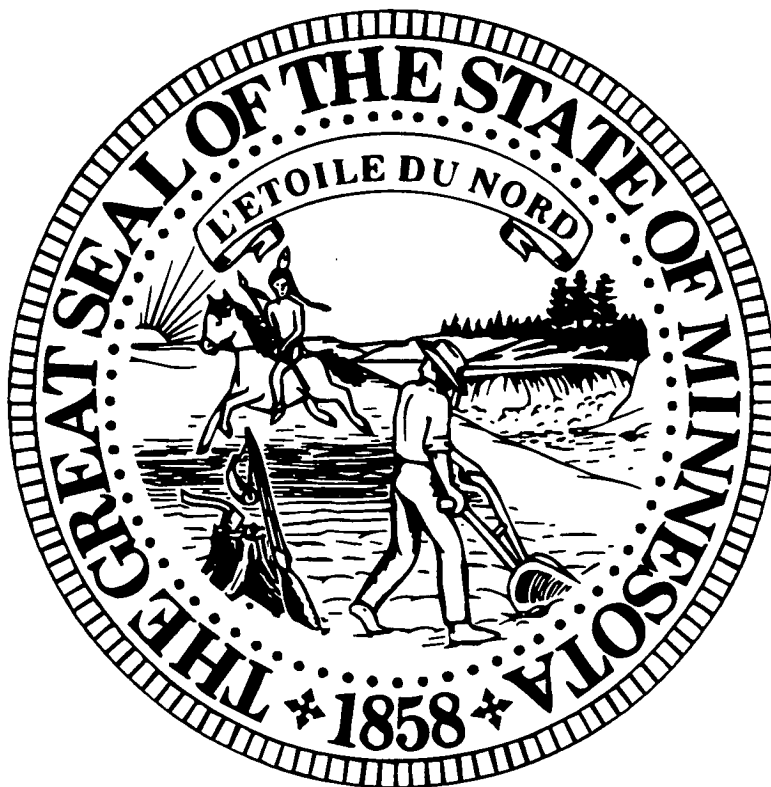


The Minnesota  
**State Register**

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# State Register

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

The *State Register* is the official publication of the State of Minnesota, containing executive and commissioners' orders, proposed and adopted rules, official and revenue notices, professional-technical-consulting contracts, non-state bids and public contracts and grants.

### Printing Schedule and Submission Deadlines

Vol. 21 Issue Number	PUBLISH DATE	Deadline for both Adopted and Proposed RULES	Deadline for: Emergency Rules, Executive and Commissioner's Orders, Revenue and Official Notices, State Grants, Professional-Technical-Consulting Contracts, Non-State Bids and Public Contracts
# 41	Monday 7 April	Monday 24 March	Monday 31 March
# 42	Monday 14 April	Monday 31 March	Monday 7 April
# 43	Monday 21 April	Monday 7 April	Monday 14 April
# 44	Monday 28 April	Monday 14 April	Monday 21 April

Arne H. Carlson, Governor 612/296-3391	Hubert H. Humphrey III, Attorney General 612/297-4272	Joan Anderson Growe, Secretary of State 612/296-2079
Joanne E. Benson, Lt. Governor 612/296-3391	Judi Dutcher, State Auditor 612/297-3670	Michael A. McGrath, State Treasurer 612/296-7091
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- **"Professional, Technical and Consulting Contracts Awards Reports,"** – published each month listing the previous month's awards of contracts and RFPs that appeared in the Monday edition of the "*State Register*." Appears monthly in hard copy format only. Single copies are \$15.00 per report, plus \$3.00 shipping if applicable. Order stock # 99-43. Six-month subscriptions cost \$75.00. Order stock #90-15.

### FOR LEGISLATIVE NEWS

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

Contact: Senate Public Information Office (612) 296-0504  
Room 231 State Capitol, St. Paul, MN 55155

Contact: House Information Office (612) 296-2146  
Room 175 State Office Building, St. Paul, MN 55155

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Commodity, Service and Construction contracts are published in a  
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Tuesday, Wednesday and Friday. Award results are available  
from the Materials Management Helpline 612/296-2600.

Professional, Technical and Consulting contract awards are  
published monthly in an *Awards Report*.

Individual copies and subscriptions for both publications are  
available through Minnesota's Bookstore, (612) 297-3000 or  
1-800-657-3757.

# 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 1995 set is a 13-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Generally speaking, proposed and adopted exempt rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

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

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

The *State Register* features partial and cumulative listings of rules in this section on the following schedule: issues #1-13 inclusive; issues #14-25 inclusive; issue #26 cumulative for issues #1-26; issues #27-38 inclusive; issue #39, cumulative for issues #1-39; issues #40-51 inclusive; and issues #1-52 (or 53 in some years), cumulative for issues #1-52 (or 53). An annual subject matter index for rules was separately printed usually in August, but starting with Volume 19 now appears in the final issue of each volume. For copies or subscriptions to the *State Register*, contact Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155 (612) 297-3000, or toll-free 1-800-657-3757.

## Volume 21, issue #41 (issues #1-40 cumulative appeared in issue #40)

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

1800.0200; .0300; .0400; .0500; .0600; .0800; .0900; .1000; .1100;  
.1200; .1500; .1600; .1700; .1900; .2100; .2200; .2500; .2600; .2700;  
.2800; .2900; .4000; .4100; .5100; .5200; .5800 (adopted)..... 1427  
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## Adopted Rules

A rule becomes effective after the requirements of *Minnesota Statutes* §§ 14.05-14.28 have been met and five working days after the rule is published in the *State Register*, unless a later date is required by statutes or specified in the rule.

If an adopted rule is identical to its proposed form as previously published, a notice of adoption and a citation to its previous *State Register* publication will be printed.

If an adopted rule differs from its proposed form, language which has been deleted will be printed with strikeouts and new language will be underlined. The rule's previous *State Register* publication will be cited.

### Exempt Rules

An exempt rule adopted under *Minnesota Statutes* §§ 14.386 or 14.388 is effective upon its publication in the *State Register*.

### Emergency Expedited Rules

Provisions for the Commissioner of Natural Resources to adopt emergency expedited Game and Fish Rules are specified in *Minnesota Statutes* §§ 84.027. The commissioner may adopt emergency expedited 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. Emergency expedited rules are effective upon publication in the *State Register*, and may be effective up to seven days before publication under certain emergency conditions. Emergency expedited rules are effective for the period stated or up to 18 months.

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

### Adopted Permanent Rules Relating to Examination, Licensing, Exempt Structures, and Professional Conduct

The rules proposed and published at *State Register*, Volume 21, Number 29, pages 957-976, January 13, 1997 (21 SR 957), are adopted with the following modifications:

#### 1800.1600 APPLICATION AND ORAL EXAMINATION.

The board shall review the applicant's experience and education record and ~~may, at its option to ensure the applicant's qualifications,~~ conduct a personal interview of each applicant for admission to the examination process. The personal interview shall consist of direct examination by the board and ~~shall to include~~ such additional exhibits of drawings, specifications, photographs of work, and letters of reference, as the board ~~directs~~ may direct.

#### 1800.5200 GENERAL REQUIREMENT AND EXCEPTIONS.

Subp. 4. **Classes of buildings exceptions.** Any new construction of or new addition to a building in the specified ~~UBC~~ MSBC occupancy classes and consistent with the size, dwelling unit, and number of stories and basement thresholds specified in part 1800.5800-, provided that an exemption under this subpart shall not apply:

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

# Official Notices

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Pursuant to the provisions of Minnesota Statutes §14.101, an agency, in preparing proposed rules, may seek information or opinion from sources outside the agency. Notices of intent to solicit outside opinion must be published in the *State Register* and all interested persons afforded the opportunity to submit data or views on the subject, either orally or in writing.

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

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## Department of Administration

Communications Media Division

*State Register*

*Minnesota Guidebook to State Agency Services*

### Notice of Availability of *State Register* by Subscription on Internet, and Publication of the *Minnesota Guidebook to State Agency Services* in print and CDROM versions

**NOTICE IS HEREBY GIVEN** that the *State Register* is now available by subscription on the Internet. Details have been placed in a special ad on the inside back cover of this issue of the *State Register*.

Also on the Internet, free of charge, is the *State Register* "Table of Contents" for the current issue, and back issues. The Internet web site is <http://www.comm.media.state.mn.us>

**NOTICE IS FURTHER GIVEN** of the publication of the *Minnesota Guidebook to State Agency Services* 1996-1999 in these printed formats: spiral-bound and looseleaf (\$29.95 + tax), as well as on CDROM with Folio™ search engine for quick retrieval (\$59.95 single user). The CDROM version is also available for small networks (2-10 users) for \$235.95; and large networks (11-unlimited) for \$999.95. Various combinations of the printed format in combination with the CDROM version are available. Call Minnesota's Bookstore to order, or for more details: (612) 297-3000; or toll-free at 800-657-3757.

## Board of Chiropractic Examiners

### Request for Comments on Planned Rules Amending Current Examination Requirements for Licensure

**Subject of Rule.** The Minnesota Board of Chiropractic Examiners (MBCE) requests comments on its planned amendments to current examination requirements for licensure. The MBCE is considering amendments to current licensure rules that would support the MBCE's recent decision to require all licensure candidates to take the National Board of Chiropractic Examiners Part IV practical examination. The MBCE does not intend to appoint an advisory committee to comment on the planned rule.

**Persons Affected.** The new rule would affect applicants for licensure.

**Statutory Authority.** *Minnesota Statutes*, section 148.08, subd. 3 authorizes the MBCE to promulgate rules necessary to administer its legislative authority.

**Public Comment.** Interested persons or groups may submit comments or information on this planned rule amendments in writing or orally until 4:30 p.m. on Friday, May 2, 1997. The MBCE does not anticipate that a draft of the rule amendments will be available before the publication of the proposed rule. Written or oral comments, questions, requests to receive a draft of the rule amendments when it has been prepared, and requests for more information on these planned rule amendments should be addressed to: Lori A. Campbell, MBCE, 2829 University Ave SE, #300, Minneapolis, MN 55414-3220, telephone (612) 617-2222.

Comments submitted in response to this notice will not be included in the formal rulemaking record when a proceeding to adopt a rule is started.

Larry A. Spicer, D.C.  
Executive Director

## **Board of Chiropractic Examiners**

### **Request for Comments on a Planned Rule Governing Emeritus License Status**

**Subject of Rule.** The Minnesota Board of Chiropractic Examiners (MBCE) requests comments on its planned rule governing emeritus license status. The MBCE is considering a rule which would create an emeritus license status for retired licensees. The MBCE does not intend to appoint an advisory committee to comment on the planned rule.

**Persons Affected.** The new rule would affect chiropractors who retire from practice.

**Statutory Authority.** *Minnesota Statutes*, section 148.08, subd. 3 authorizes the MBCE to promulgate rules necessary to administer its legislative authority.

**Public Comment.** Interested persons or groups may submit comments or information on this planned rule in writing or orally until 4:30 p.m. on Friday, May 2, 1997. The MBCE does not anticipate that a draft of the rule will be available before the publication of the proposed rule. Written or oral comments, questions, requests to receive a draft of the rule when it has been prepared, and requests for more information on this planned rule should be addressed to: Lori A. Campbell, MBCE, 2829 University Ave SE, #300, Minneapolis, MN 55414-3220, telephone (612) 617-2222.

Comments submitted in response to this notice will not be included in the formal rulemaking record when a proceeding to adopt a rule is started.

Larry A. Spicer, D.C.  
Executive Director

## **Board of Chiropractic Examiners**

### **Request for Comments on a Planned Rule Governing Temporary Licensure**

**Subject of Rule.** The Minnesota Board of Chiropractic Examiners (MBCE) requests comments on its planned rule governing temporary licensure. The MBCE is considering a rule which would allow chiropractors licensed in another state to practice chiropractic in Minnesota on a temporary basis for purposes such as teaching a seminar or traveling with athletes. The MBCE does not intend to appoint an advisory committee to comment on the planned rule.

**Person Affected.** The new rule would affect chiropractors licensed in another state who have a one-time occurrence reason for practicing in Minnesota.

**Statutory Authority.** *Minnesota Statutes*, section 148.08, subd. 3 authorizes the MBCE to promulgate rules necessary to administer its legislative authority.

**Public Comment.** Interested persons or groups may submit comments or information on this planned rule in writing or orally until 4:30 p.m. on Friday, May 2, 1997. The MBCE does not anticipate that a draft of the rule will be available before the publication of the proposed rule. Written or oral comments, questions, requests to receive a draft of the rule when it has been prepared, and requests for more information on these planned rule should be addressed to: Lori A. Campbell, MBCE, 2829 University Ave SE, #300, Minneapolis, MN 55414-3220, telephone (612) 617-2222.

Comments submitted in response to this notice will not be included in the formal rulemaking record when a proceeding to adopt a rule is started.

Larry A. Spicer, D.C.  
Executive Director

## **Minnesota Comprehensive Health Association**

### **Notice of Meeting of the Ad Hoc Committee on Writing Carrier RFP/Contract**

**NOTICE IS HEREBY GIVEN** that a meeting of the Minnesota Comprehensive Health Association's (MCHA) Ad Hoc Committee on Writing Carrier RFP/Contract will be held on Thursday, April 10, 1997, at the Holiday Inn Metrodome, 1500 Washington Avenue South, Minneapolis, MN, at 11:00 A.M.

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

## Minnesota Comprehensive Health Association

### Notice of Meeting of the Board of Directors

**NOTICE IS HEREBY GIVEN** that a meeting of the Minnesota Comprehensive Health Association's (MCHA) Board of Directors will be held on Thursday, April 10, 1997, at the Holiday Inn Metrodome, 1500 Washington Avenue South, Minneapolis, MN, at 1:00 P.M.

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

## Emergency Medical Services Regulatory Board

### Notice of Completed Application and Notice of and Order for Hearing In the Matter of the License Application of the City of Cloquet, d.b.a. Cloquet Fire Department Ambulance, Cloquet, Minnesota

**PLEASE TAKE NOTICE** that the Emergency Medical Services Regulatory Board (hereinafter "board") has processed a completed application from the **City of Cloquet, d.b.a. Cloquet Fire Department Ambulance, Cloquet, Minnesota**, for upgrade in type of service from basic ambulance to advanced ambulance service.

**IT IS HEREBY ORDERED AND NOTICE IS HEREBY GIVEN** that, pursuant to *Minnesota Statutes* §§ 14.57 - 14.62 and *Minnesota Statutes* § 144.802 a public hearing will be held on **May 23, 1997, at Cloquet City Hall, 1307 Cloquet Avenue, Cloquet, Minnesota**, commencing at **7:00 p.m.** Any person having an interest in this matter is hereby urged to attend the public hearing. Failure to do so may prejudice your rights in this and any subsequent proceedings in this matter.

1. The purpose of the hearing is to determine whether the application from this ambulance service should be granted based upon the criteria set forth in *Minnesota Statutes* § 144.802, subd. 3(h). Any interested person may be heard at the hearing, and need not be a party to the case to speak.

2. This proceeding has been initiated pursuant to and will be controlled in all aspects by *Minnesota Statutes* §§ 144.801 - 144.8091, *Minnesota Statutes* §§ 14.57 - 14.62, and Rules for Contested Cases of the Office of Administrative Hearings, *Minnesota Rules* 1400.5100-1400.8401. Copies of the rules and statutes may be obtained for a fee from the Department of Administration, Public Documents Division, 117 University Avenue, St. Paul, Minnesota 55155, telephone: (612)297-3000. *Minnesota Statutes* Ch. 14 and *Minnesota Rules* Ch. 1400 are also available on the Internet at <http://www.state.mn.us/ebranch/oah>.

3. Bruce H. Johnson, Office of Administrative Hearings, 100 Washington Square, 100 Washington Avenue South, Suite 1700, Minneapolis, Minnesota 55401-2138, telephone: (612) 341-7666, fax: (612) 349-2665, will preside as administrative law judge at the hearing, and will make a decision and order as to its disposition to the board within ninety (90) days of receiving notice of the application.

4. Any person wishing to intervene as a *party* must submit a petition to do so in accordance with the provisions of *Minnesota Rules* 1400.6200 on or before **April 28, 1997**. This petition must be *submitted* to the administrative law judge and at the same time shall be *served* upon all existing parties and the board. The petition must (1) show how the contested case affects the petitioner's legal rights, duties or privileges; (2) show how the petitioner may be directly affected by the outcome or that the petitioner's participation is authorized by statute, rule, or court decision; (3) state the grounds and purposes for which intervention is sought; and (4) indicate petitioner's statutory right to intervene, if one exists.

5. In addition to or in place of participating at the hearing, any person may also submit written recommendations for the disposition of the application. These recommendations must be received by the administrative law judge by **May 7, 1997**.

6. Any subpoena needed to compel the attendance of witnesses or the production of documents may be obtained pursuant to *Minnesota Rules* 1400.7000.

7. At the hearing, the applicant must present evidence showing that the ambulance service for which a license is sought is needed based upon the factors specified in *Minnesota Statutes* §144.802 subd. 3(h). All persons will be given an opportunity to present and cross-examine witnesses, to be heard orally, and to submit written data or statements. All persons are encouraged to participate in the hearing and are requested to bring to the hearing all documents, records, and witnesses needed to support their position. It is not necessary to intervene as a party in order to participate in the hearing.

8. Please be advised that if non-public data is admitted into evidence, it may become public data unless an objection is made and relief is requested under *Minnesota Statutes* § 14.60, subd. 2.

9. You are hereby informed that you may choose to be represented by an attorney in these proceedings, may represent yourself, or be represented by a person of your choice if not otherwise prohibited as the unauthorized practice of law.

10. A Notice of Appearance must be filed with the administrative law judge identified above and other known parties within 20 days following receipt of the Notice of Hearing by any person intending to appear at the hearing as a *party* under *Minnesota Rules* 1400.5700.

11. In accordance with *Minnesota Statutes* §144.802, subd. 5, the decision of the administrative law judge shall be the final administrative decision. Any person aggrieved by the decision or action shall be entitled to judicial review in the manner provided in *Minnesota Statutes* §§ 14.63 to 14.69.

12. **IF YOU NEED A REASONABLE ACCOMMODATION FOR A DISABILITY** in order to participate in this hearing process, please call voice: (612) 341-7666; or TDD:

Dated: 26 March 1997

R. Keith Wages  
Executive Director

## Department of Labor and Industry

### Labor Standards Division

#### Notice of Prevailing Wage Certifications for Commercial Construction Projects

Effective April 7, 1997 prevailing wage rates were determined and certified for commercial construction projects in the following counties:

**Anoka:** 1997 Partial Masonry Restoration, Centennial Senior High School-Circle Pines.

**Blue Earth:** Replace & Remove PCB Ballasts, MSU-Mankato.

**Dakota:** South St. Paul Public Schools Partial Window Retrofit & Replacement Phase 2-South St. Paul; 1997 Reroofing West St. Paul Schools-West St. Paul.

**Fillmore:** 1937 Building Basement Asbestos Abatement-Harmony.

**Hennepin:** Audio Visual Package for Basic Science Building U of M-Minneapolis; Anwatina School Asbestos Abatement Project Phase 3-Minneapolis; Elevator Alterations Park Center Senior High School-Brooklyn Park; 1997 Masonry Restoration Bloomington Public Schools-Bloomington; City Hall Exterior Maintenance Masonry Restoration & Cleaning-Minneapolis; City Hall/Courthouse Exterior Maintenance Interior Courtyard-Minneapolis; Southern Division Maintenance Center Hyland Lake Park Reserve-Bloomington.

**Mille Lacs:** MN DOT Building Removal-Onamia.

**Pine:** MN DOT Crew Room Remodeling Pine City Truck Station-Pine City.

**Polk:** U of M Crookston Apartment Building-Crookston.

**Ramsey:** Asbestos Abatement Biological Science Building Sprinkler Retrofit-St. Paul; Ramsey County West Building Roof Removal & Replacement-St. Paul; Battle Creek Junior High School Ceiling Replacement-St. Paul; Asbestos Abatement Department of Administration/50 Sherburne Ave.-St. Paul; State Capitol Exterior Railing-St. Paul; Humboldt Senior High School Reroofing-St. Paul; Phalen Lake Elementary School Renovation-St. Paul.

**St. Louis:** Asbestos Abatement Kirby Student Center Sprinkler Project-Duluth.

**Waseca:** NRHEG High/Elementary & Ag/Elementary Schools Asbestos Abatement & Insulation-New Richland.

**Washington:** Mahtomedi Beach Building-Mahtomedi; Forest Lake Public Schools Modular Classrooms-Forest Lake; Forest Lake Public Schools 1997 District Wide Improvements-Forest Lake.

Copies of the certified wage rate for these projects may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road, St. Paul, Minnesota 55155-4306. The charge for the cost of copying and mailing are \$1.36 per project. Make check or money order payable to the State of Minnesota.

Gary W. Bastian,  
Commissioner

## Department of Revenue

### Request for Comments on Planned Amendment to Rules Governing the Aggregation of Capital Gains and Losses; *Minnesota Rules*, part 8019.0500

**Subject of Rules.** The Minnesota Department of Revenue requests comments on its planned amendment to rules governing the aggregation of capital gains and losses for affiliated groups of corporations filing Minnesota corporate franchise returns on the basis of a combined report. Specifically, the Department of Revenue encourages comment on the following areas of concern:

1. The carry forward of net capital losses from a year in which capital gains and losses have not been aggregated.
2. The treatment of capital losses which are being carried forward from a tax year beginning after December 31, 1986.
3. The treatment of capital losses included in a tax year in which the corporation filed a separate return and carried forward to a tax year in which the corporation filed a return on the basis of a combined report.
4. The treatment of the carry forward of capital losses when there is a change in ownership of the corporation incurring the capital loss.
5. The limitations on deductions incurred in a tax year in which the corporation files a separate return.
6. The treatment of the carry forward of capital losses incurred in a tax year in which the corporation filed on the basis of a combined report with one group of affiliated corporations to a tax year in which the corporation filed on the basis of a combined report with another affiliated group of corporations.
7. The treatment of the carry forward of capital losses incurred in a tax year in which a corporation files a return on the basis of combined report to a year in which the corporation files a separate return.
8. The treatment of capital losses incurred in a tax year when the corporation was not subject to tax by Minnesota.
9. The treatment of capital gains which are deferred until the corporation is divested from a unitary combined group.

**Persons Affected.** The proposed rules would likely affect affiliated groups of corporations filing Minnesota corporate franchise returns on the basis of a combined report.

**Statutory Authority.** *Minnesota Statutes*, section 270.06, clause (14) authorizes the Department to adopt rules for the administration and enforcement of state tax laws.

**Public Comment.** Interested persons or groups may submit comments or information on this proposed rule in writing or orally until 4:30 p.m. on Friday, June 6, 1997. The Department does not contemplate appointing an advisory committee to comment on the planned rule.

**Rules Drafts.** The Department has not yet prepared a draft of the planned rule.

**Agency Contact Person.** Written or oral comments, questions, requests to receive a draft of the rule when it has been prepared, and requests for more information on this planned rule should be addressed to:

Stephen E. Krenkel, Attorney  
Appeals, Legal Services, and Criminal Investigation Division  
10 River Park Plaza  
Mail Station 2220  
St. Paul, MN 55146-2220  
(612) 296-1022  
Fax # (612) 296-8229  
TDD users may call the Department at 297-2196

**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 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.

Dated: 7 April 1997

James L. Girard  
Commissioner of Revenue

## **Department of Public Safety**

### **Minnesota Auto Theft Prevention Program**

#### **Notice of Meeting of the Board of Directors**

The Department of Public Safety, Minnesota Auto Theft Prevention Program, will be holding its Board of Directors meeting on April 10, 1997. The meeting will begin at 9:00 a.m. at the MATPP office located at 1110 Centre Pointe Curve, Mendota Hts., MN. (Hwy 110 and Lexington Ave. - GNB Bldg.). The meeting is open to the public and you may contact 612/405-6155 for more information.

## **Office of the Secretary of State**

### **Notice of Vacancies in Multi-Member Agencies**

**NOTICE IS HEREBY GIVEN** to the public that vacancies have occurred in multi-member state agencies, pursuant to *Minnesota Statutes* 15.0597, subdivision 4. Application forms may be obtained from the Office of the Secretary of State, Open Appointments, 180 State Office Building, 100 Constitution Ave., St. Paul, MN 55155-1299; (612)297-5845, or in person at Room 174 of the State Office Building. In accordance with the Minnesota Open Appointments Law, the Secretary of State acts as an administrator in publishing vacancies, receiving applications, and recording appointments. Applications will be reviewed and appointments made by the Appointing Authorities for these various agencies. **Completed applications are to be submitted to the Secretary of State by April 29, 1997.** Appointing Authorities for these agencies may also choose to review applications received by the Secretary of State after that date. Applications are kept on file for a one year period.

The 1996 Annual Compilation is now available from the Minnesota Bookstore. This publication includes a complete listing of state boards and councils that follow the Open Appointments process, descriptions of these agencies and their memberships, and statistical information about appointments and vacancies made during the 1996 fiscal year.

To order copies of the 1996 Annual Compilation please call the Minnesota Bookstore at (612)297-3000 or 1-800-657-3757. This press release is available on the Internet Web site location: [www.sos.state.mn.us](http://www.sos.state.mn.us).

**ALCOHOL AND OTHER DRUG ABUSE ADVISORY COUNCIL - CHEMICAL DEPENDENCY PROGRAM DIV., 444 LAFAYETTE RD., ST. PAUL, MN 55155-3823. (612)296-3991. MINNESOTA STATUTES 254A.04.**

**APPOINTING AUTHORITY:** Commissioner of Health and Commissioner of Human Service.

**COMPENSATION:** \$55 Per diem plus expenses.

**ONE VACANCY:** Member must be over age 60 and interested or trained in alcohol or drug abuse/dependency.

The council advises the commissioners concerning problems of alcohol and other drug dependency and abuse. The council consists of 10 members including five members appointed by the Commissioner of Human Services with terms ending in even-numbered years and five members appointed by the Commissioner of Health with terms ending in odd-numbered years. This includes five with interest in alcohol dependency and abuse, and five interested in abuse of drugs other than alcohol. One member must be over 60 years of age. The council meets monthly.

**CHILDREN'S TRUST FUND ADVISORY COUNCIL - 444 LAFAYETTE RD. N., ST. PAUL, MN 55155-3839. (612)296-5437. MINNESOTA STATUTES 257.80 - 257.807.**

**APPOINTING AUTHORITY:** Governor

**COMPENSATION:** \$55 Per diem plus expenses.

**ONE VACANCY:** Person experienced in the primary prevention of child abuse and neglect, with an awareness of community-based prevention infrastructures that strengthen and support families; preference a person residing in Greater Minnesota.

The council advises and assists the commissioner in carrying out sections 257.80 to 257.806. The council authorizes child abuse prevention councils in any county or group of counties that meets the criteria set forth in *Minnesota Statutes* 257.804.; the commissioner, with the advice and consent of the advisory council, may disburse funds to private nonprofit and/or public agencies for programs and services addressing primary and secondary prevention of child abuse and neglect, and monitor the spending of trust fund money by prevention programs; provide technical assistance to local councils and agencies working in the area of child abuse prevention; provide for the coordination and exchange of information on the establishment and maintenance of prevention programs; provide statewide educational and public information seminars to develop public awareness on preventing child abuse; to encourage

## Official Notices

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professional persons and groups to recognize instances of child abuse and work to prevent them, to make information on child abuse prevention available to the public and to organizations and agencies, and to encourage the development of prevention programs; and finally to recommend to the governor and the legislature changes in state programs, statutes, policies, budgets, and standards that will reduce the problems of child abuse, improve coordination among state agencies that provide prevention services, and improve the condition of children, parents, or guardians in need of prevention program services. The council consists of 19 members including: ten members appointed by the Governor who have a demonstrated knowledge in the area of child abuse and represent the demographic and geographic composition of the state, local government, parents, racial and ethnic minority communities; religious community, professionals and volunteers. The Commissioners of Human Services, Health, Education, Corrections and Public Safety each appoint one member. The legislature appoints two senators and two representatives, each with one member from both caucuses. The council has bimonthly meetings and occasional participation on ad hoc committees. Members are expected to contribute approximately 80 additional hours when engaged in preparing recommendations for grant awards. Meetings are held at 444 Lafayette Rd., St. Paul unless notified otherwise. This council does not expire.

**COMPETITIVENESS TASK FORCE - DEPARTMENT OF TRADE AND ECONOMIC DEVELOPMENT, 500 METRO SQUARE BLDG., 121 7TH PLACE E., ST. PAUL, MN 55101-2146. (612)296-9090. MINNESOTA STATUTES 116J.581.**

APPOINTING AUTHORITY: Governor

COMPENSATION: Not determined.

**TWO VACANCIES:** One representative of companies with less than 100 employees to complete a 4 year term expiring in January, 1999 and one representative of companies with 101 to 1,000 employees to complete a 4 year term expiring in January, 1999.

The task force has been changed to examine Minnesota's economic competitive position and to recommend policies to the legislature that would improve this position over the long term. The task force shall make annual reports to the Governor and Legislature on or before February 1. The task force has 15 members composed of the governor (ex-officio); the commissioners of the departments of economic security, trade and economic development, commerce, and labor and industry; the chancellor of the higher education board; the president of the largest statewide Minnesota organized labor organization as measured by the number of its members in affiliated labor organizations; the deans of the business schools at the University of Minnesota and St. Thomas University and the Hubert H. Humphrey Institute of Public Affairs; the science technology advisor to the governor; six representatives from private sector businesses appointed by the governor, two from companies with more than 1,000 employees, two from companies with 101 to 1,000 employees, and two from companies with less than 100 employees; two members representing environmental interests; and designees of the majority leader of the senate and minority leader of the house of representatives. The task force meets monthly, September-June at a site determined at the call of the chair. The task force expires January 1, 1999.

**COUNCIL ON BLACK MINNESOTANS - 2233 UNIVERSITY AVENUE, SUITE 426, ST. PAUL, MN 55114. (612)642-0811. MINNESOTA STATUTES 3.9225.**

APPOINTING AUTHORITY: Governor

COMPENSATION: Per diem for public members.

**TWO VACANCIES:** Members.

The council makes recommendations to the Governor and legislature on improving the economic and social conditions of African American and Native African Minnesotans. The council consists of 10 members which must include at least five males and five females to represent persons of African descent. The legislature appoints two senators and two representatives who serve as ex-officio, non-voting members. The council meets approximately 6-8 times a year at various statewide locations. The council does not expire.

**GOVERNOR'S COUNCIL ON GEOGRAPHIC INFORMATION - 330 CENTENNIAL BUILDING, 658 CEDAR ST., ST. PAUL, MN 55155. (612)296-1211. EXECUTIVE ORDER 93-17.**

APPOINTING AUTHORITY: Office of Strategic and Long Range Planning

COMPENSATION: Travel expenses.

**EIGHTEEN VACANCIES:** See requirements below.

The council provides leadership and direction in the efficient and effective development, management, and use of geographic information resources by all levels of government in Minnesota. The council recommends and promotes standards, policies, and guidelines for developing and sharing geographic information, and provides a formal forum for exploring issues and initiatives related to the successful use of Minnesota's geographic information. The council's eighteen members should have a knowledge and interest in the geographic information systems (GIS) field, and represent state government, local government, the federal government, higher education, and GIS users in the private sector. Meetings are held in St. Paul at least five times annually. Members are expected to serve on at least one committee. This council does not expire until Executive Order.

**INVESTMENT ADVISORY COUNCIL** - M.E.A. BUILDING, ROOM 105, 55 SHERBURNE AVE., ST. PAUL, MN 55155. (612)296-3328. *MINNESOTA STATUTES* 11A.08.

**APPOINTING AUTHORITY:** State Board of Investment and Governor

**COMPENSATION:** None.

**ONE VACANCY:** Representative of state employees.

The council advises the Board of Investment on policy relating to investments of state funds. The seventeen members shall include: ten members experienced in general investment matters, ex-officio members include: the Commissioner of Finance, the executive director of the Minnesota State Retirement System, the executive director of the Public Employees Retirement Association, the executive director of the Teachers Retirement Association. A retiree and two public fund members are appointed by the Governor. The members must file with the Ethical Practices Board. The board has quarterly meetings and are generally scheduled for the first Tuesday of the first full week in March, June, September, and December. Other meetings may be called on an as needed basis. The council does not expire.

**MINNESOTACARE REGIONAL COORDINATING BOARDS** - 121 E. 7TH PL., PO BOX 64975, ST. PAUL, MN 55164-0975. (612)282-6350. *MINNESOTA STATUTES* 62J.09.

**APPOINTING AUTHORITY:** Governor

**COMPENSATION:** Expenses only.

**TWO VACANCIES:** One health plan representative residing in Region 5 and one provider other than a physician, hospital administrator or nurse residing in Region 5.

The state has been divided into six regions and a Regional Coordinating Board has been formed for each region. The boards are locally controlled and may perform the following activities: undertake voluntary activities to educate consumers, providers, and purchasers and community plans and projects promoting health care cost containment; consumer accountability, access, quality and efforts to achieve public health goals make recommendations on ways to improve the affordability, accessibility and quality of health care in the region and throughout the state; provide technical assistance to parties interested in establishing or operating a community integrated service network or integrated service network must compliment assistance provided by the commissioner under sect. 62N.23; advise the commissioner on public health goals, taking into consideration the relevant portions of the community health service plans, plans required by the Minnesota comprehensive adult mental health act, and the community social service act plans developed by the county boards or community health boards in the region under chapters 145A, 245, 256E; prepare an annual regional education plan that is consistent with and supportive of public health goals identified by community health boards in the region; and serve as advisory bodies to identify potential applicants for federal Health Professional Shortage Area and federal Medically Underserved Area designation as requested by the commissioner. The plans must recommend appropriate structure for organizing the health systems to achieve cost containment objectives of the 1992 health care reform legislation, recommend sanctions and process voluntary agreements between providers, and recommend expenditures for major capital, new technologies and medical practices. The Regional Coordinating Boards shall adopt regional public health goals. Managed care organizations will jointly develop a plan for achieving public health goals with RCBs, local public health units and other local organizations providing health services within the service area of the managed care organizations. Health plan action plans and collaboration plans may be reviewed by RCBs. RCBs shall provide technical assistance to parties interested in establishing or operating an ISN or CISN within a region. The board consists of 17 members including 4 representatives (reps) of health care providers, each appointed by the Minnesota Medical Association, the Minnesota Hospital Association, the Minnesota Nurses Association and one appointed by the Governor to represent providers other than nurses, hospitals and physicians; 4 reps. of Health Plan Companies who provide coverage for residents of the region - one elected by a vote of all health insurers providing coverage in the region, one elected by a vote of all HMO's providing coverage in the region, one appointed by Blue Cross and Blue Shield of Minnesota, and one appointed by the Governor; 3 reps. of employers in the region to be selected by a vote of the employers who are members of chambers of commerce in the region, at least one must represent self-insured employers; 1 representative of employee unions to be appointed by the AFL-CIO Minnesota, to be either a union member residing or working in the region or who is representing a union that is active in the region; 3 consumer members, one elected by the community health boards in the region (each community health board has one vote), one elected by the state legislators with districts in the region, and one appointed by the Governor; 1 county board member elected by all the county board members in the region (each county board has one vote); and one state agency commissioner representative to be appointed by the Governor. Meetings vary between each of the six boards. Meeting locations vary between each of the six boards. The board expires July 1, 2000.

## Official Notices

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**MINNESOTA BOARD OF CHIROPRACTIC EXAMINERS PEER REVIEW COMMITTEE** - 2829 UNIV. AVE. SE, #300, MPLS., MN 55414-3220. (612)642-0591. *MINNESOTA STATUTES* 148.106.

APPOINTING AUTHORITY: State Board of Chiropractic Examiners

COMPENSATION: \$55 per diem.

TWO VACANCIES: One professional member and one public member.

The committee makes determinations of whether or not chiropractors properly utilized services rendered, or ordered appropriate treatment or service, and if the cost of treatment was unconscionable. The seven member committee includes five chiropractors and two consumer members. Terms are one year in length. Members may serve two full terms. Applications may be submitted at any time and are retained and considered for two years. The committee meets on the first Tuesday of every month. The meetings are held at the MN Board of Chiropractic Examiner's Office. The committee does not expire.

**MINNESOTA COMMISSION SERVING DEAF AND HARD OF HEARING PEOPLE** - DEPT. OF HUMAN SERVICES, 444 LAFAYETTE RD., ST. PAUL, MN 55155-3814. (612)297-7305. *MINNESOTA STATUTES* 256C.28.

APPOINTING AUTHORITY: Governor

COMPENSATION: \$55 per diem.

TWO VACANCIES: One at-large commission position and one member of the advisory committee for the Crookston Regional Service Center.

The commission advises the Commissioners of the Departments of Human Services, Education, Economic Security, and Health, the Governor and the legislature, regarding policies, programs, services affecting deaf and hard of hearing citizens and creates public awareness of the needs and potential of deaf and hard of hearing people. The fifteen member commission includes seven members who are appointed at-large, plus one member from each advisory committee under section 256C.24, subd. 3. At least fifty percent of the members must be deaf or hard of hearing. Terms are for three years. Members may not serve more than two consecutive terms. Members who are full time state employees or full time employees of political subdivisions of the state will not receive the per diem. There are four to five full commission meetings each year with numerous sub-committee meetings. Meetings are usually held in St. Paul at 130 E 7th St., with occasional meetings in other cities around the state. The commission does not expire.

**SCHOOL BUS SAFETY ADVISORY COMMITTEE** - DEPT. OF PUB. SAFETY, NORTH CENTRAL LIFE TOWER, STE 1000, 445 MINNESOTA ST., ST. PAUL, MN 55101. (612)296-8453. *LAWS OF 1994, CHAPTER 647.*

APPOINTING AUTHORITY: Governor and Commissioner of Public Safety

COMPENSATION: \$55 per diem, plus expenses.

ONE VACANCY: Public member.

The committee shall report to the Governor and legislature on issues of school bus safety. The seventeen members of this committee include the Commissioner of Education or designee, the Commissioner of Human Rights or designee, a county or city attorney, a rep. of the state patrol, a school board member, a school superintendent, two school bus drivers, one representing the metro area and one representing greater Minnesota, two school transportation contractors, one representing the metro area and one representing greater Minnesota. The Commissioner of Public Safety, in consultation with the Commissioner of Education, shall appoint these members. The Governor shall appoint five public members, including at least four parents of children who ride a school bus, among them a parent of a child with a disability. The public members shall be geographically representative. The Commissioner of Public Safety or designee shall chair the committee. Meetings are held on a quarterly basis or as required by the chair. No set meeting location. The council expires June 30, 1997.

**SPECIAL EDUCATION ADVISORY COUNCIL** - OFFICE OF SPECIAL EDUCATION, 811 CAPITOL SQUARE BLDG., 550 CEDAR ST., ST. PAUL, MN 55101. (612)296-8246. *PUBLIC LAW* 94-142.

APPOINTING AUTHORITY: State Board of Education

COMPENSATION: Reimbursed for expenses.

FIVE VACANCIES: Members must be knowledgeable of the unique needs of children and youth with disabilities; knowledgeable of regular and special education; able to advise the State Board of Education and the MN Department of Children, Families and Learning in developing special education policies. The council assists the state in developing policies, plans, and practices that will assure effective and efficient special education programs for learners with disabilities ages birth to 21. The council consists of fifteen members representing parents of children with disabilities, consumers, advocacy organizations, special education teachers and administrators, regular education teachers and administrators, and higher education teacher training programs, school boards, and congressional districts. Members are appointed for three year terms. Meetings are held five times each school year with no set meeting location. The council expires June 30, 1997.

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## State Grants and Loans

**STATE ADVISORY COUNCIL ON MENTAL HEALTH** - 444 LAFAYETTE RD., ST. PAUL, MN 55155-3828. (612)297-4163. *MINNESOTA STATUTES* 245.697.

**APPOINTING AUTHORITY:** Governor

**COMPENSATION:** \$55 per diem. Reimbursed for expenses.

**ONE VACANCY:** Provider of mental health services.

The council advises the Governor, the legislature, and state agency heads about policy, programs, and services affecting people with mental illness. The council consists of 30 members including the assistant commissioner of mental health for the Department of Human Services, a representative of the Department of Human Services, responsible for the medical assistance program, one member from each of the four core mental health professional disciplines (psychiatry, psychology, social work, nursing); one representative from each of the following advocacy groups: Mental Health Association of MN, MN Alliance for the Mentally Ill, MN Mental Health Law Projects; providers of mental health services, consumers of mental health services, family members of persons with mental illnesses, legislators, social service agency directors, county commissioners, and other members reflecting a broad range of community interest as the United States Secretary of Health and Human Services may prescribe by regulation or as may be selected by the Governor. The council meets monthly in St. Paul, usually at the Department of Human Services. The council does not expire.

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## State Grants and 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.

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## Department of Administration

### Governor's Council on Developmental Disabilities

#### Request for Proposal for a Contract Relating to Employment for People with Disabilities

The Governor's Council on Development Disabilities is pleased to announce that it is seeking proposals from nonstate agencies and organizations that serve the community at large and are committed to working with people with disabilities to achieve employment outcomes in inclusive community settings.

This grant, "Choice in Achieving Employment," is a second year demonstration grant that will begin as soon as possible after August 18, 1997. Funds must be used by individuals with developmental disabilities, with assistance from their families and other appropriate persons, to identify and purchase the supports needed to become employed in integrated jobs in the community.

A total of \$90,000 in federal funds is available under provisions of the Developmental Disabilities Assistance and Bill of Rights Act of 1996 (P.L. 104-183). Agencies and organizations that do not provide employment services will be considered and are welcome to apply.

The Rehabilitation Act of 1992 contained specific authority for a major national demonstration on the feasibility of choice-driven vouchers for people with disabilities who receive services from state vocational rehabilitation agencies. This grant is intended to extend the spirit of the national demonstrations to Minnesota.

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

Colleen Wieck, Executive Director  
Governor's Council on Developmental Disabilities  
300 Centennial Office Building  
658 Cedar Street  
St. Paul, Minnesota 55155  
(612) 296-4018 voice or (612) 296-9962 TDD

## **Professional, Technical & Consulting Contracts**

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### **Department of Trade and Economic Development**

#### **Minnesota Job Skills Partnership**

#### **Grant Proposals Sought for Training Programs Designed for Specific Businesses and Announcement of Minnesota Job Skills Partnership Board Meeting**

The Minnesota Job Skills Partnership (MJSP) Board solicits grant proposals from educational and other non-profit organizations for training programs designed for specific businesses.

The next deadline for submission of completed proposals is 4:00 P.M. on May 12, 1997. Because of the volume of requests and limited funding, no proposals or proposals needing revisions will be accepted after May 12, 1997, for consideration at the June 23, 1997 MJSP Board meeting.

A meeting of the MJSP Board is scheduled for Monday, June 23, 1997 at 9:00 A.M. in Room 300 North, State Office Building, 100 Constitution Avenue, St. Paul, Minnesota, to hear proposals accepted by May 12, 1997.

Please contact the Partnership office at 612/296-0388 for details.

## **Professional, Technical & Consulting Contracts**

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

In accordance with *Minnesota Rules Part 1230.1910*, certified Targeted Group Businesses and individuals submitting proposals as prime contractors shall receive the equivalent of up to 6% preference in the evaluation of their proposal. For information regarding certification, call the Materials Management Helpline (612) 296-2600 or [TTY (612) 297-5353 and ask for 296-2600].

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### **Department of Human Services**

#### **Regional Treatment Centers and State Operated Community Services**

#### **Notice of Amended Request for Proposals for the Provision of Psychiatric Services Throughout the State of Minnesota**

The Minnesota Department of Human Services is requesting proposals from qualified Psychiatrists, Locum Tenens Companies and other qualified parties to provide psychiatric services to the Regional Treatment Centers and Community Based homes located throughout the State of Minnesota. The State anticipates awarding multiple contracts as a result of this solicitation. A proposer entering into a contract is not guaranteed any particular volume or frequency of work. Work will be assigned on an as needed basis. The terms of the contract(s) will be July 1, 1997 to June 30, 1998 with the option to renew for two additional two year periods.

A Request for Proposal may be obtained by calling or writing:

Department of Human Services  
Joseph Zych  
Appeals and Regulations Division  
444 Lafayette Rd, 4th Fl, Mailstop 3813  
St. Paul, MN 55155  
Telephone: (612) 296-7815

**Proposal responses must be submitted no later than 4:00PM on April 24, 1997.** It is anticipated that the selection and evaluation will be completed by May 2, 1997. This solicitation does not obligate the State to enter into and complete the contract, and the State reserves the right to cancel the solicitation if it is considered to be in its best interest.

## Department of Human Services

### Continuing Care for Persons with Disabilities

#### Notices of Request for Proposals from Parties Interested in Providing Service Delivery Consultation and Readiness Tool Development for the Demonstration Project for People with Disabilities (DPPD)

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Service (DHS) is seeking proposals for professional services from recognized experts with practical experience in managed care delivery system development for people with disabilities. The focus of contracted work will be in service delivery design, implementation readiness, consultation on contracting, and other related tasks.

The **Demonstration Project for People with Disabilities** will create alternative managed care systems in which services for people with disabilities are integrated and funded by payment based on methodology of capitations. The project must be proposed and designed by local (county agencies) planning groups characterized by a complete representation of stakeholders working as partners. Consumers and their families or representatives will be partners in the planning, implementation, and evaluation components.

**Professional and Technical Services** contracted will: (1) assess status of local capacity, access, and potential, (2) provide consultation on service delivery and implementation issues of local demonstration sites as they relate to proposed model designs, (3) develop a comprehensive implementation readiness tool, including, but not limited to, continuity of care, consumer choice, alternative services, quality assurance, appropriate utilization policies and procedures, system flexibility and responsiveness, access to appeals and ombudsman, (4) assess local site models for readiness prior to implementation and recommend modifications in system design before enrollment, (5) consult intermittently on the development of contracting language, (6) perform other tasks as specified or proposed, and (7) prepare a final comprehensive report.

**Inquiries** regarding this request should be directed to Denise Kolb at (612) 297-8936 or at 1-800-657-3606 by entering extension 7-8936. Written inquiries should be sent to the address listed below.

The complete Request for Proposal may be obtained by writing to:

State of Minnesota  
Department of Human Services  
Demonstration Project for People with Disabilities  
444 Lafayette Road  
Saint Paul, Minnesota 55155-3857  
Attn: Denise Kolb

Please specify requested format of WordPerfect for Windows version 6.1 on a formatted diskette, paper copy, Braille, audiotape, electronic mail attachment of WordPerfect for Windows version 6.1, or large print. The complete Request for Proposal will be available for distribution on **April 7, 1997**. Responses to this request are due to the department **no later than May 6, 1997 at 4:00 p.m.**

## State Board of Investment

### Private Money Management Firms Needed to Manage a Portion of Pension Assets and Other Accounts

The Minnesota State Board of Investment (MSBI) retains private money management firms to manage a portion of the pension assets and other accounts under its control. Firms interested in managing domestic stock, international stock, domestic bond or global bond portfolios for the MSBI are asked to write to the following address for additional information:

External Manager Program  
Minnesota State Board of Investment  
Suite 105 MEA Building  
55 Sherburne Avenue  
St. Paul, MN 55155

Please refer to this notice in your written request.

## **Professional, Technical & Consulting Contracts**

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### **Department of Trade & Economic Development**

#### **Minnesota Office of Tourism**

#### **Request for Proposals for the State Tourism Advertising Contract**

The Minnesota Office of Tourism is seeking proposals from full-service advertising agencies interested in competing for the State tourism advertising contract.

The estimated annual contract amount is two million dollars, subject to legislative approval. The contract will begin July 1, 1997 and expire June 30, 1998, with four one-year renewal options that may extend through June 30, 2002. Renewal options are subject to agency performance, client satisfaction, and available funding.

The advertising contract covers all consumer and travel trade advertising, including print and broadcast media, production and media placement and evaluation services, as well as direct mail, public relations, and research assistance, as necessary or appropriate. Written proposals will be evaluated and scored by a review committee. The two (or more) highest scoring agencies will be invited to make oral presentations to the review committee during the week of May 19, 1997. To receive a request for proposal and background information, please call or write:

Bob Erler, Manager, Product Marketing  
Minnesota Office of Tourism  
100 Metro Square, 121 Seventh Place East  
Saint Paul, Minnesota 55101-2112  
Direct Telephone/Voice Mail: 612/296-2756  
FAX: 612/296-7095

**Note:** No other Minnesota Office of Tourism personnel are authorized to discuss this contract or request for proposals.

The proposal deadline is 5:00 p.m., Monday, April 28, 1997. Proposals received after the deadline will not be considered.

### **Department of Transportation**

#### **Division of Operations**

#### **Notice of Availability of Request for Proposal to Provide Management and Technical Assistance to Disadvantaged Business Enterprises Invoiced in Transportation-related Fields**

The Minnesota Department of Transportation (Mn/DOT) will award contracts totaling \$500,000 to provide management and technical assistance in the form of one-to-one assistance and group training.

Contracts will be executed for a one year period beginning July 1, 1997 and ending June 30, 1998. The Request for Proposal(s) can be obtained at the address below, or by contacting:

Rosalyn Young  
EEO Contract Management Office  
395 John Ireland Blvd., M.S. 170  
St. Paul, MN 55155  
(612) 297-1376

The deadline for submission of completed proposals is 4:00 p.m. April 28, 1997.

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## Non-State Public Bids, Contracts & Grants

The *State Register* also serves as a central marketplace for contracts let out on bid by the public sector. The *Register* meets state and federal guidelines for statewide circulation of public notices. Any tax-supported institution or government jurisdiction may advertise contracts and requests for proposals from the private sector.

It is recommended that contracts and RFPs include the following: 1) name of contact person; 2) institution name, address, and telephone number; 3) brief description of project and tasks; 4) cost estimate; and 5) final submission date of completed contract proposal. Allow at least three weeks from publication date (four weeks from date article is submitted for publication). Surveys show that subscribers are interested in hearing about contracts for estimates as low as \$1,000. Contact the editor for further details.

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### Metropolitan Airports Commission

#### Requests for Qualifications for Architectural Consulting Services for the Lindbergh Terminal Complex

The Metropolitan Airports Commission (Minnesota) is soliciting Requests for Qualifications for architectural consulting services for the Lindbergh Terminal Complex at the Minneapolis-St. Paul International Airport. One Preliminary Design Team and up to three Project Design Teams will be retained to provide a full range of design services. Submittals for the Preliminary Design consultant are due on May 9, 1997, and for the Project Design consultants June 6, 1997. To obtain a copy of the RFQ, contact: Robert Vorpahl, Program Development Engineer, 6040 28th Avenue South, Minneapolis, MN 55450, (612) 726-8127.

### Metropolitan Council

#### Public Notice of Request for Proposals for Technical Design and Development of an Application Involving an Interactive Web Index

**NOTICE IS HEREBY GIVEN** that the Metropolitan Council's Geographic Information Systems (GIS) unit, on behalf of the *MetroGIS* initiative, is soliciting proposals for technical design and structural development of an application involving an interactive web index of geographically referenced data.

**Purpose:** To design and test an application of an interactive geographic data index for the *MetroGIS* web site. The product will be a coherent web application comprised of an index, search engine and product interface with future expansion capabilities.

**Proposal Submission Date:** Completed proposals must be received by 4 p.m., Friday, May 2, 1997, in the offices of the Metropolitan Council.

**Disclaimer:** This request does not obligate the Metropolitan Council to complete the work contemplated in this notice and Request for Proposals (RFP). The Metropolitan Council reserves the right to cancel this solicitation and reissue the RFP. All expenses incurred in responding to this notice and the RFP are the responsibility of and will be borne by the responding parties.

**For More Information or To Receive a Copy of the RFP:** Call Tanya Mayer, Project Manager, at 612/291-6604 or TDD 612/291-0904 or via e-mail [tanya.mayer@metc.state.mn.us](mailto:tanya.mayer@metc.state.mn.us)

**Submittal Address:** Metropolitan Council, 230 East Fifth Street, St. Paul, MN 55101-1634, Attention Tanya Mayer, Project Manager.

## Non-State Public Bids, Contracts & Grants

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### Metropolitan Council Environmental Services

#### Notice of Request for Meter Prequalification Comments for MWWTP/Minneapolis Meter Improvements and MCES Project Number 920700/920720

**NOTICE IS GIVEN** that the Metropolitan Council Environmental Services (MCES) will receive comments on a draft Prequalification Document and related meter testing and evaluation program from meter manufacturers (Meter Vendors) or their authorized representatives, for the purpose of prequalifying and procuring magnetic flow meters (Goods), and special services (Services) for the Metropolitan Wastewater Treatment Plant (MWWTP) and interceptor system. Comments will be received until 3:00 P.M. on April 11, 1997.

The Meter Vendors are expected to participate in a procurement process for evaluation and testing of magnetic flow meters for flow measurement of raw wastewater. The process is expected to result in the procurement of four 72-inch meters, two 42-inch meters, two 30-inch meters, and two 20-inch meters. The process will include, but not be limited to:

- A. Submittal of data for Prequalification;
- B. Submittal of bids from prequalified Meter Vendors;
- C. Submittal of test meters from prequalified Meter Vendors;
- D. Performance testing and evaluation of submitted meters;
- E. Procurement of ten magnetic flow meters under two separate contracts.

Goods will be installed by others under separate construction contracts with the MCES for the MWWTP/Minneapolis Meter Improvements Project.

The estimated range for the work of the MWWTP/Minneapolis Meter Procurement is \$350,000 to \$400,000.

Copies of the Draft Prequalification Requirements and Documents may be obtained from MCES, Mears Park Centre, 230 E. 5th Street, St. Paul, MN 55101, Attn: Jan Bevins.

A Pre-submittal Informational Meeting is scheduled to be held in the auditorium of the St. Anthony Falls Hydraulics Laboratory, Mississippi River at 3rd Ave. SE, Minneapolis, MN on April 8, 1997 at 2:00 P.M. All Meter Vendors are encouraged to attend.

Direct inquiries to the MCES's Project Manager, Harold P. Voth at (612) 602-8728.

*Minnesota Statutes*, Sections 473.144 and 363.073, and *Minnesota Rules*, Parts 5000.3400 to 5000.3600 will be incorporated into any contract based upon the Prequalification Requirements and Documents, or any modifications to them. If a contract for this Project is awarded in excess of \$50,000, the requirements of *Minnesota Rules*, Part 5000.3530 "Notice of Requirements for Affirmative Action to Ensure Equal Employment Opportunity" will be applicable. Copies of the above statutes and rules are available upon request from the MCES. Additional information is contained in the Prequalification Requirements and Documents.

The geographical area for this notice and contract is in the County of Ramsey, State of Minnesota.

## **Minnesota Historical Society**

### **Notice of Request for Bids for Grading, Pedestrian Paths, Landscaping, and Bridge Construction**

**NOTICE TO CONTRACTORS** — Sealed proposals will be RECEIVED until 2:00 PM April 24, 1997 by Thomas Ellig, District Manager of Historic Sites for the Minnesota Historical Society, at the Lower Sioux Agency Historic Site, 2.0 miles east of the intersection of Minnesota Trunk Highway 19 and Redwood County Highway Number 2 outside Morton, Minnesota (mailing address: Route 1, Box 125, Morton, MN 56270) on behalf of the Commissioner of Transportation as agent for the Minnesota Historical Society for the construction of the project listed below. Proposals will be opened and read publicly by the Commissioner of Transportation or his representative at the Lower Sioux Agency Historic Site in Redwood County, Minnesota, immediately after the hour set for receiving bids.

Minimum wage rates to be paid by the Contractors have been predetermined and are subject to the Work Hours Act of 1962, P.L. 87-581 and implementing regulations.

#### **READ CAREFULLY THE WAGE SCALES AND DIVISION A OF THE SPECIAL PROVISIONS AS THEY AFFECT THIS PROJECT.**

The Minnesota Department of Transportation hereby notifies all bidders: in accordance with Title VI of the Civil Rights Act of 1964 (Act), as amended and Title 49, Code of Federal Regulations, Subtitle A Part 21, Non-discrimination in Federally-assisted programs of the Department of Transportation, it will affirmatively assure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded maximum opportunity to participate and/or to submit bids in response to this invitation, and will not be discriminated against on the grounds of race, color, disability, age, religion, sex or national origin in consideration for an award;

- in accordance with Title VI of the Civil Rights Act of 1964 as amended, and Title 23, Code of Federal Regulations, Part 230 Subpart A-Equal Employment Opportunity on Federal and Federal-Aid Construction Contracts (including supportive services), it will affirmatively assure increased participation of minority groups and disadvantaged persons and women in all phases of the highway construction industry, and that on any project constructed pursuant to this advertisement equal employment opportunity will be provided to all persons without regard to their race, color, disability, age, religion, sex or national origin;
- in accordance with the Minnesota Human Rights Act, *Minnesota Statute* 363.03 Unfair discriminatory Practices, it will affirmatively assure that on any project constructed pursuant to this advertisement equal employment opportunity will be offered to all persons without regard to race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age;
- in accordance with the Minnesota Human Rights Act, *Minnesota Statute* 363.073 Certificates of Compliance for Public Contracts, and 363.074 Rules for Certificates of Compliance, it will assure that appropriate parties to any contract entered into pursuant to this advertisement possess valid Certificates of Compliance.

If you are not a current holder of a compliance certificate issued by the Minnesota Department of Human Rights and intend to bid on any job in this advertisement you must contact the Department of Human Rights immediately for assistance in obtaining a certificate.

The following notice from the Minnesota Department of Human Rights applies to all contractors:

- "It is hereby agreed between the parties that *Minnesota Statute*, section 363.073 and *Minnesota Rules*, parts 5000.3400 to 5000.3600 are incorporated into any contract between these parties based on this specification or any modification of it. A copy of *Minnesota Statute* 363.073 and *Minnesota Rules*, parts 5000.3400 to 5000.3600 is available upon request from the contracting agency."
- "It is hereby agreed between the parties that this agency will require affirmative action requirements be met by contractors in relation to *Minnesota Statute* 363.073 and *Minnesota Rules* 5000.3600. Failure by a contractor to implement an affirmative action plan or make a good faith effort shall result in revocation of its certificate or revocation of the contract (*Minnesota Statute* 363.073, Subd. 2 and 3)."

#### **GRADING, PEDESTRIAN PATHS, LANDSCAPING, AND CONSTRUCT BRIDGE NO. 64559 (51'-5" X 6' WOOD GLUE-LAMINATED BEAM SPAN)**

**S.P.94-590-01 (LOWER SIOUX AGENCY HISTORIC SITE)**, Minnesota Project No. TEAF 6496(297), at the Lower Sioux Agency Historic Site on Redwood County Highway Number 2, 2.0 miles east of the intersection of Minnesota Trunk Highway 19 and Redwood County Highway Number 2 outside Morton, Minnesota. The major items of work are 125 SY of Remove Gravel

## Non-State Public Bids, Contracts & Grants

Base, 895 CY of Common Excavation, 301 CY of Common Borrow, 2148 SY of Subgrade Preparation, 90 CY of Aggregate Surfacing Placed Class Special, 359 CY Aggregate Base Class 5 Special, 359 CY Aggregate Base Class 5, 130 LF of 18" through 24" CP Pipe Culvert, 630 LF of Temporary Fence, and 1125 LF of Heavy Duty Silt Fence.

<u>Item</u>	<u>Counter Price</u>
Plans and 1 Proposal	\$17.25
Proposals only, per copy	\$12.00

Proposals, plans and specifications may be examined and secured in Room B-9 of the Minnesota Department of Transportation Building, St. Paul, Minnesota 55155. The District Manager of Historic Sites for the Minnesota Historical Society at the Lower Sioux Agency Historic Site outside Morton, Minnesota will have copies of the above for examination only.

REQUESTS FOR PLANS AND PROPOSALS MAY BE SUBMITTED ON CONSTRUCTION FORM NO. 21120 OR ON COMPANY LETTERHEAD, ACCOMPANIED BY CHECK, DRAFT OR MONEY ORDER, PAYABLE TO THE COMMISSIONER OF TRANSPORTATION. ALL MAIL ORDERS SHOULD BE ADDRESSED TO PLANS AND PROPOSALS, 395 JOHN IRELAND BOULEVARD, MAIL STOP 694, ST. PAUL, MN. 55155

Bids must be accompanied by a certified check made payable to the Commissioner of Transportation, or a corporate surety bond made in favor of the State of Minnesota in an amount as designated on the proposal form.

### PLEASE NOTE

7% MINNESOTA SALES TAX MUST BE INCLUDED ON ALL COUNTER PURCHASES MAIL ORDERS WITHIN ST. PAUL. 6.5% SALES TAX MUST BE INCLUDED ON ALL ORDERS SHIPPED TO POINTS IN MINNESOTA.

COUNTER PURCHASES MAY BE MADE BETWEEN 7:30 AM AND 4:00 PM. VISA AND MASTERCARD ARE NOW ACCEPTED.

James N. Denn  
Commissioner of Transportation

## Minnesota Historical Society

### Notice of Request for Bids for Exterior Signage at Minnesota History Center

The Minnesota Historical Society is seeking bids from qualified firms and individuals to build and install exterior identification signs and displays at the Minnesota History Center for identity and public recognition.

Shop drawings must accompany all bids.

The Request for Bids is available by calling or writing Deane M. Roe, Contracting Officer, Minnesota Historical Society, 345 Kellogg Blvd. West, St. Paul, MN 55102. Telephone (612) 297-5863.

Bids must be received not later than 2:00 P.M. Central Time April 18, 1997.

Complete specifications and details concerning submission requirements are included in the Request for Bids.

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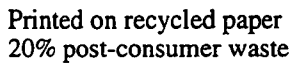
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