

State of Minnesota

State Register

Rules and Official Notices Edition



Published every Monday (Tuesday when Monday is a holiday) by the
Department of Administration – Communications Media Division

Monday 12 July 1999
Volume 24, Number 2
Pages 101-118

State Register

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

The *State Register* is the official publication of the State of Minnesota, published weekly to fulfill the legislative mandate set forth in *Minnesota Statutes* § 14.46. The *State Register* contains:

- proposed, adopted, exempt, expedited emergency and withdrawn rules
- executive orders of the governor
- appointments
- proclamations and commendations
- commissioners' orders
- revenue notices
- official notices
- state grants and loans
- contracts for professional, technical and consulting services
- non-state public bids, contracts and grants
- certificates of assumed name, registration of insignia and marks

Jesse Ventura, Governor 651/296-3391	Mike Hatch, Attorney General 651/297-4272	Mary Kiffmeyer, Secretary of State 651/296-2079
Mae Schunk, Lt. Governor 651/296-3391	Judi Dutcher, State Auditor 651/297-3670	Carol Johnson, State Treasurer 651/296-7091
Department of Administration: David F. Fisher, Commissioner 651/296-1424 Kent Allin, Asst. Commissioner 651/297-4261	Communications.Media Division: Mary Mikes, Director 651/297-3979 Susan Baustian-Culligan, Manager 651/282-2974	Robin PanLener, Editor 651/297-7963 Gretchen Stark, Assistant Editor 651/296-0929 Jessie Rahmeyer, Subscriptions 651/297-8774

Printing Schedule and Submission Deadlines

Vol. 24 Issue Number	PUBLISH DATE	Deadline for both Adopted and Proposed RULES	Deadline for: Emergency Rules, Executive and Commissioner's Orders, Revenue and Official Notices, State Grants, Professional-Technical-Consulting Contracts, Non-State Bids and Public Contracts
#2	Monday 12 July	Noon Wednesday 30 June	Noon Tuesday 6 July
#3	Monday 19 July	Noon Wednesday 7 July	Noon Tuesday 13 July
#4	Monday 26 July	Noon Wednesday 14 July	Noon Tuesday 20 July
#5	Monday 2 August	Noon Wednesday 21 July	Noon Tuesday 27 July

Copyright © 1999 Communications.Media Division, Department of Administration, State of Minnesota.
Publication Number: 326630. (ISSN 0146-7751)

SUBSCRIPTION SERVICES: Copies are available at Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155. Order by phone: Metro area: (651) 297-3000 Toll free 800-657-3757. TTY relay service phone number: 1-800-627-3529. **NO REFUNDS.** Subscribers who do not receive a copy of an issue should notify the *State Register* Subscription Office immediately at (651) 297-8774. Copies of back issues may not be available more than two weeks after publication. Both editions are delivered postpaid to points in the United States, Periodicals Postage Paid for the *State Register* at St. Paul, MN, first class for the *Contracts Supplement*. See the *State Register* and the *Contracts Supplement* on our website: <http://www.comm.media.state.mn.us> Click on "Minnesota's Bookstore."

- *State Register* (published every Monday, or Tuesday if Monday is a holiday) One year, hard copy, paper subscription: \$160.00.
- *Contracts Supplement* (published every Tuesday, Wednesday, Friday) One year subscription: \$135.00 via first class mail, \$150.00 via fax or through our website. Users agree not to redistribute without authorization.
- **13-week trial subscription** which includes both the *State Register* and *Contracts Supplement*. \$65.00
- **Single issues** are available for a limited time: *State Register* \$5.00, *Contracts Supplement* \$1.00. Shipping is \$3.00 per order.

PUBLISHING NOTICES IN THE *State Register*: Submit TWO COPIES of your notice, typed double-spaced. State agency submissions must include a "State Register Printing Order" form, and a "Certification/Internal Contract Negotiation" form with contracts for professional, technical and consulting services. Non-State Agencies should submit TWO COPIES, with a letter on your letterhead stationery requesting publication and date to be published. FAXED submissions to 651-297-8260 are received to meet deadline requirements, but must be followed by originals and applicable forms or letters to be accepted. The charge is \$115.00 per page, billed in tenths of a page (columns are seven inches wide). About 2-1/2 pages typed double-spaced on 8-1/2"x11" paper equal one typeset page in the *State Register*. Contact the editor if you have questions.

An "Affidavit of Publication" can be obtained at a cost of \$10.00 for notices published in the *State Register*. This service includes a notarized "Affidavit of Publication" and a copy of the issue of the *State Register* in which the notice appeared.

The *State Register* is published by Communications.Media Division, Department of Administration, State of Minnesota, pursuant to *Minnesota Statutes* § 14.46 and is available at the main branch of county libraries in Minnesota and all "State Depository Libraries": State University and Community College libraries; the University of Minnesota libraries; St. Paul, Minneapolis and Duluth Public Libraries; the Legislative Reference Library; State Law Library; Minnesota Historical Society Library; and the Library Development Service at the State Department of Children, Families and Learning.

FOR LEGISLATIVE NEWS

Publications containing news and information from the Minnesota Senate and House of Representatives are available free to concerned citizens and the news media. To be placed on the mailing list, write or call the offices listed below:

Contact: Senate Public Information Office (651) 296-0504 Room 231 State Capitol, St. Paul, MN 55155	Contact: House Information Office (651) 296-2146 Room 175 State Office Building, St. Paul, MN 55155
--	--

Minnesota Rules: Amendments & Additions Volume 24, Issues #1-2.....	104	Professional, Technical & Consulting Contracts	
Proposed Rules		Administration Department	
Higher Education Services Office State scholarships and grants-in-aid to eligible schools	105	Proposals sought for the operation of the educational program at the Minnesota Correctional Facility - Red Wing.....	112
Official Notices		Finance Department	
Agriculture Department		Proposals sought for financial advisor services on the issuance of revenue bonds for constructing an office building.....	112
Authority to make market development grants.....	107	Transportation Department	
Authority to make value-added cooperative grants	107	Proposals sought to provide management and technical assistance to disadvantaged business enterprises and other small businesses involved in transportation related fields	113
Minnesota Comprehensive Health Association		Non-State Public Bids, Contracts & Grants	
Task force meeting on premium rate-setting process Monday 19 July 1999	108	Metropolitan Council	
Labor and Industry Department		Statements of qualifications sought for design-build - South Washington County Wastewater Treatment Plant.....	114
Addition to commercial prevailing wage rates for laborer, landscaping in Mille Lacs County	108	University of Minnesota	
State Grants & Loans		BID Information Service available to all potential vendors.....	115
Administration Department		Bid sought for University of Minnesota ice hockey arena and tennis center	115
STAR Program grant available for a statewide augmentative and alternative communication project.....	108	Proposals sought from pre-qualified contractors list for construction management services for Phase 1 of the South Mall Development Project on the Twin Cities Campus...	115
Center for Crime Victim Services			
Availability of funds for special projects and new services for general crime victims	109	Commodity, Service, and Construction contracts are published in a bulletin, the <i>State Register Contracts Supplement</i> , published Tuesday, Wednesday and Friday. Award results are available from the Materials Management Helpline (651) 296-2600.	
Economic Security Department		Individual copies and subscriptions are available through Minnesota's Bookstore, (651) 297-3000, or 1-800-657-3757.	
Funds available for extended employment programs	110		
Minnesota Historical Society			
Fall grants cycle for two state grants programs to assist historic preservation and local history projects	110		
Minnesota Statewide Independent Living Council			
Economic Security Department			
Proposals sought for providing, expanding and/or improving independent living outreach services.....	111		

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. The current 1997 set is a 13-volume bound collection of all adopted rules in effect at the time. 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 in the *State Register*, 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. For a more detailed description of the rulemaking process, see the most current edition of the *Minnesota Guidebook to State Agency Services*.

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 #40-51 inclusive; and issues #1-52 (or 53 in some years), cumulative for issues #1-52 (or 53). 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, 117 University Avenue, St. Paul, MN 55155 (651) 297-3000, or toll-free 1-800-657-3757.

Volume 24, Issues # 1-2

Children, Families and Learning Department

3535.0100; .0110; .0120; .0130; .0140; .0150; .0160; .0170; .0180
(adopted) 77

3535.0200; .0300; .0400; .0500; .0600; .0700; .0900; .1100; .1200;
.1300; .1500; .1700; .2000 (repealed) 77

Higher Education Services Office

4830.0300 (proposed) 105

Pollution Control Agency

7050.0185; 0200; .0210; .0211; .0213; .0214; .0218; .0220; .0221;
.0222; .0224; .0227; .0420; .0470 (proposed) 5

7050.0020 s. 3, 4, 5, 6 (proposed repealer) 5

Minnesota State Retirement System

7905.0100; .0200; .0800; .0900; .1100; .1700; .1900; .2100; .2200;
.2300; .2400 (adopted exempt) 79

7905.0100 s. 11, 18; .3000 (repealed exempt) 79

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*.

Higher Education Services Office

Proposed Permanent Rules Relating to State Scholarships and Grants-In-Aid to Eligible Schools

NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

Proposed Amendment to Rules Governing the State Grant Program, *Minnesota Rules*, 4830.0300.

Introduction. The Higher Education Services Office intends to adopt rules without a public hearing following the procedures set forth in the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28, and rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2300 to 1400.2310. You have 30 days to submit written comments on the proposed rules and may also submit a written request that a hearing be held on the rules.

Agency Contact Person. Comments or questions on the rules and written requests for a public hearing on the rules must be submitted to the agency contact person. The agency contact person is:

Mary Lou Dresbach
Minnesota Higher Education Services Office
1450 Energy Park Drive, Suite 350
St. Paul, MN 55108
Phone: 651-642-0530
FAX: 651-642-0675

TTY users may call the Minnesota Relay Service at 1-800-627-3529 and request assistance in contacting the Minnesota Higher Education Services Office.

Subject of Rules and Statutory Authority. The proposed rules amendments are about computer technology requirements for institutions participating in the State Grant Program. The statutory authority to adopt the rules is *Minnesota Statutes*, section 136A.01, Subd. 2(8). A copy of the proposed rules is published in the *State Register* and attached to this notice as mailed.

Comments. You have until 4:30 p.m. on August 13, 1999, 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 received by the agency contact person by the due date. Comment is encouraged. 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 would like to make on the legality of the proposed rules must also be made during this comment period.

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

Proposed Rules

Request for a Hearing. In addition to submitting comments, you may also request that a hearing be held on the rules. Your request for a public hearing must be in writing and must be received by the agency contact person by 4:30 p.m. on August 13, 1999. Your written request for a public hearing must include your name and address. You must identify the portion of the proposed rules to which you object or state that you oppose the entire set of rules. Any request that does not comply with these requirements is not valid and cannot be counted by the agency for determining whether a public hearing must be held. 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 written request for a hearing, a public hearing will be held 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 Notice can be made available in an alternative format, such as large print, Braille, or cassette tape. To make such a request, please contact the agency contact person at the address or telephone number listed above.

Modifications. The proposed rules may be modified 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. If the proposed rules affect you in any way, you are encouraged to participate in the rulemaking process.

Statement of Need and Reasonableness. A statement of need and reasonableness is now available from the agency contact person. This statement contains a summary of the justification for the proposed rules amendments, including a description of who will be affected by the proposed rules amendments and an estimate of the probable cost of the proposed rules amendments. Copies of the statement may be obtained at the cost of reproduction from the agency.

Adoption and Review of Rules. If no hearing is required, the agency may adopt the rules after the end of the comment period. The rules and supporting documents will then be submitted to the Office of Administrative Hearings for review for legality. You may ask to be notified of the date the rules are submitted 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: 14 June 1999

Robert K. Poch
Director

4830.0300 ELIGIBLE SCHOOLS.

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

Subp. 2. **Requirements.** To be eligible a school must:

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

C. be:

[For text of subitems (1) and (2), see M.R.]

(3) licensed by an appropriate state agency; ~~and~~

D. sign an institutional agreement with the director; and

E. have the necessary administrative computing capability to administer the program on campus and electronically report student data records to the office.

EFFECTIVE DATE. Minnesota Rules, part 4830.0300, subpart 2, item E, is effective July 1, 2000.

Official Notices

Pursuant to *Minnesota Statutes* §§ 14.101, an agency must first solicit comments from the public on the subject matter of a possible rule-making 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.

Department of Agriculture

Market Development and Promotion Division

Notice of Authority to Make Market Development Grants

The Minnesota Department of Agriculture announces its authority for fiscal year 2000 to make agricultural market development grants to encourage and promote marketing of Minnesota agricultural products as provided for in *Minnesota Statutes*, sections 17.101, subd 2, and 17.102, and *Minnesota Rules*, chapter 1552.

Grant applications may be received throughout the fiscal year and awarded at such time as funds may become available. Publication of this notice does not obligate the Minnesota Department of Agriculture to award grant funds. Copies of the rules governing the program and other related application materials are available. The rules describe eligibility criteria, application content, application procedures. The grant award for any project may not exceed \$70,000, and the total of all grants to any grantee may not exceed \$70,000 for the biennium ending June 30, 2001.

Other information may be obtained by contacting:

Chris Canaday
Market Development and Promotion Division
Minnesota Department of Agriculture
90 West Plato Blvd.
St. Paul, MN 55107
651-297-4648

Minnesota Department of Agriculture

Ag Marketing and Development Division

Notice of Authority to Make Value-Added Cooperative Grants

The Minnesota Department of Agriculture announces its authority for fiscal year 2000 to make agricultural market development grants to help farmers finance new value-added cooperatives that organize for the purposes of operating facilities and for marketing activities related to the sale and distribution of value-added agricultural products as provided for in *Minnesota Statutes*, sections 17.101, subd. 2 and subd. 5, and *Minnesota Rules*, chapter 1552.

Grant applications may be received throughout the fiscal year and awarded if funds are available. Publication of this notice does not obligate the Minnesota Department of Agriculture to award grant funds. Copies of the rules governing the program and other related application materials are available. The rules describe eligibility criteria, application content, application procedures. The grant award for any project may not exceed \$50,000.

Application packet and rules may be obtained by contacting:

Terry Dalbec
Ag Marketing and Development Division
Minnesota Department of Agriculture
90 West Plato Blvd.
St. Paul, MN 55107
651-215-0368

State Grants & Loans

Minnesota Comprehensive Health Association

Notice of Task Force Meeting on Premium Rate-Setting Process

NOTICE IS HEREBY GIVEN that a meeting of the Minnesota Comprehensive Health Association's (MCHA), Task Force on the Premium Rate-Setting Process will be held at 1:30 p.m. on Monday, July 19, 1999. The meeting will take place at Blue Cross Blue Shield of MN, Main Building, 6th floor dining room, 3535 Blue Cross Road, Eagan, MN.

For additional information, please call Lynn Gruber at 612-593-9609.

Department of Labor and Industry

Labor Standards Unit

Notice of Addition to Commercial Prevailing Wage Rates

An **additional** rate has been added to the Commercial Prevailing Wage Rates certified 10/26/98, for **Labor Code 103, Laborer, Landscaping in Mille Lacs County.**

Copies of the corrected certifications may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road, St. Paul, Minnesota 55155-4306, or by calling 651-296-6452. Charges for the cost of copying and mailing are \$1.00 for the first page and \$.65 for each additional page. Make check or money order payable to the State of Minnesota.

Gretchen Maglich
Commissioner

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.

Department of Administration

STAR Program (A System of Technology to Achieve Results)

Notice of Availability of a Grant for a Statewide Augmentative and Alternative Communication (AAC) Project - \$200,000

The STAR Program of the Minnesota Governor's Advisory Council on Technology for People with Disabilities of the Department of Administration invites proposals for the purpose of expanding or creating **augmentative and alternative communication (AAC) recycling** projects and **educating/training** people with severe communication limitations, their families, and the professionals that serve them, about AAC systems. A competitive grant was made available in the 1999 legislative session for a project with the goal of developing AAC system recycling and education statewide. The project will:

- (1) **obtain, refurbish, and recycle** augmentative and alternative communication systems in order to allow their reuse for trails and short-term use by persons with severe expressive communication limitations; and
- (2) **provide training** related to the use of augmentative and alternative communication systems; and
- (3) **create a truly statewide system** for consumers, their family members and the professionals who serve them to access the AAC services and systems they need to find, try out, fund, obtain, get trained and use in all facets of their life.

Successful applicants will demonstrate how the proposed project will meet the AAC technology related needs of the population identified. The project must collaborate with any external evaluator chosen by STAR for data collection and analysis of effectiveness.

This request for proposals does not obligate the state to complete the proposed project, and the state reserves the right to cancel the solicitation if it is considered to be in its best interest.

Optional Conference: Monday, July 26, 1999, 2:00 p.m., STAR office, other sites may be added depending on demand.

Proposal Deadline: August 13, 1999, 12:00 p.m.

Notification of Status: September 3, 1999

Duration of Funding: Upon encumbrance — June 30, 2000

Anticipated Grant: \$200,000

Eligible applicants include public, nonprofit, for-profit organizations based in Minnesota. Organizations funded by STAR in previous years for "community-based" or RATR or CAN projects are eligible for funding. Use of AAC grant funds to supplant services that are required by federal or state law is strictly prohibited. Materials detailing the process can be obtained by contacting STAR at 651-296-2771, 651-296-9478 (TTY), 800-657-3862, 800-657-3895 (TTY). No FAX copies will be accepted. Questions should be directed to Tom Shaffer, Program and Development Specialist at 651-296-9718.

Center for Crime Victim Services

Notice of Availability of Funds for General Crime Victims Program

The Minnesota Center for Crime Victim Services, General Crime Victims Program announces the availability of state and federal grant funds for time limited special projects and new services for general crime victims. All grants unless otherwise stated are eligible through a competitive application process. Private non-profit organizations, Indian tribal governments and local units of government are eligible to apply, unless otherwise stated.

The following grants are available for the twenty-one month period from October 1, 1999, through June 30, 2001. **Applications are due Monday, August 23, 1999.**

- 1. Currently Existing Pilot Projects:** \$210,000 is available to provide three grants of \$70,000 each to continue currently existing pilot projects. Request for Proposals will be made available through a non-competitive process. The following organizations are eligible to apply: a) Southeast Asian Refugee Community Home in collaboration with the Minneapolis City Attorney's Office - to provide general crime victim services to the Southeast Asian population of the City of Minneapolis; b) Lutheran Social Services - to provide school-based general crime victim services in the Bloomington school district; c) Vietnamese Minnesotans Association - to provide services to victims of gang-related activity for the Southeast Asian population of Minneapolis and St. Paul, with a satellite office provided in the Cedar Riverside Apartments.
- 2. Immigrant Populations Internship Program:** One grant of \$100,000 is available to develop, coordinate and implement a general crime victim internship program for immigrant populations. The goal of this program will be to coordinate and oversee the placement of individuals from immigrant populations in currently existing general crime victim programs to provide a paid internship experience.

The following grants are available for the eighteen-month period from January 1, 2000, through June 30, 2001. (Applications are available August 2, 1999, and due September 27, 1999.)

- 3. Currently Existing Pilot Project:** One grant of \$60,000 is available to continue a currently existing pilot project. Request for Proposals will be made available through a non-competitive process. The following organization is eligible to apply: Hennepin County Attorney's Office in collaboration with Pilot City Regional Center - to provide services for victims of gang-related activity in north Minneapolis.
- 4. Pilot Projects to Develop New Services:** \$240,000 is available for new pilot projects that focus on developing any one or a combination of the following types of general crime victim services: victims with disabilities; African-American homicide survivors; healing circles for victims (excluding sentencing circles); services for the elderly; services for victims of gang-related crimes; hospital-based services; school-based services; police chaplains-based services; or any other creative or innovative approach to serving general crime victims. Applicants may request grants ranging from \$10,000 to \$60,000.
- 5. Services for Unserved and Underserved Populations and/or Counties:** \$240,000 is available for four seed grants of \$60,000 each to develop new services for general crime victims for unserved and underserved populations and/or counties. Two grants are for services in Greater Minnesota and two are for services in the seven county Twin Cities metro area.

State Grants & Loans

The following grant is available for the 9-month period October 1, 1999, through June 30, 2000. The successful applicant may be eligible to apply for continued funding of \$38,000 per year after the initial grant period. **Applications are due Monday, August 23, 1999.**

- Youth-based Services:** \$28,500 is available to implement general crime victim youth-based advocacy and mediation services in the seven county Twin Cities metro area.

To receive a request for proposals that provides complete information and describes how to apply, contact:

Minnesota Center for Crime Victim Services
245 East Sixth Street, Suite 705
St. Paul, Minnesota 55101
651-282-6256 or 1-888-622-8799 outside the Twin Cities metropolitan area
TTY (deaf/hard of hearing line): 651-205-4827

Department of Economic Security

Rehabilitation Services Branch

Notice of Availability of Funds for Extended Employment Programs

Funding guidelines for Extended Employment Program funding in State Fiscal Year 2000 are available for interested parties. The authority for the Extended Employment Program is described in *Minnesota Statutes* 268A.03(a) and 268A.15, and in *Minnesota Rule* 3300.2005 to 3300.2055 effective July 1, 1998. The Extended Employment Program includes the Center-Based, Community, and Supported Employment subprograms that provide ongoing employment support services to workers with severe disabilities. In State Fiscal Year 2000, \$10,724,000 in Extended Employment Program funding will be available.

To be an Extended Employment Program provider, an organization must be certified by the Rehabilitation Services Branch of the Department of Economic Security in accordance with *Minnesota Rule* 3300.2010. Individual eligibility for persons who may be served in Extended Employment is defined in *Minnesota Rule* 3300.2015. Extended Employment Standards for program planning and service delivery are set forth in *Minnesota Rule* 3300.2025. The Extended Employment funding system is described in *Minnesota Rule* 3300.2035. Provisions for new and expanded programs are defined in *Minnesota Rule* 3300.2030. Funding for new and expanded programs is contingent upon the availability of funds. Any city, town, county, non-profit organization or combination of these that operates or proposes to operate a public or non-profit Extended Employment program may apply for funding. Applications are required for funding Extended Employment providers currently receiving Extended Employment funds, and are also required for new or expanded programs.

Persons or parties who wish to obtain the guidelines for Extended Employment Program funding in State Fiscal Year 2000 may contact:

David Sherwood-Gabrielson, Director
Extended Employment Program
Rehabilitation Services Branch
P.O. Box 1705
St. Paul, MN 55101
Phone: 651-296-9150 FAX: 651-297-5159

Completed applications must be postmarked no later than August 20, 1999 or delivered to Sharon Abrahamson, Extended Employment Program Secretary, First Floor, 390 North Robert Street, St. Paul, Minnesota by 4:30 p.m. on that date.

Minnesota Historical Society

Historic Preservation Grant Application Deadlines

The Minnesota Historical Society announces a fall grants cycle for two state grants programs to assist historic preservation and local history projects. These funds were allocated to the Minnesota Historical Society in the 1998 and 1999 Legislative Sessions.

State Capital Grants-in-Aid County and Local Preservation Project Grants: The primary recipients are public entities as defined in state law, including county and local jurisdictions, or projects sponsored by an eligible governmental unit. To be funded, projects must serve a public purpose and the property must be in public ownership. Grant recipients must match state funds on at least an equal basis. Approximately \$500,000 will be awarded during the fall grants cycle.

State Grants-in-Aid: The primary recipients are regional, county, and local nonprofit organizations whose primary purpose is historic preservation and/or interpretation. Up to \$90,000 will be awarded during the fall cycle. A second round of grants will be awarded in a winter grants cycle. Grant recipients must match state funds on at least an equal basis. This program has been supporting projects conducted by local and county organizations that interpret and preserve Minnesota's history since 1969. Project categories include: Historic Properties, Artifact Collections, Interpretive Programs, Microform Copies, Oral History, Photographic Collections, Manuscripts, Publications and Research, Museum Environments, and Technology.

Deadlines for the fall grants cycle are:

- August 13, 1999:** Pre-application due.
September 10, 1999: Application due.
October 21, 1999: Grants Review Committee meets.

To request grant information materials and application forms, or for more information, call 651-296-5478, E-mail the Grants Office - mandy.skypala@mnhs.org or write to the Grants Office, Minnesota Historical Society, 345 West Kellogg Blvd., Saint Paul, MN 55102-1906.

Minnesota Statewide Independent Living Council Department of Economic Security Independent Living Section

Notice of Request for Proposals for Provision, Expansion and/or Improvement of Independent Living Outreach Services

I. Introduction, Award Amounts, Grant Duration, Grant Purpose, Application Deadline, Mailing Instructions:

The Minnesota Statewide Independent Living Council (SILC) and the Minnesota Department of Economic Security, Rehabilitation Services Branch - Independent Living Section (MDES) are requesting proposals from Minnesota's Centers for Independent Living, other not-for-profit organizations, and American Indian Tribal Councils for the provision, expansion and/or improvement of Independent Living (IL) outreach services to unserved or underserved populations in the state.

Up to three non renewable one year grants ranging from \$15,000 to \$25,000 will be awarded. Grant duration is twelve months beginning on October 1, 1999 and concluding on September 30, 2000.

Applications must be postmarked by August 15, 1999. (Applications postmarked after the deadline will not be reviewed.)

Minnesota's State Plan for Independent Living (SPIL) for Federal Fiscal Years 1999-2001 establishes the direction of IL programs and services statewide. **Outreach has been designated by the SILC as a priority in the current SPIL.** Applications, therefore, must propose innovative, cost-effective approaches for the provision of **outreach IL core-services** to one of the following disability communities:

1. Urban or rural populations of diverse cultures that have been historically unserved or underserved, including people who are American Indian, Asian, Hispanic/Latino, African American;
2. Underserved disability groups, including people with TBI, Mental Disabilities, DD, HIV/AIDS;
3. People with disabilities residing in unserved or underserved rural counties.

Application packets must be submitted to:

Minnesota Department of Economic Security, IL Section
390 North Robert Street
St. Paul, MN 55101
Attention: William Bauer, IL Manager

For questions regarding this RFP, phone 651-296-5085 (voice), or 651-296-3900 (TTY), or e-mail: wbauer@ngwmail.des.state.mn.us

Professional, Technical & Consulting Contracts

Department of Administration procedures require that notice of any consultant services contract or professional and technical services contract which has an estimated cost of over \$10,000 be printed in the *State Register*. These procedures also require that the following information be included in the notice: name of contact person, agency name and address, description of project and tasks, cost estimate, and final submission date of completed contract proposal. Certain quasi-state agencies are exempted from some of the provisions of this statute.

In accordance with *Minnesota Rules* Part 1230.1910, certified Targeted Group Businesses and individuals submitting proposals as prime contractors shall receive the equivalent of a 6% preference in the evaluation of their proposal. For information regarding certification, call the Materials Management Helpline (651) 296-2600 or [TTY (651) 297-5353 and ask for 296-2600].

Department of Administration

Notice of Request for Proposals for Operation of the Educational Program at the Minnesota Correctional Facility - Red Wing

The Commissioner of Administration, with the assistance of the Assessment for Excellence Task Force, is issuing a "request for proposal from qualified firms or individuals" for a professional/technical services contract "for the operation of the educational program at the Minnesota Correctional Facility - Red Wing" (*Laws of Minnesota 1999*, Chapter 216, Article 4, Section 12). The Commissioner of Administration anticipates arranging for the Commissioner of Corrections to enter into a contract around September 1, 1999 and "shall begin operating the program by January 1, 2000. The department of corrections may respond to the request for proposals" (*Laws of Minnesota 1999*, Chapter 216, Article 4, Section 12). The resulting contract would be for the period through August 31, 2001, with the potential for an additional extension of up to three years.

Responses will be due back by 2:30 p.m. CDT, August 6, 1999.

In compliance with *Minnesota Statutes* § 16C.08, the availability of this contracting opportunity is being offered to state employees. We will evaluate the responses of any state employee, along with other responses to this Request for Proposal.

If you would like a copy of the complete Request for Proposal, please contact:

Wayne Hayes
Office of the Governor
Voice: 651-296-0046
FAX: 651-296-0674
E-Mail: wayne.hayes@state.mn.us

Department of Finance

Notice of Request for Proposals for Financial Advisor Services

The Minnesota Department of Finance is seeking proposals for a financial advisor to advise the Commissioner of Finance in the issuance of up to \$38 million of revenue bonds. The proceeds of the bonds will be used to pay the costs for the construction of a new office building for the three pension systems administrative offices.

To receive a complete Request for Proposal and background information, please call or write:

Susan E. Gurrola
Cash and Debt Management
Minnesota Department of Finance
458 Cedar Street
4th Floor Centennial Office Building
Saint Paul, Minnesota 55155
651-296-8373

NOTE: Details concerning submission requirements, including due dates are included in the Request for Proposal. No other Minnesota Department of Finance personnel are authorized to discuss the project with responders before the submittal of the proposal.

Responses are due by 4:00 p.m. on Monday, July 26, 1999.

Department of Transportation
Engineering Services Division

Notice of Availability of Request for Proposal to Provide Management and Technical Assistance to Disadvantaged Business Enterprises and Other Small Businesses Involved in Transportation Related Fields

The Minnesota Department of Transportation (Mn/DOT) is soliciting proposals for management/technical assistance and marketing of plans and strategies in the form of one-on-one assistance and group training.

Proposal Evaluation: All proposals received by the deadline will be evaluated by the designated selection committee members. Proposals will be ranked on quality based, and on evaluation factors first determining the first 80% of the evaluation. These factors of the quality based evaluation are as follows:

- Effectiveness of the techniques and methodology in meeting the management and technical assistance, and training needs of the transportation-related client firms.
- Capability and track record of firm/staff to assist client contractors, vendors, and professional service companies in the highway construction and design.
- Resources of consultant, i.e., number of qualified personnel, support staff, office location, etc.
- The ability to leverage other resources, i.e., majority contractor participation, contracts with financial institutions, bonding, educational institutions, companies, and other small business development programs.

The next 20% of the evaluation process will involve the cost portion or “**Best Value**” evaluation identified in the best value submittal. This portion of the evaluation will take place after the quality based selection of the Request for Proposal has been decided. No selection committee will be allowed to review the cost proposal portion until the overall selection committee meeting.

Request for proposals will be available by mail or for pickup from this office through July 19, 1999. A written “fax” request is required to receive this RFP. Indicate whether your firm is a Targeted Group Business in your written “fax” request. After July 19, 1999, the RFP must be picked up in person.

This contract will be executed for a period beginning September 1, 1999 to June 30, 2000.

The Request for Proposal can be obtained from:

Calvin C. Robinson
Minnesota Department of Transportation
Seventh Floor North
395 John Ireland Boulevard, Mail Stop 680
Saint Paul, MN 55155-1899
Phone: 651-296-3051, FAX: 651-282-5127

Proposals must be received at the above address no later than 2:00 PM, Central Daylight Time on July 26, 1999. Late proposals will not be considered. No time extensions will be granted. This request does not obligate the State of Minnesota, Department of Transportation to complete the work contemplated in this notice, and Mn/DOT reserves the right to cancel this solicitation. All expenses incurred in responding to this notice shall be borne by the responder.

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 *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 project and tasks; 4) cost estimate; and 5) final submission date of completed contract proposal. Allow at least three weeks from publication date (four weeks from date article is submitted for publication). Surveys show that subscribers are interested in hearing about contracts for estimates as low as \$1,000. Contact the editor for further details.

Metropolitan Council

Public Notice for Design-Build, Statements of Qualifications, South Washington County Plant (WWTP) MCES Project Number 910500

NOTICE IS HEREBY GIVEN that the Metropolitan Council (Council) is soliciting qualifications from Design/Builders interested in delivering facilities at the South Washington County Plant WWTP through a Design-Build delivery process. Interested Design/Builders will be required to submit Statements of Qualifications. All qualified Design/Builders will be able to submit a proposal(s). Proposals will be evaluated based on life cycle cost data, technical merit, qualifications and experience, and other factors in the best interest of the Council.

The proposed facility is an initial 10 million gallons per day (mgd) wastewater treatment plant which will replace an old 2.5 mgd plant on a small constrained site. The project design year is 2020 and the future ultimate facility size on the site is a minimum 15 mgd. Design/Builder shall be required at a minimum to provide technical support for and otherwise complete obtaining permits, approvals and licenses. Substantial completion of all facilities shall be within 2 years of Notice to Proceed.

The constrained site requires construction of retaining walls and meeting Mississippi River critical area requirements. The new facility is required to provide advanced secondary treatment with an activated sludge process including biological phosphorus removal and nitrification plus the capability to add on future denitrification. A new effluent discharge pipe into the Mississippi River is required. The base concept includes solids thickening for truck loading and transport to another processing location.

Request for Qualifications documents may be obtained from the Metropolitan Council, Attn: Jan Bevins, Mears Park Centre, 230 East 5th Street, St. Paul, MN 55101 by submitting a Letter of Interest.

A tour of the existing Cottage Grove WWTP and site will be available on Tuesday, July 20, 1999 beginning at 9:30 a.m. The site tour will meet in the Administration Building Conference Room at the Cottage Grove Plant, in Cottage Grove, MN. A pre-Statement of Qualifications submittal conference and general informational meeting will be held following the site tour (approximately 11:00 a.m.) at the Cottage Grove City Hall, 7516 - 80th Street South, Cottage Grove, MN.

The tentative schedule for selecting a Design/Builder for this project is as follows:

Receive Letters of Interest:	June/July, 1999
Request for Qualifications issued:	June/July, 1999
Statement of Qualifications received:	July, 1999
Qualified Design/Builders identified:	August, 1999
Request for Proposals issued:	September, 1999
Pre-proposal conference(s):	September, 1999
Proposals Due:	January, 2000
Evaluate and Rank Design/Builders:	March, 2000
Negotiate Final Agreement:	April, 2000
Notice to Proceed:	May, 2000

Direct inquiries to the Council's Project Manager, Craig Christenson at 651-602-1176.

University of Minnesota

Notice of Bid Information Service (BIS) Available for All Potential Vendors

The University of Minnesota offers 24 hour/day, 7 day/week access to all Requests for Bids/Proposals through its fax back Bid Information Service (BIS). Subscriptions to BIS are \$75/per fiscal year (not prorated). Call 612-625-5534 for information or visit our web site at <http://purchserv.finop.umn.edu>. Choose BID Information Service.

Requests for Bids/Proposals are available to the public at no charge each business day from 8:00 a.m. - 4:30 p.m. in Purchasing Services lobby, Suite 560, 1300 S. 2nd Street, Mpls, MN 55454.

University of Minnesota

Twin Cities Campus

Advertising for Bid for University of Minnesota Ice Hockey Arena and Tennis Center - U of M Project No. 181-96-1569

The University of Minnesota is requesting bids for the construction of a new 165,000 square foot indoor Hockey and Tennis Facility on the Twin Cities East Bank Campus. This facility is located immediately west of the existing Mariucci Arena between 4th and 5th Streets and 17th Avenue and Oak Streets. The facility constructed of steel frame, masonry and precast concrete exterior and masonry/drywall interior houses a 3,000 seat 85' x 200' ice rink and ten indoor tennis courts. Exterior amenities include eight outdoor tennis courts, landscaping and hardscape.

Construction Schedule: September, 1999 through November, 2000.

RESPONDING GENERAL CONTRACTORS MUST BE PRE-QUALIFIED BY THE UNIVERSITY OF MINNESOTA.

Sealed proposals will be received by the Regents of the University of Minnesota Purchasing Services, 400 Donhowe Building, 319 - 15th Avenue SE, Minneapolis, MN 55455 until 2:00 p.m. on August 5, 1999 and will be publicly opened and read aloud.

Bids are requested on the University of Minnesota Hockey Arena and Tennis Center per plans and specifications available at:

University of Minnesota
Purchasing Services
400 Donhowe Building
319 - 15th Avenue SE
Minneapolis, MN 55455

Contact: Mr. Denis Larson 612-625-5554, or review at local plan rooms. Please call Mr. Mark Forbes at Ankeny Kell Architects for document arrangements or questions.

University of Minnesota

Department of Facilities Management

Notice of Request for Proposals for South Mall Phase 1 Development Project (183-99-1827)

The University of Minnesota, Facilities Management (FM) Department, is accepting proposals **from its Pre-Qualified Contractors list** in response to its Request For Proposal for Construction Management Services for Phase 1 of the South Mall Development Project located on the Twin Cities Campus.

This project is a mixed-use construction project located immediately behind Coffman Memorial Union and extending down to East River Road. The project consists of the construction of a new 1,700 space underground parking garage facility; 500 beds of new Student Housing provided in a series of interconnected buildings ranging between 3 and 9 stories constructed on top of the underground parking facility; a series of landscaped public spaces flanking the new and existing buildings and which also cover the underground parking facility; and related infrastructure and traffic (pedestrian and vehicular) improvements. The project is being designed by Ellerbe Becket for the University. Other design professionals may be engaged for smaller and limited scopes of work.

Non-State Public Bids, Contracts & Grants

The project is under a very aggressive schedule. Early excavation, footings & foundation packages have been issued for construction, with the excavation package currently under construction. Several critical project milestones are driving the construction schedule, the most important of which is to deliver the 500 new beds of student housing for occupancy by August 1, 2000. The architect anticipates being able to issue construction packages for the Parking Garage portion of the project by early August and the Student Housing package is anticipated to be issued by September. Subsequent packages will be issued for the balance of the work including the Public Space Improvements.

The University intends to select a Construction Manager based on the results of this RFP process. The Construction Manager will be required to competitively bid all of the work in each construction package issued by the architect and is expected to develop a complete "at-risk" construction management, Guaranteed Maximum Price contract with the issuance of the last construction package. All work bid following the selection of the Construction Manager will be held under the Construction Manager's contract building up to the project's final GMP amount which will be established at the time of issuing the final construction package. Proposers must be able to fully bond the complete construction value of the entire project.

Total project costs for Phase 1, including all University costs, is approximately \$78,000,000. Construction costs for Phase 1 is approximately \$61,000,000.

Proposals will be received until 3:00 p.m., local time, Wednesday, July 21, 1999.

Sealed proposals will be received by the Regents of the University of Minnesota at Facilities Management Purchasing Services, 400 Donhowe Building, 319 - 15th Avenue SE, Minneapolis, Minnesota 55455, until the stated times, when they will be publicly opened and the names of the responding proposers will be made public. Proposals may be viewed publicly in Purchasing Services after the award has been made and notification given to all respondents.

Any questions before the Pre-Proposal Meeting should be addressed to Armlin, North & Associates, 125 SE Main St., Suite 237, Minneapolis, MN 55414, attention: Tony Armlin, Earl North or Greg Hultman, Owner's Representatives, at 612-331-9000 or by FAX at 612-331-7120.

A Pre-Proposal Meeting has been scheduled for Thursday, July 15, 1999 from 1:00 to 2:00 in Room 317/318, 400 Donhowe Building, 319 - 15th Avenue SE, Minneapolis, Minnesota 55455. **Attendance at the Pre-Proposal Meeting is mandatory.** Information presented will be very informative; therefore, all interested parties are required to attend in order to be better able to prepare acceptable proposals.

Construction Manager Selection Schedule:

RFP Issued:	Tuesday, July 6, 1999
RFP Pre-Proposal Meeting:	Thursday, July 15, 1999
RFP Responses Due:	Wednesday, July 21, 1999
Notification of Shortlist Interview Candidates:	Friday, July 23, 1999
Oral Presentation and Interviews:	Tuesday, July 26, 1999
Award Decision & Notification:	Friday, July 30, 1999

Request for Proposal (RFP) information can be obtained by written request from:

Mr. Tony Armlin, Mr. Earl North or Mr. Greg Hultman
Armlin, North & Associates LLC
125 SE Main St.
Suite 237
Minneapolis, MN 55414

