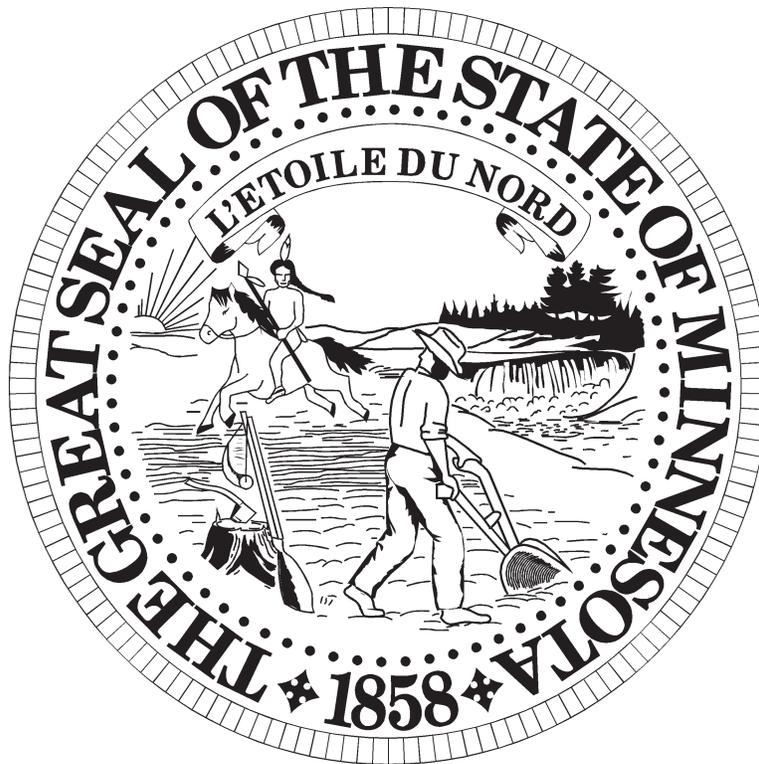


# Minnesota

# 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**Proposed, Adopted, Emergency, Expedited, Withdrawn, Vetoed Rules;  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 23 November 2015  
Volume 40, Number 21  
Pages 593 - 614**

# 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- Withdrawn Rules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. 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)
# 22	Monday 30 November	Noon Tuesday 24 November	Noon Thursday 19 November
# 23	Monday 7 December	Noon Tuesday 1 December	<b>Noon WEDNESDAY 25 November</b>
# 24	Monday 14 December	Noon Tuesday 8 December	Noon Thursday 3 December
# 25	Monday 21 December	Noon Tuesday 15 December	Noon Thursday 10 December

**PUBLISHING NOTICES:** We need to receive your submission **ELECTRONICALLY in Microsoft WORD format**. Submit ONE COPY of your notice via e-mail to: [robin.panlener@state.mn.us](mailto:robin.panlener@state.mn.us). State agency submissions must include a "State Register Printing Order" form, and with contracts, a "Contract Certification" form. Non-State Agencies should submit **ONE COPY in Microsoft WORD**, with a letter on your letterhead stationery requesting publication and date to be published. Costs are \$10.20 per tenth of a page (columns are seven inches wide). One typewritten, double-spaced page = 4/10s of a page in the *State Register*, or \$40.80. About 2-1/2 pages typed, double-spaced, on 8-1/2"x11" paper = one typeset page in the *State Register*. Contact editor if you have questions (651) 297-7963, or **e-mail:** [robin.panlener@state.mn.us](mailto:robin.panlener@state.mn.us).

**SUBSCRIPTION SERVICES:** Copies are available at Minnesota's Bookstore, 660 Olive Street, St. Paul, MN 55155. Order by phone: Metro area: (651) 297-3000 Toll free (800) 657-3757. TTY relay service phone number: (800) 627-3529. **NO REFUNDS.** E-mail subscriptions are available by contacting (651) 297-8777. Send address changes to Minnesota's Bookstore, 660 Olive Street, St. Paul, Minnesota 55155.

SEE THE *Minnesota State Register* free at **website:** <http://www.minnesotasbookstore.com>

- **Minnesota State Register: On-line subscription** – \$180, includes links, index, special section "CONTRACTS & GRANTS," with Sidebar Table of Contents, Early View after 4:30 pm Friday (instead of waiting for early Monday), and it's sent to you via **E-mail**.
- **Single issues** are available for a limited time: *Minnesota State Register* \$5.00.
- **"Affidavit of Publication"** includes a notarized "Affidavit" and a copy of the issue: \$15.00.
- **Research Services** - will look up, photocopy, and fax or send copies from past issues at \$1.00 per page.

<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		
<b>Secretary of State:</b> Steve Simon (651) 296-2803		

Copyright © 2015 Plant Management Division, Department of Administration, State of Minnesota.  
USPS Publication Number: 326-630 (ISSN: 0146-7751)

THE MINNESOTA STATE REGISTER IS PUBLISHED by Plant Management Division, Department of Administration, State of Minnesota, pursuant to *Minnesota Statutes* § 14.46 and is available on-line at website: <http://www.comm.media.state.mn.us/bookstore/mnbookstore>

## 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)

## Minnesota Rules: Amendments & Additions

Vol. 40, #14-21: Monday 6 July - Monday 23 November 2015..... 596

## Proposed Rules

### Chiropractic Examiners Board

Proposed Permanent Rules Governing Waiver of Continuing Education Requirements for Chiropractic License Renewal..... 597

## Official Notices

### Executive Council

#### State Board of Investment

#### Land Exchange Board

Official Notice of Meeting on 2 December 2015..... 599

### Health Department (MDH)

Request for Comments on Biennial Review of Rulemaking Procedures and Rules Related to the Minnesota Health Care Administrative Simplification Act, *Minnesota Statutes*, Sections 62J.50 to 62J.61..... 599

#### Division of Health Policy:

Proposed Revised Rule: Minnesota Uniform Companion Guide for the Implementation of the ASC X12N/005010X214E2 Health Care Claim Acknowledgment (277)..... 600

### Minnesota Sentencing Guidelines Commission (MSGC)

Public Hearing to Consider Amendments to the Sentencing Guidelines..... 602

### Transportation Department (Mn/DOT)

Notice to Bidders: Suspensions/Debarments as of January 12, 2015..... 603

## State Grants & Loans

### Human Services Department (DHS)

#### Adult Mental Health Division:

Request for Proposals to Provide Support and Education for Individuals with Mental Illness, Family Members and the Community..... 604

## State Contracts

### Colleges and Universities, Minnesota State (MnSCU)

#### Bemidji State University:

Request for Proposals for Printing and Mailing Preparation of University Magazine..... 605

#### Bemidji State University:

Request for Proposals for Student Recruitment Services..... 605

#### Minnesota West Community and Technical College:

Notice of Request for Proposal (RFP) for Public Workforce System..... 606

#### St. Cloud Technical & Community College:

Formal Request for Bid for Purchase of Refurbished Ultrasound Machine..... 606

#### System Office - ITS:

Request for Proposal (RFP) for Office 365 Migration Tool..... 607

#### System Office - Human Resources Division:

Request for Proposals for Recordkeeper for MnSCU's Defined Contribution Retirement (DCR) and Tax-Sheltered Annuity (TSA) Programs..... 608

### Management and Budget Department (MMB)

Request for Proposal for Underwriting Services for the General Obligation Bonds issued by the State of Minnesota..... 608

### Transportation Department (Mn/DOT)

#### Engineering Services Division:

Contracting Opportunities for a Variety of Highway Related Technical Activities ("Consultant Pre-Qualification Program")..... 609

#### Engineering Services Division:

Professional/Technical Contract Opportunities and Taxpayers' Transportation Accountability Act Notices..... 609

## Non-State Public Bids, Contracts & Grants

### Goodhue County

Request for Proposals to Purchase Land & Build a Campground..... 610

### Metropolitan Airports Commission (MAC)

#### Minneapolis-St Paul International Airport:

Call for Bids for 2016 Concessions Program Q2..... 610

#### Minneapolis-St. Paul International Airport:

Call for Bids for 2016 Electrical Infrastructure Program (P8)..... 611

#### Minneapolis-St. Paul International Airport:

Call for Bids for 2016 Emergency Power Upgrades (P7)..... 612

### Minnesota's Bookstore..... 612

## A Subscription Gets You the Earliest Delivery So You Can Get a Jump on Open Bids..... 613

### Other Helpful Resources:

Revisor of Statutes - *RULES STATUS*:

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

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)

For additional contracts go to:

<http://www.mmd.admin.state.mn.us/solicitations.htm>

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

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

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)

*Minnesota State Register* information is available from Minnesota's

Bookstore (651) 297-3000, or (800) 657-3757, Web site: [www.minnesotasbookstore.com](http://www.minnesotasbookstore.com)

# Minnesota Rules: Amendments and Additions

## NOTICE: How to Follow State Agency Rulemaking in the State Register

The *State Register* is the official source, and only complete listing, for all state agency rulemaking in its various stages. State agencies are required to publish notice of their rulemaking action in the *State Register*. Published every Monday, the *State Register* makes it easy to follow and participate in the important rulemaking process. Approximately 80 state agencies have the authority to issue rules. Each agency is assigned specific **Minnesota Rule** chapter numbers. Every odd-numbered year the **Minnesota Rules** are published. Supplements are published to update this set of rules. Generally speaking, proposed and adopted exempt rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

An agency must first solicit **Comments on Planned Rules** or **Comments on Planned Rule Amendments** from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency (*Minnesota Statutes* §§ 14.101). It does this by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, or within 60 days of the effective date of any new statutory grant of required rulemaking.

When rules are first drafted, state agencies publish them as **Proposed Rules**, along with a notice of hearing, or a notice of intent to adopt rules without a hearing in the case of noncontroversial rules. This notice asks for comment on the rules as proposed. Proposed emergency rules, and withdrawn proposed rules, are also published in the *State Register*. After proposed rules have gone through the comment period, and have been rewritten into their final form, they again appear in the *State Register* as **Adopted Rules**. These final adopted rules are not printed in their entirety, but only the changes made since their publication as Proposed Rules. To see the full rule, as adopted and in effect, a person simply needs two issues of the *State Register*, the issue the rule appeared in as proposed, and later as adopted.

The *State Register* features partial and cumulative listings of rules in this section on the following schedule: issues #1-13 inclusive; issues #14-25 inclusive (issue #26 cumulative for issues #1-26); issues #27-38 inclusive (issue #39, cumulative for issues #1-39); issues #40-52 inclusive, with final index (#1-52, or 53 in some years). An annual subject matter index for rules was separately printed usually in August, but starting with Volume 19 now appears in the final issue of each volume. For copies or subscriptions to the *State Register*, contact Minnesota's Bookstore, 660 Olive Street (one block east of I-35E and one block north of University Ave), St. Paul, MN 55155, phone: (612) 297-3000, or toll-free 1-800-657-3757. TTY relay service phone number: (800) 627-3529

## Volume 40 - Minnesota Rules Rules Appearing in Issue #14-21: Monday 5 Oct. - Monday 23 Nov. 2015

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

1800.0300; .0400; .0450; .0600; .0800; .1000; .2100; .2200; .3505;  
.5200 (adopted)..... 431  
1800.3800; .3850 (repealed)..... 431

### Chiropractic Examiners Board

2500.1200 (proposed)..... 597

### Education Department

3535.0010; .0020; .0030; .0040; .0050; .0060 (proposed)..... 527  
3535.0100; .0110; .0120; .0130; .0140; .0150; .0160; .0170;  
.0180 (proposed repealer)..... 527

### Health Department (MDH)

Division of Health Policy:  
4654.0800 (proposed expedited)..... 472

### Office of Medical Cannabis:

4770.0200; .1100; .1300; .1400; .1460; .1700; .1850; .2000;  
.4002; .4003; .4004; .4009; .4010; .4011; .4014; .4017;  
.4030 (proposed)..... 570

### Labor and Industry Department (DLI)

Occupational Safety and Health Division:  
5205.0010; .0030; 5207.0100; .1000 (proposed)..... 467

### MNSure

7700.0101; .0105 (proposed expedited)..... 449

### Natural Resources Department

6216.0250; .0260 (proposed expedited)..... 565  
6216.0250; .0260 published in the *State Register*, volume 39,  
page 1425, April 6, 2015 (expedited repealer)..... 565  
6264.0400 (adopted expedited emergency)..... 563  
6264.0400 s. 59, published in the *State Register*, volume 39,  
page 1086, January 20, 2015, (repealed expedited emergency)... 563

### Peace Officer Standards and Training Board

6700.0600; .1101 (adopted exempt)..... 568

### Pollution Control Agency

7050.0190; 7052.0280; 7053.0195 (proposed)..... 531  
7050.0190 s. 3; 7053.0195 s. 3 (proposed repealer)..... 531  
7081.0040 (expedited proposed).....539

### Psychology Board

7200.0550; .0820; .1300 (proposed)..... 469  
7200.0200; .0600; .0800 (proposed repealer)..... 469

### Public Safety Department

Driver and Vehicle Services Division:  
7503.1650; .1675; .1725 (exempt)..... 501

### Racing Commission

7877.0175; 7883.0150; 7884.0180; 7890.0110; .0130; .0140;  
7891.0110; 7892.0120; .0130; 7897.0100 (proposed)..... 493  
7890.0100, subpart 14b, is (proposed repealer)..... 493

# Proposed Rules

**Comments on Planned Rules or Rule Amendments.** An agency must first solicit Comments on Planned Rules or Comments on Planned Rule Amendments from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency (*Minnesota Statutes* §§ 14.101). It does this by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking.

**Rules to be Adopted After a Hearing.** After receiving comments and deciding to hold a public hearing on the rule, an agency drafts its rule. It then publishes its rules with a notice of hearing. All persons wishing to make a statement must register at the hearing. Anyone who wishes to submit written comments may do so at the hearing, or within five working days of the close of the hearing. Administrative law judges may, during the hearing, extend the period for receiving comments up to 20 calendar days. For five business days after the submission period the agency and interested persons may respond to any new information submitted during the written submission period and the record then is closed. The administrative law judge prepares a report within 30 days, stating findings of fact, conclusions and recommendations. After receiving the report, the agency decides whether to adopt, withdraw or modify the proposed rule based on consideration of the comments made during the rule hearing procedure and the report of the administrative law judge. The agency must wait five days after receiving the report before taking any action.

**Rules to be Adopted Without a Hearing.** Pursuant to *Minnesota Statutes* § 14.22, an agency may propose to adopt, amend, suspend or repeal rules without first holding a public hearing. An agency must first solicit **Comments on Planned Rules** or **Comments on Planned Rule Amendments** from the public. The agency then publishes a notice of intent to adopt rules without a public hearing, together with the proposed rules, in the *State Register*. If, during the 30-day comment period, 25 or more persons submit to the agency a written request for a hearing of the proposed rules, the agency must proceed under the provisions of §§ 14.14-14.20, which state that if an agency decides to hold a public hearing, it must publish a notice of intent in the *State Register*.

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

## Minnesota Board of Chiropractic Examiners Proposed Permanent Rules Governing Waiver of Continuing Education Requirements for Chiropractic License Renewal

### NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

#### Proposed Amendment to Rules Governing Continuing Education for Registrations, *Minnesota Rules*, 2500.1200 supb 4; Revisor's ID Number RD4209

**Introduction.** The Board of Chiropractic Examiners intends to adopt rules without a public hearing following the procedures in the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2300 to 1400.2310, and the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28. You may submit written comments on the proposed rules and may also submit a written request that a hearing be held on the rules until January 11, 2016.

**Agency Contact Person.** You must submit comments or questions on the rules and written requests for a public hearing to the agency contact person. The agency contact person is: Micki King at the Minnesota Board of Chiropractic Examiners, 2829 University Avenue SE, suite 300, Minneapolis Minnesota 55414, 651-201-2849, Micki.king@state.mn.us.

**Subject of Rules and Statutory Authority.** The proposed rules are about waiving the continuing education requirement for a registration, i.e. acupuncture and/or animal chiropractic, for the calendar year in which the registration is issued. The statutory authority to adopt the rules is *Minnesota Statutes*, section 148.08 (2014). A free copy of the rules is available upon request from the agency contact person listed above and posted on the Board web site: [www.mnchiroboard.com](http://www.mnchiroboard.com) under "Laws and Rules", "Rules Promulgation".

**Comments.** You have until 4:30 p.m. on Thursday, January 11, 2016, to submit written comment in support of or in opposition to the proposed rules and any part or subpart of the rules. Your comment must be in writing and the agency contact person must receive it by the due date. The Board encourages comment. Your comment should identify the portion of the proposed rules addressed and the reason for the comment. You are encouraged to propose any change desired. Any comments that you have about the legality of the proposed rules must also be made during this comment period.

**Request for a Hearing.** In addition to submitting comments, you may also request that the Board hold a hearing on the rules. Your

# Proposed Rules

---

request must be in writing and the agency contact person must receive it by 4:30 p.m. on January 11, 2016. Your written request for a public hearing must include your name and address. You must identify the portion of the proposed rules that you object to or state that you oppose the entire set of rules. Any request that does not comply with these requirements is not valid and the agency cannot count it when determining whether it must hold a public hearing. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

**Withdrawal of Requests.** If 25 or more persons submit a valid written request for a hearing, the Board will hold a public hearing unless a sufficient number withdraw their requests in writing. If enough requests for hearing are withdrawn to reduce the number below 25, the agency must give written notice of this to all persons who requested a hearing, explain the actions the agency took to effect the withdrawal, and ask for written comments on this action. If a public hearing is required, the agency will follow the procedures in *Minnesota Statutes*, sections 14.131 to 14.20.

**Alternative Format.** Upon request, this information can be made available in an alternative format, such as large print, braille, or audio. To make such a request, please contact the agency contact person at the address or telephone number listed above.

**Modifications.** The Board may modify the proposed rules as a result of public comment. The modifications must be supported by comments and information submitted to the agency, and the adopted rules may not be substantially different than these proposed rules, unless the agency follows the procedure under *Minnesota Rules*, part 1400.2110. If the proposed rules affect you in any way, the Board encourages you to participate in the rulemaking process.

**Statement of Need and Reasonableness.** The statement of need and reasonableness contains a summary of the justification for the proposed rules, including a description of who will be affected by the proposed rules and an estimate of the probable cost of the proposed rules. It is now available from the agency contact person and posted on the Board web page. You may review it or obtain copies for the cost of reproduction by contacting the agency contact person. The Statement is also posted on the Board web site [www.mnchiroboard.com](http://www.mnchiroboard.com) under "Laws and Rules", "Rules Promulgation".

**Lobbyist Registration.** *Minnesota Statutes*, chapter 10A, requires each lobbyist to register with the State Campaign Finance and Public Disclosure Board. You should direct questions about this requirement to the Campaign Finance and Public Disclosure Board at: Suite 190, Centennial Building, 658 Cedar Street, St. Paul, Minnesota 55155, telephone (651) 539-1180 or 1-800-657-3889.

**Adoption and Review of Rules.** If no hearing is required, the agency may adopt the rules after the end of the comment period. The agency will then submit the rules and supporting documents to the Office of Administrative Hearings for review for legality. You may ask to be notified of the date the Department submits the rules to the office. If you want to be so notified, or want to receive a copy of the adopted rules, or want to register with the agency to receive notice of future rule proceedings, submit your request to the agency contact person listed above.

Dated: 17 November 2015

Larry A. Spicer, DC, Executive Director  
Chiropractic Examiners Board

## 2500.1200 CONTINUING EDUCATION.

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

Subp. 3. [Repealed, 17 SR 1711]

Subp. 4. **Schedule of required continuing education units.** Chiropractors must obtain 20 continuing education units by December 31 of each calendar year.

A chiropractor is not required to obtain any continuing education units during the calendar year in which the chiropractor is initially licensed, nor any continuing education units that are required for the renewal of a registration during the calendar year in which that registration is issued.

Subp. 5. [Repealed, 25 SR 1916]

[For text of subp 6, see M.R.]

## Official Notices

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

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

### Executive Council State Board of Investment Land Exchange Board Official Notice of Meeting on 2 December 2015

The Executive Council, State Board of Investment and the Land Exchange Board will meet on Wednesday, December 2, 2015 at 10:00 A.M. in Room 106 (Main Floor), Retirement Systems Building, 60 Empire Drive, St. Paul, MN.

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

### Minnesota Department of Health (MDH) Request for Comments on Biennial Review of Rulemaking Procedures and Rules Related to the Minnesota Health Care Administrative Simplification Act, *Minnesota Statutes*, Sections 62J.50 to 62J.61

**Rulemaking authority and procedure.** *Minnesota Statutes*, section 62J.61, establishes a rulemaking procedure for adopting rules to implement the Minnesota Health Care Administrative Simplification Act, *Minnesota Statutes*, sections 62J.50 to 62J.61. The procedure provides that:

- the Commissioner of Health must publish proposed rules in the *State Register*;
- the Commissioner may publish a notice describing the rules and offering a free copy instead of publishing the text of the rules, if the rules would be so lengthy as to be unduly cumbersome to publish;
- interested parties have 30 days to comment; and
- after considering all comments, the Commissioner may adopt the rules by publishing a notice of adoption in the *State Register*.

**Reason for rulemaking authority.** Health care industry billing procedures and other business (administrative) transactions must be updated frequently as a result of rapid changes in business practices, as well as changes in national transactions standards and federal regulations. It is important that related state rules governing health care business transactions remain up-to-date and reflect the ongoing changes in the industry. The Legislature recognized that the normal rulemaking procedures in *Minnesota Statutes*, chapter 14, which take an average of 18 months, would not be timely enough to keep up with an often much more rapid pace of change. In comparison, the rulemaking permitted under Section 62J.61 can be completed within three to six months, significantly reducing any possible lags between any needed changes in the rules and their development and implementation. Further, some rules are lengthy, and it would not be practical to publish them in their entirety in the *State Register*, especially when they are of interest to a relatively small group of end-users. It is much more timely, efficient, and cost effective to publish a notice of the availability of proposed or adopted rules, along with information regarding changes from previous versions, and to provide a free copy of the complete rules to anyone who requests one.

**Biennial review of rulemaking procedures and rules.** Section 62J.61, subdivision 5, requires that the Commissioner of Health

# Official Notices

---

conduct a biennial review of the rulemaking procedures and rules described above by seeking “comments from affected parties about the effectiveness of and continued need for the rulemaking procedures . . . and about the quality and effectiveness of rules adopted using these procedures.” The Commissioner is required to invite oral or written comments by holding a meeting and by publishing a notice in the *State Register* at least 30 days before the meeting. The Commissioner is also required to write a report summarizing the comments and to submit the report to the Minnesota Health Data Institute and the Minnesota Administrative Uniformity Committee by January 15 of every even-numbered year.

**Oral and written comments invited; deadline.** Oral and written comments are invited about the effectiveness and continuing need for the rulemaking procedures and about the quality and effectiveness of rules adopted as described above. Comments may be submitted until 4:00 p.m. on December 22, 2015. Comments may be submitted at the meeting described below or by sending them to the agency contact person, as set out later in this Request. Following the conclusion of the comment period on Thursday, December 22, 2015, the Department will compile the comments and prepare the biennial report.

**Meeting for receiving oral and written comments.** The Department will hold a meeting to receive oral and written comments about the rulemaking procedures in section 62J.61. The meeting will be held in Room 226, Golden Rule Building, 85 East Seventh Place, St. Paul, Minnesota 55101, 2:00 p.m. - 4:00 p.m. on Tuesday, December 22, 2015. Anyone attending the meeting must first sign in and obtain a visitor badge at the Department’s reception area in Suite 220 of the Golden Rule building to receive access to the meeting. More information regarding the location of the building, driving directions, and parking suggestions is available at

<http://www.health.state.mn.us/about/golden.html>.

**Agency contact person for receiving written comments.** Written comments on the rulemaking procedures and questions about this biennial review may be submitted to the agency contact person. The agency contact person is: Susie Veness at the Minnesota Department of Health, 85 East Seventh Place, PO Box 64882, St. Paul, MN 551640882, **e-mail:** [susie.veness@health.state.mn.us](mailto:susie.veness@health.state.mn.us) or **phone:** (651) 201-5508, **fax:** (651) 201-3830.

**Background.** The requirement to conduct a biennial review became effective on June 30, 1997. The Department used the rulemaking process pursuant to *Minnesota Statutes*, section 62J.61 most recently during 2014-2015 in rulemaking for Minnesota Uniform Companion Guides for the Implementation of the: Eligibility Inquiry and Response Electronic Transaction; Health Care Claim Electronic Transactions (Professional, Institutional, Dental and Pharmacy); and Health Care Claim Payment and Remittance Advice Electronic Transaction, as required by *Minnesota Statutes*, section 62J.536. The Department will be using the rulemaking procedure in 2016 for similar rulemaking to update and modify versions of Minnesota uniform companion guides as needed to ensure that the guides are as accurate, up-to-date, and useful as possible.

**Dated:** November 23, 2015

Edward P. Ehlinger, MD, MSP, Commissioner  
P.O. Box 64975  
St. Paul, MN 55164-0975

## Minnesota Department of Health (MDH)

### Division of Health Policy

### Notice of Proposed Revised Rule: Minnesota Uniform Companion Guide for the Implementation of the ASC X12N/005010X214E2 Health Care Claim Acknowledgment (277)

**Introduction.** Notice is hereby given that the Minnesota Department of Health (MDH) is seeking information or opinions from outside sources regarding a proposed revised version (version 5.0) of the Minnesota Uniform Companion Guide (MUCG) for the ASC X12N/005010X214E2 Health Care Claim Acknowledgment (277). The revised version is proposed by the Commissioner of Health and was developed in consultation with the Minnesota Administrative Uniformity Committee (AUC) and its Acknowledgment Technical Advisory Group (TAG).

**Contact Person.** MDH requests information and opinions concerning the applicability and functionality of proposed revisions be submitted to Susie Veness as described below. Interested persons or groups may submit data or views in writing, to be received no later

---

---

## Official Notices

than 4:00 p.m. December 22, 2015. Electronic submissions should be sent in Word format. Written statements should be addressed to Susie Veness, Minnesota Department of Health, P.O. Box 64882, St. Paul, MN 55164-0822, or submitted via e-mail at [health.asaguides@state.mn.us](mailto:health.asaguides@state.mn.us) or **faxed** to: (651) 201-3830. E-mail is preferred.

**Description of the Rules.** *Minnesota Statutes*, section 62J.536, requires the Minnesota Commissioner of Health, in consultation with the Minnesota Administrative Uniformity Committee (AUC), to promulgate rules pursuant to section 62J.61 establishing and requiring group purchasers, clearinghouses, and health care providers to exchange specified health care administrative transactions electronically, using the applicable single, uniform companion guide adopted by the Commissioner of Health. Under *Minnesota Statutes*, section 62J.61, the Commissioner of Health is exempt from chapter 14, including section 14.386, in implementing sections 62J.50 to 62J.54, subdivision 3, and 62J.56 to 62J.59.

The proposed version 5.0 rule describes the data content and other transaction specific characteristics of the X12N/005010X214E2 Health Care Claim Acknowledgment (277) transaction, for use by entities subject to *Minnesota Statutes*, section 62J.536.

**Technical Changes and Updates to Previously Adopted Rule.** The Commissioner of Health, in consultation with the AUC and its Technical Advisory Groups (TAGs), has determined that it is necessary to make revisions to the ASC X12N/005010X214E2 Health Care Claim Acknowledgment (277) MUCG rule previously adopted in the *Minnesota State Register*, Volume 37, Number 41, April 8, 2013. The previously adopted 005010X214E2 MUCG was published as “version 4.0” and is available at:

<http://www.health.state.mn.us/asa/rules.html>.

The proposed new version of the rule is “version 5.0” and will be available at: <http://www.health.state.mn.us/asa/index.html> starting November 23, 2015.

When the proposed rule is adopted, it:

- Is to be used in conjunction with all applicable Minnesota and federal regulations, including 45 CFR Parts 160, 162, and 164 (HIPAA Administrative Simplification, including adopted federal operating rules) and related ASC X12N and retail pharmacy specifications (ASC X12N and NCPDP implementation specifications).
- Will supplement, but will not otherwise modify, the ASC X12N and NCPDP implementation specifications in a manner that will make their implementation by users to be out of compliance.
- Must be appropriately incorporated by reference and/or the relevant transaction information must be displayed in any companion guides provided by entities subject to *Minnesota Statutes*, section 62J.536.

**Modifications.** The revisions in version 5.0 are proposed to update and correct the content, as well as to improve the clarity and readability of the rule. As a result, the organization, content, and appearance of the proposed version 5.0 of the MUCG are often different than the most recently adopted version (version 4.0), as summarized below.

Revisions and modifications from v4.0 to v5.0 include:

The document fonts, MDH logo, and header placement were changed, and other formatting changes and corrections were made throughout the document, for greater clarity and readability, and to conform to MDH document standards;

The cover page was modified to identify the document as a proposed rule (v5.0) available for public comment;

The Table of Contents was shortened;

Section 1.7.2, Document revision history, was updated with the addition of a correction for v4.0 and an entry for v5.0;

The source of the MUCG reference guide in section “2.1, Reference for this document,” was corrected;

The word “Placeholder:” was added to the sentence in section “2.1.1, Permission to use copyrighted information;”

The following note was added at the end of section “2.2, Purpose and relationship,” for consistency with other MUCGs: “Note: Using this Companion guide does not mean that a claim will be paid, nor does it imply payment policies of payers, or the benefits that have been purchased by the employer or subscriber.”;

# Official Notices

---

Appendix A, Table A.2, “Crosswalk for Health Care Claim Status Codes and Claim Status Category Codes For Entities Subject to *Minnesota Statutes*, Section 62J.536 and Related Rules,” was substantially modified with changes to many Claim Status Codes, including changes to the Claim Status Code Description and the Claim Status Category Codes Allowed. The changes were made to ensure that status code descriptions were correct and up to date, and that the text for the descriptions was not redundant. Changes were also made to ensure that the claim status category codes allowed were also correct and up to date. In addition, entries were added for Claims Status Codes 173, 214, 514, 663, and 745-771, and the entry for Claim Status Code 570 was deleted.

Other grammatical and formatting revisions were made throughout in the version 5.0 to improve readability, organization, and ease of use.

**How to Obtain the Proposed Changes to Minnesota Uniform Companion Guides.** Free copies of the proposed version 5.0 rule as described above are available for viewing or downloading on the World Wide Web starting November 23, 2015 at:

<http://www.health.state.mn.us/asa/>.

Persons who wish to obtain paper copies should call Susie Veness at MDH, (651) 201-5508, or fax a request to (651) 201-3830, or write or e-mail to Susie Veness at the address above, and clearly identify the document(s) being requested.

**Public Review Process.** As noted above, interested persons or groups may submit data or views in writing, to be received no later than 4:00 p.m. December 22, 2015. Electronic submissions, in Word format, are preferred. All submissions should be sent to Susie Veness at the address above.

After the Commissioner of Health has considered all comments received, the Commissioner will publish a notice of adoption of the rule in the *State Register*, including any revisions to the above referenced proposed version 5.0 rule. The adopted version will be known as version 6.0 and will supersede any previous versions. The version 6.0 rule will take effect 30 days subsequent to the notice of adoption.

Dated: 23 November 2015

Edward P. Ehlinger, MD, MSPH, Commissioner  
P.O. Box 64975  
St. Paul, MN 55164-0975

## Minnesota Sentencing Guidelines Commission (MSGC) Notice of Public Hearing to Consider Amendments to the Sentencing Guidelines

THE MINNESOTA SENTENCING GUIDELINES COMMISSION WILL HOLD A PUBLIC HEARING on Wednesday, December 23, 2015, at 2:00 p.m. in Room 10, at the State Office Building, 100 Rev. Dr. Martin Luther King Jr. Blvd., St. Paul, MN 55155. The public hearing is being held to consider proposed amendments to the Minnesota Sentencing Guidelines and Commentary resulting from non-legislative amendments.

**Non-legislative amendments to Controlled Substance Offenses.** Amend Minnesota Sentencing Guidelines to add a new § 2.D.3.a(8) (relating to mitigating factors); to add new §§ 2.D.3.b(5)(h), 2.D.3.b(5)(i), 2.D.3.b(5)(j), and 2.D.3.b(5)(k) (relating to aggravating factors); to add a new § 4.C (Drug Offender Grid); and to make conforming amendments (principally in §§ 1.B.15, 1.B.17, 2.B.1.a, 2.B.1.b, 2.C, 2.E, 4.A, 5.A, and 5.B; and comment 2.E.05).

**Non-legislative amendments to Consecutive Sentencing Policies.** Amend Minnesota Sentencing Guidelines §§ 1.B.3, 2.F, 2.F.1.a(1), 2.F.1.a(2), 2.F.2.a, and 2.F.2.a(1); add new §§ 2.F.1.b, 2.F.1.e, and 2.F.2.b; renumber the existing §§ 2.F.1.b, 2.F.1.c, 2.F.1.d, and 2.F.1.e; amend comments 2.F.02, 2.F.103, 2.F.104, and 2.F.203; and add new comments 2.F.03 and 2.F.04.

A copy of the proposed amendments is available free of charge on the agency’s website at [mn.gov/sentencing-guidelines](http://mn.gov/sentencing-guidelines) or by contacting the Minnesota Sentencing Guidelines Commission by mail at 309 Administration Building, 50 Sherburne Avenue, St. Paul, MN 55155, or telephone at (651) 296-0144. Persons with hearing or speech disabilities may contact us via their preferred Telecommunications Relay Service. If you need special accommodations to attend, please contact the Minnesota Sentencing Guidelines Commission as soon as possible. This notice is available in alternative formats upon request. All interested persons are encouraged to attend the hearing and offer comments. Persons wishing to speak may register in advance by contacting the Commission’s office at the above address or telephone

number, or by e-mail at [sentencing.guidelines@state.mn.us](mailto:sentencing.guidelines@state.mn.us).

The Commission will hold the record open for six calendar days after the public hearing to accept written comment. On Wednesday, December 30, 2015, the Commission will meet at 2:00 p.m. in Room 230 at the Minnesota Judicial Center, 25 Rev. Dr. Martin Luther King Jr. Blvd., St. Paul, MN 55155, to formally adopt or reject the proposed amendments. If adopted, amendments become effective August 1, 2016, unless the Legislature by law provides otherwise.

## **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 Human Services (DHS)

### Adult Mental Health Division

### Notice of Request for Proposals to Provide Support and Education for Individuals with Mental Illness, Family Members and the Community

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Services is requesting proposals to Provide Support and Education for individuals with mental illness, family members and the community.

Work is proposed to start January 15, 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  
540 Cedar Street  
St. Paul, MN 55164-0981  
**Phone:** (651) 431-2518  
**Fax:** (651) 431-7566  
**E-mail:** [Shelley.white@state.mn.us](mailto:Shelley.white@state.mn.us)

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 by electronically no later than 4:00 p.m., Central Time, December 16, 2015. Late 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/id\\_000102](http://www.dhs.state.mn.us/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 SWIFT system.

**Requirements:** There are no statutes or rules requiring contracts to be advertised for any specific length of time, but the Materials Management Division strongly recommends meeting the following requirements:

- \$0 - \$5000 does not need to be advertised. Contact the Materials Management Division: (651) 296-2600
- \$5,000 - \$25,000 should be advertised in the *State Register* for a period of at least seven calendar days.
- \$25,000 - \$50,000 should be advertised in the *State Register* for a period of at least 14 calendar days.
- Anything above \$50,000 should be advertised in the *State Register* for a minimum of at least 21 calendar days

## Minnesota State Colleges and Universities (MnSCU)

### Bemidji State University

#### Notice of Request for Proposals for Printing and Mailing Preparation of University Magazine

**NOTICE IS HEREBY GIVEN** that Bemidji State University will receive sealed proposals for Printing and Mailing Preparation of University Magazine. Specifications will be available November 23, 2015, at the following website:

[http://www.bemidjistate.edu/offices/procurement\\_logistics/rfps\\_bids/](http://www.bemidjistate.edu/offices/procurement_logistics/rfps_bids/)

Instructions for delivering proposals, as well as all other requirements and contact information, will be contained in the RFP to be posted at the above website.

Sealed proposals must be received by Rebecca Wilkinson, Procurement and Contracts Officer, Bemidji State University, Deputy 204, Box 8, 1500 Birchmont Drive NE, Bemidji, MN 56601, by 2:00 PM Central Time, Monday, December 7, 2015. Late proposals will not be considered.

Bemidji State University reserves the right to reject any or all proposals and to waive any irregularities or informalities in proposals received. This Request for Proposal does not obligate the University to complete a proposed contract, and the University reserves the right to cancel the solicitation if it is considered to be in its best interest.

## Minnesota State Colleges and Universities (MnSCU)

### Bemidji State University

#### Notice of Request for Proposals for Student Recruitment Services

**NOTICE IS HEREBY GIVEN** that Bemidji State University will receive sealed proposals for Student Recruitment Services. Specifications will be available November 23, 2015, at the following website:

[http://www.bemidjistate.edu/offices/procurement\\_logistics/rfps\\_bids/](http://www.bemidjistate.edu/offices/procurement_logistics/rfps_bids/)

Instructions for delivering proposals, as well as all other requirements and contact information, will be contained in the RFP to be posted at the above website.

Sealed proposals must be received by Rebecca Wilkinson, Procurement and Contracts Officer, Bemidji State University, Deputy 204, Box 8, 1500 Birchmont Drive NE, Bemidji, MN 56601, by 2:00 PM Central Time, Monday, December 7, 2015. Late proposals will not

# State Contracts

---

be considered.

Bemidji State University reserves the right to reject any or all proposals and to waive any irregularities or informalities in proposals received. This Request for Proposal does not obligate the University to complete a proposed contract, and the University reserves the right to cancel the solicitation if it is considered to be in its best interest.

## Minnesota State Colleges and Universities (MnSCU) Minnesota West Community and Technical College Notice of Request for Proposal (RFP) for Public Workforce System

**NOTICE IS HEREBY GIVEN** that Minnesota West Community and Technical College is accepting proposals from the public workforce system to provide services for the TAACCCT Minnesota Advanced Manufacturing Partnership (MnAMP) Learn, Work, Earn grant. Services are requested for the Southwest Minnesota service regions (Canby, Granite Falls, Jackson, Luverne, Montevideo, Marshall, Pipestone, Worthington communities).

### Bids

Interested parties must contact Dawn Regnier at *Dawn.Regnier@mnwest.edu* to obtain proposal specifications.

Proposals submitted by parties without having obtained specifications will not be considered.

Sealed proposals must be submitted by 3:00 pm CST, December 4, 2015.

Address sealed bids to:

Dawn Regnier  
MnAMP Project Coordinator  
Minnesota West Community and Technical College  
1011 First Street West  
Canby, MN 56220

Minnesota West Community and Technical College reserves the right to reject any or all proposals or portion thereof, to waive technicalities in bids, and to delay final award for a period of 15 days. This RFP 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 Colleges and Universities (MnSCU) St. Cloud Technical & Community College Formal Request for Bid for Purchase of Refurbished Ultrasound Machine

**Response Due Date and Time:** Monday, November 30, 2015, 2:00 p.m. CT

The complete Request for Bid will be available on Monday, November 16, 2015 on the website <http://www.sctcc.edu/rfp>.

**Title of Project:** Purchase of Refurbished Ultrasound Machine

**Geographic Location Requirements:** St. Cloud Technical & Community College, 1540 Northway Drive, St. Cloud, MN 56303

Responses must be received at the location listed below:

St. Cloud Technical & Community College  
1540 Northway Drive

St. Cloud, MN 56303  
Susan Meyer, Purchasing Agent, Room 1-401  
**Phone:** (320) 308-5973  
**Fax:** (320) 308-5027  
**E-mail:** [smeyer@sctcc.edu](mailto:smeyer@sctcc.edu)

**Contact for questions:** Susan Meyer, Phone: (320) 308-5973, e-mail: [smeyer@sctcc.edu](mailto:smeyer@sctcc.edu)

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. Late responses cannot be considered and the responses will be rejected.

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

All attached General RFB Terms and Conditions, Specifications and Special Terms and Conditions are part of the 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 above. This is a request for bids to a RFB and is NOT a purchase order.**

## Minnesota State Colleges and Universities (MnSCU) System Office - ITS Request for Proposal (RFP) for Office 365 Migration Tool

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 an Office 365 migration tool for approximately 430,000 students and 20,000 faculty and staff. Product would need to perform Tennant to Tennant migration of Microsoft Office 365 or Microsoft Exchange Online to Microsoft Office 365. The product offering must be able to move e-mail from one Office 365 UPN to a completely different Office 365 UPN via a batch process or large scale account mapping process. Product to perform Tennant to Tennant migration of Microsoft Office 365 OneDrive for Business and Microsoft Office 365, Microsoft Exchange Online Archive, Microsoft Exchange Server, or PST to Office 365. MnSCU is open to various licensing models, and would prefer that each school purchase independently from awarded contractor rather than purchase order and billing.

MnSCU is looking for a migration tool that may be a “cloud” solution.

Monday November 23, 2015	Publish RFP notice in State Register
Wednesday December 2, 2015 @ 11:00 A.M. CST	Question are due by email from possible responders
Monday, December 14, 2015, 3:00 P.M. CST	Deadline for RFP proposal submissions
December 16, 2015 – January 4, 2016	Product Evaluation – Finalist(s) only

The RFP can be downloaded at the following URL on November 23, 2015: <http://www.csc.mnscu.edu/sourcing/RFP.html>

Send all questions in writing to: [dan.duffy@so.mnscu.edu](mailto:dan.duffy@so.mnscu.edu) by Wednesday, December 2, 2015 at 11:00 A.M.

If you having trouble downloading the RFP please contact Dan Duffy at: (651) 210-1524 or [dan.duffy@so.mnscu.edu](mailto:dan.duffy@so.mnscu.edu)

Sealed proposals must be received at the following address not later than December **11, 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

---

## Minnesota State Colleges and Universities (MnSCU)

### System Office - Human Resources Division

#### Request for Proposals for Recordkeeper for MnSCU's Defined Contribution Retirement (DCR) and Tax-Sheltered Annuity (TSA) Programs

NOTICE IS HEREBY GIVEN that proposals are being solicited to select a provider to act as a recordkeeper for the 401(a) Defined Contribution Retirement (DCR) program, and the 403(b) Tax Sheltered Annuity (TSA) program of the Minnesota State Colleges and Universities. The Plans cover approximately 21,500 active participants in a system of 31 public colleges and universities with 54 campuses in 47 communities throughout the state of Minnesota.

For a copy of the full Request for Proposals, please visit [http://www.hr.mnscu.edu/request\\_for\\_rfps/index.html](http://www.hr.mnscu.edu/request_for_rfps/index.html) or contact:

Craig C. Harris  
Aon Hewitt  
1100 Reynolds Blvd  
Winston-Salem, NC 27105  
Telephone: (336) 728-2462  
E-mail: [craig.c.harris5@aonhewitt.com](mailto:craig.c.harris5@aonhewitt.com)

Sealed proposals must be received according the instructions appearing in the Request for Proposal no later than **Monday, December 7, at 5:00 p.m. CT**. Fax and e-mail responses will **NOT** be considered. **Proposals received after this date and time will be returned to the responder unopened.**

This RFP does not obligate the Minnesota State Colleges and Universities (MnSCU) system, its Board of Trustees or the System Office to award a contract or complete the proposed project. The Minnesota State Colleges and Universities (MnSCU) system, its Board of Trustees or the System Office and each reserves the right to cancel this RFP if it is considered to be in its best interest.

## Minnesota Department of Management and Budget (MMB)

### Notice of a Request for Proposal for Underwriting Services for the General Obligation Bonds issued by the State of Minnesota

The State of Minnesota, Department of Management and Budget is seeking proposals from underwriting firms to potentially assist in financing a portion of the general obligation debt of the State of Minnesota by negotiated sale. The purpose of this procurement is to solicit proposals for the establishment of a pool of firms to serve as qualified senior managing underwriters and/or co-managing underwriters in connection with the issuance of fixed rate general obligation bonds of the State. Firms selected as a result of this RFP will be qualified to serve as underwriter for one or more issues of fixed rate bonds issued through June 30, 2018.

For further information or to obtain an electronic copy of the complete proposal materials, contact Tom Huestis of Public Resources Advisory Group, the State's general obligation bond municipal advisor at: [thuestis@pragadvisors.com](mailto:thuestis@pragadvisors.com), or (610) 565-5990.

NOTE: Details concerning submission requirements, including due dates are included in the RFP. No other personnel are authorized to discuss the project with responder before the submittal of the RFP Response.

Deadline for submission of the RFP Response is no later than **3:00 PM, CT Thursday, December 17, 2015**.

This request does not obligate the State to complete a negotiated bond transaction as 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.

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/>.

## Goodhue County

### Notice of Request for Proposals to Purchase Land & Build a Campground

**NOTIC IS HEREBY GIVEN** that Goodhue County is soliciting Request for Proposals (RFP) for the Purchase of County Property Adjacent to the County's Lake Byllesby Park for the Construction and Operation of a Campground.

Sealed proposals will be received by the Goodhue County Administrator at his office (Room 309) in the Goodhue County Government Center, 509 W 5<sup>th</sup> St., Red Wing, Minnesota, 55066 until 4:00 p.m. on Monday, February 1<sup>st</sup>, 2016.

Question regarding the RFP can be directed to: Greg Isakson, County Engineer, at: (651) 385-3025

Interested parties can view the full ad and the RFP on the County website: [www.co.goodhue.mn.us](http://www.co.goodhue.mn.us)

BY ORDER OF THE GOODHUE COUNTY  
BOARD OF COMMISSIONERS  
Scott Arneson, Goodhue County Administrator

## Metropolitan Airports Commission (MAC)

### Minneapolis-St Paul International Airport

#### Notice of Call for Bids for 2016 Concessions Program Q2

**MAC Contract No:** 106-2-805  
**Bids Close At:** 2:00 p.m. on Tuesday, December 15, 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. The work will provide temporary enclosure for spaces noted. Provide, bring utilities to new lease, hold spaces as noted. Remove and reinstall ceilings to install \*runs of utilities.

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

**Targeted Group Businesses (TGB):** The goal of the MAC for the utilization of TGB on this project is 5%.

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

**Availability of Bidding Documents:** Bidding documents are on file for inspection at the office of Alliance, at the Minnesota Builders Exchange; Dodge Data and Analytics; and NAMC-UM Plan Room. Bidders desiring bidding documents may secure a complete set from

---

---

# Non-State Public Bids, Contracts & Grants

Franz Reprographics; 2781 Freeway Boulevard, Suite 100; Brooklyn Center, MN 55430; **phone:** (763) 503-3401; **fax:** (763) 503-3409. Make checks payable to: Alliance. Deposit per set (refundable): \$150. Requests for mailing sets will be invoiced for mailing charges. Deposit will be refunded upon return of bidding documents in good condition within 10 days of opening of bids.

**MAC Internet Access of Additional Information:** A comprehensive Notice of Call for Bids for this project will be available on November 23, 2015, at MAC's web address of <http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx> (construction bids).

## Metropolitan Airports Commission (MAC) Minneapolis-St. Paul International Airport Notice of Call for Bids for 2016 Electrical Infrastructure Program (P8)

**MAC Contract No:** 106-2-778  
**Bids Close At:** 2:00 p.m. on Tuesday, December 15, 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. The work includes replacing and re-circuiting lighting in electrical rooms, replacing old and obsolete electrical panels, as well as procuring spare breakers for substation gear. Also included is the cleaning, maintenance and relabeling of electrical distribution equipment. Additionally, the work includes providing a unit heater and filtration to an existing air intake. Temperature monitoring will be added to electrical rooms and tied into the automation system. Also included is the replacement of doors and hardware and the application of floor sealer.

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

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

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

**Availability of Bidding Documents:** Bidding documents are on file for inspection at the office of Alliance; at the Minnesota Builders Exchange; Dodge Data and Analytics; and NAMC-UM Plan Room. Bidders desiring bidding documents may secure a complete set from Franz Reprographics; 2781 Freeway Boulevard, Suite 100; Brooklyn Center, MN 55430; **phone:** (763) 503-3401; **fax:** (763) 503-3409. Make checks payable to: Alliance. Deposit per set (refundable): \$150. Requests for mailing sets will be invoiced for mailing charges. Deposit will be refunded upon return of bidding documents in good condition within 10 days of opening of bids.

**MAC Internet Access of Additional Information:** A comprehensive Notice of Call for Bids for this project will be available on November 16, 2015, at MAC's web address of <http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx> (construction bids).

## Metropolitan Airports Commission (MAC) Minneapolis-St. Paul International Airport Notice of Call for Bids for 2016 Emergency Power Upgrades (P7)

**MAC Contract No:** 106-2-779  
**Bids Close At:** 2:00 p.m. on Tuesday, December 15, 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 indicate. The work includes  
(Cite 40 SR 611)

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

installing emergency power distribution boards on F Concourse to aid in the separation of emergency (life safety) and optional critical power loads. The work also includes replacement of (2) ATS's with close transition/isolation bypass switches. In addition, work includes additional emergency power circuits for restroom lighting, emergency power for air handling unit and pumps on C Concourse, and additional emergency power provisions near the dock area on C Concourse. The work also includes the relocation of storm water piping as well as the removal of two mop sink faucets, all associated piping, and the dedicated water heaters. There will be a door/frame/hardware replacement, a new access panel, and new gyp bd walls installed. Lastly, the project includes three add alternates that include additional emergency power circuits for restroom lighting, additional fiber installation for the generator network system, and the installation of (2) close transition/isolation bypass switches.

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

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

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

**Availability of Bidding Documents:** Bidding documents are on file for inspection at the office of Alliance, at the Minnesota Builders Exchange; Dodge Data and Analytics; and NAMC-UM Plan Room. Bidders desiring bidding documents may secure a complete set from: Franz Reprographics; 2781 Freeway Boulevard, Suite 100; Brooklyn Center, MN 55430; **phone:** (763) 503-3401; **fax:** (763) 503-3409. Make checks payable to: Alliance. Deposit per set (refundable): \$150. Requests for mailing sets will be invoiced for mailing charges. Deposit will be refunded upon return of bidding documents in good condition within 10 days of opening of bids.

**MAC Internet Access of Additional Information:** A comprehensive Notice of Call for Bids for this project will be available on November 23, 2015, at MAC's web address of <http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx> (construction bids).

## ***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)

# A Subscription Gets You the Earliest Delivery So You Can Get a Jump on Open Bids

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

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

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

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

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

Try a subscription for one year and see if it is worth your investment. We think you'll be glad you did.

# Minnesota's Bookstore

## Several convenient ways to order:

- ◆ **Retail store** Open 8 a.m. - 3 p.m. Monday - Friday, 660 Olive Street, St. Paul
  - ◆ **Phone** (credit cards): 8 a.m. - 4 p.m. Monday - Friday, 651.297.3000 (Twin Cities) or 1.800.657.3757 (nationwide toll-free)
  - ◆ **On-line orders:** www.minnesotasbookstore.com
  - ◆ **Minnesota Relay Service:** 711
  - ◆ **Fax** (credit cards): 651.215.5733 (fax line available 24 hours)
  - ◆ **Mail orders:** Orders can be sent to Minnesota's Bookstore, 660 Olive Street, St. Paul, MN 55155
- Minnesota's Bookstore accepts VISA, MasterCard, American Express & Discover for all purchases.**

**PREPAYMENT REQUIRED.** Prices and availability subject to change. Fax and phone orders require credit card.

Please allow 1-2 weeks for delivery. For mail orders, complete order blank and send to address above.

Enclose payment - for security reasons, we do not recommend mailing credit card information.

Please allow 2-3 weeks for delivery.

Please make checks payable to "Minnesota's Bookstore."

A \$20.00 fee will be charged for returned checks.

Stock No.	Title	Quantity	Unit Price	Total

Send my order to:

<b>Company:</b>		
<b>Name:</b>		
<b>Street Address:</b> <i>(Not deliverable to P.O. boxes)</i>		
<b>City:</b>	<b>State:</b>	<b>Zip:</b>
<b>Daytime phone:</b> ( ) <i>(In case we have a question about your order - please include area code)</i>		

Shipping Charges	
<i>If Product Subtotal is:</i>	<i>Please 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-\$500.00	\$ 17.00
\$500.01-\$1,000	\$ 22.00*
<small>*\$22 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** \_\_\_\_\_

*(see chart at left)*

**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** \_\_\_\_\_

**For security reasons, we recommend that you call to place a credit card order.**

<b>Credit card number:</b>	
<b>Expiration date:</b>	<b>3- or 4- digit security code:</b> <i>(found on back of card)</i>
<b>Signature:</b>	

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

ES# \_\_\_\_\_

Email me about new publications, special offers or related products: \_\_\_\_\_

*Printed on recycled paper with a minimum of 10% post-consumer waste.*