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State of Minnesota  
HOUSE OF REPRESENTATIVES

EIGHTY-SIXTH  
SESSION

HOUSE FILE No. **3096**

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The bill was read for the first time and referred to the Committee on State and Local Government Operations Reform, Technology and Elections

1.1 A bill for an act  
1.2 relating to state procurement; modifying provisions governing the provision of  
1.3 services by rehabilitation facilities, extended employment providers, and day  
1.4 training and habilitation service programs; amending Minnesota Statutes 2008,  
1.5 section 16C.155.

1.6 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

1.7 Section 1. Minnesota Statutes 2008, section 16C.155, is amended to read:

1.8 **16C.155 JANITORIAL CONTRACTS; REHABILITATION PROGRAMS**  
1.9 **AND EXTENDED EMPLOYMENT PROVIDERS.**

1.10 Subdivision 1. Service contracts. The commissioner of administration shall ensure  
1.11 that a portion of all ~~janitorial services~~ contracts for janitorial services; document imaging;  
1.12 and mailing, collating, and sorting services be awarded by the state to rehabilitation  
1.13 programs and extended employment providers ~~listed under section 16C.15~~ that are  
1.14 certified by the commissioner of employment and economic development, and day  
1.15 training and habilitation services licensed under sections 245B.01 to 245B.08. The total  
1.16 value of the contracts under this section must exceed 19 percent of the total value of  
1.17 ~~janitorial services~~ the contracts for janitorial services; document imaging; and mailing,  
1.18 collating, and sorting services entered into in the previous fiscal year. The amount of each  
1.19 contract awarded under this section may exceed the estimated fair market price for the  
1.20 same goods and services by up to five percent.

1.21 Subd. 2. Agency notification. (a) The commissioner shall annually notify all state  
1.22 agencies of the identified contracting requirements under subdivision 1. As part of the  
1.23 notification, the commissioner shall distribute a list of the service providers eligible to  
1.24 enter into service contracts under subdivision 1. The list shall include the names and

2.1 principal addresses of the eligible service providers along with the following information  
2.2 to the extent each eligible service provider has made it available to the commissioner:

2.3 (1) the address for all locations at which the service provider operates;

2.4 (2) the name, telephone number, and e-mail address for a contact person at each  
2.5 location; and

2.6 (3) the capacity of the organization, by location, to provide the services identified in  
2.7 subdivision 1.

2.8 (b) The commissioner shall direct each agency to:

2.9 (1) distribute the provider information to all staff in their respective organizations  
2.10 responsible for or involved with soliciting, negotiating, or approving contracts for one or  
2.11 more of the service areas identified in subdivision 1; and

2.12 (2) notify the staff of the eligibility of the service providers to contract directly  
2.13 with the state according to section 16C.10.

2.14 Subd. 3. **Contract tracking and annual report.** The commissioner shall record,  
2.15 by each service area identified in subdivision 1, each contract entered into pursuant to  
2.16 this section, including the name and location of the provider and the dollar amount of  
2.17 the contract awarded. By February 15 of each year, the commissioner shall submit to  
2.18 the chairs and ranking members of the senate and house of representative committees  
2.19 with jurisdiction over workforce development a list of the contracts entered pursuant to  
2.20 this section in the preceding calendar year. The information submitted shall include the  
2.21 dollar amount of each contract awarded, the name and location of the provider awarded  
2.22 the contract, and the total dollar amount for all contracts awarded in each of the service  
2.23 areas identified in subdivision 1.