

State of Minnesota

State Register



**Rules, Executive Orders, Appointments,
Commissioners' Orders, Revenue Notices, Official Notices, Grants,
State Contracts & Loans, Non-State Bids, Contracts & Grants**
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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:

- rules of state agencies
- commissioners' orders
- state grants and loans
- executive orders of the governor
- revenue notices
- contracts for professional, technical and consulting services
- non-state public bids, contracts and grants
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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. The current 1999 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, 660 Olive Street (one block east of I-35E and one block north of University Ave), St. Paul, MN 55155 (612) 297-3000, or toll-free 1-800-657-3757.

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

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

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

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

Minnesota Board of Electricity

Proposed Amendment to Rules Governing Adoption of the National Electrical Code, *Minnesota Rules*, Part 1315.0200

DUAL NOTICE: Notice of Intent to Adopt Rules Without a Public Hearing Unless 25 or More Persons Request a Hearing. And Notice of Hearing If 25 or More Requests For Hearing Are Received.

Proposed Amendment to Rules Governing Adoption of the National Electrical Code, *Minnesota Rules*, Part 1315.0200

Introduction. The Minnesota Board of Electricity (Board) intends to adopt rules without a public hearing following the procedures in the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2300 to 1400.2310, and the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28. If, however, 25 or more persons submit a written request for a hearing on the rules by 4:30 p.m. on April 30, 2008, the Board will hold a public hearing in the Minnesota Room, Department of Labor and Industry, 443 Lafayette Road North, St. Paul, Minnesota 55155, starting at 9:30 a.m. on Tuesday, May 13, 2008. To find out whether the Board will adopt the rules without a hearing or if it will hold the hearing, you should contact the agency contact person after April 30, 2008, and before May 13, 2008.

Agency Contact Person. Submit any comments or questions on the rules or written requests for a public hearing to the agency contact person. The agency contact person is: Annette Trnka at the Minnesota Department of Labor and Industry, 443 Lafayette Road North, St. Paul, MN 55155, **phone:** (651) 284-5860, **Fax:** (651) 284-5749, and **e-mail:** annette.trnka@state.mn.us. TTY users may call the Department of Labor and Industry at (651) 297-4198.

Subject of Rules and Statutory Authority. The proposed rules would adopt the 2008 edition of the National Electrical Code (NEC), instead of the 2005 NEC that is currently adopted in the rule. The statutory authority to adopt the rules is *Minnesota Statutes*, section 326.2415, subdivision 2(a)(3), which requires the Board to adopt the most current edition of the NEC and any amendments thereto. A copy of the proposed rules is published in the *State Register* and attached to this notice as mailed.

The 2008 NEC was developed by the National Electrical Code Committee of the National Fire Protection Association (NFPA). Detailed information on the changes made to the NEC is available online in two documents: a Report on Proposals and a Report on Comments. The following document is the Report on Proposals to change the NEC. This contains all of the proposed changes to the NEC,

and the initial report by the committee on the proposed changes:

<http://www.nfpa.org/assets/files/PDF/ROP/NEC2008ROP.pdf>

This Report on Proposals was published, and the public was given an opportunity to comment. After considering public comment, the National Electrical Code Committee published the following Report on Comments, which includes any modifications made by the committee after publication of the Report on Proposals:

<http://www.nfpa.org/assets/files/PDF/ROP/70-A2007-ROC.pdf>

Comments. You have until 4:30 p.m. on Wednesday, April 30, 2008, to submit written comment in support of or in opposition to the proposed rules or 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 comments should identify the portion of the proposed rules addressed, the reason for the comment, and any change proposed. You are encouraged to propose any change that you desire. You must also make any comments about the legality of the proposed rules during this comment period.

Request for a Hearing. In addition to submitting comments, you may also request that the Board hold a hearing on the rules. You must make your request for a public hearing in writing. Your written request must be received by the agency contact person by 4:30 p.m. on Wednesday, April 30, 2008. You must include your name and address in your written request. In addition, you must identify the portion of the proposed rules that you object to or state that you oppose the entire set of rules. Any request that does not comply with these requirements is not valid and the Board cannot count it when determining whether it must hold a public hearing. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

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

Alternative Format/Accommodation. Upon request, the Board can make this Notice available in an alternative format, such as large print, Braille, or cassette tape. To make such a request or if you need an accommodation to make this hearing accessible, please contact the agency contact person at the address or telephone number listed above.

Modifications. The Board may modify the proposed rules, either as a result of public comment or as a result of the rule hearing process. It must support modifications by data and views submitted to the Board or presented at the hearing. The adopted rules may not be substantially different than these proposed rules unless the Board follows the procedure under *Minnesota Rules*, part 1400.2110. If the proposed rules affect you in any way, the Board encourages you to participate in the rulemaking process.

Cancellation of Hearing. The Board will cancel the hearing scheduled for May 13, 2008, if the Board does not receive requests for a hearing from 25 or more persons. If you requested a public hearing, the Board will notify you before the scheduled hearing whether the hearing will be held. You may also call the agency contact person at (651) 284-5860 after April 30, 2008, to find out whether the hearing will be held.

Notice of Hearing. If 25 or more persons submit valid written requests for a public hearing on the rules, the Board will hold a hearing following the procedures in *Minnesota Statutes*, sections 14.131 to 14.20. The Board will hold the hearing on the date and at the time and place listed above. The hearing will continue until all interested persons have been heard. Administrative Law Judge Richard C. Luis is assigned to conduct the hearing. Judge Luis can be reached at the Office of Administrative Hearings, 600 North Robert Street, P.O. Box 64620, St. Paul, Minnesota 55164-0620, telephone (651) 361-7843, and FAX (651) 361-7936.

Hearing Procedure. If the Board holds a hearing, you and all interested or affected persons, including representatives of associations or other interested groups, will have an opportunity to participate. You may present your views either orally at the hearing or in writing at any time before the hearing record closes. All evidence presented should relate to the proposed rules. You may also submit written material to the Administrative Law Judge to be recorded in the hearing record for five working days after the public hearing ends. At the hearing the Administrative Law Judge may order that this five-day comment period is extended for a longer period but not more than 20 calendar days. Following the comment period, there is a five-working-day rebuttal period when the Board and any interested person may respond in writing to any new information submitted. No one may submit additional evidence during the five-day rebuttal period. The

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Office of Administrative Hearings must receive all comments and responses submitted to the Administrative Law Judge no later than 4:30 p.m. on the due date. All comments or responses received will be available for review at the Office of Administrative Hearings. This rule hearing procedure is governed by *Minnesota Rules*, parts 1400.2000 to 1400.2240, and *Minnesota Statutes*, sections 14.131 to 14.20. You may direct questions about the procedure to the Administrative Law Judge.

The agency requests that any person submitting written views or data to the Administrative Law Judge before the hearing or during the comment or rebuttal period also submit a copy of the written views or data to the agency contact person at the address stated above.

Statement of Need and Reasonableness. The statement of need and reasonableness statement contains a summary of the justification for the proposed rules, including a description of who will be affected by the proposed rules and an estimate of the probable cost of the proposed rules. It is now available from the agency contact person. You may review or obtain copies for the cost of reproduction by contacting the agency contact person.

Lobbyist Registration. *Minnesota Statutes*, chapter 10A, requires each lobbyist to register with the State Campaign Finance and Public Disclosure Board. If you have any questions about this requirement, you may ask the Campaign Finance and Public Disclosure Board at: Suite 190, Centennial Building, 658 Cedar Street, St. Paul, Minnesota 55155, telephone 651-296-5148 or 1-800-657-3889.

Adoption Procedure if No Hearing. If no hearing is required, the Board may adopt the rules after the end of the comment period. The Board will submit the rules and supporting documents to the Office of Administrative Hearings for review for legality. You may ask to be notified of the date the rules are submitted to the office. If you want to receive notice of this, to receive a copy of the adopted rules, or to register with the agency to receive notice of future rule proceedings, you may submit your request to the agency contact person listed above.

Adoption Procedure After a Hearing. If a hearing is held, after the close of the hearing record, the Administrative Law Judge will issue a report on the proposed rules. You may ask to be notified of the date that the Administrative Law Judge's report will become available, and can make this request at the hearing or in writing to the Administrative Law Judge. You may also ask to be notified of the date that the Board adopts the rules and the date the rules are filed with the Secretary of State, and you can make this request at the hearing or by writing to the agency contact person stated above.

Order. I order that the rulemaking hearing be held at the date, time, and location listed above.

Dated: March 19, 2008

James D. Freichels, Chair
Board of Electricity

1315.0200 SCOPE.

Subpart 1. **Electrical code.** All new electrical wiring, apparatus, and equipment for electric light, heat, power, technology circuits and systems, and alarm and communication systems must comply with the regulations contained in the ~~2005~~ 2008 edition of the National Electrical Code (NEC) as approved by the American National Standards Institute (ANSI/NFPA ~~70-2005~~ 70-2008), *Minnesota Statutes*, section 326.243, and the Minnesota State Building Code as adopted by the commissioner of labor and industry. The ~~2005~~ 2008 edition of the National Electrical Code, developed and published by the National Fire Protection Association, Inc., is incorporated by reference and made part of the Minnesota State Building Code. The National Electrical Code is not subject to frequent change and is available in the office of the commissioner of labor and industry, from the Minnesota Bookstore, 660 Olive Street, Saint Paul, MN 55155, through public libraries, from major bookstores and other retail sources, or from National Fire Protection Association, Inc., One Batterymarch Park, Quincy, MA 02169-7471.

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

EFFECTIVE DATE. These amendments are effective July 1, 2008, or five working days after publication of the notice of adoption, whichever is later.

**Minnesota Department of Labor and Industry
Construction Codes and Licensing Division
Proposed Permanent Rules Relating to Independent Contractor Exemption
Certificates****DUAL NOTICE: Notice of Intent to Adopt Rules Without a Public Hearing Unless 25 or More
Persons Request a Hearing, And Notice of Hearing If 25 or More Requests for Hearing are
Received****Proposed Rules Governing Independent Contractor Exemption Certificates, *Minnesota Rules*, parts 5202.0100
to 5202.0160**

Introduction. The Department of Labor and Industry intends to adopt rules without a public hearing following the procedures in the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2300 to 1400.2310, and the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28. If, however, 25 or more persons submit a written request for a hearing on the rules by 4:30 p.m. on April 30, 2008, the Department will hold a public hearing in the Minnesota Room at the Department of Labor and Industry, 443 Lafayette Road N., St. Paul, Minnesota, 55101, starting at 9:30 a.m. on May 12, 2008. To find out whether the Department will adopt the rules without a hearing or if it will hold the hearing, you should contact the agency contact person, Carrie Rohling, after April 30, 2008 and before May 12, 2008.

Agency Contact Person. Submit any comments or questions on the rules or written requests for a public hearing to the agency contact person. The agency contact person is: Ms. Carrie Rohling at the Department of Labor and Industry, 443 Lafayette Road North, Third Floor, Saint Paul, Minnesota 55155, telephone (651) 284-5217, or **FAX** (651) 284-5725. TTY users may call the Department of Labor and Industry at (651) 297-4198.

Subject of Rules and Statutory Authority. The proposed rules are about independent contractor exemption certificates for individuals performing public or private sector commercial or residential building construction or improvement services under *Minnesota Statutes* § 181.723. The statutory authority to adopt the rules is *Minnesota Statutes*, section 181.723, subd. 13. 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 April 30, 2008 to submit written comment in support of or in opposition to the proposed rules or 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 comments should identify the portion of the proposed rules addressed, the reason for the comment, and any change proposed. You are encouraged to propose any change that you desire. You must also make any comments about the legality of the proposed rules during this comment period.

Request for a Hearing. In addition to submitting comments, you may also request that the Department hold a hearing on the rules. You must make your request for a public hearing in writing and must be received by the agency contact person by 4:30 p.m. on April 30, 2008. You must include your name and address in your written request. In addition, you must identify the portion of the proposed rules that you object to or state that you oppose the entire set of rules. Any request that does not comply with these requirements is not valid and the agency cannot count it when determining whether it must hold a public hearing. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

Withdrawal of Requests. If 25 or more persons submit a valid written request for a hearing, the Department will hold a public hearing unless a sufficient number of persons 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/Accommodation. Upon request, the Department can make this Notice available in an alternative format, such as large print, Braille, or cassette tape. To make such a request or if you need an accommodation to make this hearing accessible, please contact the agency contact person at the address or telephone number listed above.

Modifications. The Department may modify the proposed rules, either as a result of public comment or as a result of the rule hearing

Proposed Rules

process. It must support modifications by data and views submitted to the agency or presented at the hearing. The adopted rules may not be substantially different than these proposed rules unless the Department follows the procedure under *Minnesota Rules*, part 1400.2110. If the proposed rules affect you in any way, the Department encourages you to participate in the rulemaking process.

Cancellation of Hearing. The Department will cancel the hearing scheduled for May 12, 2008 if the agency does not receive requests for a hearing from 25 or more persons. If you requested a public hearing, the agency will notify you before the scheduled hearing whether the hearing will be held. You may also call the agency contact person at (651) 284-5217 after April 30, 2008 to find out whether the hearing will be held.

Notice of Hearing. If 25 or more persons submit valid written requests for a public hearing on the rules, the Department will hold a hearing following the procedures in *Minnesota Statutes*, sections 14.131 to 14.20. The Department will hold the hearing on the date and at the time and place listed above. The hearing will continue until all interested persons have been heard. Administrative Law Judge Bruce H. Johnson is assigned to conduct the hearing. Judge Johnson can be reached at the Office of Administrative Hearings, P.O. Box 64620 St. Paul, Minnesota, 55164-0620, telephone (651) 361-7839, and Fax: (651) 361-7936.

Hearing Procedure. If the Department holds a hearing, you and all interested or affected persons, including representatives of associations or other interested groups, will have an opportunity to participate. You may present your views either orally at the hearing or in writing at any time before the hearing record closes. All evidence presented should relate to the proposed rules. You may also submit written material to the Administrative Law Judge to be recorded in the hearing record for five working days after the public hearing ends. At the hearing the Administrative Law Judge may order that this five-day comment period is extended for a longer period but not more than 20 calendar days. Following the comment period, there is a five-working-day rebuttal period when the agency and any interested person may respond in writing to any new information submitted. No one may submit additional evidence during the five-day rebuttal period. The Office of Administrative Hearings must receive all comments and responses submitted to the Administrative Law Judge no later than 4:30 p.m. on the due date. All comments or responses received will be available for review at the Office of Administrative Hearings. This rule hearing procedure is governed by *Minnesota Rules*, parts 1400.2000 to 1400.2240, and *Minnesota Statutes*, sections 14.131 to 14.20. You may direct questions about the procedure to the Administrative Law Judge.

The agency requests that any person submitting written views or data to the Administrative Law Judge before the hearing or during the comment or rebuttal period also submit a copy of the written views or data to the agency contact person at the address stated above.

Statement of Need and Reasonableness. The statement of need and reasonableness contains a summary of the justification for the proposed rules, including a description of who will be affected by the proposed rules and an estimate of the probable cost of the proposed rules. It is now available from the agency contact person or on the agency's Web site at:

http://www.doli.state.mn.us/pdf/rulemaking_ic_exemption_cert_docket.pdf

You may review or obtain copies at the cost of reproduction by contacting the agency contact person.

Lobbyist Registration. *Minnesota Statutes*, chapter 10A, requires each lobbyist to register with the State Campaign Finance and Public Disclosure Board. Ask any questions about this requirement of the Campaign Finance and Public Disclosure Board at: Suite 190, Centennial Building, 658 Cedar Street, St. Paul, Minnesota 55155, telephone (651) 296-5148 or 1-800-657-3889.

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

Adoption Procedure After a Hearing. If a hearing is held, after the close of the hearing record, the Administrative Law Judge will issue a report on the proposed rules. You may ask to be notified of the date that the Administrative Law Judge's report will become available, and can make this request at the hearing or in writing to the Administrative Law Judge. You may also ask to be notified of the date that the agency adopts the rules and the rules are filed with the Secretary of State by requesting this at the hearing or by writing to the agency contact person stated above.

Order. I order that the rulemaking hearing be held at the date, time, and location listed above.

Proposed Rules

Date: March 17, 2008

Steve Sviggum, Commissioner
Department of Labor and Industry

5202.0100 SCOPE.

Parts 5202.0100 to 5202.0160 govern independent contractor exemption certificates issued to individuals performing public or private sector commercial or residential building construction or improvement services under *Minnesota Statutes*, section 181.723.

5202.0110 DEFINITIONS.

Subpart 1.**Scope.** The terms used in parts 5202.0100 to 5202.0160 have the meanings given them in this part.

Subp. 2.**Applicant.** “Applicant” means an individual who applies for an independent contractor certificate under parts 5202.0100 to 5202.0160, and *Minnesota Statutes*, section 181.723.

Subp. 3.**Certificate holder.** “Certificate holder” means an individual who has been issued a current independent contractor exemption certificate under *Minnesota Statutes*, section 181.723.

Subp. 4.**Commissioner.** “Commissioner” has the meaning given in *Minnesota Statutes*, section 181.723, subdivision 1.

Subp. 5.**Department.** “Department” has the meaning given in *Minnesota Statutes*, section 181.723, subdivision 1.

Subp. 6.**Document or documents.** “Document” or “documents” has the meaning given in *Minnesota Statutes*, section 181.723, subdivision 1.

Subp. 7.**Exemption certificate.** “Exemption certificate” means an independent contractor exemption certificate issued under *Minnesota Statutes*, section 181.723.

Subp. 8.**Individual.** “Individual” has the meaning given in *Minnesota Statutes*, section 181.723, subdivision 1.

Subp. 9.**Person.** “Person” has the meaning given in *Minnesota Statutes*, section 181.723, subdivision 1.

5202.0120 WHO SHALL BE ISSUED AN INDEPENDENT CONTRACTOR EXEMPTION CERTIFICATE.

Subpart 1.**Individuals.** The department shall issue an exemption certificate only to an individual as described in *Minnesota Statutes*, section 181.723, subdivision 2. Domestic or foreign business corporations, public service corporations, development corporations, nonprofit corporations, cooperatives, cooperative associations, limited liability companies, limited partnerships, or partnerships created by statute are not individuals.

Subp. 2.**Manufacture, supply, and sale of products, materials, or merchandise excluded.** Individuals who manufacture, supply, or sell products, materials, or merchandise for the construction of public or private commercial or residential buildings, but do not install, connect, attach, or adjust for use the products, materials, or merchandise, are not performing public or private sector commercial or residential building construction or improvement services.

Subp. 3.**Landscaping services excluded.** Individuals who are performing landscaping services are not performing public sector commercial or residential building construction or improvement services. For purposes of this section, landscaping services means to adorn or improve the land around a building by contouring the land and placing and setting plants, shrubs, and trees.

5202.0130 APPLICATION; REQUIRED INFORMATION AND DOCUMENTATION; APPROVAL OR DENIAL.

Subpart 1.**Complete application; submission of documents.**

A. An application for an exemption certificate is complete upon the commissioner’s receipt of all of the following:

- (1) a signed and dated application on a form approved by the commissioner;
- (2) the information and documentation required in subpart 2; and

(3) the fee required by *Minnesota Statutes*, section 181.723, subdivision 14.

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B. The applicant must submit complete and legible copies of the information and documentation required in subpart 2 and must retain the original information and documentation for at least two years after submitting the application. The commissioner must retain the copies of the submitted information and documentation until the information and documentation is stored by imaging or other electronic format and until 60 days after there is a final order approving or denying the application under *Minnesota Statutes*, section 181.723, subdivision 5. After the order is final and the information and documentation is electronically stored, the commissioner may destroy the copies.

C. The commissioner may request the original of any information and documentation required in subpart 2 if the copies submitted under item B are not legible or complete, or as needed to verify the authenticity or accuracy of the information and documentation submitted. The applicant must submit the original information or documentation within five working days after receipt of the commissioner's request for the original. The commissioner must return the originals to the applicant within 30 days after the information or documentation is either copied or stored by imaging or other electronic format.

Subp. 2. Required information and documentation. All applicants for an exemption certificate must provide the information and documentation required in items A to N on a form and in the manner required by the commissioner.

A. The information in *Minnesota Statutes*, section 181.723, subdivision 5, paragraph (a), clauses (1) to (6) and (8).

B. A designation of whether the applicant's business or residential address and business or residential telephone number will be used for purposes of contacting the applicant in connection with the application or exemption certificate and for personal service under *Minnesota Statutes*, section 181.723, subdivision 10.

C. The business name under which the applicant intends to operate as an independent contractor. If the business name is not the applicant's full legal name, the applicant must submit a copy of the certificate of assumed name that has been filed with the secretary of state according to *Minnesota Statutes*, sections 333.001 to 333.065.

D. A copy of any audit, letter, report, order, decision, determination, certificate, opinion, or ruling issued by any state or federal court or agency, to the applicant or about which the applicant has knowledge, that is related to the applicant's business or the applicant's status as an independent contractor or an employee. The applicant must explain how the audit, letter, report, order, decision, determination, certification, opinion, or ruling supports one or more of the factors in *Minnesota Statutes*, section 181.723, subdivision 5, paragraph (a), clause (8), or why the applicant should be granted the exemption certificate despite the document's findings.

E. A copy of any credential held or training completed by the applicant that is related to, or required for, the performance of services for which the applicant is seeking an exemption certificate. Examples of these credentials include a business, professional, or personal license issued by a government entity; a certificate of completion of an apprenticeship or other training program; and a degree issued by an accredited educational institution. The applicant must also explain how the credential or training supports one or more of the factors in *Minnesota Statutes*, section 181.723, subdivision 5, paragraph (a), clause (8).

F. Information about whether the applicant employs or intends to employ individuals while acting as independent contractors under the exemption certificate. If the applicant employs or intends to employ individuals, the applicant must also submit documentation of the applicant's unemployment insurance tax account number under *Minnesota Statutes*, section 268.045, and workers' compensation coverage for the employees under *Minnesota Statutes*, chapter 176. If the applicant believes that unemployment or workers' compensation insurance is not required, the applicant must explain the legal basis for why unemployment or workers' compensation coverage is not required.

G. Information about whether, at any time during the two years before the date of the application, the applicant has been employed; has been paid wages; has had wages garnished or withheld; or has received workers' compensation or unemployment insurance benefits. If any of these has occurred, the applicant must explain why these indications of employment do not preclude issuance of an exemption certificate.

H. All state and federal tax documents that are related to the services the applicant will provide as an independent contractor under the exemption certificate and that have been filed within the two years before the date of the application, including state and federal tax returns, forms, schedules, and other attachments. If the applicant has not filed any tax returns, forms, schedules, or other attachments required by this item for one or both years, the applicant must explain why not. Examples of tax documents that must be submitted under this item, if they have been filed with the Internal Revenue Service, the Minnesota Department of Revenue, or a taxing agency in another jurisdiction, include returns, forms, schedules, and attachments documenting:

(1) income earned and tax paid and owed, such as Internal Revenue Service tax returns on forms 1040 and 1040 SS, and Minnesota Department of Revenue tax returns on form M1;

(2) itemized deductions, such as Internal Revenue Service Schedule A;

(3) income, profit, or loss from a business, such as Internal Revenue Service Schedule C or C-EZ;

(4) self-employment tax paid or owed, such as Internal Revenue Service Schedule SE;

(5) federal unemployment tax paid or owed, such as Internal Revenue Service form 940;

(6) withholdings from wages, such as Internal Revenue Service employer's annual or quarterly tax returns on forms 941 and 944

Proposed Rules

and the Minnesota Department of Revenue annual withholding return/reconciliation and information returns that show Minnesota withholding tax;

(7) deduction schedules for depreciation and amortization, such as Internal Revenue Service form 4562;

(8) the sale of business property, such as Internal Revenue Service form 4797;

(9) reporting cash payments received in a trade or business, such as Internal Revenue Service form 8300;

(10) expenses for business use of a home, such as Internal Revenue Service form 8829;

(11) certificates of exemption of payment of sales tax, such as Minnesota Department of Revenue form ST3; and

(12) wages or payments made by or received by the applicant as shown on Internal Revenue Service 1099, 1096, W-2, and W-3 forms. The applicant must describe the services performed by or for the applicant for each 1099 or W-2 form issued or received.

I. The applicant's Minnesota tax identification number or an explanation of why the applicant does not need one.

J. Copies of up to five executed contracts for services the applicant contracted to provide before the date of the application, if any, and template contracts that the applicant intends to use in contracting to provide services as an independent contractor under the exemption certificate.

K. Additional information and documentation that support the factors in *Minnesota Statutes*, section 181.723, subdivision 5, paragraph (a), clause (8), related to the services the applicant will provide as an independent contractor under the exemption certificate. The applicant must explain how each document submitted supports one or more of the factors. Examples of documentation that support one or more factors include:

(1) tax returns, schedules, attachments, and forms described in item H;

(2) rental agreements or lease agreements, other than a post office box, for facility space used by the applicant in performing the services for which the applicant is seeking the exemption certificate;

(3) documentation that establishes the applicant's ownership or control of equipment, tools, materials, or vehicles necessary for the applicant to perform the services for which the applicant is seeking the exemption certificate. Examples of such documentation include contracts, rental or lease agreements, deeds, and receipts;

(4) a commercial liability insurance policy or bond covering the applicant or the applicant's business, office equipment, and materials;

(5) a workers' compensation policy covering the applicant;

(6) business or building permits held or applied for that are related to the applicant's performance of the services for which the applicant is seeking the exemption certificate;

(7) bills or invoices from and payments made to vendors, suppliers, subcontractors, or other persons;

(8) contracts with vendors, suppliers, subcontractors, or other persons;

(9) bank statements and accounting statements showing receipts, expenditures, and profit or loss for the applicant's business;

(10) trade or professional memberships or affiliations; and

(11) marketing or advertising materials.

L. Authorization for or completion of forms authorizing the department to verify that the application and all information and documents submitted with the application are true and correct.

M. A color copy of a current photo identification document issued to the applicant by the United States or a state or territory of the United States, along with documentation required by any federal electronic verification program, such as the Systematic Alien Verification for Entitlements Program, that assists the department in verifying the applicant's authorization to work in the United States.

N. In addition to the sworn statement required by *Minnesota Statutes*, section 181.723, subdivision 5, paragraph (a), clause (8), a sworn statement that:

(1) the application and all information and documents submitted with the application are true and correct;

(2) the applicant is a United States citizen, or, if not a citizen, is authorized to work in the United States under federal immigration law; and

(3) the applicant has complied with and will continue to comply with federal immigration law in hiring any employees.

Subp. 3. Approval or denial. Applications must be approved or denied according to items A and B, and *Minnesota Statutes*, section 181.723, subdivision 5, paragraph (c).

A. The commissioner must issue an exemption certificate if the application is complete according to subpart 1, and if the commissioner determines that all of the information and documentation submitted establishes that the applicant meets or could meet the factors in *Minnesota Statutes*, section 181.723, subdivision 5, paragraph (a), clause (8), for the services for which the applicant has requested an exemption certificate.

B. The commissioner must deny an exemption certificate if:

(1) the application is not complete according to subpart 1; or

(2) the commissioner determines that all of the information and documentation submitted does not establish that the applicant

Proposed Rules

meets or could meet the factors in *Minnesota Statutes*, section 181.723, subdivision 5, paragraph (a), clause (8), for the services for which the applicant has requested an exemption certificate.

5202.0140 APPLICATION FOR A CORRECTED, RENEWAL, OR AMENDED CERTIFICATE; TIME FRAMES FOR SUBMISSION OF INITIAL AND RENEWAL APPLICATIONS.

Subpart 1. Obligation to update identifying information. Within 15 calendar days of the change, each certificate holder or applicant for an exemption certificate must notify the commissioner in writing of any change in the certificate holder's:

- A. legal name;
- B. business name;
- C. business address;
- D. business telephone number;
- E. residential address;
- F. residential telephone number; or
- G. business organization.

Subp. 2. No additional fee or documentation. If the only change submitted under subpart 1 is to the certificate holder's business address, business telephone number, residential address, or residential telephone number, the commissioner must issue an updated exemption certificate within ten business days without requiring an additional fee or documentation.

Subp. 3. New application and fee required. If the change is to the certificate holder's legal name, business name, or business organization, the certificate holder must submit a new complete application and fee according to part 5202.0130.

Subp. 4. Application to add new category of service. A certificate holder must submit a new complete application and fee according to part 5202.0130 to add a new category of service.

Subp. 5. Time frames for submission of initial and renewal applications. An initial application for an exemption certificate must not be submitted before September 2, 2008, or before the effective date of these rules, whichever is later. To renew an exemption certificate without a lapse in the certificate, the certificate holder must submit a new complete application and fee according to part 5202.0130 at least 30 days, but no more than 60 days, before the expiration date specified on the applicant's current certificate. An individual who does not file a complete application for renewal at least 30 days before the certificate's expiration date is uncertified as of 11:59:59 p.m. Central Standard Time on the certificate's expiration date and remains uncertified unless and until a renewed certificate is issued by the department.

5202.0150 CONTENTS OF APPROVED CERTIFICATE; NOTICE OF CERTIFICATE; EFFECTIVE DATE.

Subpart 1. Content of certificate. If an application is approved, the department shall issue to the applicant an exemption certificate, which shall include at least the following information:

- A. the name of the independent contractor to whom the certificate was issued;
- B. the assumed name of the business if there is one;
- C. the address and telephone number provided in part 5202.0130, subpart 2, item B;
- D. the date the certificate was issued and the expiration date;
- E. the service or services that the independent contractor is permitted to perform under the certificate;
- F. the effect of the certificate under *Minnesota Statutes*, section 181.723, subdivisions 2 to 4; and
- G. how a person may contact the department with questions or to verify that a specific certificate remains current.

Subp. 2. Department list of certificate holders. The department shall maintain a list of current certificate holders on its official Web site. The Web site shall include the information in subpart 1 and, if applicable, whether the department has received a request to cancel an exemption certificate or has revoked an exemption certificate and the date the exemption certificate is canceled or revoked.

Subp. 3. Effective date. An exemption certificate issued before March 1, 2009, is effective on the date stated on the exemption certificate and shall remain in effect until March 1, 2011, unless revoked by the commissioner or canceled by the certificate holder. An exemption certificate issued on or after March 1, 2009, is effective on the date stated on the exemption certificate and remains in effect for two years unless revoked by the commissioner or canceled by the individual. A certificate holder must submit a new complete application and fee under part 5202.0130 in order to obtain a new exemption certificate if the previous exemption certificate has expired, been canceled by the certificate holder, or revoked by the commissioner.

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Subp. 4. Verification of certificate and identity of certificate holder. The individual who holds an independent contractor exemption certificate must present current photo identification issued to the individual by the United States or a state or territory of the United States to any person for whom the certificate holder performs services under the exemption certificate. Before permitting the certificate holder to provide services as an independent contractor under a contract, the person for whom a certificate holder is performing services must:

A. obtain from the department and retain for five years a copy of the department's current exemption certificate for the certificate holder; and

B. review the photo identification presented by the certificate holder to verify the certificate holder's identity.

5202.0160 EXPIRATION, REVOCATION, OR CANCELLATION OF CERTIFICATE; NOTICE TO PUBLIC AND CONTRACTORS.

Subpart 1. Notice. When an exemption certificate expires, is canceled, or is revoked, the department shall indicate that certificate's status on the list of certificate holders on the department's official Web site. After a certificate has expired, is canceled, or is revoked, the department shall maintain the former certificate holder's information on its Web site for at least six months. After six months, the department may remove the expired, canceled, or revoked certificate holder's information from its list of certificate holders. A former certificate holder shall not hold out as an independent contractor for the services listed on the expired, canceled, or revoked exemption certificate. An exemption certificate expires or is canceled or revoked as of 11:59:59 p.m. Central Standard Time on the date of expiration, cancellation, or revocation.

Subp. 2. Cancellation. A certificate holder may request that an exemption certificate be canceled by filing a written request, in the form and manner prescribed by the commissioner. The written request must include the current name, address, and telephone number for each person for whom the certificate holder is performing services or intends to perform services under the exemption certificate before its cancellation. In addition, the cancellation request shall include a sworn statement that the certificate holder has provided written notification of the cancellation request to each person named. Within 21 days of receipt of the request, the department must serve on the certificate holder and each person the certificate holder has named in the cancellation request an order cancelling the exemption certificate. The effective date of cancellation is seven days after the order is served on the certificate holder and the persons named in the certificate holder's cancellation request.

Subp. 3. Revocation notice. During an action to revoke an exemption certificate, the certificate holder must inform the commissioner of any person for whom the certificate holder is providing services or intends to provide services under the exemption certificate. The department must serve a final order revoking the certificate upon the certificate holder and any person identified by the certificate holder. The effective date of the revocation is seven days after the order is served on the certificate holder and the persons identified by the certificate holder.

Expedited Emergency Rules

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

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

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

Department of Natural Resources

Adopted Expedited Emergency Game and Fish Rules: 2008 Disease Management

NOTICE IS HEREBY GIVEN that the above entitled rules have been adopted through the process prescribed by *Minnesota Statutes*, section 84.027, subdivision 13 (b). The statutory authority for the contents of the rule is *Minnesota Statutes*, sections 97A.045 subd. 11

The emergency condition that does not allow compliance with *Minnesota Statutes*, sections 97A.0451 to 97A.0459, is the loss of bovine tuberculosis-free accreditation by the U.S. Department of Agriculture has resulted in an economic crisis for the Northwestern Minnesota livestock industry. In addition to concurrent regulatory changes in state livestock disease management, regaining bovine tuberculosis-free accreditation from the U.S. Department of Agriculture will require a significant reduction in the affected deer populations.

Dated: March 24, 2008

Mark Holsten, Commissioner
Department of Natural Resources

6232.0350 DISEASE MANAGEMENT.

Subpart 1. Private land open season. An owner or tenant of land or an agent designated in writing by an owner or tenant of land in the landowner/tenant shooting zone, as defined in part 6232.4700, subpart 1a, may take deer on their land by archery, firearms, or muzzle loader at any time in the landowner/tenant shooting zone.

Subp. 2. Restrictions. Deer taken in the landowner/tenant shooting zone must be harvested according to rules and statutes that apply during the regular firearms, archery, and muzzle loader seasons with the following exceptions.

A. deer of any age or sex may be taken without limit or license;

B. a tag with the following information must be attached to the deer prior to transport from the landowner's or tenant's property: landowner's or tenant's name, the township, range, and section where the deer was killed, and the date of the kill;

C. deer must be field dressed at the time of the kill. Carcasses must be presented to the Wannaska Forestry Office, Grygla Forestry Office, or Thief Lake Wildlife Office within 48 hours after taking or as otherwise approved by the commissioner;

D. deer carcasses may not be transported outside the landowner/tenant shooting zone before being presented according to item C, except to be presented at the Wannaska Forestry Office or the Thief Lake Wildlife Office. A possession permit is required to possess deer or parts of deer under this part after presentation at one of the offices listed in item C;

E. wearing blaze orange is not required, except during any open deer hunting season when anyone taking deer must wear blaze orange one-half hour before sunrise to one-half hour after sunset;

F. shooting from stationary motor vehicles is allowed, except from a public roadway; and

G. artificial lights are allowed.

6232.4700 DEER AND BEAR REGISTRATION BLOCKS.

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

Subp. 1a. Landowner/tenant shooting zone. The landowner/tenant shooting zone consists of that portion of the state lying within the following described boundary:

Beginning at the intersection of State Trunk Highway (STH) 89 and County Road (CR) 131, Marshall County; thence along CR 131 to 300th Avenue NE; thence along 300th Avenue NE to 305th Avenue NE; thence along 305th Avenue NE to 310th Avenue NE; thence along 310th Avenue NE to Street 100, Roseau County; thence

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along Street 100 to CR 125; thence along CR 125 to County State-Aid Highway (CSAH) 8; thence along CSAH 8 to STH 89; thence along STH 89 to STH 310; thence along STH 310 to the Minnesota border; thence along the Minnesota border to STH 313; thence along STH 313 to STH 11; thence along STH 11 to CSAH 5; thence along CSAH 5 to Thompson Forest Road; thence along Thompson Forest Road to the north boundary of Hayes Lake State Park in Section 28 of Township 160 North, Range 38 West, Roseau County; thence along the boundary of said park to the east side of Section 34, Township 160 North, Range 38 West, at River Forest Road; thence along River Forest Road to Blacks-Winner Forest Road; thence along Blacks-Winner Forest Road to Winner Forest Road; thence along Winner Forest Road to Dick's Parkway Forest Road; thence along Dick's Parkway Forest Road to CR 704, Beltrami County; thence along CR 704 to CSAH 44; thence along CSAH 44 to STH 89; thence along STH 89 to the point of beginning.

[For text of subps 2 to 157, see M.R.]

REPEALER. Minnesota Rules, part 6232.4700, subpart 1a, published in the *State Register*, volume 32, page 1073, December 17, 2007, is repealed.

EFFECTIVE PERIOD. Minnesota Rules, part 6232.0350, and the expedited emergency amendment to Minnesota Rules, part 6232.4700, subpart 1a, expire August 31, 2008. After the emergency amendment to Minnesota Rules, part 6232.4700, expires, the permanent rule as it read prior to the amendment again takes effect, except as it may be amended by permanent rule.

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.

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Official Notices

Minnesota Boxing Commission

Request for Comments on Possible Rules Governing Mixed Martial Arts, *Minnesota Rules, chapter 2202*

Subject of Rules and Introduction. The Minnesota Boxing Commission requests comments on its possible new rules governing mixed martial arts. The Commission is developing rules to adopt unified rules for mixed martial arts and other rules necessary to carry out the purposes of Minnesota Statutes, chapter 341.

Persons Affected. The new rules would likely specifically affect mixed martial artists and mixed martial arts contests, and generally affect boxers, tough persons, referees, judges and knockdown judges, matchmakers, promoters, trainers, ring announcers, timekeepers, ringside physicians, corporations, partnerships, limited liability companies, or other business entities organized and existing under law that participate in the holding or conduct of any mixed martial arts contest.

Statutory Authority. *Minnesota Statutes*, section 341.25, authorizes the Commission to adopt rules. *Minnesota Statutes*, section 341.25, states in pertinent part:

“(b) The commission may adopt other rules necessary to carry out the purposes of this chapter, including, but not limited to, the conduct of boxing exhibitions, bouts, and fights, and their manner, supervision, time, and place.

(c) The commission must adopt unified rules for mixed martial arts.”

Public Comment. Interested persons or groups may submit comments or information on these possible rules in writing until 4:30 p.m. on Friday, May 30, 2008. The Commission does not contemplate appointing an advisory committee to comment on the possible rules.

Rules Drafts. The Commission has not yet prepared a draft of the possible rules, and does not anticipate that a draft of the rules will be available before the publication of the proposed rules.

Agency Contact Person. Written 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: Ms. Carrie Rohling at the Department of Labor and Industry, 443 Lafayette Road North, Third Floor, Saint Paul, Minnesota 55155, or FAX (651) 284-5725.

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

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

Dated: March 17, 2008

Scott LeDoux, Executive Director
Minnesota Boxing Commission

Minnesota Comprehensive Health Association

Notice of Meeting of the Board of Directors April 4, 2008

NOTICE IS HEREBY GIVEN that a meeting of the Minnesota Comprehensive Health Association’s (MCHA) Board of Directors will be held at 1:30 p.m. on Friday, April 4, 2008, at the MCHA Executive Office, 5775 Wayzata Blvd., Suite 910, St. Louis Park, MN.

For additional information, please call Lynn Gruber or Mary McCaffrey at (952) 593-9609.

**Minnesota Department of Health
Division of Health Policy****Notice of Intent to Adopt Exempt Rules Regarding Uniform, Standard Companion Guides for Health Care Claims Electronic Transactions; Pursuant to *Minnesota Statutes, Section 62J.536***

Introduction. Notice is hereby given that the Minnesota Department of Health (MDH) is seeking information or opinions from outside sources on Uniform, Standard Companion Guides for Health Care Claims Electronic Transactions, as developed by the Commissioner of the Department of Health in consultation with the Minnesota Administrative Uniformity Committee (AUC), and its Claims Data Definitions Technical Advisory Group.

Contact Person. MDH requests information and opinions concerning the applicability and functionality of the following Uniform, Standard Companion Guides for Health Care Claims Electronic Transactions:

- Health Care Claim – Professional Electronic Transaction (837P);
- Health Care Claim – Institutional Electronic Transaction (837I);
- Health Care Claim – Dental Electronic Transaction (837D);
- NCPDP Pharmacy Claim – Submission and Response (NCPDP 5.1);
- NCPDP Pharmacy Reversal – Submission and Response (NCPDP 5.1).

Interested persons or groups may submit data or views in writing. Written statements must identify which one of health care claims transactions they are concerning and should be addressed to Colleen Morse, MDH, P.O. Box 64882, St. Paul, MN 55164-0822, or **e-mail** at: colleen.morse@health.state.mn.us or **fax**: (651) 201-5179.

Description of the Rules. *Minnesota Statutes*, section 62J.536, requires the Minnesota Commissioner of Health, in consultation with the Minnesota Administrative Uniformity Committee, to promulgate rules pursuant to section 62J.61 establishing and requiring group purchasers and health care providers to use electronic claims and eligibility transactions with a single, uniform companion guide to the implementation guides described under *Code of Federal Regulations*, title 45, part 162. The statute requires that beginning July 15, 2009 all group purchasers must accept from health care providers the health care claims or equivalent encounter information transaction described under *Code of Federal Regulations*, title 45, part 162, subpart K. The statute also requires that beginning July 15, 2009 all health care providers must submit to group purchasers the health care claims or equivalent encounter information transaction described under *Code of Federal Regulations*, title 45, part 162, subpart K. The statute further requires that each transaction described above will use a single, uniform companion guide to the implementation guide described under the *Code of Federal Regulations*, title 45, part 162. In addition, the statute requires all group purchasers and health care providers to exchange claims and eligibility information electronically using the transactions, companion guides, implementation guides, and timelines set forth in subdivision 1 of the statute. The statute requires the Commissioner of Health to promulgate rules pursuant to section 62J.61, at least 12 months prior to the timelines required in subdivision 1 of *Minnesota Statutes, section 62J.536*. Under *Minnesota Statutes, section 62J.61*, the Commissioner of Health is exempt from chapter 14, including section 14.386, in implementing sections 62J.50 to 62J.54, subdivision 3, and 62J.56 to 62J.59. Because the Commissioner of Health has determined that it is unduly cumbersome to publish the entire text of each the proposed rules, the Commissioner of Health is publishing this notice of the proposed rules with a detailed description.

Public Review Process. MDH will provide free copies of the draft Uniform, Standard Companion Guides for Health Care Claims Electronic Transactions, in paper or electronic PDF format, to persons and organizations interested in reviewing them. The draft companion guides will be available as of Monday, March 31, 2008. **Comments and suggestions for improvements on the following documents will be accepted at the above address until 4 PM Tuesday, April 29, 2008:**

- Health Care Claim – Professional Electronic Transaction (837P);
- Health Care Claim – Institutional Electronic Transaction (837I);
- Health Care Claim – Dental Electronic Transaction (837D);
- NCPDP Pharmacy Claim – Submission and Response (NCPDP 5.1);
- NCPDP Pharmacy Reversal – Submission and Response (NCPDP 5.1).

After the Commissioner of Health has considered all comments received, the Commissioner will publish a notice of adoption in the *State*

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Register. The rules will take effect 30 days subsequent to that notice.

How to Obtain the Uniform, Standard Companion Guides for Health Care Claims Electronic Transactions; A free copy of the proposed rules is available upon request. Persons who wish to obtain a paper copy should call Colleen Morse at MDH, (651) 201-3570, or **fax** a request to (651) 201-5179 or write to the address above, and clearly identify which one of health care claims transactions is being requested. All of the documents will also be available for downloading on the World Wide Web at:

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

Dated: March 31, 2008

Sanne Magnan, M.D., Ph.D., Commissioner
P.O. Box 64975
St. Paul, MN 55164-0975

Department of Human Services Health Care Purchasing and Delivery Systems Division Health Care Administration Public Notice of Maximum Allowable Costs of Medical Assistance Outpatient Prescribed Drugs

NOTICE IS HEREBY GIVEN to recipients, providers of services, and to the public of additions to the state Medical Assistance maximum allowable cost (state MAC) list for certain outpatient prescribed drugs.

At least once each calendar year, the United States Department of Health and Human Services, Centers for Medicare & Medicaid Services, publishes a federal upper limit (FUL) payment schedule for many commonly prescribed multiple-source drugs. The federal upper limit is set at a rate equal to 150 percent of the published price for the least costly therapeutic equivalent that can be purchased by pharmacists. This FUL payment schedule constitutes the federal MAC list. For many multiple-source drugs that are not on the federal MAC list, the Department establishes a state MAC list. Additionally, the Department imposes a state MAC for many multiple-source drugs that are on the federal MAC list, as long as the savings are at least as much as the savings would be using the federal MAC list.

The Department requires Medical Assistance pharmacy providers to submit their usual and customary costs. Pharmacy providers are reimbursed at the lower of: 1) the federal or state MAC, plus a dispensing fee; 2) the submitted usual and customary charge to the general public; or 3) a discount off of average wholesale price, plus a dispensing fee.

On January 13, 2003 at 27 SR 1117-1130, the Department published the MAC list, listing the federal and state MACs. Additional changes to the state MAC list were published on February 18, 2003 (27 SR 1331-1334), March 3, 2003 (27 SR 1386-1393), April 21, 2003 (27 SR 1583-1584), August 4, 2003 (28 SR 102-103), October 13, 2003 (28 SR 505-506), October 20, 2003 (28 SR 528-529), December 15, 2003 (28 SR 784-785), January 26, 2004 (28 SR 934-935), March 8, 2004 (28 SR 1089-1090), April 5, 2004 (28 SR 1232), April 19, 2004 (28 SR 1313-1314), May 3, 2004 (28 SR 1367-1368), August 9, 2004 (29 SR 173), August 23, 2004 (29 SR 224-225), November 8, 2004 (29 SR 510), November 15, 2004 (29 SR 534-535), February 7, 2005 (29 SR 923-924), February 14, 2005 (29 SR 951-952), March 7, 2005 (29 SR 1038-1039), April 11, 2005 (29 SR 1174-1175), June 27, 2005 (29 SR 1607), July 18, 2005 (30 SR 49-50), August 15, 2005 (30 SR 147), August 29, 2005 (30 SR 226-227), October 17, 2005 (30 SR 402-403), November 14, 2005 (30 SR 511-512), December 12, 2005 (30 SR 617-618), January 9, 2006 (30 SR 770-771), January 30, 2006 (30 SR 833), February 13, 2006 (30 SR 884), February 27, 2006 (30 SR 926-927), March 20, 2006 (30 SR 1006-1007), April 10, 2006 (30 SR 1109), May 30, 2006 (30 SR 1249-1250), July 31, 2006 (31 SR 138-139), August 21, 2006 (31 SR 268), September 18, 2006 (31 SR 380 - 381), October 2, 2006 (31 SR 474-477), October 16, 2006 (31 SR 519-520), November 6, 2006 (31 SR 614), January 2, 2007 (31 SR 867-868), January 29, 2007 (31 SR 958-959), February 26, 2007 (31 SR 1169-1170), April 23, 2007 (31 SR 1444-1445), April 30, 2007 (31 SR 1523), June 18, 2007 (31 SR 1810-1811), July 23, 2007 (32 SR 219-220), August 6, 2007 (32 SR 301-302), August 27, 2007 (32 SR 380-381), September 24, 2007 (32 SR 572-573), October 8, 2007 (32 SR 667-668), November 5, 2007 (32 SR 811- 812), November 19, 2007 (32 SR 909-910), December 31, 2007 (32 SR 1234-1235), January 14, 2008 (32 SR 1289), January 28, 2008 (32 SR 1448-1449), February 11, 2008 (32 SR 1526), February 25, 2006 (32 SR 1640) and March 17, 2008 (32 SR 1755-1756).

Effective April 1, 2008 the Department will add the following outpatient prescribed drugs to the state MAC list:

Drug Name	Str.	SMAC
TORSEMIDE	5MG	\$0.297
TORSEMIDE	10MG	\$0.329
TORSEMIDE	20MG	\$0.384

These additions are made to bring Medical Assistance reimbursement to pharmacists more closely in line with the actual acquisition cost of the drugs listed above. The Department estimates that there will be a state savings of \$18,000.00 for State Fiscal Year 2007 (July 1, 2007 through June 30, 2008).

This notice is published pursuant to *Code of Federal Regulations*, Title 42, section 447.205, which requires publication of a notice when there is a rate change in the methods and standards for setting payment rates for Medical Assistance services.

Written comments and requests for information may be sent to Kristin Young, Pharmacy and Program Manager, Health Care Purchasing and Delivery Systems Division, Health Care Administration, Minnesota Department of Human Services, P.O. Box 64984, St. Paul, Minnesota 55164-0984; **phone:** (651) 431-2504 or **email:** kristen.c.young@state.mn.us

Department of Natural Resources

Division of Fish and Wildlife

Notice of Fish and Wildlife Habitat Stamp Art Contests

Background about the Fish and Wildlife Habitat Stamp Art Contests

Minnesota Statutes 97A.045 and *Minnesota Rules* 6290 permit the Commissioner of the Department of Natural Resources (DNR) to conduct contests for selection of designs for fish and wildlife habitat stamps.

NOTICE IS HEREBY GIVEN that **entry dates for four habitat stamp contests** conducted by the DNR are as follows:

1. Year **2009 Trout and Salmon Stamp contest**. Entries will be accepted beginning Monday, July 21, 2008 and continuing until 4 p.m. Friday, August 1, 2008 at the Minnesota Department of Natural Resources, Division of Fish and Wildlife, 500 Lafayette Road, Box 20, St. Paul, Minnesota, 55155-4020. The judging will take place Thursday, August 7, 2008, at the Minnesota Department of Natural Resources, 500 Lafayette Road, St. Paul, Minnesota. Brown trout designs are not eligible this year.

2. Year **2009 Migratory Waterfowl Stamp contest**. Entries will be accepted beginning Monday, August 11, 2008, and continuing until 4 p.m. Friday, August 22, 2008, at the Minnesota Department of Natural Resources, Division of Fish and Wildlife, 500 Lafayette Road, Box 20, St. Paul, Minnesota, 55155-4020. The judging will take place Thursday, August 28, 2008, at the Minnesota Department of Natural Resources, 500 Lafayette Road, St. Paul, Minnesota. The **Common Goldeneye** is the only eligible species for depiction on the 2009 Minnesota waterfowl stamp.

3. Year **2009 Pheasant Habitat Stamp contest**. Entries will be accepted beginning Tuesday, September 2, 2008, and continuing until 4 p.m. Monday, September 15, 2008, at the Minnesota Department of Natural Resources, Division of Fish and Wildlife, 500 Lafayette Road, Box 20, St. Paul, Minnesota, 55155-4020. The judging will take place Thursday, September 18, 2008, at the Minnesota Department of Natural Resources, 500 Lafayette Road, St. Paul, Minnesota.

4. Year **2010 Turkey Habitat Stamp contest**. Entries will be accepted beginning Monday, December 15, 2008, and continuing until 4 p.m. Monday, December 29, 2008, at the Minnesota Department of Natural Resources, Division of Fish and Wildlife, 500 Lafayette Road, Box 20, St. Paul, Minnesota, 55155. The judging will take place Thursday, January 8, 2009, at the Minnesota Department of Natural Resources, 500 Lafayette Road, St. Paul, Minnesota.

All entries for the contests must be accompanied by the appropriate application materials. Contest application packages, which include all entry forms and specifications, are available by writing: Minnesota DNR Information Center, 500 Lafayette Road, St. Paul, MN

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55155-4040; or by calling the DNR at (612) 296-6157.

The contest application and information are also available on the DNR website at <http://www.dnr.state.mn.us/contests/stamps.html>.

Dated: March 4, 2008

Mark Ebbers, Division of Fish and Wildlife
Department of Natural Resources

Minnesota Plumbing Board Request for Comments on Possible Amendment to Rules Governing Licensing and Registration of Plumbing Contractors, Plumbers, Restricted Plumbers, and Plumber's Apprentices, *Minnesota Rules*, Chapter 4715

Subject of Rules. The Minnesota Plumbing Board (Board) requests comments on its possible amendment to the Minnesota rules governing the licensing and registration of plumbing contractors, journeymen, apprentices, master plumbers, restricted master plumbers, and restricted journeymen and other persons engaged in the design, installation, and alteration of plumbing systems, except for those individuals licensed under sections 326.02, subdivisions 2 and 3.

The rule amendments being considered fall into the following categories. The current citation (if any) in *Minnesota Rules* is listed parenthetically:

- Examination and licensing of plumbers (4715.3140)
- Licensing of restricted plumbers
- Fees (4715.3150) [Note: Fees are now set by statute. See *Minnesota Statutes* section 326.42 (to be renumbered 326B.49). The Board is therefore considering removing all references in rule to the amount of fees.]
- Expiration of licenses (4715.3160)
- Registration of plumber's apprentices (4715.3170)

[NOTE: The Board is not considering the amendment of rules governing bonding and insurance requirements for plumbers, or rules governing licensing, bonding, and insurance requirements for water conditioning servicing and installations. Instead, the Department is considering the amendment of those rules pursuant to the Request for Comments published in the *State Register* on October 30, 2006, 31 SR 582. The legal authority for the amendment of those rules remains with the Department under *Minnesota Statutes*, section 326B.02, subdivision 5, section 326.40 (to be renumbered 326B.46), subdivisions 2 and 3, section 326.57 (to be renumbered 326B.52), subdivision 1, and section 326.60 (to be renumbered 326B.55), subdivision 3.]

Persons Affected. The amendment to the rules would likely affect plumbing contractors, journeymen, apprentices, master plumbers, restricted master plumbers, restricted journeymen, plumber's apprentices, employers of persons who perform plumbing work, and persons who wish to perform plumbing work.

Statutory Authority. The authority to adopt the rules is: *Minnesota Statutes*, section 326.3705, subdivision 2, clause 5, which gives the Board the power to adopt rules governing the licensing and registration of plumbing contractors, journeymen, apprentices, master plumbers, restricted master plumbers, and restricted journeymen and other persons engaged in the design, installation, and alteration of plumbing systems, except for those individuals licensed under sections 326.02, subdivisions 2 and 3.

Public Comment. Interested persons or groups may submit comments or information on these possible rule amendments in writing until further notice is published in the *State Register* that the Board intends to adopt or to withdraw the rules. The Board hopes to publish proposed rule amendments by the fall of 2008.

Rules Drafts. The Board has not yet prepared a draft of the possible rule amendments. When a draft of the possible rule amendments becomes available to the public, the draft and other information about the rulemaking will be posted on the Department's rulemaking docket at: http://www.doli.state.mn.us/rulemaking_activity.html

Agency Contact Person. Written comments, questions, requests to receive a draft of the rule amendments when it has been prepared, and requests for more information on these possible rule amendments should be directed to: Annette Trnka at the Minnesota Department of Labor and Industry, 443 Lafayette Road North, St. Paul, MN 55155, **phone:** (651) 284-5860, **FAX:** (651) 284-5749, and **e-mail:** annette.trnka@state.mn.us. TTY users may call the Department at (651) 297-4198.

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

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

Dated: March 24, 2008

John Parizek, Chair
Minnesota Plumbing Board

Minnesota Pollution Control Agency Regional Division

Notice of Availability of Draft Pipestone Creek Fecal Coliform Bacteria and Turbidity Total Maximum Daily Load Report and Request for Comment

Public Comment Period Begins: March 31, 2008

Public Comment Period Ends: April 30, 2008

The Minnesota Pollution Control Agency (MPCA) is requesting comments on the draft Pipestone Creek Fecal Coliform Bacteria and Turbidity Total Maximum Daily Load (TMDL) Report. The MPCA identified three stream reaches in the Pipestone Creek watershed in Pipestone County as exceeding Minnesota water quality standards for both fecal coliform bacteria (a human health concern that limits recreational use of the water) and turbidity (a measure of cloudiness of water that affects aquatic life). This is the second public comment period for this TMDL and is due to changes made to the original draft, primarily in the turbidity portion of the report. Revisions to suspended sediment allocations were made due to adjustments made to the turbidity dataset related to the laboratory method used to measure turbidity. The revised allocations result in smaller needed suspended sediment reductions than originally estimated.

Following the comments, the MPCA will revise the draft TMDL Report and submit it to the U.S. Environmental Protection Agency (EPA) for approval. The draft TMDL report is available on the MPCA **Web site** at: <http://www.pca.state.mn.us/water/tmdl/index.html>. Comments must be sent to the MPCA contact person listed below by 4.30 p.m. on April 30, 2008.

Required by the Federal Clean Water Act, a TMDL is a scientific study that calculates the maximum amount of a pollutant that a waterbody can receive and still meet water quality standards for that pollutant. It is a process that identifies all the sources of the pollutant causing impairment and allocates allowable loads among them. This multi-year effort results in a pollution reduction plan and engages stakeholders and the general public. An approved TMDL is followed by implementation activities for achieving the necessary reductions. It is estimated that the overall magnitude of reduction needed to meet water quality standards for these impairments is approximately 77 percent and 26 percent for current fecal coliform bacteria and turbidity levels, respectively. The primary contributing sources to fecal coliform bacteria are believed to be livestock on overgrazed riparian pasture, surface-applied manure on cropland and feedlots lacking adequate runoff controls. The primary contributing sources to the turbidity impairments appear to be soil erosion in the riparian zone from livestock, streambank erosion/slumping from livestock and increased flow related to land use, upland soil loss from row cropland and possibly nutrient additions leading to algae growth.

Agency Contact Person. Written or oral comments, petitions, questions, or requests to receive a draft of the TMDL Reports, and requests for more information should be directed to:

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Chris Zadak
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155-4194
Phone: (651) 297-8613 (direct)
Minnesota Toll Free: 1-800-657-3864
Fax: (651) 297-8676
E-mail: chris.zadak@pca.state.mn.us
TTY users may call the MPCA teletypewriter at (651) 282-5332 or 1-800-657-3864.

Preliminary Determination on the draft TMDL Report: The MPCA Commissioner has made a preliminary determination to submit this TMDL Report to the EPA for final approval. A draft TMDL Report and fact sheet are available for review at the MPCA office at the address listed below, and at the MPCA Web site: <http://www.pca.state.mn.us/water/tmdl/index.html>. Suggested changes will be considered before the final TMDL Report is sent to the EPA for approval.

Written Comments: You may submit written comments on the conditions of the draft TMDL Report or on the Commissioner's preliminary determination.

Written comments must include the following:

1. A statement of your interest in the draft TMDL Report;
2. A statement of the action you wish the MPCA to take, including specific references to sections of the draft TMDL that you believe should be changed; and
3. The reasons supporting your position, stated with sufficient specificity as to allow the Commissioner to investigate the merits of your position.

Petition for Public Informational Meeting: You also may request that the MPCA Commissioner hold a public informational meeting. A public informational meeting is an informal meeting that the MPCA may hold to solicit public comment and statements on matters before the MPCA, and to help clarify and resolve issues.

A petition requesting a public informational meeting must include the following information:

1. A statement identifying the matter of concern;
2. The information required under items 1 through 3 of "Written Comments," identified above;
3. A statement of the reasons the MPCA should hold a public informational meeting; and
4. The issues that you would like the MPCA to address at the public informational meeting.

Petition for Contested Case Hearing: You also may submit a petition for a contested case hearing. A contested case hearing is a formal evidentiary hearing before an administrative law judge. In accordance with *Minnesota Rules* 7000.1900, the MPCA will grant a petition to hold a contested case hearing if it finds that: (1) there is a material issue of fact in dispute concerning the application or draft TMDL Report; (2) the MPCA has the jurisdiction to make a determination on the disputed material issue of fact; and (3) there is a reasonable basis underlying the disputed material issue of fact or facts such that the holding of the contested case hearing would allow the introduction of information that would aid the MPCA in resolving the disputed facts in making a final decision on the draft TMDL Report. A material issue of fact means a fact question, as distinguished from a policy question, whose resolution could have a direct bearing on a final MPCA decision.

A petition for a contested case hearing must include the following information:

1. A statement of reasons or proposed findings supporting the MPCA decision to hold a contested case hearing according to the criteria in *Minnesota Rules* 7000.1900, as discussed above; and
2. A statement of the issues proposed to be addressed by a contested case hearing and the specific relief requested or resolution of the matter.

In addition and to the extent known, a petition for a contested case hearing should also include the following information:

1. A proposed list of prospective witnesses to be called, including experts, with a brief description of proposed testimony or summary of evidence to be presented at a contested case hearing;

2. A proposed list of publications, references, or studies to be introduced and relied upon at a contested case hearing; and
3. An estimate of time required for you to present the matter at a contested case hearing.

MPCA Decision: You may submit a petition to the Commissioner requesting that the MPCA Citizens' Board consider the TMDL Report approval. To be considered timely, the petition must be received by the MPCA by 4:30 p.m. on the date the public comment period ends, identified on page one of this notice. Under the provisions of *Minnesota Statutes* § 116.02, subd 6(4), the decision whether to submit the TMDL Report and, if so, under what terms will be presented to the Board for decision if: (1) the Commissioner grants the petition requesting the matter will be presented to the Board; (2) one or more Board members request to hear the matter before the time the Commissioner makes a final decision on the TMDL Report; or (3) a timely request for a contested case hearing is pending. You may participate in the activities of the MPCA Board as provided in *Minnesota Rules* 7000.0650.

The written comments, requests, and petitions submitted on or before the last day of the public comment period will be considered in the final decision on this TMDL Report. If the MPCA does not receive written comments, requests, or petitions during the public comment period, MPCA staff as authorized by the Board, will make the final decision on the draft TMDL Report.

Teachers Retirement Association (TRA) Notice of Meeting April 15, 2008

The Board of Trustees, Minnesota Teachers Retirement Association will hold a meeting on Tuesday, April 15, 2008 at 9:30 a.m. in Suite 400, 60 Empire Drive, St. Paul, MN to consider matters which may properly come before the Board.

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.

Grant Applicants

Have you picked up all the grants open for bid? A "Contracts & Grants" section is available that lists all grants and contracts open for bid. Open the *State Register* and click on Bookmarks in the upper left corner. You will see a list of ALL the current rules, with an INDEX, and previous years' indices, as well as a list of all contracts and grants open for bid. Subscribe and receive LINKS to the *State Register*. You also receive Subscriptions cost \$180 a year (an \$80 savings). Here's what you receive via e-mail:

- Word Search Capability
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- Early delivery, on Friday
- LINKS, LINKS, LINKS
- "Contracts & Grants" Open for Bid
- E-mailed to you . . . its so easy
- Easy Access to *State Register* Archives
- Indexes to Vols. 31, 30, 29, 28 and 27

It's all E-mailed to you, at end-of-day on Friday, instead of waiting for the non-subscriber's issue released on Monday. Contact Cathy Hoekstra, our subscriptions manager, at (651) 297-8777, or **Fax:** (651) 297-8260, or **E-mail:** cathy.hoekstra@state.mn.us

Minnesota Department of Human Services

Chemical & Mental Health Services Administration

Notice of Request for Proposals to Establish Preferred Integrated Networks (PINs) for Adults with a Serious Mental Illness and Children with an Emotional Disturbance

NOTICE IS HEREBY GIVEN that the Minnesota Department of Human Services is requesting proposals to demonstrate the integration of physical and mental health services within prepaid health plans and their coordination with social services in accordance with *Minnesota Statutes* section 245.4862, subdivision 3. These demonstration projects have come to be known as "preferred integrated networks" or PINs.

Work is proposed to start January 1, 2009. For more information, or to obtain a copy of the Request for Proposal, contact:

Don Allen
Department of Human Services
Chemical & Mental Health Services Administration
P.O. Box 64985
St. Paul, MN 55164-0985
Phone: (651) 431-2335,
Fax: (651) 431-7418
E-mail: don.allen@state.mn.us

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

Proposals submitted in response to this Request for Proposals must be received at the address above no later than **4:00 p.m., Central Time, June 30, 2008. Late proposals will not be considered.** Fax or e-mailed proposals will **NOT** be considered.

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

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 Web site 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

Assistance with Contracts

A summarized "Contracts & Grants" section of all contracts and grants open for bid is available only to subscribers. Obtain MORE and FASTER information with a SUBSCRIPTION to the *State Register*. You also receive LINKS to the *State Register*. Open the *State Register* and click on Bookmarks in the upper left corner. You will see a list of the contents of the current issue, with an INDEX, and previous years' indices. You also receive "Contracts & Grants." Here's what you receive via e-mail:

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Department of Administration Notice of Availability of Master Contract for Lean Consultant(s)

The Minnesota Department of Administration is requesting proposals for the purpose of consulting and training for the implementation of Lean processes in state government.

It has been determined that the state will deploy Lean as the preferred process improvement and redesign tool. This Master Contract is designed to provide new services to the state and supplement existing services. Any Master Contract that results from this Request for Proposals will be available as an Enterprise Contract from which to procure services for any state agency under the provisions of *Minnesota Statutes* § 16C.08, subd. 1a, Enterprise procurement.

Work is anticipated to start after June 1, 2008.

A Request for Proposals will be available by mail from this office through April 4, 2008. **A written request (by direct mail, fax, or email) is required to receive the Request for Proposal.** After April 4, 2008, the Request for Proposal must be picked up in person.

The Request for Proposals can be obtained from:

Todd Pierce
Department of Administration
Administration Building
50 Sherburne Avenue, Room 112
St Paul, MN 55155
Fax: (651) 297-3996
E-mail: Todd.Pierce@state.mn.us

State Contracts

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than 2:30 p.m., Central Daylight Time, April 21, 2008, as indicated by the time stamp at the Materials Management Division, Room 112 Administration Building, St. Paul, MN. **Late proposals will not be considered.** Fax or e-mailed proposals will **not** be considered.

This request does not obligate the State to complete the work contemplated in this notice. The State reserves the right to cancel this solicitation and reserves the right to choose more than one vendor for this project. All expenses incurred in responding to this notice are solely the responsibility of the responder.

Minnesota State Colleges and Universities

Facilities Design and Construction

Notice of Request for Information (RFI) for Architectural, Owner's Representative, Real Estate and other related Professional and Technical services for a Master List of Consultants

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities ("MnSCU"), requests information of Minnesota registered consultants, as appropriate, to assist MnSCU in providing Architectural/Engineering, Owner Representative, Real Estate and other related Professional and Technical services as needed for up to a five-year period. Projects will vary in scope and may involve due diligence services, new construction, remodeling, commissioning, site and utility work, facilities, roads and grounds, and land development.

The Request for Information documents can be found online at: www.finance.mnscu.edu/facilities/index.html under Announcements. This RFI is to permit a consultant to be added to the current MnSCU Master List of Consultants. The consultants currently on the List do not need to respond to this RFI.

If unable to access the RFI electronically, copies of the RFI may also be requested from:

Nancy Marandola - Minnesota State Colleges & Universities
Phone (651) 297-7862 or E-mail: Nancy.marandola@so.mnscu.edu
Proposals must be delivered to:
Minnesota State Colleges & Universities
ATTN: Facilities Design and Construction
Wells Fargo Place
30 Seventh Street East, Suite 350
St. Paul, Minnesota 55101-7804

Proposals must be received NOT later than May 9, 2008 at 4:00 P.M. CST; late responses will not be considered.

MnSCU reserves the right to cancel this solicitation if it is considered to be in MnSCU's best interest. The RFI is not a guarantee of work and does not obligate MnSCU to award any contracts. MnSCU reserves the right to discontinue the use or cancel all or any part of this Master List of Consultants program 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 Colleges and Universities (MnSCU)

Office of the Chancellor - Human Resources

Request for Proposal for System wide Applicant Tracking Software

NOTICE IS HEREBY GIVEN that proposals are being solicited to select an entity to assist in developing a system-wide on-line applicant tracking software program for use by office of the chancellor, colleges and universities for hiring unclassified staff. Currently,

each college and university utilize their own system for hiring unclassified staff – some are moving toward an on-line system but most are still utilizing a paper process. In addition, the current arrangement does not allow for colleges and universities to share information or do aggregate reporting of data.

For further information or to request a copy of the complete Request for Proposal, please contact:

Sandy Smith
Human Resources
Minnesota State Colleges and Universities
Wells Fargo Place
30 7th Street East, Suite 350
St. Paul, MN 55101-7804
Telephone: (651) 296-3891
Fax: (651) 297-3145
E-mail: sandy.smith@so.mnscu.edu

Proposals will be due by 5:00 p.m. Central Time on Friday, May 9, 2008.

This notice and the Request for Proposal does not obligate the State of Minnesota, Minnesota State Colleges and Universities or the Office of the Chancellor to award a contract, and each reserves the right to cancel this solicitation or RFP if it is considered to be in its best interest.

Minnesota State Colleges and Universities (MnSCU) MnSCU Strategic Collaborative Sourcing Team Notice of Request for Proposals for a Mattress Master Purchasing Contract

NOTICE IS HEREBY GIVEN that the Minnesota State Colleges and Universities Strategic Collaborative Sourcing Team will receive sealed proposals for a mattress master purchasing contract for MnSCU institutions. Specifications will be available March 24, 2008, at the following Bemidji State University website: http://www.bemidjistate.edu/about/rfps_bids/

Sealed proposals must be received by 3:00 PM, April 9, 2008, at the following location:

St. Cloud State University
Attn: Lisa Sparks, Director of Purchasing,
Administrative Services 122
720 Fourth Avenue South
St. Cloud, MN 56301-4498

MnSCU 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 MnSCU to complete a proposed contract, and MnSCU reserves the right to cancel the solicitation if it is considered to be in its best interest.

Minnesota State Colleges and Universities (MnSCU) Minneapolis Community and Technical College Sealed Bids Sought for Parking Ramp Maintenance Repairs for 2008

Sealed Bids for: Parking Ramp Maintenance Repairs for 2008

Will be received by: Valerie Frolov
T-Building Room T – 0600

State Contracts

Minneapolis Community & Technical College
1501 Hennepin Avenue S
Minneapolis MN 55403

Until **2:00 PM, local time, April 22, 2008** at which time the bids will be opened and publicly read aloud.

Project Scope: Replace Failed Joint Sealant between TEE'S. Replace failed Expansion Joint, Patching Concrete delamination on top and bottom surface , repair beam spalls in the four story Double TEE Ramp.

A Pre-Bid Meeting will be held at **1:00 PM, Wednesday, April 9, 2008**, in Public Safety Desk area at room R-3100 skyway level, Minneapolis Community & Technical College. The Architect/Engineer and/or College/University Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

Bidding Documents as prepared by the Project Architect/Engineer; Palanisami & Associates, Inc., are on file at the offices of the:

- 1) Above named Project Architect/Engineer. Palanisami & Associates Inc., 5661 International Parkway Minneapolis MN 55428
- 2) Following Builders' Exchanges: **Minneapolis at 1123 Glenwood Avenue Minneapolis MN 55405 & St. Paul at 445 Farmington Street St. Paul MN 55103**
- 3) McGraw Hill Construction Plan Room 1401 Glenwood Avenue North Minneapolis MN 55409
- 4) Reed Construction Data Plan Room 30 Technology Parkway South, # 500 Norcross , Georgia 30092-2912
- 5) MEDA Minority Contractors Plan Room 2781 Freeway Blvd # 100, Brooklyn Center MN 55430
- 6) National Association of Minority Contractors of Upper Midwest 4801 4th Avenue South, Minneapolis MN 55409

Complete sets only of Bidding Documents for use by Bidders in submitting a bid may be obtained at the following address:

Palanisami & Associates Inc.,
5661 International Parkway
Minneapolis MN 55427
(763) 533-9403

A deposit of \$50.00 is required for each set.

Prospective Bidders requesting that Bidding Documents (complete sets only) be mailed to them, may send a separate non-refundable payment (check made out to the Architect/Engineer) for \$25.00 per set for shipping & handling (in addition to the above \$50.00 deposit) to the Architect. Such deposits and payments may be sent prior to **April 4, 2008**. Documents will be sent to street addresses only (P.O. Boxes not acceptable).

Each bid which totals over \$15,000.00 shall be accompanied by a certified check, payable to **Minnesota State Colleges and Universities**, in the sum of not less than 5% of the total base bid; or a corporate surety bond of a surety company duly authorized to do business in the state of Minnesota in the same amount; which is submitted as bid security, conditioned upon the Bidder entering into a contract with Minnesota State Colleges and Universities in accordance with the terms of the bid.

Minnesota State Colleges and Universities (MnSCU) Minnesota West Community & Technical College, Pipestone Campus Notice of Request for Bids for Lumber and Building Materials

Minnesota West Community and Technical College, Pipestone Campus, is requesting bids for lumber and building materials for the construction of the 2008-2009 Carpentry Project House. Bids must be submitted on or before April 10, 2008, by 3:00 p.m. Plans and specifications may be obtained from Minnesota West Community and Technical College, Pipestone, MN by calling the Carpentry Department at (507) 825-6842.

Minnesota State Colleges and Universities (MnSCU)**Saint Paul College****Request for Sealed Bids for Printing of Saint Paul College Fall 2008 College Magazine and Course Schedule**

Saint Paul College is requesting bids for printing its Fall 2008 College Magazine/Courxse Schedule.

The total quantity to print is 435,000.

There are 2 options to bid.

Bid specifications are available from Nataliya Kabakova at **e-mail:** *nataliya.kabakova@saintpaul.edu* or by **Fax:** (651) 846-1476.

Deliver bids to:

Saint Paul College
Business Office, Room 160
235 Marshall Ave.
St. Paul, MN 55102

Minnesota State Colleges and Universities (MnSCU)**South Central College****Advertisement for Sealed Bids for C-Wing Lower Level Remodel**

Sealed Bids for: C-Wing Lower Level Remodel
South Central College
Faribault, Minnesota

will be received by: Karen Snorek
South Central College
1225 3rd St SW
Faribault, Minnesota 55021

Until 1:00 PM, local time, Wednesday, April 16, 2008 at which time the bids will be opened and publicly read aloud.

Project Scope: Selective interior demolition, classroom door relocations, renovations including interior partitions, floor finishes, wall finishes, ceiling grid and tile, and lighting, electricity, and data.

A Pre-Bid Meeting will be held at 9:00 AM, Tuesday, April 1, 2008, in Room #C36, C-Wing lower level, South Central College, Faribault. The Architect/Engineer and/or College/University Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

Bidding Documents as prepared by the Project Architect/Engineer; I&S Group, Incorporated, are on file at the offices of the:

- 1.) above named Project Architect/Engineer.
- 2.) following Builders' Exchanges: Mankato Builders Exchange, St. Paul Builders Exchange, Rochester Builders Exchange, St. Cloud Builders Exchange, Albert Lea Builders Exchange and Minneapolis Builders Exchange.
- 3.) McGraw Hill Construction Plan Room
- 4.) Reed Construction Data Plan Room
- 5.) MEDA Minority Contractors Plan Room
- 6.) National Association of Minority Contractors of Upper Midwest

State Contracts

Complete sets only of **Bidding Documents** for use by Bidders in submitting a bid may be obtained at the following address:

I&S Group, Incorporated
1415 Town Square Lane
Faribault, Minnesota 55021
(507) 331-1500

Bidding Documents can be obtained from the office of I&S Group, Inc at the address listed above for a non-refundable fee of \$45.00. For Documents that must be mailed the fee will be \$60.00 shipping and handling included.

Drawings, specifications, and other contract documents may also be obtained on-line at questcdn.com.

All parties interested in obtaining construction documents on-line will need to log on to the questcdn.com website to download the documents. Simply sign up for a free membership if you do not already have one to obtain a username and password to gain access to the documents. The QuestCDN Project number is 645808. The downloading cost for the documents in a pdf format will be \$20.00. The downloading fee is non-refundable.

Each bid which totals over \$15,000.00 shall be accompanied by a certified check, payable to Minnesota State Colleges and Universities, in the sum of not less than 5% of the total base bid; or a corporate surety bond of a surety company duly authorized to do business in the state of Minnesota in the same amount; which is submitted as bid security, conditioned upon the Bidder entering into a contract with Minnesota State Colleges and Universities in accordance with the terms of the bid.

Minnesota Department of Employee Relations Request for Proposals for Professional and Technical Services

Contract Title: Request for Proposal for Health Risk Assessment and Related Services

Description of Work: The Minnesota Department of Employee Relations (DOER) is soliciting proposals from health management vendors for an annual health risk assessment and related services for the Minnesota Advantage Plan, the self-insured health plan serving state employees. Once implemented, this will be an ongoing program and the selected vendor will provide technical and customer service support, including, but not limited to, health coaching, assessing and reporting, communications and training.

The vendor chosen must comply with all applicable laws and administrative rules governing the operation of these programs, and all specifications of the Request for Proposal.

DOER anticipates a two-year contract with the chosen vendor beginning July 2008.

Extensions to the contract may be considered by the state on a year-to-year basis to a total maximum contract period of five years.

This proposal does not obligate the agency to award a contract or complete the contract, or to spend the estimated dollar amount. The state reserves the right to cancel the solicitation if it is considered to be in its best interests.

Estimated Cost: over \$50,000

Contracting Agency: MN Department of Employee Relations, Employee Insurance Division

Location of Work: Minnesota - statewide

Response to this solicitation is due no later than 05/01/2008 at 3:00 PM Central Time.

To receive a copy of the complete solicitation, contact:

Name: Dawn Cvengros, RFP Coordinator
Minnesota Department of Employee Relations
200 Centennial Office Building
658 Cedar Street
St. Paul, MN 55155
E-mail: *Dawn.Cvengros@state.mn.us*

Please **e-mail** your request for an RFP or submit any questions to the RFP Coordinator.

All correspondence and questions must be submitted in writing via e-mail.

Minnesota Historical Society (on behalf of the Minnesota Sesquicentennial Commission) Notice of Request for Proposals for A Transportation Company for a Minnesota Sesquicentennial Bus Tour

The Minnesota Historical Society, on behalf of the Minnesota Sesquicentennial Commission, is seeking competitive proposals from qualified firms to manage the transportation needs for the Minnesota Sesquicentennial Commission's tour of five Capital for a Day communities (Bemidji, Thief River Falls, Detroit Lakes, New Ulm, and Winona) during the week of May 11-16, 2008.

The Request for Proposals is available by calling or writing Mary Green-Toussaint, Contracting & Purchasing Coordinator, Minnesota Historical Society, 345 Kellogg Boulevard West, Saint Paul, MN 55102. Telephone is (651) 259-3175; e-mail is:
mary.green-toussaint@mnhs.org

Bids must be received no later than 2:00 p.m., Local Time, Tuesday, April 22, 2008. A public bid opening will be conducted at that time. No late bids will be accepted.

Dated: March 31, 2008

Department of Public Safety Bureau of Criminal Apprehension Notice of Information Meeting on April 2, 2008

The Minnesota Bureau of Criminal Apprehension will hold a meeting from 9 a.m. to 12 noon on Wednesday, April 2, 2008 to discuss progress on several BCA (CJIS and CrimNet) initiatives regarding criminal justice information sharing in the state of Minnesota. Specific project updates will be provided, in addition to general updates regarding upcoming efforts. The meeting will take place at the Bureau of Criminal Apprehension offices at 1430 Maryland Ave. E. in St. Paul. In addition, up to 30 locations may participate via webconference. (To make arrangements to participate remotely, please contact Michelle Fure at the information listed below.)

Vendors, particularly those working with local agencies to manage records, and agency information technology staff are encouraged to attend this meeting. Please RSVP. For more information or to RSVP, contact Michelle Fure, Information Officer, at (651) 201-7572 or *michelle.fure@state.mn.us*.

State Contracts

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 Juanita Voigt 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 see which highway related professional/technical services are available for application. Applications are accepted on a continual basis. All 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:

Juanita Voigt
Consultant Services
Office of Technical Support
Minnesota Department of Transportation
395 John Ireland Blvd. Mail Stop 680
St. Paul, Minnesota 55155

Note: DUE DATE: APPLICATION MATERIAL WILL BE ACCEPTED ON A CONTINUAL BASIS.

Department of Transportation (Mn/DOT)

Engineering Services Division

Notice Concerning Professional/Technical Contract Opportunities

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.

Department of Transportation**Office of Transit****Request for Proposal (RFP) for Intercity Bus Network Study**

Notice of availability of Contract for consultant services to update Mn/DOT's 1997 Minnesota Intercity Bus Needs Study. The primary objectives of the study include: enhanced coordination and connectivity between public and private sector services, the identification of service gaps, strategies to meet service needs, and improved interface between transportation modes. This request does not obligate the State of Minnesota Department of Transportation to complete the work contemplated in this notice, and the department reserves the right to cancel this request for proposal. All expenses incurred in responding to this notice shall be borne by the responder.

RFP's are available by mail, e-mail, in person or through the Mn/DOT Professional Technical Consultant Public Notice website: <http://www.dot.state.mn.us/consult/files/notices/notices.html>.

Request for the RFP may be mailed, e-mailed or faxed to:

Diane Contreras
Administrative Assistant
Minnesota Department of Transportation
Office Of Transit, 3rd Floor South
395 John Ireland Boulevard, Mail Stop 430
St Paul, Minnesota 55155
Fax : (651) 366-4192
E-mail: *Diane.Contreras@dot.state.mn.us*

When requesting the RFP, please identify as RFP: Intercity Bus Network Study

NOTE: Proposals will be due on April 28, 2008 AT 3:00 p.m. Central Daylight Time.

Non-State 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.

Dakota County

Dakota County Community Services

Notice of Request for Proposal (RFP) for Telephone Language Interpretation Service

NOTICE IS HEREBY GIVEN that the Dakota County, MN is seeking qualified providers to provide Telephone Language Interpretation service. The most common languages that require telephone interpretation are Spanish (70% of all calls), Russian, Somali, Hmong, Laotian and Vietnamese and some rare languages such as Neur. Service will be provided for the entire County, however work is primarily conducted through the Community Services Division comprised of the following Departments: Employment & Economic Assistance, Public Health, Social Services and Community Corrections. It is anticipated that this will be a multi-year contract.

The complete RFP is available at: <http://www.dakotacounty.us/Doing Business/Bids & Proposals>. To learn more about Dakota County visit our website at: www.dakotacounty.us

Contact: Therese J. Branby, Contract Manager
Dakota County Community Services Division
1 Mendota Road West, Suite 500
West St. Paul, MN 55118-4773
Phone: (651) 554-5878
Fax: (651) 554-5948
E-mail: therese.branby@co.dakota.mn.us

Questions regarding this RFP will be accepted by phone or email from 3/31/08 through 4/7/08. All questions and answers will be posted by 12:00 (Noon) CDT on 4/8/08 at: <http://www.dakotacounty.us/Doing Business/Bids & Proposals>. The deadline for proposals is 4:30 p.m. CDT on Monday, April 14, 2008. Late proposals will not be considered.

Metropolitan Council

Notice of Invitation for Bids (IFB) for WWTP Medium Voltage Cable Reference Number 08P024

The Metropolitan Council is requesting bids for WWTP Medium Voltage Cable for its Environmental Services Division.

Issue Invitation for Bids

March 18, 2008

Bids Due

April 10, 2008, at 3:00 pm local time

Award Contract

May 8, 2008

All firms interested in submitting bids for this contract and desiring to receive an IFB package are invited to make a written request either by e-mail, fax or mail, or phone request to:

Miriam Lopez-Rieth
Metropolitan Council
390 N. Robert Street
St. Paul, MN 55101

Non-State Bids, Contracts & Grants

Phone: (651) 602-1095
Fax: (651) 602-1083
E-mail: *Miriam.Lopez-Rieth@metc.state.mn.us*

Metropolitan Council - Metro Transit Sealed Bids Solicited for HLRT Pedestrian Striping Project

Metro Transit, a service of the Metropolitan Council, is soliciting sealed bids for HLRT (Hiawatha Light Rail Transit) Pedestrian Striping. No Pre-Bid Meeting will be held. Bids are due at 2:00 PM on Friday, April 25, 2008. Bids must be submitted in accordance with the Invitation for Bids documents available from:

Metropolitan Council
Metro Transit Purchasing Department
Attn: Candace Osiecki
515 N. Cleveland Avenue
St. Paul, MN 55114
Fax: (612) 349-5070
E-mail: *candace.osiecki@metc.state.mn.us*

Transit for Livable Communities Notice of Request for Proposals for Public Relations and Communications Professional Services for the Bike/Walk Twin Cities Program

Transit for Livable Communities is seeking proposals from qualified firms or individuals to provide public relations and communications professional services for the Bike/Walk Twin Cities program, including assistance with organizational communications, a promotional/awareness plan, website management, on-call communications support, educational outreach, and evaluation. Complete specifications and details concerning submission requirements are included in the Request for Proposals. The Request for Proposals can be downloaded at <http://www.tlcmnnesota.org/Resources/NTP%20Program/bwtc.html> or by calling Katie Eukel at (651) 767-0298.

Proposals must be received no later than 2:00 p.m., Central Standard Time, Friday, April 25, 2008. Transit for Livable Communities reserves the right to reject late proposals.

University of Minnesota (U of M) Subscribe to Bid Information Service (BIS)

The University of Minnesota offers 24-hour/day, 7-day/week access to all Request for Bids/Proposals through its web-based Bid Information Service (BIS). Subscriptions to BIS are free. Visit our website at bidinfo.umn.edu or call the BIS Coordinator at (612) 625-5534.

Request for Bids/Proposals are also available to the public each business day from 8:00 a.m. to 4:30 p.m. in the Purchasing Services lobby, Suite 560, 1300 S. 2nd Street, Minneapolis, Minnesota 55454.

