 5. An applicant shall file an application for licensure as a landscape architect following successful passage of the Landscape Architect Registration Examination (LARE) or meeting the requirements in part 1800.0800. Applications for examination, licensure, or certification must include a signed certification as described in subpart 5.

*[For text of subps 1a and 1b, see M.R.]*

Subp. 2. **Evaluation of information.** The information required by subpart 1a shall be evaluated by the board and if the applicant is found ineligible for admission to the examination, ineligible for licensure as ~~a~~ an architect or landscape architect, or ineligible for certification as a certified interior designer, ~~at that time~~ the time of application, the applicant shall be notified in writing and given the reasons for the ineligibility. ~~If the~~ an applicant for licensure as ~~a~~ an architect or landscape architect is eligible for licensure at the time of application, the applicant shall be notified by the board in writing. ~~If the~~ an applicant for certification as a certified interior designer is eligible for certification at the time of application, the applicant shall be notified by the board in writing. ~~If the~~ an applicant for examination is eligible ~~at the time~~ for admission to the examination at the time of application, the applicant shall be notified by the board in writing.

### Subp. 3. **In-training application.**

A. Applications for examination and certification as engineer-in-training or a land surveyor-in-training must be made on forms provided by the board, and accompanied by the application fee as specified in Minnesota Statutes, section 326.105.

B. Applications for certification as an engineer-in-training must be made on forms provided by the board, and accompanied by the application fee as specified in Minnesota Statutes, section 326.105.

~~B. C.~~ Applications for examination and certification as a geologist-in-training or a soil scientist-in-training must be made on forms provided by the board, and accompanied by the application fee as specified in Minnesota Statutes, section 326.105.

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

## 1800.0500 FEES.

Subpart 1. **Requirements.** An application for examination as ~~an architect,~~ a professional engineer, land surveyor, professional geologist, or professional soil scientist must be accompanied by an application fee as provided by Minnesota Statutes, section 326.105. The board shall charge, or provide for a third party to charge, each applicant a fee for examination and an examination monitoring fee as provided by Minnesota Statutes, section 326.105.

Following an applicant's completion of the requirements for licensure, the board shall supply the applicant with an application for licensure as an architect, professional engineer, land surveyor, landscape architect, professional geologist, or professional soil scientist, which the applicant shall complete and return with the initial fee for licensure as provided by Minnesota Statutes, section 326.105. Following an applicant's completion of the requirements for certification, the board shall supply the applicant with an application for certification as a certified interior designer, which the applicant shall complete and return with the initial fee for certification as provided by Minnesota Statutes, section 326.105. An applicant applying for licensure by comity under part 1800.0800, item F, G, H, or I, shall pay an application fee under subpart 7, item A. Upon approval by the board, an applicant for licensure as a land surveyor by comity under part 1800.0800, item G, shall submit an examination fee in the amount established by the local testing agency and an examination monitoring fee as provided in Minnesota Statutes, section 326.105.

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# Proposed Rules

An application for renewal of licensure as an architect, professional engineer, land surveyor, landscape architect, professional geologist, professional soil scientist, or certification as a certified interior designer must be accompanied by a renewal fee as provided in Minnesota Statutes, section 326.105.

An application for examination as ~~an engineer-in-training~~, a land surveyor-in-training, geologist-in-training, or soil scientist-in-training must be accompanied by an application fee as provided in Minnesota Statutes, section 326.105. Upon approval by the board, an applicant for an examination administered by the board shall pay to the board a fee in the amount established by the applicable national testing agency and an examination monitoring fee as provided by Minnesota Statutes, section 326.105. For examinations administered by a third-party vendor, the applicant shall pay the actual fee for examination to the national testing agency in a manner it prescribes. Information concerning the current examination fee charged by the applicable national testing agency may be obtained by contacting the board offices.

For applicants who are found to be ineligible for admission to the examination or fail the examination, a new application for examination shall be submitted each time the applicant applies to take the examination.

An application for certification as an engineer-in-training must be accompanied by an application fee as provided in Minnesota Statutes, section 326.105.

*[For text of subps 2 to 7, see M.R.]*

## 1800.1000 EDUCATION AND EXPERIENCE.

Subpart 1. **Examination requirement.** An applicant for licensure as an architect shall pass ~~an~~ the examination as provided described in part 1800.1200 and satisfy the education and experience requirements in subparts 5 and 6. ~~Examinations are required of all applicants except those licensed under part 1800.0800, items C and F, that apply to those architects licensed in one or more states other than Minnesota.~~ An applicant for licensure under part 1800.0800, items ~~item~~ C and or F, must satisfy the Minnesota licensing requirements that were in effect at the time of the applicant's original approved application licensure in the other state.

Subp. 1a. **Admission to examination.** ~~To qualify~~ For admission to the examination, an applicant shall apply directly to the National Council of Architectural Registration Boards (NCARB) and follow the procedures outlined by NCARB. The applicant must present evidence of one of the following:

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

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

## 1800.1100 PROCEDURES.

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

Subp. 2. ~~Admission for licensing examination~~ **Application for licensure.** An applicant for initial licensure as an architect shall submit to the board a completed application, including verification of meeting the education and experience requirements described in part 1800.1000, subpart 1a, and payment of the application fee in Minnesota Statutes, section 326.105. The application must be submitted on a form provided by the board. If the applicant was not required to complete NCARB-AXP or NCARB-IDP, the applicant shall include a detailed listing of all architecturally related experience gained according to part 1800.1000. The experience listing must include the name and mailing address of the applicant's supervising licensed architect or other supervisor for each period of employment. The board shall provide the applicant an experience reference form that must be signed and submitted to the board by each supervisor for each period of employment during which qualifying architectural experience was gained. The applicant shall submit an official transcript of grades showing the degree awarded and date of graduation for all undergraduate and graduate degree programs. The application must include one signed copy of Board Rules of Professional Conduct and a signed certification as described in part 1800.0400, subpart 5.

Subp. 3. [Repealed, 21 SR 1427]

Subp. 4. **Obtaining application.** Application materials may be obtained ~~by calling or writing the board office from~~ the board's website.

# Proposed Rules

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## 1800.1200 EXAMINATION.

### Subpart 1. Architect Registration Examination.

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

~~B.~~ The ARE must be administered to those applicants determined by the board to meet the requirements of part 1800.1000 for admission to the examination.

~~C.~~ The board, if necessary, shall forward notification of eligibility to the examination delivery vendor. Following board approval, eligible candidates shall independently contact the examination delivery vendor to schedule the time and place for the examination at an approved test site.

~~D. B.~~ An applicant is required to pass all sections of the examination in order to qualify for licensure. The board or examination delivery vendor shall report to the applicant the results of each examination section. The applicant shall attain the uniform passing grade established by the board through a psychometrically acceptable standard-setting procedure.

~~E.~~ An applicant may take each section of the examination one time for each application approved by the board. If an applicant fails an examination section, the applicant must submit a new application in order to take the examination section on another date. The National Council of Architectural Registration Boards shall determine the frequency by which an applicant may retake a failed examination section.

~~F.~~ An applicant who fails to take at least one section of the examination within three years of applying shall submit a new application for examination in order to resume testing.

*[For text of subs 2 to 5, see M.R.]*

## 1800.2500 EDUCATION AND EXPERIENCE.

Subpart 1. **Written examination requirement.** An applicant for licensure as a professional engineer shall pass written examinations as provided in ~~this subpart~~ part 1800.2700. An applicant for licensure under part 1800.0800, item F, shall satisfy the Minnesota licensing requirements that were in effect at the time of the applicant's original licensure in the other state. The written Fundamentals of Engineering (FE) examination shall be waived by the board if the applicant meets the requirements in part 1800.2800.

Subp. 2. **Admission to written Fundamentals of Engineering (FE) examination.** To qualify for admission to the written FE examination, the applicant shall present evidence of one of the following:

~~A.~~ graduation from an engineering curriculum accredited by the Engineering Accrediting Commission (EAC) of ABET, Inc. (ABET) at the time of graduation or is within 32 semester or 48 quarter credits of obtaining an engineering degree meeting the requirements of this subpart;

~~B.~~ graduation from an engineering curriculum that receives EAC-ABET accreditation within five years of the applicant's graduation;

~~C.~~ graduation from a non-EAC-ABET accredited or nonengineering degree curriculum with the minimum number of engineering science and engineering design credits as required in an EAC-ABET accredited degree (48 semester or 72 quarter credit hours); or

~~D.~~ has a graduate degree from an engineering program where the bachelor's degree is EAC-ABET accredited, even though the applicant's bachelor's degree was earned in a nonengineering program, or is currently enrolled in a graduate program in engineering where the bachelor's degree is EAC-ABET accredited working toward a graduate degree and has completed a minimum of 36 quarter or 24 semester credits.

~~A.~~ completion of one of the educational requirements in subpart 2a, item A;

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# Proposed Rules

B. being within 48 quarter or 32 semester credits of obtaining an EAC-ABET accredited bachelor's degree;

C. completion of a minimum of 36 quarter or 24 semester credits in a graduate program in engineering where the bachelor's degree is EAC-ABET accredited; or

D. completion of a minimum of 36 quarter or 24 semester credits toward an EAC-ABET accredited graduate degree.

Subp. 2a. ~~Admission to written Principles and Practice of Engineering (PE) examination~~ Education and experience requirements. To qualify for certification as an engineer-in-training, an applicant shall present evidence of meeting the educational requirements in item A. To qualify for admission to the written PE examination or licensure as a professional engineer, the an applicant shall present evidence of meeting the educational and qualifying experience requirements in items A and B.

*[For text of items A to D, see M.R.]*

Subp. 3. [Repealed, 21 SR 1427]

## 1800.2700 WRITTEN EXAMINATION.

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

Subp. 1a. **Fundamentals of Engineering (FE) examination.** ~~Part I is the FE examination that may be taken upon meeting the requirements of part 1800.2500, subpart 2. An applicant taking the FE examination shall be notified of the score in writing. An applicant failing the FE examination and electing to take the examination again shall take the entire examination.~~ The passing of this examination and providing proof of the degree awarded and date of graduation gives the applicant the status of engineer-in-training as defined in Minnesota Statutes, section 326.10, subdivision 7. A final official transcript showing the degree awarded and date of graduation shall be submitted to the board before the Engineer-in-Training number is released to the applicant. The applicant shall take and pass the FE examination before being permitted to take the professional examination unless exempted under part 1800.2800.

*[For text of subps 2 to 4, see M.R.]*

Subp. 5. **Equipment during examination.** The board shall advise the applicant at the time of approval for admission to the FE or PE examination what equipment and materials will be permitted for use during the examination.

## 1800.2900 PROCEDURES.

Subpart 1. **Request for Admission to Fundamentals of Engineering (FE) examination.** An applicant shall submit an application for admission to the FE examination under part 1800.2700, subpart 1a, accompanied by payment of the application fee in Minnesota Statutes, section 326.105. For applicants who have not yet graduated, an unofficial transcript of grades from all institutions attended showing the applicant's name, the name of the college or university, and the number of credits completed must accompany the application. An official transcript of grades showing the degree awarded and date of graduation for all undergraduate and graduate degree programs must be submitted before the applicant may be certified as an Engineer-in-Training. For applicants who have graduated, an official transcript of grades showing the degree awarded and date of graduation must accompany the application. For admission to the FE examination, an applicant shall apply directly to the National Council of Examiners for Engineering and Surveying (NCEES) and follow the procedures outlined by NCEES.

Subp. 1a. **Request for certification as an engineer-in-training.** An applicant shall submit an application for certification as an engineer-in-training following passage of the FE examination and completion of the education requirement under part 1800.2500, subpart 2a, item A. Payment of the application fee in Minnesota Statutes, section 326.105, must accompany the application. An official transcript of grades showing the degree awarded and date of graduation for all undergraduate and graduate degree programs and verification of passing the FE examination must be submitted before the applicant may be certified as an engineer-in-training.

*[For text of subps 2 and 3, see M.R.]*

# Proposed Rules

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Subp. 4. **Obtaining application material.** Application materials may be obtained from the board's ~~Web site~~ website.

Subp. 5. **PE examination administration and application deadline.** An applicant may not sit for ~~an~~ the PE examination until an application has been submitted, the board has determined that the applicant has met the qualifications to take the examination, and the applicant has been notified of the applicant's eligibility.

The ~~FE and PE examinations~~ examination shall be administered ~~at least twice annually~~ at a time and place determined by the ~~board~~ or examination delivery vendor to those applicants determined by the board to meet the requirements for admission to the ~~examinations~~ examination.

The deadline for application for an examination that is administered on a specific date and time shall be 75 days prior to the date set for the examination. Applications and supporting documentation must be postmarked on or before the deadline to be considered on time.

For an examination that is administered on multiple dates and times within an examination window, an application may be submitted at any time.

The board, if necessary, shall forward notification of the applicant's eligibility to the examination delivery vendor. Following the board's determination that an applicant is eligible to sit for an examination, the applicant shall independently contact the examination delivery vendor to schedule the time and place for the examination at an approved test site.

The board or examination delivery vendor shall report to the applicant the results of each examination. In order to pass the examination, the applicant shall attain the uniform passing grade established by the board through a psychometrically acceptable standard-setting procedure.

*[For text of subps 6 and 7, see M.R.]*

# 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.

## **Executive Council, State Board of Investment and Land Exchange Board Official Meeting Notice**

The Executive Council, State Board of Investment and the Land Exchange Board will meet on **Tuesday, December 11, 2018 at 10:00 A.M.** in G23 Senate Committee Room, State Capitol, 75 Rev. Dr. Martin Luther King Jr. Boulevard, St. Paul, MN.

Some members of the Executive Council, State Board of Investment and Land Exchange Boards may participate in the meeting electronically. If a Board Member calls in, in accordance with Minnesota Statutes, section 13D.015, subd. 4, the Executive Council, State Board of Investment and Land Exchange Board shall, to the extent practical, allow a person to monitor the meeting electronically from a remote location. The person making a connection may be required to pay for documented marginal costs that the entity incurs as a result of the additional connection.

## **Minnesota Interagency Council on Homelessness Notice of Meeting**

A meeting of the Minnesota Interagency Council on Homelessness has been scheduled for **Thursday, December 13, 2018, at 1:00 p.m.** The meeting will be held in the Auditoriums A & B, at Amherst Wilder Foundation, 451 Lexington Parkway North, Saint Paul, MN, 55104.

If you would like to attend the meeting or would like more information or to be notified of potential changes to the meeting location or time, please send an email to [sue.hite-kirk@state.mn.us](mailto:sue.hite-kirk@state.mn.us) with your name, organization (if applicable), email address and day time telephone number.

## **Department of Labor & Industry (DLI) Notice of Correction for Prevailing Wage Rates**

On November 14, 2018 the Commissioner of Labor & Industry certified prevailing wage rates for Highway and Heavy Commercial construction projects in 10 Minnesota Regions. These rates were identified by annual voluntary survey of highway and heavy construction projects in Minnesota collected by the Department.

This is a Notice of Correction to wage rates in the regions listed below effective December 3, 2018. This correction is for all Highway and Heavy Construction contracts advertised for bid on or after this date.

# Official Notices

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Affected Regions	Labor Code	Wage Rate	Fringe Rate	Total Rate	Certification Date	Revised Date
6 and 7	102	27.43	18.87	46.30	Nov 14, 2018	Dec 3, 2018
		Effective 5/1/2019 28.18	20.07	48.25		
5 and 9	203	23.02	15.99	39.01	Nov 14, 2018	Dec 3, 2018
		Effective 5/1/2019 24.00	16.96	40.96		

Wage rate determinations are available online at: <http://www.dli.mn.gov/LS/PrevWageComm.asp>

Questions regarding determinations may be directed to the following:

**Division of Labor Standards & Apprenticeship**

443 Lafayette Road N  
St. Paul, MN 55155

Phone: 651-284-5091

Email: [dli.prevwage@state.mn.us](mailto:dli.prevwage@state.mn.us)

## Department of Labor & Industry (DLI)

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

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

Please take notice that on December 17, 2018 at 2:30 p.m., in the Minnesota Room, at the Department of Labor and Industry, 443 Lafayette Road North, St. Paul, Minnesota 55155, the department will hold the informal conference pursuant to Minnesota Rules, part 5200.1105. The informal conference is a public meeting and its purpose is to receive further input about construction truck operating costs prior to the certification and publication of the minimum truck rental rates.

The determination of the minimum truck rental rates are available online at:

<http://dli.mn.gov/business/employment-practices/prevailing-wage-minimum-truck-rental-rates>

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

Questions regarding determinations may be directed to the following:

Division of Labor Standards & Apprenticeship

443 Lafayette Road N  
St. Paul, MN 55155

Phone: 651-284-5091

Email: [dli.prevwage@state.mn.us](mailto:dli.prevwage@state.mn.us)

## 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](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

### Request for Bid for Flight Simulators

**NOTICE IS HEREBY GIVEN** that proposals are being solicited for Flight Simulators for Lake Superior College's Center for Advanced Aviation in Duluth, MN. We are requesting two full motion enclosed flight training devices certified to FAA AATD level.

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

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

# State Contracts

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Proposals are due at the Lake Superior College Business Office, 2101 Trinity Road, Duluth, MN 55811 by **Friday, December 7, 2018 at 12:00pm CT.**

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

## **Minnesota State Colleges and Universities (Minnesota State) Lake Superior College Request for Bid for Truck Driving Simulator**

**NOTICE IS HEREBY GIVEN** that proposals are being solicited for a Truck Driving Simulator for Lake Superior College's Over the Road Truck Driving Program in Duluth, MN. We are requesting one simulator (including installation and any necessary training) that will be used for student instruction.

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

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

Proposals are due at the Lake Superior College Business Office, 2101 Trinity Road, Duluth, MN 55811 by **Friday, December 14, 2018 at 4:00pm CT.**

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

## **Minnesota State Colleges and Universities (Minnesota State) Minnesota West Community & Technical College Notice of Request for Proposals for a CASE IH Tractor – 200 to 300 hp Range with Final Tier IV Specifications**

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Minnesota West Community and Technical College, is soliciting proposals for a CASE IH Tractor – 200 to 300 hp range with final tier IV specifications.

Questions relating to the tractor can be directed to Michael DeVries, 1011 First Street West, Canby, MN 56220; (507-223-1345); [Michael.DeVries@mnwest.edu](mailto:Michael.DeVries@mnwest.edu).

Proposals must be sealed with a notation on the outside of the envelope stating: CASE IH Tractor proposal – DELIVER IMMEDIATELY.

Mail or delivered (faxes and email will not be accepted) sealed proposal must be delivered no later than 2:00 pm on Friday, December 14, 2018 to: Minnesota West Community & Technical College, 1011 First Street West, Canby, MN 56220 Attn: Michael DeVries

**PROPOSAL CLOSE DATE IS Friday, December 14, 2018 at 2:00 PM**

## Minnesota State Colleges and Universities (Minnesota State)

### Minnesota West Community & Technical College

#### Notice of Request for Proposals for a 2010 or Newer Tractor/Backhoe

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Minnesota West Community and Technical College, is soliciting proposals for a 2010 or newer Tractor/Backhoe with the following specifications below:

- Load sense pressure compensating hydraulic system
- Tier 3 engine
- Cab with heat and air conditioning
- Air suspension seat
- MFWD axle
- 21L x 24 tires
- 12.580 front tires
- Extended dipper stick
- 7 function hydraulics
- External leg for thumb
- Pilot controller
- Quick coupler
- 24" bucket
- Loader with RTD and 2 function hydraulic
- 1.5 cu yard front bucket
- 1450# counterweight
- 2 batteries
- Front view mirrors
- AM/FM radio with digital clock
- Engine block heater
- Electric ether starting aid
- Ride control
- Battery disconnect
- Front windshield washer
- Low noise package
- Diagnostic oil sample ports
- Sun visor

Questions relating to the tractor can be directed to Michael DeVries, 1011 First Street West, Canby, MN 56220; (507-223-1345); [Michael.DeVries@mnwest.edu](mailto:Michael.DeVries@mnwest.edu).

Proposals must be sealed with a notation on the outside of the envelope stating: CASE IH Tractor proposal – DELIVER IMMEDIATELY.

Mail or delivered (faxes and email will not be accepted) sealed proposal must be delivered no later than 2:00 pm on Friday, December 14, 2018 to: Minnesota West Community & Technical College, 1011 First Street West, Canby, MN 56220 Attn: Michael DeVries

**PROPOSAL CLOSE DATE IS Friday, December 14, 2018 at 2:00 PM**

# State Contracts

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

### Department of Administration

#### Inver Hills Community College

### Notice of Availability of Request for Proposal (RFP) for Designer Selection for: Technology and Business Center (State Designer Selection Board Project No. 18-14)

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Inver Hills Community College, through the State Designer Selection Board, is soliciting proposals from interested, qualified consultants for architectural and engineering design services for the above referenced project.

A full Request for Proposals is available on the Minnesota Department of Administration's website at <https://mn.gov/admin/government/construction-projects/sdsb/projects/> (click 18-14).

A **mandatory** informational meeting is scheduled for **Tuesday, December 11, 2018 at 1:00 pm CT at the Inver Hills Business Building, Second Floor, Classroom B-207, 2500 80th St. E., Inver Grove Heights, MN 55076.**

Any questions should be directed by email only, to Paul Demuth at [pdemuth@inverhills.edu](mailto:pdemuth@inverhills.edu). Project questions will be taken by this individual only. Questions regarding this RFP must be received by **Friday, December 14, 2018 no later than 4:00 PM Central Time.**

Proposals must be delivered to Jennifer Barber, Executive Secretary, State Designer Selection Board, Real Estate and Construction Services, Room 309, Administration Building, 50 Sherburne Ave., St. Paul, MN 55155 (651.201.2389) not later than **12:00 noon on THURSDAY, December 27, 2018.** 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.

## Legislative-Citizen Commission on Minnesota Resources, Minnesota

### Legislature

### Request for Proposal for Online Project Records and Grants Management System

The Minnesota Legislative-Citizen Commission on Minnesota Resources (LCCMR) is requesting proposals from vendors to develop, implement and provide ongoing support for an online project records and grants management system that will be used to manage all components of a state grants process as well as to serve as a searchable database of our project portfolio.

The full text of the Request for Proposals can be obtained from the LCCMR Website at [https://www.lccmr.leg.mn/about/rfp\\_grant\\_management\\_system-index.html](https://www.lccmr.leg.mn/about/rfp_grant_management_system-index.html) or by contacting:

Michael Varien, Senior Project Analyst  
Legislative-Citizen Commission on Minnesota Resources  
65 State Office Building  
100 Rev. Dr. Martin Luther King Jr. Blvd.  
Saint Paul, Minnesota 55155  
Email: [michael.varien@lccmr.leg.mn](mailto:michael.varien@lccmr.leg.mn)

**Proposals must be received by 4:30 p.m. (CDT) on Friday, January 4, 2019.** Late proposals may not be accepted. All expenses incurred in responding to this notice shall be borne by the responder.

## Minnesota State Lottery Request for Proposals for Sponsorship Agreements

### Description of Opportunity

The Minnesota State Lottery develops sponsorship agreements throughout the year with organizations, events, and sports teams to create excitement for lottery players, to interest new players and increase the visibility of lottery games. The Lottery encourages and continually seeks new sponsorship agreements to help achieve current Lottery marketing goals.

### Proposal Content

A sponsorship proposal presented to the Lottery should meet the following three criteria:

1. **Maximize Lottery Visibility** – the event, sports or tie-in proposal should draw a large number of desired participants (typically 50,000 or more) whose demographics match the Lottery player profile. The Lottery is interested in effectively delivering its message of fun and entertainment to Minnesota adults whose demographics skew primarily towards those aged 25-64, with a household income of \$35,000-\$75,000, and having an educational background of some college or higher. The Lottery does not market to those under the age of 18, and family events with high levels of children present are generally not accepted. Attendance, on-site signage visibility and paid media exposure will be critical components that will be evaluated.
2. **Enhance Lottery Image** – the event, sports or tie-in proposal should inherently project the attitude that the Lottery is a fun and socially acceptable part of the community. The Lottery's presence should fit well within the lineup of other sponsors. The Lottery is interested in creating opportunities whereby the sponsorship can translate into sales revenue, either via on-site sales from a Lottery booth, from sales-generating promotions with Lottery retailers or from joint programs with the sponsor's media partners.
3. **Provide Promotional Extensions** – the event, sports or tie-in proposal should offer exciting, value-added ways to interact with our players and have opportunities to motivate attendees, listeners and viewers to participate in and purchase Lottery games. The proposal must include proper staffing availability or other considerations to help the Lottery implement any appropriate promotional extension ideas.

Proposals should address all pertinent elements of the sponsorship and how the Lottery criteria as stated above and on the Evaluation Form are to be met. To view or print copies of the Request for Proposal go to <https://www.mnlottery.com/vendors/> This Solicitation does not obligate the state to award a contract or pursue a proposed sponsorship opportunity, and the state reserves the right to cancel the solicitation if it is considered to be in its best interest.

### Questions

Questions concerning this Solicitation should be directed to:

Jason LaFrenz, Marketing Director  
Minnesota State Lottery  
2645 Long Lake Road  
Roseville, MN 55113  
Tel. (651) 635-8230  
(888) 568-8379 ext. 230 (toll-free)  
Fax: (651) 297-7496  
TTY: (651) 635-8268  
**Jason.LaFrenz@mnlottery.com**

Other personnel are not authorized to answer questions regarding this Solicitation.

### Response Delivery

All responses must be in writing and delivered to the contact noted above. Proposals will be accepted on an ongoing basis.

# State Contracts

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## University of Minnesota/ Department of Administration

### Notice of Availability of Request for Proposal (RFP) for Designer Selection for: Clinical Research Facility – University of Minnesota, Twin Cities Campus (State Designer Selection Board Project No. 18-12)

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

A full Request for Proposals is available on the Minnesota Department of Administration's website at <https://mn.gov/admin/government/construction-projects/sdsb/projects/> (click 18-12).

A mandatory informational meeting is scheduled for **Thursday, December 13, 2018 at 2:00 pm CT at the Tate Hall, Room 101, 116 Church Street SE, Minneapolis, MN 55455.**

Any questions should be directed by email only, to Amanda Aspenson at [aspenson@umn.edu](mailto:aspenson@umn.edu). Project questions will be taken by this individual only. Questions regarding this RFP must be received by **Tuesday, December 18, 2018 no later than 2:00 PM Central Time.**

Proposals must be delivered to Jennifer Barber, Executive Secretary, State Designer Selection Board, Real Estate and Construction Services, Room 309, Administration Building, 50 Sherburne Ave., St. Paul, MN 55155 (651.201.2389) not later than **12:00 noon on THURSDAY, December 27, 2018.** Late responses will not be considered.

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

## Minnesota 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/>.

## **Brown's Creek Watershed District (BCWD) Request for Qualifications for Engineering Consulting Services Issued by the Brown's Creek Watershed District for Calendar Years 2019-2020**

### **1. Introduction**

The Brown's Creek Watershed District (BCWD) is the governmental unit with primary responsibility for protecting the water resources of the Brown's Creek Watershed. The District was established in 1997 under the Minnesota Watershed District Act.

The District covers approximately 18,000 acres that drain into Brown's Creek, which then enters the St. Croix River. The watershed includes Brown's Creek; a DNR designated trout stream and several small tributaries. The watershed includes twelve major lakes and numerous wetlands. The District includes portions of the Cities of Oak Park Heights, Grant, Hugo, Lake Elmo, and Stillwater along with May and Stillwater Townships.

### **2. Solicitation**

Minnesota Statutes, Section 103B.227, Subdivision 5, require BCWD to solicit proposals every two years to provide consulting services. The current engineering consulting services include, but are not limited to; 1) assistance with the implementation of the approved 2017-2026 watershed management plan, 2) assistance with a 2017 rule revision process, 3) the implementation of a permitting and plan review program and, 4) advising managers of technical options and various projects and studies as requested by the managers.

### **3. General Instructions**

Firms interested in providing services to BCWD shall submit electronic qualifications. The Brown's Creek Watershed District on or before **3:00 P.M., December 28, 2018**, will accept qualification statements.

Submittals should be sent to:                      Brown's Creek Watershed District  
                                                                                 Attention: Karen Kill  
                                                                                 ***Karen.kill@mnwcd.org***

Qualification statements received after this time will not be considered. Prospective responders who have any questions regarding this "Request for Qualifications", may contact Karen Kill, (651) 330-8220 x26.

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

## **4. Qualification Statement Content**

Firms are requested to include in their qualification statement, the following information in the order listed:

- a. A brief summary of the firms qualifications.
- b. Name and phone number of the person designated to answer questions about the qualification statement.
- c. A specific list of the individuals who would be assigned to work and manage BCWD projects, their proposed responsibilities, technical background, years of experience, and their previous experience in servicing watersheds.
- d. Hourly fee schedules by labor category and an estimated monthly blended retainer fee based upon 66 hours of typical services.
- e. Submittals may not exceed 10 pages in length. Submittals that exceed 10 pages in length may not be considered.

## **5. Selection Process**

Because the BCWD is charged with managing a DNR Designated Trout Stream and many other unique resources, selection will emphasize criteria that indicate a firm's experience and knowledge of integrated resource management approaches to watershed management.

Qualification statements will be evaluated by the Board of Managers and ranked based on the following criteria:

1. Experience with watershed management organizations within the metropolitan area.
2. Experience with innovative and alternative watershed management approaches that integrate water resources engineering with natural resource management.
3. Engineering design and timely construction management and inspection.
4. Locally based firm with the ability to respond to emergency situations in the watershed or situations that would require immediate attention.
5. Ability to work with the public, regulatory agencies (including DNR) and other stakeholders and the ability to communicate effectively with the BCWD Board of Managers, Watershed District Attorney and SWCD staff.
7. Permitting, plan review and environmental assessment experience.
8. Interdisciplinary group of water resources professionals that can provide full range of services to the watershed (i.e., surface water, ground water, natural resources, water quality, engineering, etc.)
9. The BCWD Board of Managers anticipates making a decision, within 30 days, based upon the submittals. However, at their discretion, they may choose to conduct interviews after reviewing the proposals.

## **Hennepin County Consultant Selection Advertisement for A/E Services**

Hennepin County, through a staff consultant selection group, is selecting architectural/engineering and/or strategic planning firms to work with county staff to create a Downtown Campus Master Plan.

To obtain a Request for Proposal, please access the Hennepin County internet site at [www.hennepin.us](http://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.

# — Non-State Public Bids, Contracts & Grants

## Metropolitan Airports Commission (MAC)

### Notice of Call for Bids for 2019 Concessions Rebids

**Airport Location:** Minneapolis-St. Paul International Airport  
**Project Name:** 2019 Concessions Rebids  
**MAC Contract No:** 106-2-855  
**Bids Close At:** 2:00 pm, Tuesday, 18 December 2018

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

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

**Targeted Group Businesses (TGB):** The goal of the MAC for the utilization of 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.

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

**MAC Internet Access of Additional Information:** A comprehensive Notice of Call for Bids for this project will be available on November 26, 2018, at MAC's web address of <http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx> (construction bids).

## Metropolitan Airports Commission (MAC)

### Notice of Call for 2019 Valet Parking Lobby / 2019 Restroom Upgrade

**Airport Location:** Minneapolis-St. Paul International Airport  
**Project Name:** 2019 Valet Parking Lobby / 2019 Restroom Upgrade  
**MAC Contract No:** 106-2-880 / 106-2-881  
**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 provides for demolition and renovation work.

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

**Targeted Group Businesses (TGB):** The goal of the MAC for the utilization of Targeted Group Businesses on this project is 6%.

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

**Availability of Bidding Documents:** Bidding documents are on file for inspection at the office of Alliance; at the Minnesota Builders Exchange; Dodge Data and Analytics; and NAMC-UM Plan Room. Bidders desiring bidding documents may secure a complete set from: Franz Reprographics; 2781 Freeway Boulevard, Suite 100; Brooklyn Center, MN 55430; PH: 763.503.3401. 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 19, 2018, at MAC's web address of <http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx> (construction bids).

## Metropolitan Airports Commission (MAC) Notice of Call for 2019 Storm Sewer Rehabilitation

**Project Location:** Minneapolis-St. Paul International Airport  
**Project Name:** 2019 Storm Sewer Rehabilitation  
**MAC Contract No.** 106-1-289  
**Bids Close At:** 2:00 PM on 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 provides for cleaning, inspection, and rehabilitation of storm sewers and glycol sewers at various locations where aircraft deicing occurs at Minneapolis-St. Paul International Airport.

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

**Targeted Group Businesses (TGB):** The goal of the MAC for the utilization of Targeted Group Businesses on this project is 6%.

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

**Availability of Bidding Documents:** Bidding documents are on file for inspection at the office of TKDA, the Minnesota Builders Exchange, Dodge Data and Analytics, and NAMC-UM Plan Room. Bidders desiring bidding documents may secure a complete set from: TKDA; 444 Cedar Street, Suite 1500; St. Paul, MN 55101; PH: (651) 292-4400; FX: (651) 292-0083. Make checks payable to: TKDA. Deposit per set (refundable): \$100.00. Requests for mailing sets will be invoiced for mailing charges. Deposit will be refunded upon return of bidding documents in good condition within 10 days of opening of bids.

