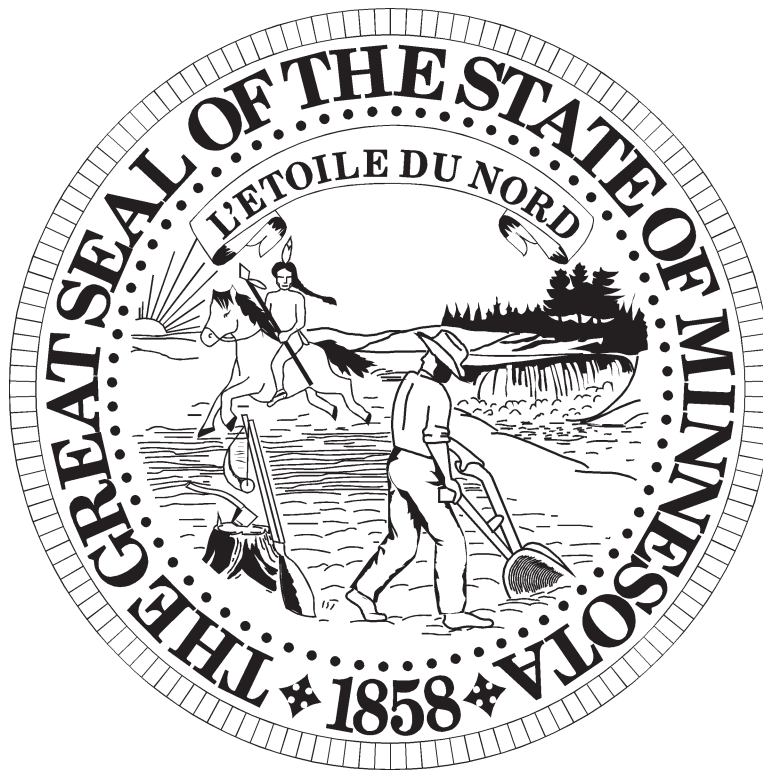


# Minnesota

# 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**Proposed, Adopted, Emergency, Expedited, Withdrawn, Vetoed Rules;  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 & Grants**

**Monday 2 March 2015  
Volume 39, Number 35  
Pages 1279 - 1298**

# 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- Withdrawn Rules
- Vetoed Rules
- Executive Orders of the Governor
- Appointments
- Proclamations
- 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. 39 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)
# 36	Monday 9 March	Noon Tuesday 3 March	Noon Thursday 26 February
# 37	Monday 16 March	Noon Tuesday 10 March	Noon Thursday 5 March
# 38	Monday 23 March	Noon Tuesday 17 March	Noon Thursday 12 March
# 39	Monday 30 March	Noon Tuesday 24 March	Noon Thursday 19 March

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<b>Governor:</b> Mark Dayton (651) 296-3391	<b>Administration Commissioner:</b> Matthew J. Massman (651) 201-2555	<b>Editor:</b> Robin PanLener (651) 297-7963, <a href="mailto:robin.panlener@state.mn.us">robin.panlener@state.mn.us</a>
<b>Lieutenant Governor:</b> Tina Smith (651) 296-3391	<b>Plant Management Division:</b> Christopher A. Guevin (651) 201-2350	<b>Assistant editor:</b> John Mikes (651) 297-4616, <a href="mailto:john.mikes@state.mn.us">john.mikes@state.mn.us</a>
<b>Attorney General:</b> Lori Swanson (651) 296-6196	<b>Minnesota's Bookstore:</b> Mary Mikes (651) 297-3979	<b>Subscriptions Manager:</b> Loretta J. Diaz (651) 297-8777, <a href="mailto:loretta.diaz@state.mn.us">loretta.diaz@state.mn.us</a>
<b>Auditor:</b> Rebecca Otto (651) 296-2551		
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## Minnesota Legislative Information

**Senate Public Information Office** (651) 296-0504  
State Capitol, Room 231, St. Paul, MN 55155  
**Website:** [www.senate.mn](http://www.senate.mn)

**House Public Information Services** (651) 296-2146  
State Office Building, Room 175,  
100 Rev. Dr. Martin Luther King Jr Blvd., St. Paul, MN 55155  
**Website:** [www.house.leg.state.mn.us/hinfo/hinfo.htm](http://www.house.leg.state.mn.us/hinfo/hinfo.htm)

## 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 **Website:** [www.mncourts.gov](http://www.mncourts.gov)

## Federal Register

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

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For additional grants go to the Office of Grants Management (OGM) at:

<http://www.grants.state.mn.us/public/>

Revisor of Statutes - RULES STATUS:

[https://www.revisor.mn.gov/rules/rule\\_search.php](https://www.revisor.mn.gov/rules/rule_search.php)

Statewide Integrated Financial Tools (SWIFT) Supplier Portal:

<http://supplier.swift.state.mn.us>

Contract information is available from the Materials Management (MMD)

Helpline (651) 296-2600, or Web site: [www.mmd.admin.state.mn.us](http://www.mmd.admin.state.mn.us)

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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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## 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.

## Minnesota Comprehensive Health Association (MCHA) Notice for Board of Directors Meeting 3 March 2015

**NOTICE IS HEREBY GIVEN** that a meeting of the Minnesota Comprehensive Health Association's (MCHA) Board of Directors will be held at 1:00p.m. on Tuesday, March 3<sup>rd</sup>, 2015.

If anyone wishes to attend or participate in this meeting please contact MCHA's Executive Office, phone: (952) 593-9609 for additional information.

## Minnesota Department of Health (MDH) Division of Compliance Monitoring Managed Care Systems Section Notice of Application for Essential Community Provider Status by 180 Degrees, Inc.

**NOTICE IS HEREBY GIVEN** that an application for designation as an Essential Community Provider (ECP) has been submitted to the Commissioner of Health by 180 Degrees, Inc., at 1301 East 7<sup>th</sup> Street, St. Paul, MN 55106. Clinical services are offered at African American Wellness Institute, 2208A East Lake St., Minneapolis, MN 55407; African American Wellness Institute, 1281 East 7<sup>th</sup> St., St. Paul, MN 55106; African American Wellness Institute, 236 Clifton Ave., Minneapolis, MN 55403; African American Wellness Institute, 398 Totem Rd., St. Paul, MN 55119; African American Wellness Institute, 80880 County Rd. 46, Albert Lea, MN 56007; African American Wellness Institute, 1101 Washington Memorial Dr., St. Cloud, MN 56301; African American Wellness Institute, 4435 SW Bamber Valley Rd., Rochester, MN 55902; African American Wellness Institute, 1910 West County Rd. B, Roseville, MN 55113; Su Familia Multicultural Counseling, 2208A East Lake St., Minneapolis, MN 55407; Su Familia Multicultural Counseling, 1281 East 7<sup>th</sup> St., St. Paul, MN 55106.

An ECP is a health care provider that serves high-risk, special needs, and underserved individuals. In order to be designated as an ECP, a provider must demonstrate that it meets the requirements of *Minnesota Statutes* Section 62Q.19 and *Minnesota Rules* Chapter 4688. The

# Official Notices

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public is allowed 30 days from the date of the publication of this notice to submit written comments on the application. The commissioner will approve or deny the application once the comment period and compliance review is complete.

For more information contact:

Michael McGinnis  
Managed Care Systems Section  
Division of Compliance Monitoring  
Department of Health  
P.O. Box 64882  
St. Paul, MN 55164-0882  
Phone: (651) 201-5174

## Minnesota Department of Public Safety (DPS) Driver and Vehicle Services 2015 Ignition Interlock Device Program Certification Process

The Minnesota Department of Public Safety, Driver & Vehicle Services Division is requesting submissions from qualified ignition interlock device (IID) manufacturers for the purpose of certification in the Minnesota Ignition Interlock Device Program beginning July 1, 2015 and ending June 30, 2016. Qualified IID manufacturers meeting Minnesota Ignition Interlock Device Program performance standards, requirements, and deliverables will be considered for certification under Minnesota laws and statutes.

This request for submission does not obligate the State to certify any ignition interlock device manufacturers. The State reserves the right to cancel this solicitation. All expenses incurred in responding to this notice are solely the responsibility of the responder.

Details are contained in a complete Minnesota Ignition Interlock Device Program Certification packet that may be obtained by contacting the following person:

Andrea Fasbender  
Department of Public Safety  
Driver & Vehicle Services  
445 Minnesota Street, Suite 183  
St. Paul, MN 55101  
**E-mail:** [dvs.admin@state.mn.us](mailto:dvs.admin@state.mn.us)  
**Fax:** (651) 797-1142

All questions concerning this Certification for the Minnesota Ignition Interlock Device Program should be in writing and e-mailed or faxed to the above address no later than 2:30 P.M. Central Daylight Time (CDT) on March 9, 2015. All answers to questions will be in writing and sent to all entities requesting Certification no later than 4:30 P.M. CDT by March 16, 2015. Final date for submitting proposals is 2:30 P.M. CDT on April 6, 2015. Faxed or e-mailed proposals will not be considered.

## Minnesota Department of Transportation (Mn/DOT) Notice to Bidders: Suspensions/Debarments as of January 12, 2015

### NOTICE OF DEBARMENT

**NOTICE IS HEREBY GIVEN** that MnDOT has ordered that the following vendors be debarred for a period of three (3) years, effective May 6, 2013 until May 6, 2016:

- Gary Francis Bauerly and his affiliates, Rice, MN
- Gary Bauerly, LLC and its affiliates, Rice, MN

- Watab Hauling Co. and its affiliates, Rice, MN

**NOTICE IS HEREBY GIVEN** that MnDOT has ordered that the following vendors be debarred for a period of three (3) years, effective September 17, 2014 until September 17, 2017:

- Jeffrey Plzak and his affiliates, Loretto, MN
- Laurie Plzak and her affiliates, Loretto, MN
- Honda Electric Incorporated and its affiliates, Loretto, MN
- Jeffrey and Laurie Plzak doing business as Honda Electric Logistics, and its affiliates, Loretto, MN

**NOTICE IS HEREBY GIVEN** that MnDOT has ordered that the following vendors be debarred for a period of three (3) years, effective January 12, 2015 until January 12, 2018:

- Marlin Dahl, Granada, MN
- Dahl Trucking, Elmore, MN
- Elmore Truck and Trailer, Inc., Elmore, MN

*Minnesota Statute* section 161.315 prohibits the Commissioner, counties, towns, or home rule or statutory cities from awarding or approving the award of a contract for goods or services to a person who is suspended or debarred, including:

- 1) any contract under which a debarred or suspended person will serve as a subcontractor or material supplier,
- 2) any business or affiliate which the debarred or suspended person exercises substantial influence or control, and
- 3) any business or entity, which is sold or transferred by a debarred person to a relative or any other party over whose actions the debarred person exercises substantial influence or control, remains ineligible during the duration of the seller's or transfer's debarment.

## 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 Department of Corrections Notice of Availability of Funds to Operate Remote Electronic Alcohol Monitoring (REAM) Grant Programs

The Minnesota Department of Corrections, Community Services Division, announces the availability of funds to operate Remote Electronic Alcohol Monitoring (REAM) programs for driving-while-intoxicated offenders under court order to abstain from alcohol use.

A total of \$603,000 per year is available for statewide grants for the twenty-four month period of July 1, 2015 through June 30, 2017. These funds are available to judicial districts, counties, and community corrections act agencies in the State of Minnesota.

The state reserves the right to cancel this solicitation.

The deadline for proposal submission is April 1, 2015 at 12:00 noon Central Standard Time.

To receive a copy of the request for proposal that describes in detail how to apply for this funding, contact:

Lina Jau  
Minnesota Department of Corrections  
1450 Energy Park Drive, Suite 200  
St. Paul, MN 55108-5219  
**E-mail:** [lina.jau@state.mn.us](mailto:lina.jau@state.mn.us)  
**Telephone:** (651) 361-7169  
**TTY:** (800) 627-3529

## Minnesota Department of Corrections Notice of Intent to Solicit Proposals for Sex Offender Programming/Treatment for Juveniles and Adults, Probationers and Supervised Releases for FY16-17

The Minnesota Department of Corrections, Grants and Subsidies Unit is requesting proposals for the purpose of awarding grants for juvenile and adult, probationer and supervised release sex offender programming. Grants will be financed from funds made available through the *Laws of Minnesota for 1994, Minnesota Statutes* 241.67, Subd. 1 and Subd. 3 (b) and Subd.8, and *Minnesota Statute* 242.195, Subd. 1. Private, for-profit or nonprofit 501(c)(3) organizations, public human service agencies, community corrections agencies, other governmental agencies and American Indian tribal governments that are able to provide direct sex offender specific services to juvenile and/or adult sex offenders are eligible to apply for these funds.

A Request for Proposal will be available by mail or electronically from this office. **A written request (by direct mail or electronically) is required to receive the Request for Proposal.** It is the respondents responsibility to both provide the written request and ensure the Request for Proposal is received. Submissions of Proposals must be received by mail no later than 4:30 PM, April 10, 2015. **Late proposals will NOT be considered.** Fax or e-mailed proposals will **NOT** be considered.

The Request for Proposal can be obtained from:



Timothy Schrupp  
Grants and Subsidies Unit  
Department of Corrections  
1450 Energy Park Dr. Suite 200  
St. Paul, MN 55108  
**Phone:** (651) 361-7579  
**E-mail:** [Timothy.schrupp@state.mn.us](mailto:Timothy.schrupp@state.mn.us)

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

### **Minnesota Department of Human Services (DHS) Community Partnerships and Child Care Services Office of Economic Opportunity Availability of Emergency Services Program, Transitional Housing Program, Homeless Youth Act, Safe Harbor Shelter and Housing Program, and Emergency Solutions Grant Funds**

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Services (DHS) Office of Economic Opportunity announces the anticipated availability of Emergency Services Program (ESP), Transitional Housing Program (THP), Homeless Youth Act (HYA), Safe Harbor Shelter and Housing Program, and Emergency Solutions Grants (ESG) funding. Funding under these programs may be used to pay the costs of providing emergency shelter and services, transitional housing, and youth supportive housing for those experiencing homelessness. Eligible applicants include non-profit organizations, local units of government and tribal governments.

The exact amount of available funding may not be known until the end of the 2015 Minnesota Legislative Session. All funds will be awarded through a competitive grant process. Funds will be awarded for a two-year period beginning July 1, 2015 and ending June 30, 2017. To be considered for funding under this program, one electronic application and two hard copy applications must be received by 4:00 pm on Monday, April 15, 2015. E-mail one electronic copy of the application to [barb.alt@state.mn.us](mailto:barb.alt@state.mn.us) and mail two hard copies of the application, to:

Barb Alt  
Minnesota Department of Human Services  
Office of Economic Opportunity  
PO Box 64962  
St. Paul, MN 55164-0962

For more information or to request an application packet, contact:

Tom Balsley  
Minnesota Department of Human Services  
Office of Economic Opportunity  
P.O. Box 64962  
St. Paul, MN 55164-0962  
**Phone:** (651) 431-3823  
**E-mail:** [tom.balsley@state.mn.us](mailto:tom.balsley@state.mn.us)

# State Grants & Loans

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## MNsure (Minnesota's Health Insurance Marketplace) Request for Proposals: Navigator Outreach and Enrollment Grants

MNsure is requesting proposals from eligible entities to: assist populations facing barriers to coverage with enrollment and renewal through MNsure; find, connect with and educate uninsured Minnesotans about the importance of having health care insurance and their options for obtaining coverage through MNsure; help consumers take advantage of financial help, including tax credits; and build an infrastructure of expert regional navigator resource and referral networks to reach the uninsured and enroll and renew Minnesotans in health insurance coverage. A complete copy of the Request for Proposals is available on MNsure's website at:

<https://www.mnsure.org/assisters/funding-opps.jsp>

Proposals are due April 6, 2015 by 1:00 p.m. Applications must be uploaded using the online submission process described on the Navigator Outreach and Enrollment Grant webpage. Questions regarding the RFP may be e-mailed to [navigatorgiants@mnsure.org](mailto:navigatorgiants@mnsure.org). Please see MNsure's website for more information.

## State Contracts

In addition to the following listing of state contracts, readers are advised to check the Statewide Integrated Financial Tools (SWIFT) Supplier Portal at: <http://supplier.swift.state.mn.us> as well as the Office of Grants Management (OGM) at: <http://www.grants.state.mn.us/public/>

**Informal Solicitations:** Informal solicitations for professional/technical (consultant) contracts valued at over \$5,000 through \$50,000, may either be advertised in the Supplier Portal (see link above) or posted on the Department of Administration, Materials Management Division's (MMD) Web site at: <http://www.mmd.admin.state.mn.us/solicitations.htm>.

**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 advertised in the SWIFT Supplier Portal or alternatively, in the *Minnesota State Register* if the procurement is not being conducted in the SWIFT system.

## Minnesota State Department of Administration (Admin) State Designer Selection Board Project No. 15-04 Notice of Availability of Request for Proposal (RFP) for Designer Selection for Centennial Office Building Predesign

The State of Minnesota, Department of Administration is soliciting proposals from interested, qualified consultants for Predesign services for the above referenced project.

A full Request for Proposals is available on the Minnesota Department of Administration's website at <http://mn.gov/admin/government/construction-projects/sdsb/sdsb-projects.jsp> (click 15-04).

A **MANDATORY** informational meeting is scheduled for **Friday, March 13, 2015 at 11:00 AM CT** at the Centennial Office Building, Lady Slipper Room, 658 Cedar Street, St. Paul, MN.

Any questions should be directed to Harvey Jaeger at fax #: (651) 215-6245 or e-mail: [harvey.jaeger@state.mn.us](mailto:harvey.jaeger@state.mn.us). Project questions will be taken by this individual only. Questions regarding this RFP must be received by **Monday, March 16, 2015** no later than **2:00 PM** Central Time.

Proposals must be delivered to Talia Landucci Owen, Executive Secretary, State Designer Selection Board, Real Estate and Construction Services, Room 309, Administration Building, 50 Sherburne Ave., St. Paul, MN 55155, phone: (651) 201-2372 not later than **12:00 noon on Monday, March 23, 2015**. Late responses will not be considered.

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

## **Minnesota State Colleges and Universities (MnSCU) Board of Trustees Notice of Request for Qualifications (RFQ) for Architectural, Owner's Representative, Real Estate and other related Professional and Technical Services for a Master List of Consultants**

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities ("MnSCU"), requests information of Minnesota registered consultants, as appropriate, to assist MnSCU in providing Architectural/Engineering, Owner Representative, Real Estate and other related Professional and Technical services as needed for up to a five-year period. Projects will vary in scope and may involve professional services for design, new construction, remodeling, commissioning, site and utility work, facilities, roads and grounds, and land development.

The Request for Qualifications (RFQ) documents can be found online at: <http://www.finance.mnscu.edu/facilities/index.html> under "Solicitations". This RFQ is to permit a consultant to be added to the MnSCU Master List of Consultants. The consultants currently on the Master List DO NOT need to respond to this RFQ. The current Master List can be viewed at [www.finance.mnscu.edu/facilities/design-construction/pm\\_emanual/index.html](http://www.finance.mnscu.edu/facilities/design-construction/pm_emanual/index.html)

and click on "#42 - Facilities P/T Consultants Master List".

Proposals must be delivered to:

Minnesota State Colleges & Universities  
ATTN: Facilities Design and Construction  
Wells Fargo Place  
30 Seventh Street East, Suite 350  
St. Paul, Minnesota 55101-7804

Proposals must be received NOT later than March 23, 2014 at 2:00 P.M. CST; late responses will not be considered.

MnSCU reserves the right to cancel this solicitation if it is considered to be in MnSCU's best interest. The RFI is not a guarantee of work and does not obligate MnSCU to award any contracts. MnSCU reserves the right to discontinue the use or cancel all or any part of this Master List of Consultants program if it is determined to be in its best interest. All expenses incurred in responding to this notice are solely the responsibility of the responder.

# State Contracts

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## Minnesota State Colleges and Universities (MnSCU)

### Central Lakes College

#### Notice of Request for Proposals for a 39,000 GSF Renovation and Right-sizing Project on the Staples Campus

**REFERENCE NUMBER:** TBD

**CONTRACTING AGENCY:** MnSCU – Central Lakes College

**RESPONSE TO THIS SOLICITATION IS DUE NO LATER THAN March 23, 2015 AT 2:00 PM CENTRAL TIME.**

**CONTACT PERSON:** James McArdell, Central Lakes College, Facilities Director

**CONTACT PHONE:** 218-855-8136

**FAX NUMBER:** (218) 855-8057

**LOCATION OF WORK:** Central Lakes College – Staples Campus

**DESCRIPTION:** McGough Construction, acting as Construction Manager at Risk, is currently seeking qualifications from subcontractors for a 39,000 GSF renovation and right-sizing project on the Staples Campus. The project is expected to begin in late May 2015 and continue for approximately 8 months. The scope of work includes primarily interior remodeling of Student Services offices, interior finishes of Commons and corridors, and renovation of Diesel Mechanics shop including overhead crane replacement and overhead door replacement. Mechanical and electrical work includes replacement of systems associated with the Student Services remodeling, lighting and diffuser replacement in Commons and corridors, and ventilation and CO/NO2 monitoring improvements in the Diesel Lab. Exterior work includes new sidewalks, planters and installation of photovoltaic energy systems.

To download the entire RFQ go to the following website:

<https://mcgoughconstruction.box.com/s/0ek8rs0x3l89pqde96mwz9exmhm0vxhb>

## Minnesota State Colleges and Universities (MnSCU)

### Pine Technical and Community College

#### Formal Request for Bid (RFB) for the Purchase of Electric 40-hp Automatic Transmission Dynamometer

Response Due Date and Time: Thursday, March 12 by 4:00 p.m. Central Time

Interested parties must contact Joan Bloemendaal-Gruett at (320) 629-5116 or [bloemendaalgruettj@pine.edu](mailto:bloemendaalgruettj@pine.edu) to obtain bid specifications.

**TITLE OF PROJECT:** Electric 40-hp Automatic Transmission Dynamometer and Adapters

**GEOGRAPHIC LOCATION REQUIREMENTS:**

Pine Technical & Community College  
900 Fourth Street SE  
Pine City, MN 55063

**RESPONSES MUST BE RECEIVED AT LOCATION LISTED BELOW:**

Joan Bloemendaal-Gruett, Ed.D.; Chief Academic Officer

Pine Technical & Community College  
900 Fourth Street SE, Room 44  
Pine City, MN 55063  
**Phone:** (320) 629-5116  
**E-mail:** [bloemendaalgruettj@pine.edu](mailto:bloemendaalgruettj@pine.edu)

**CONTACT FOR QUESTIONS:** Joan Bloemendaal-Gruett, Ed.D. Phone: (320) 629-5116

Your response to this Request for Bid (RFB) must be returned sealed. Sealed responses must be received no later than the due date and time specified above, at which time the names of the vendors responding to this RFB will be read. Late responses cannot be considered and the responses will be rejected.

Please provide base price for transmission dynamometer and base price for adapters.

The laws of Minnesota and MnSCU Board of Trustees and procedures apply to this RFB.

All attached General RFB Terms and Conditions, Specifications, and Special Terms and Conditions are part of this RFB and will be incorporated into any contract(s) entered into as a result of this RFB.

All responses to this RFB must be prepared as stated herein and properly signed. Address all correspondence and inquiries regarding this RFB to the Contact person named above. This is a request for responses to an RFB and is not a purchase order.

We reserve the right to accept or reject *any* or all bids.

## Minnesota Historical Society (MNHS) Request for Bids for 1500 Mississippi Warehouse Fire Protection System Upgrade and Expansion

The Minnesota Historical Society (Society) is seeking bids from qualified firms to provide all labor, materials, equipment, and supplies for the 1500 Mississippi Warehouse, Fire Protection System Upgrade and Expansion (the Site). The Work consists of replacement of the existing building fire alarm system as well as modifications and extension of the existing building fire sprinkler system. All work must be done in accordance with the Drawings, Technical Specifications, Instructions to Bidders, General Conditions, Supplementary Conditions, and the Contract, as well as this Request for Bids.

Request for Bid is available by emailing Mary Green Toussaint, Acting Contracting Officer at [mary.green-toussaint@mnhs.org](mailto:mary.green-toussaint@mnhs.org).

There will be a **MANDATORY** pre-bid meeting for all interested parties, on March 9, 2015 at 9:00 a.m. CST, at the 1500 Mississippi Warehouse. The address is 1489 Westminster Avenue, St Paul, Minnesota 55130.

All bids must be received no later than March 24, 2015 at 2:00 p.m. CST, by Mary Green Toussaint, Acting Contracting Officer, Minnesota Historical Society, 345 Kellogg Boulevard West, St. Paul, MN 55102, or an authorized agent (Society staff located at the 1st floor Information Desk of the Minnesota History Center).

## State Contracts

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### Minnesota Historical Society (MNHS)

#### Request for Bids for Oliver Kelley Farm Revitalization - Demolition, 15788 Kelley Farm Rd. NW, Elk River, MN 55330

The Minnesota Historical Society (hereinafter called the Society) is seeking bids from qualified firms to provide demolition of the current Visitor Center and Caretaker's House at the Oliver Kelley Farm, located at 15788 Kelley Farm Rd. NW, Elk River, MN 55330 (hereinafter called the Site). The work consists of, but is not limited to, demolition and removal of identified buildings, as well as site work. All work must be done in accordance with the Drawings, Technical Specifications, Instructions to Bidders, General Conditions, Supplementary Conditions, and the Contract, as well as this Request for Bids.

Request for Proposals are available by emailing Mary Green Toussaint, Acting Contracting Officer at [mary.green-toussaint@mnhs.org](mailto:mary.green-toussaint@mnhs.org)

**There will be a pre-bid meeting for all interested parties on Thursday, March 10, 2015 at 11:00 a.m., Local Time at the Site.** The meeting shall take place in the Kelley Farm Visitor Center located at 15788 Kelley Farm Road NW, Elk River, Minnesota 55330.

**All bids must be received no later than 2:00 P.M. Local Time on Thursday, March 19, 2015** by Mary Green Toussaint, Acting Contracting Officer, Minnesota Historical Society, 345 Kellogg Boulevard West, St. Paul, MN 55102, or an authorized agent (Society staff located at the 1st floor Information Desk of the Minnesota History Center). Late bids will not be accepted.

### Minnesota Historical Society (MNHS)

#### Request for Proposals for Professional Historical Architectural Services for the Preparation of an Historic Structure Report and Preservation Plan for the Washburn "A" Mill Complex in Minneapolis, Minnesota

The Minnesota Historical Society (hereinafter called the Society) requests proposals from highly-qualified historical architects for development of a Historic Structures Report and Preservation Plan (hereinafter called the HSR) for the Washburn "A" Mill Complex (hereinafter called the Complex) which includes the Society's Mill City Museum in Minneapolis, Minnesota. The Washburn "A" Mill Complex consists of eight (8) interconnected structures built between 1880 and 1928. These include 1) the ruins of the Washburn "A" Mill (1880, 1928); 2) the Mill Office (1880); 3) the Wheat House (1881); 4) the West Engine House (1885); 5) the East Engine House (1894); 6) the Elevator No. 1 (1908); 7) the Wheel House (1911); and 8) the Feed Elevator (1928). A ninth building, the Utility Building (1914), is also part of the Complex, but is not to be included in the HSR. The Washburn "A" Mill Complex is a National Historic Landmark.

Request for Proposals are available by emailing Mary Green Toussaint, Acting Contracting Officer at [mary.green-toussaint@mnhs.org](mailto:mary.green-toussaint@mnhs.org)

**A MANDATORY pre-proposal meeting will take place at the Mill City Museum at 10:00 A.M. Local Time on Tuesday, March 10, 2015 (meet in the ADM Conference Room, 6<sup>th</sup> floor).** Society staff will review the Request for Proposals (RFP) and tour the Complex with attendees.

Proposals must be received by Mary Green Toussaint, Acting Contracting Officer, or her agent, by **Thursday, March 19, 2015 at 2:00 p.m. Local Time.** Late proposals will not be accepted. Authorized agents for receipt of proposals are staff located at the Reception Desk on the first floor of the Minnesota History Center, 345 Kellogg Boulevard West, St. Paul, Minnesota 55102.

**Minnesota Department of Human Services (DHS)  
Direct Care and Treatment Division (DCT)  
Notice of Request to Contract for Licensed Dental Professional Services**

The Department seeks Contracted Dental services provided by licensed dental professionals who will provide dental services to DCT clients with mental and/or physical disabilities. Licensed professionals include dentists, dental hygienists and dental assistants. Set rates are established for each professional and are all inclusive of travel and expenses.

DCT has a Master program for dental services. The Master program is available through June 30, 2019.

Request for Contract, contact:

Mary Sweep  
E-mail: [Mary.sweep@state.mn.us](mailto:Mary.sweep@state.mn.us)  
Phone: (320) 214-3666

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

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

**Minnesota Department of Human Services (DHS)  
Direct Care and Treatment Division (DCT)  
Notice of Request to contract for Medically Necessary Services, Inpatient and  
Out-patient Treatment, and Emergency Room Services**

The Department seeks Medically necessary related services, routine and medical inpatient and out-patient treatment, and emergency room services to clients of Regional Treatment Centers, Community Behavioral Health Hospitals, Minnesota Specialty Health System, Community Addiction Recovery Enterprise Programs, Minnesota Sex Offender Programs and other Community-based programs and homes located throughout the State of Minnesota. For services provided off-site of DCT, DCT will reimburse at the current MA rate.

DCT has a Master program for Medical services. The Master program is available through June 30, 2018.

Request for Contract, contact:

Mary Sweep  
E-mail: [Mary.sweep@state.mn.us](mailto:Mary.sweep@state.mn.us)  
Phone: (320) 214-3666

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

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

# State Contracts

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## Minnesota Judicial Branch 4<sup>th</sup> Judicial District Request for Proposals for Digital Signage

The 4<sup>th</sup> Judicial District of the Minnesota Judicial Branch (MJB) is using a competitive selection process to obtain a list of vendors who would be able to provide digital signage throughout the district.

The signage solution will replace existing signage software and display devices with an enterprise application and solutions to deliver hearing and general signage information to court clients.

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

Interested party's submissions must be in writing and received by the Project Manager by noon on April 6, 2015. The sealed proposal must include five (5) paper copies sent to the following address; electronic submissions will not be accepted:

Paul Hinz  
4<sup>th</sup> Judicial District Court  
C-17<sup>th</sup> Floor Government Center  
300 South Sixth Street  
Minneapolis, MN 55487-0171

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

## Minnesota 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 <http://www.mnlottery.com/vendorops.html>

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  
**Telephone:** (651) 635-8230  
**Toll-free:** 1-888-568-8379 ext. 230  
**Fax:** (651) 297-7496  
**TTY:** (651) 635-8268  
**E-mail:** [jasonla@mnlottery.com](mailto:jasonla@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 (Mn/DOT) Engineering Services Division Notice of Potential Availability of Contracting Opportunities for a Variety of Highway Related Technical Activities (“Consultant Pre-Qualification Program”)

This document is available in alternative formats for persons with disabilities by calling Kelly Arneson at (651) 366-4774; for persons who are hearing or speech impaired by calling Minnesota Relay Service at (800) 627-3529.

Mn/DOT, worked in conjunction with the Consultant Reform Committee, the American Council of Engineering Companies of Minnesota (ACEC/MN), and the Department of Administration, to develop the Consultant Pre-Qualification Program as a new method of consultant selection. The ultimate goal of the Pre-Qualification Program is to streamline the process of contracting for highway related professional/technical services. Mn/DOT awards most of its consultant contracts for highway-related technical activities using this method, however, Mn/DOT also reserves the right to use Request for Proposal (RFP) or other selection processes for particular projects.

Nothing in this solicitation requires Mn/DOT to use the Consultant Pre-Qualification Program.

Mn/DOT is currently requesting applications from consultants. Refer to Mn/DOT’s Consultant Services web site, indicated below, to expenses are incurred in responding to this notice will be borne by the responder. Response to this notice becomes public information under the Minnesota Government Data Practices.

Consultant Pre-Qualification Program information, application requirements and applications forms are available on Mn/DOT’s Consultant Services web site at: <http://www.dot.state.mn.us/consult>.

Send completed application material to:

Kelly Arneson  
Consultant Services  
Office of Technical Support  
Minnesota Department of Transportation

# State Contracts

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395 John Ireland Blvd. - Mail Stop 680  
St. Paul, MN 55155

## Minnesota Department of Transportation (Mn/DOT) Engineering Services Division Notice Concerning Professional/Technical Contract Opportunities and Taxpayers' Transportation Accountability Act Notices

**NOTICE TO ALL:** The Minnesota Department of Transportation (Mn/DOT) is now placing additional public notices for professional/technical contract opportunities on Mn/DOT's Consultant Services **website** at: [www.dot.state.mn.us/consult](http://www.dot.state.mn.us/consult)

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. Mn/DOT is also posting notices as required by the Taxpayers' Transportation Accountability Act on the above referenced website.

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

The *State Register* also serves as a central marketplace for contracts let out on bid by the public sector. The *State Register* meets state and federal guidelines for statewide circulation of public notices. Any tax-supported institution or government jurisdiction may advertise contracts and requests for proposals from the private sector. It is recommended that contracts and RFPs include the following: 1) name of contact person; 2) institution name, address, and telephone number; 3) brief description of commodity, project or tasks; 4) cost estimate; and 5) final submission date of completed contract proposal. Allow at least three weeks from publication date (four weeks from the date article is submitted for publication). Surveys show that subscribers are interested in hearing about contracts for estimates as low as \$1,000. Contact editor for further details.

Besides the following listing, readers are advised to check: <http://www.mmd.admin.state.mn.us/solicitations.htm> as well as the Office of Grants Management (OGM) at: <http://www.grants.state.mn.us/public/>.

### Metropolitan Airports Commission (MAC) Minneapolis-St. Paul International Airport Notice of Call for Bids for 2015 Pavement Joint Sealing

MAC Contract No. 106 1 273  
Bids Close At: 2:00 PM on March 17, 2015

**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 concrete repairs and re-sealing of pavement joints and random cracks in concrete pavements at the Minneapolis-St. Paul International Airport.

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## Non-State Public Bids, Contracts & Grants

**Targeted Group Businesses (TGB):** The goal of the MAC for the utilization of TGB on this project is 9%.

**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, McGraw-Hill Construction/Dodge, 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; **phone:** (651) 292-4400; **fax:** (651) 292-0083. Make checks payable to: TKDA. Deposit per set (refundable): \$50.00. Requests for mailing sets will be invoiced for mailing charges. Deposit will be refunded upon return of bidding documents in good condition within 10 days of opening of bids.

**MAC Internet Access of Additional Information:** A comprehensive Notice of Call for Bids for this project will be available on March 2, 2015, at MAC's web address of <http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx> (construction bids.)

### West Mississippi Watershed Management Commission Request for Interest Proposals for Professional Services for Legal, Engineering and Technical, and Administrative Consulting

Pursuant to *Minnesota Statutes Annotated* 103B.227.subd. 5., the West Mississippi Watershed Management Commission hereby solicits Letters of Interest for legal, engineering and technical, and administrative consulting services for the fiscal years of 2015 and 2016. The annual operating budget for all services for the organization for the year 2015 is \$163,550.

The West Mississippi Commission works in concert with the Shingle Creek Watershed Management Commission. While working under separate operating budgets, the two Commissions share similar activities under a joint Watershed Management Plan.

Letters should include a brief description of the company and the experience of the individual(s) proposing to perform services for the Commission. The Commission will review said letters and reserves to itself the right to take such action as it deems in its best interests. All Letters of Interest should be submitted on or before March 10, 2015, to:

Tina Carstens, chair  
West Mississippi Watershed Management Commission  
3235 Fernbrook Lane  
Plymouth, MN 55447  
(NO CALLS)

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## Minnesota's Bookstore

660 Olive Street (Williams Hill Business Development), St. Paul, MN 55155  
(1 block east of I-35E Bridge, 1 block north of University Ave.) **FREE PARKING**  
**Phone: (651) 297-3000; Fax: (651) 215-5733**  
**E-mail: <http://www.minnesotasbookstore.com>**  
**Order Online at: [www.minnesotasbookstore.com](http://www.minnesotasbookstore.com)**



**Several convenient ways to order:**

- ♦ **Retail store** Open 8 a.m. - 5 p.m. Monday - Friday, 660 Olive Street, St. Paul
- ♦ **Phone** (credit cards): 8 a.m. - 5 p.m. Monday - Friday, 651.297.3000 (Twin Cities) or 1.800.657.3757 (nationwide toll-free)
- ♦ **On-line orders:** www.minnesotasbookstore.com
- ♦ **Minnesota Relay Service:** 8 a.m. - 5 p.m. Monday - Friday, 1.800.627.3529 (nationwide toll-free)
- ♦ **Fax** (credit cards): 651.215.5733 (fax line available 24 hours/day)
- ♦ **Mail orders:** Orders can be sent to Minnesota's Bookstore, 660 Olive Street, St. Paul, MN 55155

**PREPAYMENT REQUIRED. Prices and availability subject to change.**

**Fax and phone orders:** Credit card purchases **ONLY** (American Express/Discover/MasterCard/VISA). Please allow 1-2 weeks for delivery. **Mail orders:** Complete order blank and send to address above. Enclose check or include credit card information. Please allow 4-6 weeks for delivery. Please make checks payable to "Minnesota's Bookstore." A \$20.00 fee will be charged for returned checks.

Stock No.	Title	Quantity	Unit Price	Total

Send my order to:

Company \_\_\_\_\_

Name \_\_\_\_\_

Street Address (Not deliverable to P.O. boxes) \_\_\_\_\_

City ( ) State Zip \_\_\_\_\_

Daytime phone (In case we have a question about your order) \_\_\_\_\_

Credit card number: \_\_\_\_\_

Expiration date: \_\_\_\_\_ Signature: \_\_\_\_\_

**Shipping Charges**

<i>If Product</i>	<i>Please</i>
<i>Subtotal is:</i>	<i>Add:</i>
Up to \$15.00	\$ 5.00
\$15.01-\$25.00	\$ 6.00
\$25.01-\$50.00	\$ 9.00
\$50.01-\$100.00	\$ 14.00
\$100.01-\$1,000	\$ 17.00*
<small>*\$17 to an address in MN, WI, SD, ND, IA. If delivered to an address in other states, Canada or internationally, we will contact you if there are additional charges.</small>	
More than \$1,000	Call

Product Subtotal \_\_\_\_\_

Shipping \_\_\_\_\_

Subtotal \_\_\_\_\_

Sales tax \_\_\_\_\_

*(6.875% sales tax if shipped to MN address, 7.625% if shipped to St. Paul address. 7.125% MN transit tax or other local sales tax if applicable)*

**TOTAL** \_\_\_\_\_

If tax exempt, please provide ES number or completed exemption form.  
ES# \_\_\_\_\_