Minnesota State Register

Published every Monday (Tuesday when Monday is a holiday)



Proposed, Adopted, Emergency, Expedited, Withdrawn, Vetoed Rules; Executive Orders; Appointments; Commissioners' Orders; Revenue Notices; Official Notices; State Grants & Loans; State Contracts; Non-State Public Bids, Contracts and Grants

Monday 6 June 2016

Volume 40, Number 49

Pages 1595 - 1612

Minnesota State Register =

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

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

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- · Withdrawn Rules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

Printing Schedule and Submission Deadlines

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Vol. 40 Issue Number		PUBLISH DATE (BOLDFACE 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			Rules (cont	Deadline for LONG, Complicated Rules (contact the editor to negotiate a deadline)		
	‡ 50 ‡ 51	Tuesday 13 Monday 20	June	Noon Tuesday Noon Tuesday	7 14	June June	Noon Thurs Noon Thurs	,	2	June June
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#	[‡] 52	Monday 27	June	Noon Tuesday	21	June	Noon Thurs	sday	16	June
#	<i>‡</i> 1	Monday 5	July	Noon Tuesday	28	June	Noon Thurs	sday	23	June

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Federal Register

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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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Adopted Rules

A rule becomes effective after the requirements of *Minnesota Statutes* §§ 14.05-14.28 have been met and five working days after the rule is published in the *State Register*, unless a later date is required by statutes or specified in the rule. If an adopted rule is identical to its proposed form as previously published, a notice of adoption and a citation to its previous *State Register* publication will be printed. If an adopted rule differs from its proposed form, language which has been deleted will be printed with strikeouts and new language will be underlined. The rule's previous *State Register* publication will be cited.

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

Minnesota Department of Health Adopted Permanent Rules Pertaining to Medical Cannabis

The rules proposed and published at State Register, Volume 40, Number 20, pages 570-580, November 16, 2015 (40 SR 570), are adopted with the following modifications:

4770.1100 TRANSPORTATION OF MEDICAL CANNABIS.

- Subp. 2. Transporting medical cannabis.
 - C. The manifest must be signed by:
 - (2) by an authorized employee of the receiving distribution facility, laboratory, or waste-to-energy facility.

4770.1400 PERSONNEL IDENTIFICATION SYSTEM.

Subp. 4. **Employee identification card on person and visible at all times.** A manufacturer's employee must keep the employee's identification card visible at all times when in a manufacturing facility, distribution facility, or in a vehicle transporting medical cannabis.

4770.4002 DEFINITIONS.

Subp. 1a. **Adverse incident.** "Adverse incident" means any negative medical occurrence in a <u>patient person</u> after using medical cannabis, either physical or psychological, including any harmful reaction, symptom, or disease.

4770.4003 PROCESS FOR ADDING A QUALIFYING MEDICAL CONDITION OR DELIVERY METHOD.

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

Subpart 1. **Condition added by commissioner.** The commissioner may periodically revise the list of qualified medical conditions eligible for treatment with medical cannabis.

Adopted Rules

- B. In determining whether a condition qualifies, the commissioner must consider the adequacy of available evidence that medical cannabis will provide relief and the recommendation report of the Medical Cannabis Advisory Review Panel established in subpart 3.
- Subp. 2. **Requests for adding a condition.** Any person may request the commissioner to add a qualifying medical condition not listed in Minnesota Statutes, section 152.22, subdivision 14, to the list by applying on a form provided by the commissioner. Requests under this subpart will be accepted beginning June 1, 2016.
- E. If the commissioner <u>refuses dismisses</u> a timely request, the commissioner must notify the person making the request of the reason that the request was <u>refused dismissed</u>.
- F. The commissioner must forward the request to the <u>advisory review</u> panel for review unless the request is <u>refused_dismissed</u>.
- G. The commissioner must provide the <u>advisory review</u> panel with a review of evidence-based medicine and other peer-reviewed research demonstrating treatment efficacy for the requested condition.

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

Subp. 3. The Medical Cannabis Advisory Review Panel.

- A. The commissioner must appoint a Medical Cannabis Advisory Review Panel composed of nine seven members, including:
 - (1) at least one medical cannabis patient advocate; and
 - (2) one pharmacist;
 - (3) one medical ethicist; and
 - (4) six two health care practitioners, including at least one with expertise in pediatric medicine.
- B. The Medical Cannabis <u>Advisory Review</u> Panel must review requests submitted under subpart 2 and <u>recommend report</u> to the commissioner <u>on the public health impacts</u>, <u>including therapeutic factors and known potential risks</u>, <u>of the proposed additional medical conditions that would benefit from the medical use of cannabis</u>.
- F. Members must disclose all potential conflicts of interest having a direct bearing on any subject before the <u>advisory_review</u> panel.

Subp. 4. Advisory Review panel meetings.

- A. The Medical Cannabis Advisory Review Panel must meet at least two times one time per year to:
- B. The commissioner must post a notice on the <u>department's</u> medical cannabis Web site at least 30 calendar days before <u>an advisory a review</u> panel meeting. Notice must include the date, time, and location of the meeting, a brief description of the requests received, and information on how public comment will be received, including a deadline, if any.
- C. A person may request to close a portion of the meeting to protect private data from disclosure. The request for closure of the meeting must be submitted to the commissioner at least 48 hours before the meeting.
- <u>BC</u>. The Medical Cannabis <u>Advisory Review</u> Panel must <u>recommend the approval, rejection, or deferral for further review of each request by submitting submit a written report to the commissioner by November 1 after conducting the public meeting. The written report must include <u>a medical justification for the recommendation potential public health benefits and risks of adding or rejecting the proposed qualifying medical condition.</u></u>

Subp. 5. Commissioner review.

A. Upon receiving the Medical Cannabis Advisory Review Panel's recommendations report, the commissioner must ren-

Adopted Rules

der a final decision by December 1 and must:

- (1) approve the request and forward the medical condition as required by item C; or
- (2) reject the medical condition; or.
- (3) defer approval or rejection of the medical condition for further review. The commissioner must approve or reject a request that is deferred for further review by May 1 from the date the request was deferred.

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

- B. The commissioner must communicate the commissioner's decision to the requesting party along with the reasons for the decision and publish the decision on the department's medical cannabis Web site <u>by December 1</u>.
- C. The commissioner must forward a newly approved qualifying medical condition to the chairs and ranking minority members of the legislative policy committees having jurisdiction over health and public safety by January 15 as required by Minnesota Statutes, section 152.27, subdivision 2. If the legislature does not provide otherwise by law, the commissioner must publish the newly approved qualifying medical condition in the State Register and on the department's medical cannabis Web site before its August 1 effective date.
- Subp. 6. **Requests for adding a delivery method.** Any person may request that the commissioner add a delivery method not listed in Minnesota Statutes, section 152.22, subdivision 6, to the list by applying on a form provided by the commissioner. Requests under this subpart will be accepted beginning June 1, 2016.
- A. The commissioner shall only accept requests during June and July of each year and will dismiss requests received outside of this period.
- B. The commissioner must post notice on the department's medical cannabis Web site by May 1 each year, announcing the open period for accepting requests and describing the procedure for submitting requests.
- A<u>C</u>. The commissioner must post the request to add a delivery method, along with information about how to submit public comment on the department's medical cannabis Web site. The commissioner must allow at least 30 days for public comment.
- <u>D.</u> Each request must be limited to one proposed delivery method. The commissioner must dismiss a request if it contains multiple proposals.
- E. The commissioner must dismiss a request to add a delivery method that has been previously considered and rejected by the commissioner, unless the request contains new scientific evidence or research or describes substantially different therapeutic benefits.
- F. If the commissioner dismisses a timely request, the commissioner must notify the person making the request of the reason that the request was dismissed.
- <u>B.G.</u> The commissioner must consider the request and any written comments from the public. The commissioner has 90 days to act on the request to either must render a decision by December 1, and must:
 - (1) approve the request and forward the delivery method to be added as required by item $\Theta_{\underline{I}; or}$
 - (2) reject the delivery method; or.
- (3) defer approval or rejection of the delivery method for further review. The commissioner must approve or reject a request that is deferred for further review within 180 days from the date the request was deferred.
- E<u>H</u>. The commissioner must communicate the commissioner's decision to the requesting party along with the reasons for the decision
- $\Theta \underline{I}$. The commissioner must forward an approved delivery method to be added to the chairs and ranking minority members of the legislative policy committees having jurisdiction over health and public safety by January 15 as required by Minnesota

Adopted Rules

Statutes, section 152.27, subdivision 2, and if the legislature does not provide otherwise by law, publish the addition in the State Register and on the department's medical cannabis Web site.

4770.4004 SERIOUS ADVERSE INCIDENT REPORTING.

Subpart 1. Reporting requirements.

- A. Persons who must report any <u>serious</u> adverse incident are:
- B. Reporters named in item A must report to the manufacturer where the patient's medical cannabis was dispensed as-
 - (1) a serious adverse incident must be reported within five business days of the reporter's learning of the incident; and
 - (2) any other adverse incidents must be reported within 15 business days of learning of the incident:
- C. A peace officer must report any <u>serious</u> adverse incident relating to overdose and any case of diversion involving an adverse incident within <u>15 five</u> business days of the incident by calling the general telephone number of the Office of Medical Cannabis. If part of an ongoing investigation, the report must be made within 72 hours of the conclusion of the investigation.

Subp. 2. Manufacturer requirements.

- A. Each manufacturer must:
 - (2) provide a method, approved by the commissioner, for reporting <u>serious</u> adverse incidents online;

Subp. 3. Manufacturer reports.

- B. Within ten business days of learning of an adverse incident, the manufacturer must report to the commissioner:
- (1) any adverse event incident that, based on reasonable medical judgment, might have resulted in a serious adverse incident without intervention or medical treatment; or

Minnesota Department of Human Services

MNsure

Adopted Expedited Permanent Rules Relating to MNsure Eligibility Appeals

The rules proposed and published at State Register, Volume 40, Number 16, pages 449-453, October 19, 2015 (40 SR 449), are adopted as proposed.

Official Notices

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

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

Minnesota Judicial Branch

Judicial Branch Accepting Applications for Court Technology Fund

The notice in the May 31 edition of the *State Register* titled 'Judicial Branch Accepting Applications for Court Technology Fund,' did not include the linked website and application information, the notice below contains the revision.

The 2013 Legislature, per Minn. §357.021, created a technology fund intended to assist justice partners with technology needs including acquisition, development, support, maintenance, and upgrades to computer systems, equipment and devices, network systems, electronic records, filings and payment systems, interactive video teleconferencing, and online services, to be used by the state courts and their justice partners.

The justice partners that may submit applications to request the technology funds are:

- Judicial Branch
- County and City Attorney Offices
- The Board of Public Defense
- Qualified Legal Services Programs as defined under M.S. 480.24
- Correction Agencies
- Part-Time Public Defender Offices

The Application and Information Sheet regarding the 2016 award criteria and application process are located on the MN Judicial Branch website at *www.MNCOURTS.gov* under Public Notices. Applications are due to Dan Ostdiek at the MN Judicial Branch, *Dan.Ostdiek@courts.state.mn.us*, by **July 15, 2016**.

Minnesota Department of Labor and Industry

Workers' Compensation Division

Request For Comments On Possible Rules Governing Workers' Compensation Medical Services And Fees, Rules Of Practice And Penalties; Minnesota Rules, Chapters 5220 And 5221

Subject of Rules. The Minnesota Department of Labor and Industry requests comments on its possible rules governing worker's compensation medical services and fees. Although all the rules in Minnesota Rules, chapters 5220 and 5221 related to medical services are being considered for amendment, the Department is specifically considering rules governing: a payment system for hospital outpatient services; submission and payment of medical bills; additional conduct subject to prohibited practices penalties under Minn. Stat. § 176.194; and penalties for failure to timely pay medical bills as required by Minn. Stat. chapter 176.

Persons Affected. The rules would likely affect hospitals and other health care providers who treat injured workers; workers' compensation payers (employers, self-insured employers and insurers); agents of payers, such as third party administrators and bill review companies; and injured workers.

Statutory Authority. *Minnesota Statutes*, section 176.136, subd. 1b (b) authorizes the commissioner to establish by rule the reasonable value of a service, article, or supply in lieu of the 85% limitation in that paragraph. *Minnesota statutes*, section 176.1362, subd. 8 authorizes the commissioner to adopt or amend rules using the authority in Minn. Stat. § 14.389, including subdivision 5, to implement the Medicare Hospital Outpatient Prospective Payment System, or other fee schedule, for payment of outpatient services provided under chapter 176 by a hospital or ambulatory surgical center, not to take effect before January 1, 2017. *Minnesota Statutes*, section 176.194, subd. 5 authorizes the commissioner to adopt by rule additional illegal, misleading, deceptive, fraudulent practices or conduct which are subject to the penalties under that section. *Minnesota Statutes*, section 176.83, subd. 1 authorizes the commissioner to adopt, amend, or repeal rules to implement the provisions of chapter 176.

Official Notices:

Public Comment. Interested persons or groups may submit comments or information on these possible rules in writing until further notice is published in the *State Register* that the Department intends to adopt or to withdraw the rules. The Department 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.

Rules Drafts. The Department has not yet drafted the possible rules, but anticipates that when a draft becomes available it will be posted on the Department's workers' compensation rule docket web page at http://www.dli.mn.gov/RulemakingWC.asp.

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: Kate Berger, Office of General Counsel, 443 Lafayette Road North, St. Paul, MN 55155; phone: 651-284-5006; or e-mail at: *dli.rules@state.mn.us*.

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.

NOTE: Comments received in response to this Request for Comments will be considered in developing the rules, but 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: May 20, 2016

Ken B. Peterson, Commissioner Department of Labor and Industry

Minnesota Comprehensive Health Association

MCHA Fortieth Annual Meeting of the Members and MCHA Annual Meeting of the Board of Directors

Notice is hereby given that the Minnesota Comprehensive Health Association's (MCHA) will hold its fortieth Annual Meeting of the Members and the Annual Meeting of the Board of Directors on **Monday**, **June 27th**, **2016 at 9:00 AM**. For meeting information and location please call 952-593-9609.

Office of MN.IT Services

Request for Information for the Electronic Document Management System

The Office of MN.IT Services ("MN.IT") @ Department of Employment and Economic Development ("DEED") is issuing this Request for Information (RFI) for the Electronic Document Management System ("EDMS").

This RFI requests that vendors provide brief descriptions and cost estimates for any existing vendor products or systems, or any customized products they have developed with other state(s) or non-profit organization(s), that meet the criteria of one or more of the components described in the RFI. This RFI is being issued to obtain information only and is not intended to result in contracts or vendor agreements with any respondent. Respondents to this RFI will not be excluded from eligibility to participate in any future requests for proposals (RFPs) based on their decision to respond to this RFI or the content of their responses to this RFI.

To obtain a copy of the entire RFI, please contact Jim Faust and Colleen Phillips, via email at *jim.faust@state.mn.us* and *colleen.phillips@state.mn.us*. Or if your company is a registered SWIFT vendor, it may be located under SWIFT event number 2000005768

Official Notices

Responses are due no later than June 20, 2016, at 5:00 p.m., Central Time.

NOTE: If you are reviewing this RFI in the State Register, you need to check if you are already a registered vendor with the State or you may need to register as a vendor by going to *http://www.mmb.state.mn.us/vendorresources*. For new vendors, please note that approval of your registration may take 3 – 4 business days. If you need assistance obtaining a vendor ID or completing the registration process, please call 651-201-8100, Option 1.

Minnesota State Agricultural Society (Minnesota State Fair) Board of Managers Meeting Notice

MINNESOTA STATE FAIRGROUNDS — The Minnesota State Agricultural Society board of managers will meet at 9 a.m. Friday, June 10 at the Libby Conference Center on the State Fairgrounds. The session opens with a meeting of the board's sales committee. A general business meeting will follow. The Society is the governing body of the Minnesota State Fair. Agendas are available upon request by calling the Minnesota State Fair at (651) 288-4400.

The 2016 Minnesota State Fair runs Aug. 25 - Labor Day, Sept. 5.

Public Utilities Commission

Notice of Permit Decision in the Matter of the Application of Great River Energy and Minnesota Power for a Route Permit for the Motley Area 115 kV HVTL Project in Morrison, Cass and Todd Counties, Minnesota

Public Utilities Commission Docket No. ET-2, E-15/CN-14-853 and TL-15-204

NOTICE IS HEREBY GIVEN in an Order issued March 23, 2016, the Minnesota Public Utilities Commission: (i) found that the environmental assessment prepared by the Department of Commerce met the requirements of *Minnesota Rules*, part 7850.3700 and .3900; and (ii) issued a route permit for the Motley Area 115kV HVTL Project, authorizing Great River Energy and Minnesota Power to construct and operate approximately 15.5-16.5 miles of 115 kV transmission line and associated facilities in the Motley Area.

Questions about this project may be directed to Commission staff member Tricia DeBleeckere at *tricia.debleeckere@state.mn.us* or 651-201-2254.

Public Utilities Commission

Notice of Permit Decision in the Matter of the Application of Marshall Solar, LLC for a Site Permit for the Marshall Solar Project in Lyon County, Minnesota

Public Utilities Commission Docket No. IP-6941/GS-14-1052

NOTICE IS HEREBY GIVEN in an Order issued May 5, 2016, the Minnesota Public Utilities Commission: (i) found that the environmental assessment prepared by the Department of Commerce met the requirements of *Minnesota Rules*, part 7850.3700; and (ii) issued a site permit for the Marshall Solar Project, authorizing Marshall Solar, LLC to construct and operate a 100 megawatt large electric power generating plant located in Lyon County.

Questions about this project may be directed to Commission staff member Tricia DeBleeckere at *tricia.debleeckere@state.mn.us* or 651-201-2254.

State Contracts

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

Formal Solicitations: Department of Administration procedures require that formal solicitations (announcements for contracts with an estimated value over \$50,000) for professional/technical contracts must be published in the *State Register*. Certain quasi-state agency and Minnesota State College and University institutions are exempt from these requirements.

Requirements: There are no statutes or rules requiring contracts to be advertised for any specific length of time, but the Materials Management Division strongly recommends meeting the following requirements: \$0 - \$5000 does not need to be advertised. Contact the Materials Management Division: (651) 296-2600 \$5,000 - \$25,000 should be advertised in the *State Register* for a period of at least seven calendar days; \$25,000 - \$50,000 should be advertised in the *State Register* for a period of at least 14 calendar days; and anything above \$50,000 should be advertised in the *State Register* for a minimum of at least 21 calendar days.

Minnesota Department of Health

Notice of Contract Opportunity for Data Collection Services for the 2017 Minnesota Youth Tobacco Survey

PROJECT NAME: Notice of Availability of Contract for Data Collection Services for the 2017 Minnesota Youth Tobacco Survey

DETAILS: The Minnesota Department of Health is requesting proposals for the purpose of collecting valid and reliable data on a wide variety of behaviors and issues related to tobacco use among middle school and high school students in Minnesota. Work is anticipated to start after August 1, 2016.

COPY REQUEST: To get a copy of the Request for Proposals, please send a written request, by email, to: Peter Rode, Research Scientist, *Peter.rode@state.mn.us*.

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address below no later than 4:00 pm Central Daylight Time on Wednesday, July 6, 2016. Late proposals will not be considered. Faxed or emailed proposals will not be considered.

By U.S. mail: By hand delivery or carrier service:

Peter Rode Peter Rode

Center for Health Statistics

Minnesota Department of Health

P.O. Box 64882

Center for Health Statistics

Minnesota Department of Health

85 East Seventh Place, Suite 220

St. Paul, MN 55164-0882 St. Paul, MN 55101

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 Colleges and Universities (MnSCU)

Request for Proposals for Leadership Development Program

NOTICE IS HEREBY GIVEN that proposals are being solicited to develop and deliver a leadership development program for mid-level leaders at Minnesota State Colleges and Universities (MnSCU).

For a copy of the full Request for Proposals, please visit http://www.hr.mnscu.edu/ or contact:

Cindy Schneider MnSCU System Office 30 7th Street East, #350 St. Paul, MN 55101 Phone: 651/201-1849

cindy.schneider@so.mnscu.edu

State Contracts

Sealed proposals must be received according the instructions appearing in the Request for Proposal no later than **Monday**, **June 13, 4:30 p.m. CST.** 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 State Colleges and Universities (MnSCU)

Bemidji State University & Northwest Technical College

Notice of Request for Proposals for Trademark Licensing and Royalties Program Management

NOTICE IS HEREBY GIVEN that Bemidji State University will receive sealed proposals for Trademark Licensing and Royalties Program Management. Specifications will be available June 6, 2016 at the following website:

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, June 22, 2016**. 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)

Minnesota State University, Mankato

Request for Qualifications (RFQ) for Facility Lighting Improvements Electrical Subcontractor

NOTICE IS HEREBY GIVEN that Ameresco, the Energy Services Company (ESCO), on behalf of Minnesota State University, Mankato is seeking qualified electrical contractors to provide all labor, materials, equipment, supplies, and on-site supervision required to complete interior and exterior LED lighting and lighting controls upgrades at MSU Mankato. This RFQ is soliciting responses for review and pre-qualification of subcontractors to participate in a competitive bid process for the State Institution's Guaranteed Energy Savings Program Project.

The scope includes lighting upgrades at 30 buildings, approximately 1.5 million square feet, 25 parking lots, and approximately 23,000 light fixtures.

A full Request for Qualification is available at Franz Reprographics Public Plan Room website: *http://www.franzrepro.com/planroom.html* or contact:

Marc Frank
Ameresco Project Manager
9855 West 78th Street, Suite 310
Phone: 651-280-7188
mfrank@ameresco.com

All RFQ responses must be received no later than **2:00 p.m. Local Time on Monday, June 20, 2016** at the address above. Fax and email responses will not be considered.

State Contracts=

Minnesota State Colleges and Universities (MnSCU)

Minnesota State University, Mankato

Request for Qualifications (RFQ) for Control Valve Installation Mechanical Subcontractor

NOTICE IS HEREBY GIVEN that Ameresco, the Energy Services Company (ESCO), on behalf of Minnesota State University, Mankato is seeking qualified mechanical contractors to provide all labor, materials, equipment, supplies, and on-site supervision required to complete chilled water control valve replacements at MSU Mankato. This RFQ is soliciting responses for review and pre-qualification of subcontractors to participate in a competitive bid process for the State Institution's Guaranteed Energy Savings Program Project.

The scope includes replacing thirteen (13) pneumatically actuated control valves with new Belimo Energy Valves on air handlers in six (6) buildings.

A full Request for Qualification is available at Franz Reprographics Public Plan Room website: http://www.franzrepro.com/planroom.html or contact:

Marc Frank Ameresco Project Manager 9855 West 78th Street, Suite 310 Phone: 651-280-7188 mfrank@ameresco.com

All RFQ responses must be received no later than 2:00 p.m. Local Time on Monday, June 20, 2016 at the address above. Fax and email responses will not be considered.

Minnesota State Colleges and Universities (MnSCU)

Northeast Higher Education District

Notice of Request for Proposals for NHED Comprehensive Marketing Strategy

NOTICE IS HEREBY GIVEN that Northeast Higher Education District will receive sealed proposals for NHED Comprehensive Marketing Strategy. Specifications will be available by 8:00 AM Central Time, Monday, June 6, 2016, at the following website: http://www.nhed.edu/district-initiatives.html

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 Elise Pelletier, Executive Assistant to the President, Northeast Higher Education District, 1001 W Chestnut Street, Virginia, MN 55792, by **2:00 PM Central Time, Monday, June 27, 2016**. Late proposals will not be considered.

Northeast Higher Education District 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 district to complete a proposed contract, and the district reserves the right to cancel the solicitation if it is considered to be in its best interest.

Minnesota State Colleges and Universities (MnSCU)

Southeast Technical

Request for Proposal for Banking Services

Minnesota State College Southeast Technical is requesting proposals (RFP) for Banking Services. A copy of the Request for Proposal may be obtained by contacting the Vice President of Finance and Administration, 1250 Homer Road, Winona, MN 55987, phone: (507) 453-2752, email: *mkroening@southeastmn.edu*

Proposals must be submitted no later than **Wednesday**, **June 22**, **2016 at 3:00 PM CDT**. Late responses will not be considered. All proposals must be sealed and marked, "RFP for Banking Services". Proposals must be delivered to:

State Contracts

Minnesota State College-Southeast Technical Attn: Vice President of Finance and Administration 1250 Homer Road Winona, MN 55987

Southeast Technical reserves the right to cancel this solicitation if it is considered to be in the best interest of the College. The RFP is not a guarantee of work and does not obligate Southeast Technical to award any contracts. Southeast Technical reserves the right to discontinue the use or cancel all or any part of this Request for Proposal if it is determined to be in its best interest. All expenses incurred in responding to this notice are solely the responsibility of the responder.

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

State Contracts:

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

Response Delivery

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

Minnesota Department of Transportation (Mn/DOT)

Engineering Services Division

Notice of Potential Availability of Contracting Opportunities for a Variety of Highway Related Technical Activities ("Consultant Pre-Qualification Program")

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

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

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

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

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

Send completed application material to:

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

New Public notices may be added to the website on a daily basis and be available for the time period as indicated within the public notice. Mn/DOT is also posting notices as required by the Taxpayers' Transportation Accountability Act on the above referenced website.

Non-State Public Bids, Contracts & Grants

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

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

Metropolitan Airports Commission (MAC)

Notice Of Call For Bids For 2016 Mother Lake Stormwater Improvements

Project Location: Minneapolis-St. Paul International Airport
Project Name: 2016 Mother Lake Stormwater Improvements

MAC Contract No. 106-1-278

Bids Close At: 2:00 PM on June 14, 2016

Notice to Contractors: Sealed Bid Proposals for the project listed above will be received by the MAC, a public corporation, at the office thereof located at 6040 28th Avenue South, Minneapolis, Minnesota 55450, until the date and hour indicated. This project provides for the construction of a sediment removal structure and associated storm sewer construction near the west end of Runway 12R-30L.

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

Targeted Group Businesses (TGBs): The goal of the MAC for the utilization of TGBs on this project is 10%.

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

Availability of Bidding Documents: Bidding documents are on file for inspection at the office of TKDA, the Minnesota Builders Exchange, Dodge Data and Analytics, and NAMC-UM Plan Room. Bidders desiring bidding documents may secure a complete set from: TKDA; 444 Cedar Street, Suite 1500; St. Paul, MN, 55101; PH: (651) 292-4400; FX: (651) 292-0083. Make checks payable to: TKDA. Deposit per set (refundable): \$50.00. Requests for mailing sets will be invoiced for mailing charges. Deposit will be refunded upon return of bidding documents in good condition within 10 days of opening of bids.

MAC Internet Access of Additional Information: A comprehensive Notice of Call for Bids for this project will be available on May 31, 2016, at MAC's web address of

http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx (construction bids).

Metropolitan Airports Commission (MAC)

Notice of Call for Bids for 2016 Runway Planing and Regrooving

Project Location: Minneapolis-St. Paul International Airport Project Name: 2016 Runway Planing and Regrooving

MAC Contract No. 106-1-277

Bids Close At: 2:00 PM on June 21, 2016

Notice to Contractors: Sealed Bid Proposals for the project listed above will be received by the MAC, a public corporation, at the office thereof located at 6040 28th Avenue South, Minneapolis, Minnesota 55450, until the date and hour indicated. This project provides for the planing of concrete runway pavements to improve surface texture and correct drainage problems,

Non-State Public Bids, Contracts & Grants =

following by re-grooving of the planed areas. The project also includes rubber removal by water blasting, joint sealing, pavement marking, bituminous pavement milling, turf restoration, and electrical work.

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

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

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

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

MAC Internet Access of Additional Information: A comprehensive Notice of Call for Bids for this project will be available on June 6, 2016, at MAC's web address of

http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx (construction bids).

Metropolitan Airports Commission (MAC)

Notice of Call for Bids for General Office Building Improvements

Airport Location: Proximate to the Minneapolis-St. Paul International Airport

Project Name: General Office Building Improvements

MAC Contract No.: 106-3-520

Bids Close At: 2:00 p.m. June 21, 2016

Notice to Contractors: Sealed Bid Proposals for the project listed above will be received by the Metropolitan Airports Commission (MAC), a public corporation, at the office thereof located at 6040-28th Avenue South, Minneapolis, Minnesota 55450, until the date and hour indicated. This project includes general, mechanical, and electrical construction

Note: You can sign up on our Web site (*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* and choose this and other topics about which you are interested.

Targeted Group Businesses (TGBs): The goal of the MAC for the utilization of TGBs 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 Miller Dunwiddie Architecture, Inc.; 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 Blvd.; Brooklyn Center, MN, 55430; PH: 763-503-3401; FX: 763-503-3409; www.franzrepro.com. Make checks payable to: Miller Dunwiddie Architecture, Inc. Deposit per set (refundable): \$100.00. 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 June 6, 2016, at MAC's web address of

http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx (construction bids).