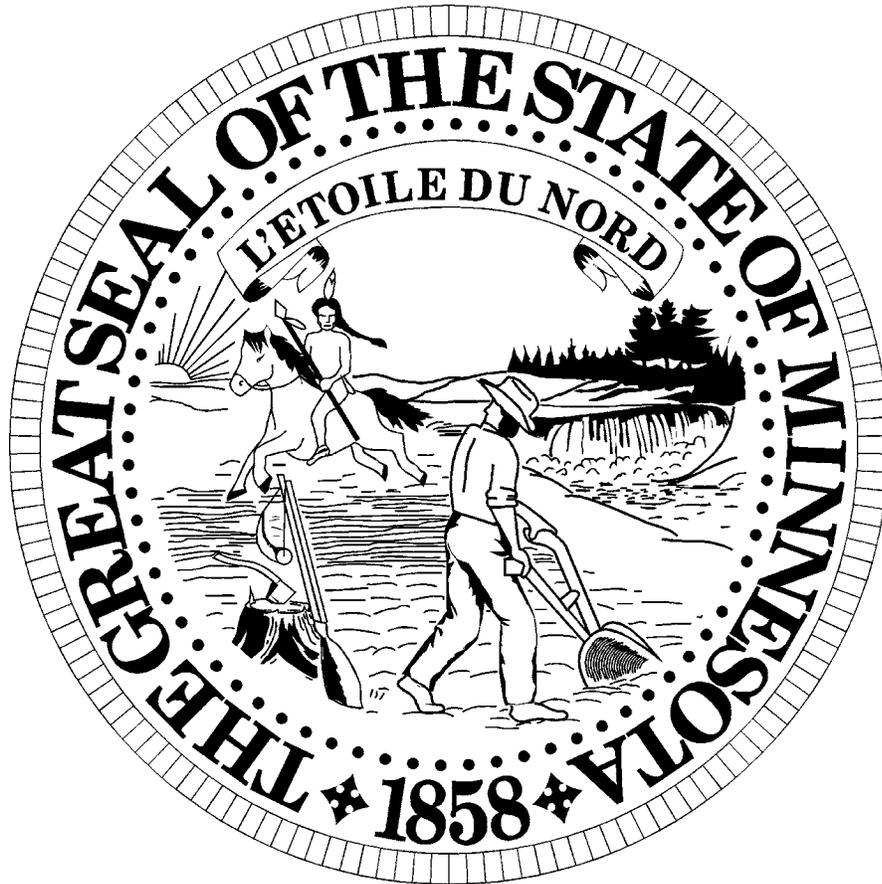


Minnesota State Register

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**Proposed, Adopted, Emergency, Expedited, Withdrawn, Vetoed Rules;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 February 2020
Volume 44, Number 32
Pages 861 - 874**

Minnesota State Register

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

The Minnesota State Register is the official publication of the State of Minnesota's Executive Branch of government, published weekly to fulfill the legislative mandate set forth in Minnesota Statutes, Chapter 14, and Minnesota Rules, Chapter 1400. It contains:

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- **Withdrawn Rules**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

Printing Schedule and Submission Deadlines

Vol. 44 Issue Number	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)
#33	Monday 10 February	Noon Tuesday 4 February	Noon Thursday 30 January
#34	Tuesday 18 February	Noon Tuesday 11 February	Noon Thursday 6 February
#35	Monday 24 February	Noon Tuesday 18 February	Noon Thursday 13 February
#36	Monday 2 March	Noon Tuesday 25 February	Noon Thursday 20 February

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 \$13.50 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 \$81. 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.

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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.
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- "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: Tim Walz
(651) 201-3400

Lieutenant Governor:
Peggy Flanagan
(651) 201-3400

Commissioner:
Alice Roberts-Davis
(651) 201-2601

Facilities Management
Division: Christopher A.
Guevin
(651) 201-2350

Attorney General:
Keith Ellison (651) 296-3353

Auditor: Julie Blaha
(651) 296-2551

Secretary of State: Steve
Simon (651) 296-2803

Minnesota's Bookstore:
Justin Patrick (651) 201-3203

Editor: Sean Plemmons
(651) 201-3204
sean.plemmons@state.mn.us

Subscriptions Manager:
Loretta J. Diaz (651) 201-3202
loretta.diaz@state.mn.us

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Minnesota Legislative Information

Senate Public Information Office
(651) 296-0504
State Capitol, Room 231, St. Paul, MN 55155
<https://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
<https://www.federalregister.gov/>

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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.

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ENJOY YOUR TIME OUTDOORS. GET THE STATE REGISTER SENT TO YOU. SUBSCRIBE.

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 #1-26 inclusive (issue #26 cumulative for issues #1-26); issues #27-52 inclusive (issue #52, cumulative for issues #27-52 or #53 in some years). A subject matter index is updated weekly and is available upon request from the editor. 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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A rule becomes effective after the requirements of *Minnesota Statutes* §§ 14.05-14.28 have been met and five working days after the rule is published in the *State Register*, unless a later date is required by statutes or specified in the rule. If an adopted rule is identical to its proposed form as previously published, a notice of adoption and a citation to its previous *State Register* publication will be printed. If an adopted rule differs from its proposed form, language which has been deleted will be printed with strikeouts and new language will be underlined. The rule's previous *State Register* publication will be cited.

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

Department of Labor and Industry Adopted Exempt Permanent Rules Adopting Workplace Accident and Injury Reduction Programs

The rules proposed and published at State Register, Volume 44, Number 25, pages 664-691, December 16, 2019 (44 SR 664), are adopted as proposed.

Official Notices

Pursuant to *Minnesota Statutes* §§ 14.101, an agency must first solicit comments from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking.

The *State Register* also publishes other official notices of state agencies and non-state agencies, including notices of meetings and matters of public interest.

Department of Administration Notice of Vacancy for State Designer Selection Board – Public Citizen Member

The State of Minnesota, State Designer Selection Board has a public member vacancy. Application information is available on the Minnesota Secretary of State Open Commissions & Appointments website at <https://www.sos.state.mn.us/boards-commissions/>. Applications are due by **March 31, 2020**.

The State Designer Selection Board (SDSB) selects the primary designer on building construction or remodeling projects as requested by state agencies, the University of Minnesota and Minnesota State Colleges and Universities (MN State) on all projects with an estimated construction cost greater than \$2,000,000, and on planning projects with estimated fees greater than \$200,000. The state Designer Selection Board consists of seven individuals, the majority of whom must be Minnesota residents. Each of the following four organizations shall nominate one individual whose name and qualifications shall be submitted to the commissioner of administration for consideration: the Consulting Engineers Council of Minnesota after consultation with other professional engineering societies in the state; the AIA Minnesota; the Minnesota chapter of the Associated General Contractors after consultation with other commercial contractor associations in the state; and the Minnesota Board of the Arts. The commissioner may appoint the four named individuals to the board but may reject a nominated individual and request another nomination. The fifth member shall be a representative of the user agency, the University of Minnesota, or the Minnesota State Colleges and Universities,

Official Notices

designated by the user agency. The remaining two citizen members shall also be appointed by the commissioner. Meetings are held on Tuesdays at 8:30 a.m. at 116B Administration Bldg. Notice of meetings are published at <https://mn.gov/admin/government/construction-projects/sdsb/projects/>.

The State of Minnesota reserves the right to extend or re-open the application process. Questions regarding the open appointments application process can be directed to 651-297-5845 or open.appointments@state.mn.us.

Department of Administration

Capitol Art Exhibit Advisory Committee

Notice of Call for Proposals for Art Exhibits in Rooms 320-321 State Capitol Building

The Capitol Art Exhibit Advisory Committee, (CAEAC,) is issuing a Call for Proposals for art exhibits in the Capitol Gallery space, located in Room 320-321 of the Minnesota Capitol Building. A description, including dimensions and elevations of the gallery are published on CAEAC's website, <http://bit.ly/capitolgallery>

Proposed exhibits may be in any visual medium, including paintings, photography, sculpture, ceramics, fabric, paper, book arts, printmaking, or any performance medium, including dance, music, spoken word, storytelling, or any other form of artistic expression that can be reasonably and appropriately accommodated in the available spaces and is consistent with artistic themes laid out in Minnesota Statutes 15B.36.

Requirements for proposed exhibits:

Exhibits must comply with at least one of the requirements set forth in MS15B.36—that art exhibits should tell Minnesota stories and engage people to: (1) reflect on Minnesota history, (2) understand Minnesota government, (3) recognize the contributions of Minnesota's diverse peoples, (4) inspire citizen engagement, and (5) appreciate the varied landscapes of Minnesota. Proposals that cannot meet at least one of the statutory criteria will be ineligible.

Other considerations:

- All pieces of artwork must be able to be safely transported to, and installed in, the Capitol and not cause harm or damage to the property.
- All visual artwork will be installed by Department of Administration facilities staff; the artist or curator may provide direction.
- The exhibit should be sufficiently sized to fit the 320-321 gallery space.
- Exhibitors will bear the cost to transport their work to and from the Capitol and will not be compensated for use of the work. The State of Minnesota will cover the costs to install and uninstall the work.

Deadlines for Proposals:

All electronic proposals must be received by **11:59 pm on March 20, 2020**. Proposals sent by mail must be postmarked by March 20, 2020. All hand-delivered proposals must be received by the Department of Administration, 50 Sherburne Avenue, Saint Paul, MN by **3:30 pm on March 20, 2020**.

How to apply:

Applicants may apply by using a web form, located at <http://bit.ly/Capitolart>, and submitting images of their proposed work via cloud service such as Dropbox, Google Drive Adobe CC or similar service.

Those with poor connections to the internet may request a hard copy of the application form by sending an email to Vic Thorstenson victor.thorstenson@state.mn.us. Hard copy forms and electronic or hard copy images may be submitted in mail or delivered in person to the MN Capitol Art Advisory Committee, 50 Sherburne Avenue, Suite 200, Saint Paul, MN 55155, attn: Vic Thorstenson.

Copies of the form, and all supporting materials will be posted to the CAEAC website at <http://bit.ly/MnCapArt>. Questions about the application process or evaluation procedure may be directed to Vic Thorstenson at victor.thorstenson@state.mn.us. All questions received and answered will be posted to the CAEAC website.

Evaluation of proposed exhibits:

Submissions will be reviewed by members of the Minnesota Capitol Art Exhibit Advisory Committee. The CAEAC will meet in a public meeting to discuss and vote on art exhibit proposals. Successful proposals will be forwarded to the Minnesota Capitol Preservation Commission, which has the sole authority to approve proposals for display in the Minnesota Capitol gallery spaces.

Minnesota Pollution Control Agency (MPCA) MODIFICATION TO REQUEST FOR COMMENTS on Planned Amendments to Rules Governing Water Quality Fees, Minnesota Rules, Chapters 7002 and 7083; Revisor's ID Number R-04476

The Request for Comments published at State Register, Volume 44, Number 31, pages 847-850 is modified to include the following change in the section **Stakeholder Meetings**:

- Monday, February 10, 2020. 10:00 a.m.-12:00 p.m. MPCA St. Paul office Lower Level Conference Rooms. 520 Lafayette Road. St. Paul, MN 55102, by WebEx (login information can be found at <https://www.pca.state.mn.us/water/amendments-water-quality-fee-rules>), and by video conference at:

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/>

Minnesota Board on Aging Notice of Request for Proposals for Qualified Grantees to Provide Services, Education, and/or Resources for Persons with Dementia and their Caregivers

NOTICE IS HEREBY GIVEN that the Minnesota Board on Aging is requesting proposals from qualified responders for state fiscal year 2021, to improve their community's capacity to fund regional and local projects to increase awareness of Alzheimer's disease, promote the benefits of early identification, increase the rate of cognitive testing, or connect individuals caregiving for persons with dementia to education and resources, as directed by Minnesota Statutes §256.975.

Work is proposed to start July 1, 2020. For more information, or to obtain a copy of the Request for Proposal, contact:

Aaron Cotter
Minnesota Board on Aging
Aaron.Cotter@state.mn.us

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

State Grants & Loans

A Responders' Conference will be held via WebEx on Wednesday, March 4, 2020, 10:00 AM - 11:30 AM Central Time, via web streaming. Contact information for the Webinar is as follows:

1. Join WebEx meeting room. (***WebEx Meeting Room Link***)
2. If requested, enter your name and email address.
3. Click "Join Meeting"
4. To join the teleconference only:
 - a) Provide your phone number when you join the meeting to receive a call back.
 - b) Alternatively, you can call:

Call-in number: +1 415-655-0003 (US/Canada)
Conference Code: 964 728 027

The conference will serve as an opportunity for responders to ask specific questions of State staff concerning the project. Participation in the Responders' Conference is not mandatory but is recommended. Oral answers given at the conference will be non-binding. Written responses to questions asked via web streaming will be posted to the Board on Aging's Dementia Grant website after the conference.

Proposals submitted in response to this Request for Proposals must be received electronically through the online grant portal no later than **4:00 p.m., Central Time, April 17, 2020. Late proposals will not be considered.** Hand-delivered, faxed, or e-mailed proposals will not be considered.

The RFP can be viewed by visiting the Minnesota Department of Human Services RFP web site: <http://www.mn.gov/dhs/partners-and-providers/grants-rfps/open-rfps/>. The complete Request for Proposal including online application and directions is available online on the Minnesota Board on Aging's Dementia Grants Website at <http://www.mnaging.org/en/Administrator/DementiaGrants/RFP.aspx>.

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

Department of Commerce Division of Energy Resources Notice of Grant Availability for Accessible Solar Installations

The Minnesota Department of Commerce, Division of Energy Resources requests proposals for The State Energy Office of the Minnesota Department of Commerce ("Commerce") seeks proposals from qualified responders to decrease the energy burden of low income communities through accessible solar installations. This Request for Proposal (RFP) has up to a maximum funding of \$25,000 per award for three to five projects around Minnesota. Commerce's State Energy Office (SEO) will award funds to responders to develop or expand solar installations with the express purpose of reducing the energy burden for low-income communities. Qualified solar projects must be shovel-ready and adhere to installation completion date of June 30, 2020

A Request for Proposals (RFP) and required forms will be available for download on the Department's website <https://mn.gov/commerce/industries/rfp/> through Friday, February 21, 2020. Potential responders may also request a hard copy of the RFP by mail from this office. Requests for hard copies must be received by the Department no later than 12:00 p.m. (Noon) Central Time (CT) on Friday, February 14.

The RFP and forms can be obtained from:

Preferred Method: <https://mn.gov/commerce/industries/rfp/>

U.S. Postal Service: Grants & Contracts Team
Minnesota Department of Commerce
Division of Energy Resources
85 7th Place East, Suite 280
St. Paul, MN 55101-2198

Proposals submitted in response to this RFP must be received no later than **11:59pm, Friday, February 21, 2020**. **Late proposals will not be considered.** Instructions for submitting proposals are detailed in the RFP.

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

Department of Human Services

Behavioral Health Division

Notice of Request for Proposals for Qualified Grantee to Develop and Expand Traditional Healing for Urban Indian Community Organizations and Increase the Behavioral Healthcare Workforce

The Minnesota Department of Human Services (DHS) is requesting proposals from urban Indian organizations to provide traditional healing in response to the opioid epidemic.

DHS is seeking proposals for the grant period April 30, 2020 through June 30, 2021.

For more information, or to obtain a copy of the Request for Proposals, contact:

Amanda Calmbacher
Phone: (651)503-4050
amanda.calmbacher@state.mn.us

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

To obtain this information in a different format, please call 651-431-3612.

Proposals submitted in response to this Request for Proposals must be received at the email address above no later than **4:00 p.m., Central Time, February 28, 2020**. **Late proposals will not be considered.** Faxed or e-mailed proposals will not be considered.

The RFP can be viewed by visiting the Minnesota Department of Human Services Grants, Requests for Proposals (RFP) and Requests for Information (RFI) web site: <https://mn.gov/dhs/partners-and-providers/grants-rfps/open-rfps/>.

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

Department of Human Services

Deaf and Hard of Hearing Services Division

Notice of Request for Proposals to ASL Interpreting Student Internship Stipend Program Coordinator

The Minnesota Department of Human Services (DHS) is requesting proposals to assist the STATE in ASL Interpreter internships in greater Minnesota.

State Grants & Loans

DHS is seeking proposals for the grant period April 1, 2020 through June 30, 2021

For more information, or to obtain a copy of the Request for Proposals, contact:

Sharisse Leier
Department of Human Services
Deaf and Hard of Hearing Services Division
P.O. Box 64969
444 Lafayette Road North, St. Paul, MN 55155 0969
Phone: (651) 431-3253, Fax: (651) 431-7417
sharisse.leier@state.mn.us

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

To obtain this information in a different format, please call 651-431-3612.

Proposals submitted in response to this Request for Proposals must be received at *Sharisse.leier@state.mn.us* no later than **4:00 p.m., Central Time, March 4, 2020. Late proposals will not be considered.**

The RFP can be viewed by visiting the Minnesota Department of Human Services Grants, Requests for Proposals (RFP) and Requests for Information (RFI) web site: <https://mn.gov/dhs/partners-and-providers/grants-rfps/open-rfps/>.

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

State Contracts

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

Minnesota State is now placing additional public notices for P/T contract opportunities, goods/commodities, and non-construction related services on its Vendor and Supplier Opportunities website (<http://minnstate.edu/vendors/index.html>). 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.

If you have any questions regarding this notice, or are having problems viewing the information on the Vendor and Supplier Opportunities website, please call the Minnesota State Procurement Unit at 651-201-1444, Monday-Friday, 9:00 am – 4:00 pm.

Minnesota State Colleges and Universities (Minnesota State) Notice of Request for Proposal (RFP) for Roofing Consultant for: System Wide Roof Management Program

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities (“Minnesota State”), on behalf of the System Office, is soliciting proposals from interested, qualified consultants to provide annual roof surveys for the Minnesota State Roof Management System for 2020 - 2021, with option for renewal of contract for three additional years. Reports and survey data will be uploaded to a web based Roofing Project Management web site and will cover both academic and revenue buildings at 54 campus locations throughout the state.

The Request for Proposal documents (RFP and attachments) are available at:
<http://www.minnstate.edu/vendors/index.html>

Responses must be delivered to:

ATTN: James P. Morgan, - Facilities Design and Construction
30 7th Street East, Suite 350,
St. Paul, MN 55101-7804

Responses must be received NO later than **2:00 PM, Monday, February 25, 2020**. 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. All expenses incurred in responding to this notice are solely the responsibility of the responder.

Minnesota State Colleges and Universities (Minnesota State) Northeast Higher Education District Request for Proposal (RFP) for Project Management Services

The Northeast Higher Education District (NHED) is requesting proposals to secure project management services. NHED is restructuring its five independently accredited colleges (six campuses) into one accredited college (six campuses), and project management services are needed to support the necessary changes to all enterprise areas. Expected project length is between 2 to 3 years.

To receive a copy of the RFP, send an e-mail to Elise Lind at elind@nhed.edu or go to the following URL:
<https://www.nhed.edu/district-initiatives/regional-academic-planning/nhed-restructuring>

Deadline for RFP proposal submission is **3:00 p.m. CST, Wednesday, March 11, 2020**. Late responses will not be considered.

The Northeast Higher Education District 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 State Colleges and Universities (Minnesota State)

Northland Community and Technical College

Notice of Request for Marketing Creative Services and Consulting

NOTICE IS HEREBY GIVEN that Northland Community & Technical College Requests for Proposal (RFP) for a consultant(s) to assist with marketing creative services and consulting for the launching and marketing of our Z-Degree/OER program. The vendor selected will work with college employees and other external parties through multiple meetings utilizing technology formats including face-to-face meetings. To receive a copy of the full RFP, please contact Shannon Jesme either by telephone (218) 683-8577 or email at shannon.jesme@northlandcollege.edu.

Proposals are due by **5:00 p.m. central time, Monday, February 17, 2020** and are to be addressed to Shannon Jesme, Northland Community and Technical College, 1011 Highway 1 East, Thief River Falls, MN 56701. Any questions should be in the form of an RFI and directed to Chad Sperling at email chad.sperling@northlandcollege.edu. 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.

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.

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.

Minnesota Zoo Notice of Contract Opportunity for Exclusive Foodservice and Retail Provider

PROJECT NAME: Exclusive Foodservice and Retail Provider for the Minnesota Zoo

DETAILS: The Minnesota Zoo requests proposals for an exclusive foodservice and retail provider. The Minnesota Zoo wishes to offer, through its Contractor, innovative, fresh, hot and cold food services with healthy options as well as provide quality, appropriately themed and sustainably sourced merchandise to visitors, members, staff and volunteers. The ideal partner will work with the Minnesota Zoo to ensure that revenues are maximized, operations are streamlined, guest satisfaction ratings are excellent, safety considerations are top-of-mind, and operations are sustainable to the extent possible. The Contractor will share in the Minnesota Zoo's vision and mission and be a seamless part of the visitor experience.

State Contracts

The RFP specifies the Zoo's requirements and contractual conditions and details the basis for the responses, the subsequent review, and the final selection process. The Contract is anticipated to be awarded in July 2020 for operations beginning in January 2021. The contract will run for five years, with the option to extend up to an additional five years upon agreement by both parties. **A mandatory pre-proposal meeting and site tour will be held at the Minnesota Zoo on February 19, 2020, from 1:00-4:00 PM Central Time.**

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

Dave Frazier,
Senior Vice President for Operations
rfpqanda@mnzoo.org

PROPOSAL DEADLINE: Proposals submitted in response to the Request for Proposals in this advertisement must be received by mail no later than **March 27, 2020, at 3:00 PM Central time. Late proposals will not be considered.** Emailed or faxed proposals will not be considered.

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

Minnesota Zoo Notice of Contract Opportunity for Summer Concert Series

PROJECT NAME: Summer Concert Series

DETAILS: The Minnesota Zoo is seeking proposals from qualified firms to book, promote, and produce outdoor concerts at the Minnesota Zoo. The concert series serves to expose new audiences to the Zoo and provide a financial return to support the Zoo's mission. Concerts are held during the months of June through August annually in the Weesner Family Amphitheater, an outdoor venue with seating capacity of 1,460.

A mandatory pre-proposal meeting at the Minnesota Zoo on Thursday, February 20th at 3:00pm Central Time.

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

Dave Frazier, Deputy Director
13000 Zoo Blvd
Apple Valley, MN 55124
dave.frazier@state.mn.us

PROPOSAL DEADLINE: Proposals submitted in response to the Request for Proposals in this advertisement must be received by mail or delivery no later than **3:00PM Friday March 27, 2020. Late proposals will not be considered.** Email or fax proposals will not be considered.

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

