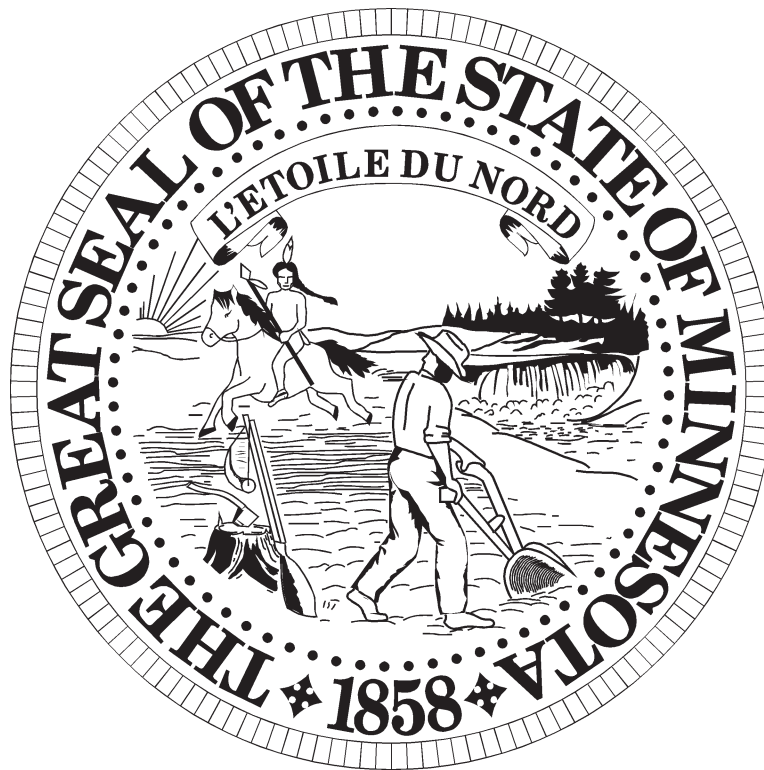


# Minnesota

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**Proposed, Adopted, Emergency, Expedited, Withdrawn, Vetoed Rules;  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

**TUESDAY 8 September 2015**

**Volume 40, Number 10**

**Pages 265 - 288**

# Minnesota State Register

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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- Withdrawn Rules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. 40 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)
# 11	Monday 14 September	Noon Tuesday 8 September	Noon Thursday 3 September
# 12	Monday 21 September	Noon Tuesday 15 September	Noon Thursday 10 September
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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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# Expedited Emergency Rules

Provisions exist for the Commissioners of some state agencies to adopt expedited emergency rules when conditions exist that do not allow the Commissioner to comply with the requirements for emergency rules. The Commissioner must submit the rule to the attorney general for review and must publish a notice of adoption that includes a copy of the rule and the emergency conditions. Expedited emergency rules are effective upon publication in the State Register, and may be effective up to seven days before publication under certain emergency conditions.

Expedited emergency rules are effective for the period stated or up to 18 months. Specific *Minnesota Statute* citations accompanying these expedited emergency rules detail the agency's rulemaking authority.

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

## Minnesota Department of Natural Resources (DNR) Adopted Expedited Emergency Game and Fish Rules: 2015 Waterfowl Season, Game Refuges, and Controlled Hunting Zones

**NOTICE IS HEREBY GIVEN** that the above entitled rules have been adopted through the process prescribed by *Minnesota Statutes*, Section 84.027, subdivision 13 (b). The statutory authority for the contents of the rule is *Minnesota Statutes*, sections *Minnesota Statutes*, sections 97A.045, 97A.091, 97A.092, 97A.137, 97A.401, 97B.105, 97B.112 and 97B.731.

The conditions that do not allow compliance with *Minnesota Statutes*, Sections 97A.0451 to 97A.0459, are as follows: The waterfowl hunting seasons are based on annual determinations of season timing and selection of the options as allowed under federal frameworks for migratory bird hunting. Provisions for taking waterfowl are based on population data that are not available until June and selection of options as allowed under federal frameworks for migratory bird hunting announced in August of each year. Changes will also allow additional hunting opportunities at the Lac qui Parle controlled hunting zone and the Schoolcraft Game Refuge in Hubbard County.

Dated: August 7, 2015

Tom Landwehr, Commissioner  
Department of Natural Resources

### 6230.0400 SPECIAL PROVISIONS FOR STATE GAME REFUGES.

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

[For text of subp 2, see 40 SR 105]

[For text of subps 3 and 4, see M.R.]

[For text of subp 5, see 40 SR 105]

[For text of subps 6 to 11, see M.R.]

[For text of subp 12, see 40 SR 105]

[For text of subps 13 to 42, see M.R.]

Subp. 43. **Schoolcraft Game Refuge, Hubbard County.** The Schoolcraft Game Refuge in Hubbard County is open to:

A. small game hunting, except waterfowl, through the Thursday nearest November 4 and after the close of the 100 Series firearms deer season;

B. trapping; and

C. deer and bear hunting by archery.

[For text of subps 44 to 48, see M.R.]

[For text of subp 49, see 40 SR 105]

[For text of subps 50 to 54, see M.R.]

[For text of subp 55, see 40 SR 105]

[For text of subps 56 to 60, see M.R.]

[For text of subps 61 and 62, see 40 SR 105]

### 6230.0600 DESCRIPTIONS OF CONTROLLED HUNTING ZONES.

[For text of subps 1 and 2, see M.R.]



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# Expedited Emergency Rules

## Subp. 3. **Lac qui Parle zones, Chippewa and Lac qui Parle Counties.**

A. On the Lac qui Parle Wildlife Management Area in Chippewa and Lac qui Parle Counties, the controlled hunting zone includes the following:

the Northwest Quarter of the Southwest Quarter (NW 1/4 SW 1/4) and the Southeast Quarter of the Southwest Quarter (SE 1/4 SW 1/4) of Section 32, Township 119 North, Range 42 West, and the Northwest Quarter of the Northeast Quarter (NW 1/4 NE 1/4) and the East Half of the Northwest Quarter (E 1/2 NW 1/4) of Section 5, Township 118 North, Range 42 West, all in Lac qui Parle County.

And also the East Half of the Northwest Quarter (E 1/2 NW 1/4), the East Half of the Southwest Quarter (E 1/2 SW 1/4), and the West Half of the West Half of the Southeast Quarter (W 1/2 W 1/2 SE 1/4) of Section 12, Township 118 North, Range 42 West, ~~the Southeast Quarter of the Southwest Quarter (SE 1/4 SW 1/4), the Northeast Quarter (NE 1/4) except that part lying northeasterly of State Highway 7, the East Half of the Southeast Quarter (E 1/2 SE 1/4), and those parts of the Northwest Quarter (NW 1/4) owned by the state and posted as "Wildlife Management Area, Controlled Hunting Zone,"~~ all in Section 1, Township 118 North, Range 42 West, all in Chippewa County.

And also all state owned land posted as "Wildlife Management Area, Controlled Hunting Zone" located between U.S. Highways 7 and 59 and County State-Aid Highways 32 and 33, Chippewa County, in Sections 6 and 7, Township 118 North, Range 41 West, and Section 36, Township 119 North, Range 42 West, all in Chippewa County.

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

[For text of subps 4 to 8, see M.R.]

## 6230.0700 LAC QUI PARLE SPECIAL PROVISIONS.

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

### Subp. 2. **Hunting stations.**

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

B. From the third Thursday in October through November 30, waterfowl and small game hunters ~~may reserve~~ must use designated hunting stations ~~according to regulations available at the Lac qui Parle Wildlife Management Area headquarters. Reservation dates may not be changed, which are available on a first-come, first-served basis.~~

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

Subp. 3. [See repealer.]

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

Subp. 6. [See repealer.]

[For text of subps 7 to 9, see M.R.]

## 6234.0800 HUNTING BY FALCONRY.

[For text of subps 1 to 3, see M.R.]

Subp. 4. **Open season and hours for migratory game birds.** Woodcock, sora and Virginia rails, mourning dove, and common snipe may be taken by falconry from September 1 to December 16. Ducks, coots, and moorhens (Gallinules) may be taken by falconry from ~~the Saturday nearest October 1 to the Saturday nearest January 14~~ September 27 to December 6 during the open seasons prescribed in part 6240.0640, subpart 1, and from December 13 to January 27 statewide. Geese may be taken by falconry during any open goose season. Crows may be taken by falconry during the open season. Falconry hours are from one-half hour before sunrise to sunset, except during the regular waterfowl season when falconry hours are the same as waterfowl shooting hours.

## 6240.0200 GENERAL RESTRICTIONS FOR TAKING AND POSSESSION OF MIGRATORY GAME BIRDS.

Subpart 1. **Shooting hours.** Shooting hours for migratory waterfowl, coots, gallinules, rails, and snipe are one-half hour before sunrise to sunset, except as follows:

A. ~~on the opening day of the duck season, shooting hours begin at 9:00 a.m.; and~~

# Expedited Emergency Rules

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B: from the opening day of the duck season to ~~the Saturday nearest~~ October 8-10, shooting hours end at 4:00 p.m.

Subp. 2. **Possession limits.** The possession limit is ~~twice~~ three times the daily limit, except for rails where the daily and possession limits are the same. All restrictions specific to a species or gender apply.

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

Subp. 7. **Taking in open water.** A person may take migratory waterfowl, coots, gallinules, rails, and snipe in open water on the following waters of Minnesota with the restrictions given:

A. Mississippi River from the U.S. Highway 61 bridge at Hastings to the Iowa border and lying between the main railroad tracks and the Minnesota-Wisconsin border: hunting is allowed not more than 100 feet from any shoreline, including islands, from boats that must be at anchor;

B. Lake Pepin, Lake of the Woods, and Lake Mille Lacs: hunting is allowed from boats that must be at anchor; and

C. Lake Superior north and east of Minnesota/Park Point peninsula: hunting is allowed from boats that must be at anchor.

## 6240.0250 TAKING MOURNING DOVES.

Subpart 1. **Open season.** Mourning doves may be taken during the ~~60=~~ 70-day period beginning September 1.

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

## 6240.0610 YOUTH WATERFOWL HUNTING DAY.

Subpart 1. **Dates, eligibility, and license requirements.** Ducks, mergansers, coots, moorhens, and Canada geese may be taken statewide on ~~Youth Waterfowl Hunting Day-Saturday, September 12,~~ by resident and nonresident hunters 15 years of age or younger. An adult resident or nonresident mentor 18 years of age or older, who is authorized by the youth's parent or guardian, must accompany the youth hunter at all times during the hunt. The accompanying adult may not hunt. No hunting license or waterfowl stamps are required.

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

## 6240.0630 SANDHILL CRANE HUNTING.

Subpart 1. **Open season.** Sandhill cranes may be taken from September 12 to October 18.

Subp. 2. **Shooting hours.** Shooting hours for sandhill cranes are one-half hour before sunrise to sunset, except beginning on the opening day of duck season, shooting hours are the same as the duck season under part 6240.0200, subpart 1.

Subp. 3. **Open area; restrictions on taking.**

A. Sandhill cranes may be taken only in the Northwest Goose Zone described in part 6240.0860.

B. Taking sandhill cranes during the early goose season is prohibited on or within 100 yards of all surface waters.

C. Sandhill cranes may be taken by bow and arrow or shotgun with nontoxic shot approved by the United States Fish and Wildlife Service. A person may not take sandhill cranes with a rifle or handgun.

Subp. 4. **License and permit requirements.**

A. Sandhill cranes may be taken only under:

(1) a valid permit issued by the commissioner for a fee of \$3; and

(2) a small game license, unless exempted.

B. A hunter must have a sandhill crane permit in possession when taking or possessing sandhill cranes.

C. A hunter must not have had small or big game hunting privileges revoked within one year of purchasing a sandhill crane permit.

Subp. 5. **Bag limits.** A person may not take more than one sandhill crane per day or have more than three sandhill cranes in possession.



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# Expedited Emergency Rules

Subp. 6. **Penalties.** Violation of this part or the conditions of any permit issued under this part results in revocation of the sandhill crane permit and any other penalties provided by state or federal law.

Subp. 7. **Game refuges and waterfowl refuges.** All state refuges closed to migratory waterfowl hunting are closed to taking sandhill cranes under this part. All waterfowl refuges closed by posting to taking ducks or geese during any portion of the fall waterfowl seasons are closed to taking sandhill cranes under this part.

## **6240.0640 TAKING COOTS, MOORHENS, AND DUCKS.**

Subpart 1. **Open season.** Coots, moorhens, and ducks may be taken:

A. in the North Waterfowl Zone, described in subpart 3, during the 60-day period from September 26 to November 24;

B. in the Central Waterfowl Zone, described in subpart 3, during the 60-day period that includes September 26 to October 4 and October 10 to November 29; and

C. in the South Waterfowl Zone, described in subpart 3, during the 60-day period that includes September 26 to October 4 and October 15 to December 4.

Subp. 2. **Daily limits.** In any one day, a person may not take more than six ducks, five mergansers, and a total of 15 coots and moorhens. The daily limit of ducks, other than mergansers, may not include more than four mallards, including two female mallards; two pintails; two redheads; three scaup; three wood ducks; one black duck; and two canvasbacks. The daily limit of mergansers may not include more than two hooded mergansers.

Subp. 3. **Waterfowl zones.** Zones for ducks and geese are designated and described as follows:

A. the North Waterfowl Zone is that portion of the state north of a line beginning on Minnesota Highway 210 at the western boundary of the state; thence along Minnesota Highway 210 to Minnesota Highway 23; thence along Minnesota Highway 23 to Minnesota Highway 39; thence along Minnesota Highway 39 to the eastern boundary of the state;

B. the South Waterfowl Zone is that portion of the state south of a line extending east from the South Dakota state line along U.S. Highway 212 to Interstate 494; thence east along Interstate 494 to Interstate 94; thence east along Interstate 94 to the Wisconsin state line; and

C. the Central Waterfowl Zone is that portion of the state that is not included in the North or South Waterfowl Zone.

## **6240.0950 TAKING CANADA GEESE.**

Subpart 1. **Open season.** Canada geese may be taken:

A. in the North Waterfowl Zone, described in part 6240.0640, subpart 3, during the 90-day period from September 26 to December 23;

B. in the Central Waterfowl Zone, described in part 6240.0640, subpart 3, during the period that includes September 26 to October 4 and October 10 to December 28; and

C. in the South Waterfowl Zone, described in part 6240.0640, subpart 3, during the period that includes September 26 to October 4 and October 15 to January 2.

Subp. 2. **Daily limit.** A person may not take more than three dark geese each day. "Dark geese" means Canada, white-fronted, and brant geese.

## **6240.1150 TAKING SNOW, BLUE, ROSS', AND WHITE-FRONTED GEESE AND BRANT.**

Subpart 1. **Seasons.** Snow, blue, Ross', and white-fronted geese and brant may be taken only in areas of the state when and where the Canada goose season is open as described in part 6240.0950.

Subp. 2. **Daily limit.** A person may not take more than 20 snow, blue, and Ross' geese in combination; ~~one white-fronted goose; and one brant~~ each day.

# Expedited Emergency Rules

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## 6240.1200 TAKING GEESE DURING EARLY SEASON.

[For text of subs 1 to 3, see M.R.]

Subp. 4. **Daily limits.** A person may not take more than five Canada geese per day during the early season, except that the bag limit is ten in the open area for the August Canada goose management harvest described in part 6240.0650, published in the *State Register*, volume 40, page 119, August 3, 2015.

[For text of subp 5, see M.R.]

## 6240.1850 REFUGES OPEN TO TAKING GEESE.

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

### Subp. 2. **Game refuges.**

~~A. The following refuges are~~ refuge is open to goose hunting during the first two days of the regular goose season: ~~Fox Lake Game Refuge in Martin County and the Saint James Game Refuge in Watonwan County.~~

~~B. The Fox Lake Game Refuge is open to goose hunting for the last seven days of the statewide goose season. There is no goose hunting within 100 yards of Fox and Temperence Lakes.~~

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

## 6240.2000 MIGRATORY WATERFOWL FEEDING AND RESTING AREA RESTRICTIONS.

[For text of subs 1 to 3, see M.R.]

Subp. 4. **Use of electric motors.** On the lakes listed in items A to J ~~M~~, a person may use an electric motor with battery power of 12 volts or less within the designated migratory waterfowl feeding and resting area during the open waterfowl season:

A. Beltrami County: Puposky Lake, Little Puposky Lake;

B. Carver County: Tiger Lake;

C. Faribault and Blue Earth Counties: Minnesota Lake;

D. Freeborn County: Bear Lake, Upper Twin Lake;

E. Jackson County: South Heron Lake, North Heron Lake;

F. Kandiyohi County: ~~Wagona~~ Wakanda Lake, Lake Lillian;

G. McLeod County: Bakers Lake, Unnamed Lake, in T. 114 N., R. 29W, S. 28;

H. Polk County: Turtle Lake;

I. Pope County: Nelson Lake; ~~and~~

J. Traverse County: Mud Lake;:

K. Le Sueur County: Diamond Lake;

L. Le Sueur County: Dora Lake; and

M. Le Sueur County: Sanborn Lake.

**REPEALER.** Minnesota Rules, part 6230.0700, subparts 3 and 6, are repealed.

**EFFECTIVE PERIOD.** The emergency amendments to Minnesota Rules, parts 6230.0400, 6230.0600, 6230.0700, 6234.0800, 6240.0200,

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## Expedited Emergency Rules

6240.0250, 6240.0610, 6240.1150, 6240.1200, 6240.1850, and 6240.2000, expire January 30, 2016. After the emergency amendments expire, the permanent rules as they read prior to those amendments again take effect, except as they may be amended by permanent rule. Minnesota Rules, parts 6240.0630, 6240.0640, and 6240.0950, expire January 30, 2016.

### 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 Department of Labor and Industry (DLI)

### Workers' Compensation Division

#### Notice of Annual Adjustment to Workers' Compensation Vocational Rehabilitation Hourly Rates

The commissioner may increase the maximum hourly rates for rehabilitation services annually on October 1, but any increase is limited by the maximum annual adjustment under *Minnesota Statutes*, section 176.645. *Minnesota Rules* 5220.1900, subp. 1b.

Notice is hereby given that on October 1, 2015, the maximum workers' compensation qualified rehabilitation consultant (QRC) hourly rate will increase by 2.91 percent, to \$104.09, and the maximum hourly rate for workers' compensation rehabilitation job development and placement services will increase by 2.91 percent, to \$79.02.

Dated: August 17, 2015

Ken B. Peterson, Commissioner  
Department of Labor and Industry

# Official Notices

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## Minnesota Board of Nursing

### REQUEST FOR COMMENTS on Proposed Amendment to and Repeal of Rules Governing Requirements for Licensure and Registration of Practical, Professional, and Advanced Practice Nurses, *Minnesota Rules*, Chapter 6305 and 6310

#### *Minnesota Rules*, Chapter 6305:

- Definitions
- Purpose and Authority
- Authorization to Practice Nursing
- Requirements for Licensure by Examination
- Requirements for Professional or Practical Licensure for Applicants Educated in Canada
- Requirements for Initial Licensure of Advanced Practice Registered Nurses
- Requirements for Professional and Practical Nurse Licensure by Endorsement
- Application Nullification
- Incorporation by Reference

#### *Minnesota Rules*, Chapter 6310:

- Definitions
- Purpose
- Registration Renewal Requirements
- Substantiation of Participation in Continuing Education
- Reregistration requirements
- Change of Name and Address on Records
- Lost, stolen, or Destroyed License
- Verification of Minnesota License
- Dishonored Checks
- Incorporation by Reference

**Subject of Rules.** The Minnesota Board of Nursing requests comments on its proposed repeal and amending of rules governing requirements for licensure and registration of practical, professional and advanced practice nurses.. Proposed requirements for licensure and registration of practical, professional, and advanced practice nurses rules would include definitions as needed, authorization to practice advanced practice nursing, requirements for initial licensure of advanced practice nurses, registration renewal requirements, and reregistration requirements.

**Persons Affected.** The proposed revision of program approval rules would affect applicants for advanced practice licensure and licensed advanced practice nurses seeking renewal of registration and reregistration, and practical and professional applicants who exceed the time limit for taking the licensing examination.

**Statutory Authority.** The statutory authority for revision of program approval rules are:

- *Minnesota Statutes*, section 148.191, subdivision 2 authorizing the board to adopt and, from time to time, revise rules not inconsistent with the law, as may be necessary to enable it to carry into effect the provisions of sections 148.171 to 148.285. It shall examine, license, and renew the license of duly qualified applicants. It shall by rule adopt, evaluate, and periodically revise, as necessary, requirements for licensure and for registration and renewal of registration as defined in section 148.231. It shall maintain a record of all persons licensed by the board to practice advanced practice, professional, or practical nursing.

**Public Comment.** Interested persons or groups may submit comments or information on these possible rules in writing or orally until further notice is published in the *State Register* that the Board intends to adopt or to withdraw the rules. The Minnesota Board of Nursing will not publish a notice of intent to adopt the rules until more than 60 days have elapsed from the date of this request for comments. The Board will solicit feedback via focus groups during the rule making process.

**Rules Drafts.** The Board of Nursing has not yet prepared a draft of the possible rules and does not anticipate a draft of the rules will be available before the publication of the proposed rules.

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## Official Notices

**Agency Contact Person.** Written or oral comments, questions, requests to receive a draft of the rules when it has been prepared, and requests for more information on these possible rules should be directed to: Julie Sabo at Minnesota Board of Nursing, 2829 University Avenue S.E. #200, Minneapolis, MN 55414; **phone:** (612) 317-3013, **e-mail:** [nursing.board@state.mn.us](mailto:nursing.board@state.mn.us), or **fax:** (612) 617-2190. **TTY** users may call the Board at 1-800-627-3529.

**Alternative Format.** Upon request, this Request for Comments can be made available in an alternative format, such as large print, Braille, or cassette tape. To make such a request, please contact the agency contact person at the address or telephone number listed above.

**NOTE:** Comments received in response to this notice will not necessarily be included in the formal rulemaking record submitted to the administrative law judge if and when a proceeding to adopt rules is started. The agency is required to submit to the judge only those written comments received in response to the rules after they are proposed. If you submitted comments during the development of the rules and you want to ensure that the Administrative Law Judge reviews the comments, you should resubmit the comments after the rules are formally proposed.

Dated:

Shirley A. Brekken, Executive Director  
Minnesota Board of Nursing

## Teachers Retirement Association (TRA) Notice of Meeting of the Board of Trustees on Wednesday 16 September 2015

The Board of Trustees, Minnesota Teachers Retirement Association will hold a meeting on Wednesday, September 16, 2015 at 9:30 a.m. in Suite 400, 60 Empire Drive, St. Paul, MN to consider matters which may properly come before the Board. Board members may participate by telephone.

## 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

## Official Notices

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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 Historical Society (MNHS)

### Grants Office

#### Notice to Solicit Nominees to Historic Resources Advisory Committee

The Minnesota Historical Society (MNHS) seeks candidates for service on the Historic Resources Advisory Committee (HRAC). Committee members provide policy and grant-making guidance for the Minnesota Historical and Cultural Heritage Grants program, funded by the Legacy Amendment's Arts and Cultural Heritage Fund. HRAC members also make recommendations to the Society's Executive Council regarding the awarding of Minnesota Historical and Cultural Heritage grants.

The Arts and Cultural Heritage Fund (ACHF) is one of four funds created by the Legacy Amendment, passed by voters in November 2008. For the current biennium (2016-2017), the Minnesota Legislature appropriated \$29 million from the Arts and Cultural Heritage Fund to the Minnesota Historical Society, including \$11.5 million for Minnesota Historical and Cultural Heritage grants to be awarded during the biennium. Expectations are high for what these grants can accomplish across Minnesota – they are supporting projects of enduring value for the cause of history and historic preservation.

The Minnesota Historical Society administers the competitive Minnesota Historical and Cultural Heritage Grants program and appoints members to the Historic Resources Advisory Committee. Legislation specifies that the committee have balanced statewide



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## State Grants & Loans

membership and include representatives of local, county and statewide historical and cultural organizations and programs. It further requires that the committee include, but is not limited to, members representing the interests of historic preservation, local history, archaeology, archival programs and other cultural programs related to the history of Minnesota. To maintain a balanced statewide membership, the Grants Office will give first consideration to candidates from the following counties: Cook, Lake, Saint Louis, Koochiching, Itasca, Aitkin, Carlton, Cass, Crow Wing, Pine, Mille Lacs, Morrison, Kanabec, Benton, Chisago, Isanti; and/or underserved and/or underrepresented communities.

The anticipated time commitment for Historic Resources Advisory Committee (HRAC) members is substantial, but is focused around the yearly working meeting. HRAC work requires extensive reading two weeks prior to public meetings and the ability to meet during the work week to hear public input and to deliberate on award recommendations.

HRAC members should have skills and/or knowledge to evaluate and apply criteria related to grant requirements and professional standards; work independently to read and analyze applications; communicate effectively during review meetings; contribute to an effective group process by being cooperative, constructive, and flexible; adhere to conflict of interest policy; have basic computer skills and familiarity with MNHS' grant portal or ability to quickly learn the application review through MNHS' grant portal.

There are two appointments available for two-year terms. HRAC appointments are expected to be made in October. Appointees would begin their two-year term on January 1, 2016. There will be an orientation meeting in August 2016 and the first working meeting (two days long) will be September 22 and 23, 2016.

To be considered, please send:

- 1) a letter of interest specifying your qualifications for serving on the HRAC
- 2) a brief resume
- 3) contact information for two references

Nomination packages should not exceed 5 pages and are due no later than **September 25, 2015**.

Please send to: Grants Office, Attn: Carolyn Veese-Egbide, Historic Resources Advisory Committee, Minnesota Historical Society, 345 Kellogg Blvd. W., St. Paul, MN 55102 or **e-mail: [carolyn.veeser-egbide@mnhs.org](mailto:carolyn.veeser-egbide@mnhs.org)**. Please contact Carolyn Veese-Egbide, Grants Manager at (651) 259-3469 or **[carolyn.veeser-egbide@mnhs.org](mailto:carolyn.veeser-egbide@mnhs.org)** with any questions.

## Minnesota Department of Human Services (DHS) Adult Mental Health Division

### Notice of Request for Proposals to Provide Support and Data Collection for Implementation of Certified Peer Support Services

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Services is requesting proposals to **Provide Support and Data Collection for Implementation of Certified Peer Support Services**.

Work is proposed to start **January 1, 2016**. For more information, or to obtain a copy of the Request for Proposal, contact:

Shelley White  
Department of Human Services  
Adult Mental Health Division  
P.O. Box 64981  
444 Lafayette Road North  
St. Paul, MN 55155  
**Phone:** (651) 431-2518  
**Fax:** (651) 431-7566  
**E-mail:** [Shelley.white@state.mn.us](mailto:Shelley.white@state.mn.us)

# State Grants & Loans

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

Proposals submitted in response to this Request for Proposals must be received at the address above no later than **4:00 p.m., Central Time, October 30, 2015. Late proposals will NOT be considered.** Faxed or e-mailed proposals will **NOT** be considered.

The RFP can be viewed by visiting the Minnesota Department of Human Services RFP web site:

*[http://www.dhs.state.mn.us/main/id\\_000102](http://www.dhs.state.mn.us/main/id_000102)*

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

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 SWFT system.

## Minnesota State Colleges and Universities (MnSCU) Notice of Request for Proposal (RFP) for Designer Selection for Anoka Technical College Manufacturing and Automotive Technology Lab Renovation

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Anoka Technical College, Anoka, Minnesota, through its Facilities Services Department is seeking a designer for the above project.

A full Request for Proposal, along with the pre-Design report, are available on the MnSCU's website at the following address:

*<http://www.finance.mnscu.edu/facilities/design-construction/announcements/index.html>*

Any questions regarding the RFP shall be submitted to Roger Freeman via e-mail at *[roger.freeman@anokaramsey.edu](mailto:roger.freeman@anokaramsey.edu)*. An informa-

tional meeting is scheduled for 10:00 am, September 16, 2015 at Anoka Technical College, 1355 US-10, Anoka, Minnesota, in Classroom Room 125.

Proposals from interested firms must be received by Lorie Lopez, Facilities Office Manager, Anoka Ramsey Community College, 11200 Mississippi Blvd NW, Coon Rapids, Minnesota, 55433, by 2:00 pm CDT, Wednesday, September 30, 2015.

## Minnesota State Colleges and Universities (MnSCU) System Office Request for Proposal (RFP) for IT Emergency Staff Augmentation

Minnesota State Colleges and Universities is the fifth-largest system of higher education in the United States. It is comprised of 31 two-year and four-year state colleges and universities with 54 campuses located in 47 Minnesota communities. The System serves approximately 430,000 students each year. The Minnesota State Colleges and Universities is an independent state entity that is governed by a 15 member Board of Trustees.

Minnesota State Colleges and Universities system office (MnSCU) is requesting responses for IT emergency staff augmentation. MnSCU is looking for multiple vendors under contract that have “deep benches – minimum of five (5) available candidates per category” that could provide us with qualified staff that can be available within 48 hours to be on site at one of our institutions as a result of a security event. **No foreign outsourcing.** These individuals would be on site for a minimum of 2 weeks and could work for as many as 6 months if needed. Please view its website at [www.mnscu.edu](http://www.mnscu.edu).

Responders must have these types of contractors with a minimum of three years of experience:

- **DBA** skilled in one of the following databases as needed; Oracle, Microsoft SQL Server, MySQL
- **System Administrator** skilled in one of the following server operating systems as needed; Windows Server Administration, Linux Server System Administration.
- **Network Administrator** skilled in administration of routers, firewalls and load balancers of the following brands; Cisco, F5, Barracuda etc. and familiar with logging tools and log mining. Additionally, they should be familiar with protocols such as IP, TCP, UDP, ICMP, ARP, and RARP.
- **Programmer** skilled in one or more of the following languages: C, Perl, Awk, Java, shell (all variations), other scripting tools, .NET, PHP
- **Project Manager** able to work under high stress and short timeline conditions to coordinate the work of multiple unaffiliated individuals.

The timeline for the RFP is as follows:

Tuesday September 8, 2015	Publish RFP notice in <i>State Register</i>
Thursday, September 17, 2015 @ 9:00 A.M. CST	Question are due by email from possible responders
Friday, September 18, 2015	Responses to questions posted
Monday, September 28, 2015, 3:00 P.M. CST	Deadline for RFP proposal submissions

The RFP can be downloaded at the following URL: <http://www.csc.mnscu.edu/sourcing/RFP.html>

Send all questions to [dan.duffy@so.mnscu.edu](mailto:dan.duffy@so.mnscu.edu) by Thursday, September 17, 2015 at 9:00 A.M. The deadline for submission is Monday, September 28, 2015, at 3:00 P.M., CDT.

All proposals must be received **no later than Monday, September 28, 2015 at 3:00 P.M. CST** at Minnesota State Colleges and Universities, System Office, 30 - 7<sup>th</sup> St. E., Suite 350, St. Paul, MN 55101 (Attn: Dan Duffy).

# State Contracts

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## Minnesota Departments of Health and Human Services (MDH) (DHS) Notice of Contract Opportunity for Conference Planner

**PROJECT NAME:** 2016 Learning Days Conference Planner

**DETAILS:** The Minnesota Departments of Health & Human Services are requesting proposals for the purpose of hiring a conference planner to plan and execute the 2016 Learning Days Conference.

The Minnesota Departments of Health and Human Services are in need of services to plan, administer and implement a two-day learning event that will advance the goals of the Minnesota Accountable Health Model and the requirements for Health Care Homes program. The event will be held in the Spring or Fall of 2016 depending on venue selection and will attract up to 600 attendees and 20+ exhibitors. The target audience will include primary care clinic staff and providers, behavioral health providers, administrative and professional organization representatives, quality improvement specialist, local public health staff, social services providers and other related professions

Work is anticipated to start after September, 2015.

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

*Kathy.vinson@state.mn.us*

**PROPOSAL DEADLINE:** Proposals submitted in response to the Request for Proposals in this advertisement must be received

All proposals must be received **not later than 4:00 p.m., Central Time, September 25, 2015**, at the following address:

Minnesota Department of Health  
Health Care Homes  
Kathy Vinson, Operations Supervisor

**Mailing Address:**

P.O. Box 64882  
St. Paul, MN 55164-0882

**Courier Address:**

85 East 7<sup>th</sup> Place  
St. Paul, MN 55164-0882

**Late proposals will NOT be considered.** Email/fax/mailed proposals will **NOT** be considered.

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

## Minnesota Historical Society (MNHS) Request for Proposals for an Archaeological Survey of Pope County

The Minnesota Historical Society (Society) and the Oversight Board of the Statewide Historical and Archaeological Survey (Board) seek a qualified consultant to conduct an archaeological survey of Pope County. The purposes of the project are to summarize what is known about the early human occupation of the county, update the State Archaeologist's site file with regard to the status of known archaeological sites, and find through field survey unrecorded prehistoric and early historic sites. The cost of the survey should not exceed \$85,000.

The Request for Proposals is available by contacting Mary Green Toussaint, Acting Contracting Officer via e-mail:

*mary.green-toussaint@mnhs.org*

Questions regarding contracting procedures or project scope and products should be directed to Mary Green Toussaint, Acting Contract Officer, at *mary.green-toussaint@mnhs.org*. Questions will be accepted until **2 p.m. on Friday September 18, 2015**. An anonymous summary of all questions received and their answers will be relayed via email to all requesters of the proposal within a

reasonable time thereafter.

Proposals must be received by Mary Green Toussaint, Acting Contracting Officer, Minnesota Historical Society, 345 Kellogg Boulevard West, St. Paul, MN 55102 no later than 2:00 p.m., local time, **Wednesday, September 30, 2015**. No late proposals will be accepted.

### Minnesota Historical Society (MNHS) Request for Proposals for Archaeology of the Fort Snelling Historic District

The Minnesota Historical Society (Society) and the Oversight Board of the *Statewide Survey of Historical and Archaeological Sites* (Board) seek a qualified consultant to investigate archaeological aspects of the Fort Snelling Historic District outside the limits of Historic Fort Snelling. The purpose of the project is to assist the Minnesota SHPO with redefining the boundary of the Fort Snelling National Register District, to locate key localities important to the early history of the area, and to summarize the archaeological potentials of the historic district. (Figure 1 shows the general locality that will be the focus of this project). These efforts should improve identification, interpretation and management of historically significant archaeological aspects of the Fort Snelling Historic District and assist development agencies with accurately, efficiently, and comprehensively assessing impacts of undertakings within the district. The project cost may not exceed \$120,000.

The Request for Proposals is available by contacting Mary Green Toussaint, Acting Contracting Officer via e-mail:  
*mary.green-toussaint@mnhs.org*

Questions regarding contracting procedures or project scope and products should be directed to Mary Green Toussaint, Acting Contract Officer, at *mary.green-toussaint@mnhs.org*. Questions will be accepted until **2 p.m. on Friday September 18, 2015**. An anonymous summary of all questions received and their answers will be relayed via email to all requesters of the proposal within a reasonable time thereafter.

Proposals must be received by Mary Green Toussaint, Acting Contracting Officer, Minnesota Historical Society, 345 Kellogg Boulevard West, St. Paul, MN 55102 no later than 2:00 p.m., local time, **Wednesday, September 30, 2015**. No late proposals will be accepted.

### Minnesota State Academies Notice of Availability of Contract for Psychological Services

The Minnesota State Academies is requesting proposals for the purpose of **Psychological Services**.

Work is proposed to start after **October 12<sup>th</sup>, 2015**.

A Request for Proposal will be available by mail or email from this office through **September 29<sup>th</sup>, 2015**. A written request (by direct mail, e-mail or fax) is required to receive the Request for Proposal.

The Request for Proposal can be obtained from:

Mike Hopwood  
Fiscal Services Director  
615 Olof Hanson Drive  
Faribault, MN 55021  
**Phone:** (507) 384-6605  
**Fax:** (507) 332-5404  
**E-mail:** *mike.hopwood@msa.state.mn.us*

Proposals submitted in response to the Request for Proposals in this advertisement must be received by **October 1st, 2015** at the address above no later than **1:30 PM Central Daylight Time**. **Late proposals will NOT be considered**. Fax or e-mailed proposals will

# State Contracts

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be considered.

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

## Minnesota 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.

## Office of the Governor and Lt. Governor Request for Proposals to Develop and Conduct Intercultural Development Inventory (IDI) Assessments and Coaching

The Governor's Office requests proposals to develop and conduct Intercultural Development Inventory (IDI) assessments and coaching for members of the Governor's senior staff and cabinet. This includes individual assessments, group assessments, individual coaching exercises, and group coaching sessions.

It is the goal of the Governor's Office to provide the opportunity to its leaders to develop their self-awareness of navigating and understanding of difference in race/ethnicity, ability, gender identity and sexual orientation, experience, and thought with those that they work with and to better inform the policies and services their respective agencies implement and deliver to Minnesotans.

For more information, or to obtain a copy of the Request for Proposal (RFP), please contact:

Kathryn Troyer  
Director of Diversity and Inclusion  
Office of Governor Mark Dayton and Lt. Governor Tina Smith  
**E-mail:** [Kathryn.troyer@state.mn.us](mailto:Kathryn.troyer@state.mn.us)

Proposals must be received at the following location no later than **2:00 pm Central Time, September 30, 2015:**

Kathryn Troyer, Director of Diversity and Inclusion  
c/o Minnesota Department of Administration  
Materials Management Division - Room 112  
50 Sherburne Avenue  
St. Paul, MN 55155

Late proposals will NOT be considered. Faxed or e-mailed proposals will NOT be considered.

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

## Minnesota 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.

# State Contracts

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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  
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/>.

## Dakota County

### Notice of Request for Proposal (RFP) for Project Management – Birth to Age 8 Collaborative Initiative

**NOTICE IS HEREBY GIVEN** that Dakota County Community Services Administration is soliciting proposals from interested and qualified parties for the purpose of providing project management services. Project manager will be working with the Dakota County Birth to Age 8 Collaborative Initiative through a grant funded by the Grotto Foundation.

The Dakota County Birth to Age 8 Collaborative Initiative brings together key stakeholders from public health, human services, community non-profits, and education to develop a pilot project that demonstrates the impact of targeted interventions with at-risk families on readiness for kindergarten and third grade reading level. The project will track individuals over time across the service continuum to measure key developmental milestones and ultimately reaching key reading proficiency outcomes by the end of third grade.

Dakota County is seeking a project manager who is able to successfully:

1. Convene and facilitate communications across Sponsor Group and Steering Committee members.
2. Establish and monitor operating procedures across Sponsor Group, Steering Committee members, and identified working groups.
3. Manage and facilitate; a Sponsorship Group; a Steering Committee and; identify and facilitate other workgroups as needed.
4. Oversee initiative budget.
5. Serve as a liaison to answer staff questions and provide updates.
6. Look into and pursue additional funding options and opportunities

Candidates should have strong verbal and writing skills, MS Office-Word, Excel & PowerPoint skills and should also have experience working with health and human services, education and non-profits.

This contract will be in effect from the date of execution through December 31, 2016.

To access the complete RFP online, or to acquire additional information about Dakota County visit our website at:  
<http://www.co.dakota.mn.us/Government/DoingBusiness/BidProposalsInformation/Pages/default.aspx>

Contact: Lori Tolzman, Contract Specialist  
Dakota County Community Services Division  
1 Mendota Road West, Suite 500  
West St. Paul, MN 55118-4773  
**Phone:** (651) 554-5878  
**E-mail:** [Lori.Tolzman@co.dakota.mn.us](mailto:Lori.Tolzman@co.dakota.mn.us)

Responder's Meeting is scheduled from 3:00-4:00 p.m. CDT on Tuesday, September 15, 2015 **at the Dakota County Northern Service Center in West St. Paul. See proposal for details.**

**Deadline for proposals is 12:00 p.m. CDT on Friday, September 18, 2015.** No late proposal will be considered.



**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*
*\$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.	
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# \_\_\_\_\_