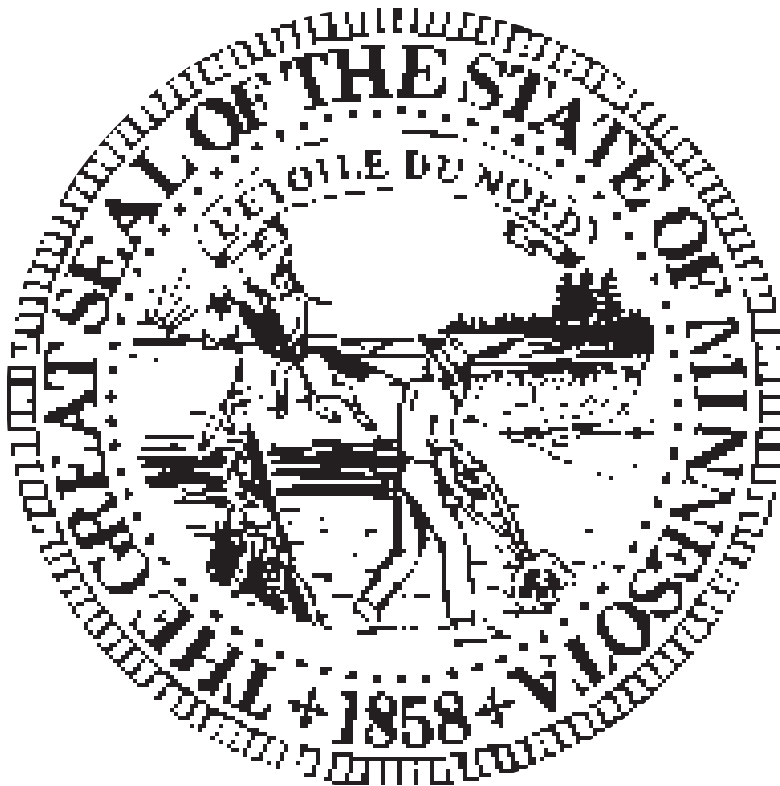


The Minnesota
State
Register

Rules and Official Notices Edition



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Department of Administration – Communications Media Division

Monday 4 January 1999
Volume 23, Number 27
Pages 1479-1502

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. 23 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 |
|---|-----------------------|--|---|
| #27 | Monday 4 January 1999 | Noon Wednesday 23 December | 4:30 p.m. Monday 28 December |
| #28 | Monday 11 January | Noon Wednesday 30 December | Noon Tuesday 5 January 1999 |
| #29 | Tuesday 19 January | Noon Wednesday 6 January 1999 | Noon Tuesday 12 January |
| #30 | Monday 25 January | Noon Wednesday 13 January | Noon Tuesday 19 January |
| Jesse Ventura, Governor 651/296-3391 | | Mike Hatch, Attorney General 651/297-4272 | Mary Kiffmeyer, Secretary of State 651/296-2079 |
| Mae Schunk, Lt. Governor 651/296-3391 | | Judi Dutcher, State Auditor 651/297-3670 | Carol Johnson, State Treasurer 651/296-7091 |
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PUBLISHING NOTICES IN THE *State Register*: Submit TWO COPIES of your notice, typed double-spaced. State agency submissions must include a "State Register Printing Order" form, and a "Certification/Internal Contract Negotiation" form with contracts for professional, technical and consulting services. Non-State Agencies should submit TWO COPIES, with a letter on your letterhead stationery requesting publication and date to be published. FAXED submissions to 651-297-8260 are received to meet deadline requirements, but must be followed by originals and applicable forms or letters to be accepted. The charge is \$115.00 per page, billed in tenths of a page (columns are seven inches wide). About 2-1/2 pages typed double-spaced on 8-1/2"x11" paper equal one typeset page in the *State Register*. Contact the editor if you have questions.

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

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- **Single issues** are available for a limited time: *State Register* \$5.00, *Contracts Supplement* \$1.00. Shipping is \$3.00 per order.

FOR LEGISLATIVE NEWS

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

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

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

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| Funds available for metro-wide community-based outreach and patient recruitment to breast and cervical cancer screening program | 1491 | Individual copies and subscriptions are available through Minnesota's Bookstore, (651) 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 1997 set is a 13-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Generally speaking, proposed and adopted exempt rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

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

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

The *State Register* features partial and cumulative listings of rules in this section on the following schedule: issues #1-13 inclusive; issues #14-25 inclusive; issue #26 cumulative for issues #1-26; issues #27-38 inclusive; issue #39, cumulative for issues #1-39; issues #40-51 inclusive; and issues #1-52 (or 53 in some years), cumulative for issues #1-52 (or 53). An annual subject matter index for rules was separately printed usually in August, but starting with Volume 19 now appears in the final issue of each volume. For copies or subscriptions to the *State Register*, contact Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155 (651) 297-3000, or toll-free 1-800-657-3757.

Volume 23, Issue #27

(Issues # 1 - 26 cumulative appeared in issue #26)

Animal Health Board

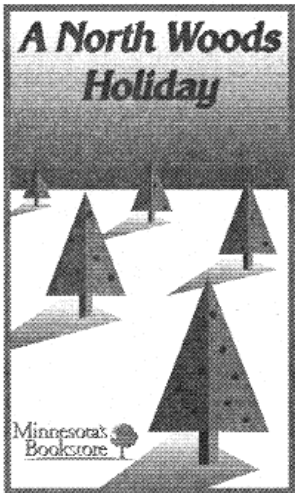
1700.2950; .3010; 1705.2400; .2434; .2440; .2460; .2470; .2476; .2480; 1715.0105; .0550; .0705; .1450 (adopted)..... 1484
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5220.2570; .2630; .2720; .2740; .2750; .2760; .2770; .2780; .2790; .2810; .2820; .2830; .2840; .2865; .2870 (adopted)..... 1484
 5220.2860 (repealed)..... 1484

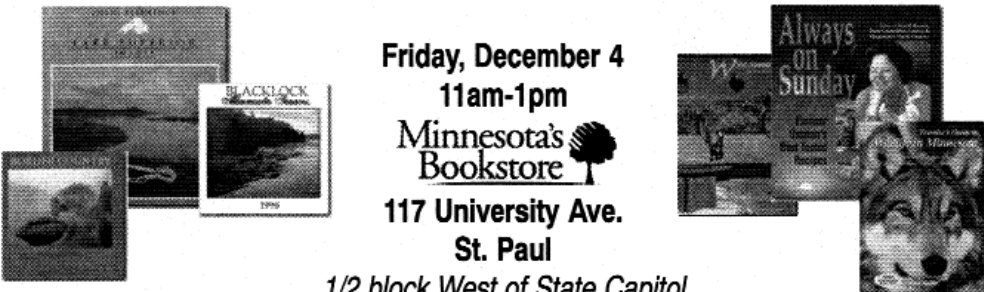
Natural Resources Department

6100.0100; .0200; .0300; .0500; .0525; .0550; .0600; .0650; .0700; .0800; .0900; .1000; .1100; .1200; .1250; .1350; .1355; .1400; .1500; .1600; .1650; .1700; .1710; .1900; .1950; .2350; .2400 (proposed)..... 1483
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 6236.0600; .0810; .1060 (adopted expedited emergency)..... 1484
 6236.0810 (repealed)..... 1484



Celebrate a North Woods Holiday

with Minnesota's Bookstore as we welcome guest authors:
Craig Blacklock, noted nature photographer,
Eleanor Ostman, St. Paul Pioneer Press food columnist
 and *Carrol Henderson*, DNR Non-Game Wildlife Specialist/author



Friday, December 4
11am-1pm
Minnesota's Bookstore
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St. Paul
1/2 block West of State Capitol

Proposed Rules

Comments on Planned Rules or Rule Amendments

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

Rules to be Adopted After a Hearing

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

Rules to be Adopted Without a Hearing

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

Department of Natural Resources

Proposed Amendment to Rules Governing Parks and Trails; Public Use of State Parks and Other Recreational Areas, *Minnesota Rules*, parts 6100.0100 to 6100.2400

Notice of Hearing

Attention - Notice of additional hearing location

Public Hearing. In the October 5, 1998, *State Register*, on pages 751 to 763, Vol. 23 #14 (23 S.R. 751) the Department of Natural Resources published a Notice of Intent to Adopt Rules relating to a planned amendment to Rules Governing Parks and Trails; Public Use of State Parks and Other Recreational Areas, *Minnesota Rules*, parts 6100.0100 to 6100.2400. The Notice stated that a hearing would be held on the proposed rules if 25 or more persons submitted written requests for a hearing. We received a sufficient number of requests for a hearing. The hearing was conducted in Saint Paul on Monday, December 7th, 1998, and in Brainerd on Tuesday, December 8th, 1998. An additional hearing was conducted in Rochester on Wednesday, December 16th, 1998.

THIS IS NOTICE THAT A SECOND ADDITIONAL HEARING will be conducted at the Hibbing Community College, North Campus, Fine Arts Building, Theater, on Highway 169 in Hibbing MN, starting at 6:00 p.m. on Thursday, January 28th, 1999.

Administrative Law Judge. The hearing will be conducted by Administrative Law Judge Allan W. Klein, who can be reached at the Office of Administrative Hearings, 100 Washington Square, Suite 1700, Minneapolis, Minnesota 55401-2138, telephone (612) 341-7609, and FAX (612) 349-2665. Questions concerning the rule hearing procedure should be directed to the Administrative Law Judge.

Agency Contact Person. The agency contact person is: Steve Simmer, Forest Recreation Program Coordinator, at the Department of Natural Resources, Division of Forestry, Box 44, 500 Lafayette Road, St. Paul, Minnesota 55155-4044, telephone (651) 297-3508, FAX (651) 296-5954. TTY users may call the Department of Natural Resources at 1-800-657-3929. Questions or comments concerning the rules should be directed to the agency contact person. A copy of the Notice of Intent to Adopt Rules, as published in the *State Register* on October 5th, 1998, is available upon request from the agency contact person.

Dated: 23 December 1998

Steve Simmer
Forest Recreation Program Coordinator

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.

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 Animal Health

Adopted Permanent Rules Relating to Pseudorabies Control

The rules proposed and published at *State Register*, Volume 22, Number 46, pages 2003-2008, May 18, 1998 (22 SR 2003), and Volume 23, Number 4, pages 230-231, July 27, 1998 (23 SR 230), are adopted as proposed.

Department of Labor and Industry

Adopted Permanent Rules Relating to Workers' Compensation; Rules of Practice, Penalty Provisions

The rules proposed and published at *State Register*, Volume 23, Number 7, pages 396-403, August 17, 1998 (23 SR 396); and Volume 23, Number 9, page 490, August 31, 1998 (23 SR 490), are adopted as proposed.

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.

Department of Natural Resources

Adopted Expedited Emergency Game and Fish Rules; Spring Turkey Season

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 these rules is *Minnesota Statutes*, sections 97A.435 and 97B.711.

Dated: 21 December 1998

Rodney W. Sando,
Commissioner of Natural Resources

By Gail Lewellan, Assistant Commissioner of
Human Resources and Legal Affairs

6236.0600 SPRING TURKEY SEASON.

[For text of subparts 1 to 3, see M.R.]

Subp. 4. Open areas.

A. Wild turkey permit areas are open for the spring turkey season as prescribed by the commissioner.

B. Wild turkey permit areas numbered 223; 225; 226; 227; 228; 235; 236; 337-338; 339-462; 341-342; 343-347; 344; 345-348; 346; 349; 411; 415; 417; 418; 419; 422; 431; 433-446-447; 435; 440; 442; 443; 448-449-451; 450; 454-455-456-458; 457; 459; 461; 463; 464-465; and 466-467. are open during the 1999 spring turkey season.

[For text of subp 5, see M.R.]

6236.0810 WILD TURKEY PERMIT AREA DESCRIPTIONS.

Wild turkey permit areas are comprised of partial, single, or grouped deer and bear registration blocks, as established in part 6232.4700, and are described as follows:

A. Wild turkey permit areas in Zone 1:

(1) wild turkey permit area 152 consists of registration block 152;

~~B. (2)~~ wild turkey permit area 157 consists of registration block 157;

~~C. (3)~~ wild turkey permit area 158 consists of registration block 158; and

(4) wild turkey permit area 159 consists of registration block 159;

B. Wild turkey permit areas in Zone 2:

~~D. (1)~~ wild turkey permit area 221 consists of registration block 221;

~~E. (2)~~ wild turkey permit area 222 consists of registration block 222;

~~F. (3)~~ wild turkey permit area 223 consists of registration block 223;

~~G. (4)~~ wild turkey permit area 224 consists of registration block 224;

~~H. (5)~~ wild turkey permit area 225 consists of registration block 225;

~~I. (6)~~ wild turkey permit area 226 consists of registration block 226;

~~J. (7)~~ wild turkey permit area 227 consists of registration block 227;

~~K. (8)~~ wild turkey permit area ~~228-236~~ 228 consists of registration ~~blocks~~ block 228 and 236;

~~L. (9)~~ wild turkey permit area 235 consists of registration block 235;

~~M. (10)~~ wild turkey permit area 236 consists of registration block 236;

(11) wild turkey permit area 244 consists of registration block 244;

~~N. (12)~~ wild turkey permit area 251 consists of registration block 251;

~~O. (13)~~ wild turkey permit area 286 consists of registration block 286; and

~~P. (14)~~ wild turkey permit area 297-298 consists of registration blocks 297 and 298;

C. Wild turkey permit areas in Zone 3:

~~Q. (1)~~ wild turkey permit area 337-338 consists of registration blocks 337 and 338;

~~R. wild turkey permit area 339-462 consists of registration blocks 339 and 462;~~

~~S. (2)~~ wild turkey permit area 341-342 consists of registration blocks 341 and 342;

~~T. (3)~~ wild turkey permit area 343-347 consists of registration blocks 343 and 347;

~~U. (4)~~ wild turkey permit area 344 consist of registration block 344;

~~V. (5)~~ wild turkey permit area 345-348 consists of registration blocks 345 and 348;

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.

Expedited Emergency Rules

~~W~~. (6) wild turkey permit area 346 consists of registration block 346; and

~~X~~. (7) wild turkey permit area 349 consists of registration block 349;

D. Wild turkey permit areas in Zone 4:

~~Y~~. (1) wild turkey permit area 402 consists of registration block 402;

~~Z~~. (2) wild turkey permit area 405 consists of registration block 405;

~~AA~~. (3) wild turkey permit area 406 consists of registration block 406;

~~BB~~. (4) wild turkey permit area 407 consists of registration block 407;

~~CC~~. (5) wild turkey permit area 408 consists of registration block 408;

~~DD~~. (6) wild turkey permit area 409 consists of registration block 409;

~~EE~~. (7) wild turkey permit area 410 consists of registration block 410;

~~FF~~. (8) wild turkey permit area 411 consists of those portions of registration block 411 described as follows:

Beginning at the intersection of State Trunk Highway (STH) 78 and STH 210; thence along STH 210 in an easterly direction to STH 29; thence along STH 29 in a southerly direction to STH 235; thence along STH 235 in a westerly direction to County State Aid Highway (CSAH) 38; thence along CSAH 38 to the intersection of STH 78; thence along STH 78 in a northerly direction to the point of beginning;

~~GG~~. (9) wild turkey permit area 412 consists of registration block 412;

~~HH~~. (10) wild turkey permit area 413 consists of registration block 413;

~~H~~. (11) wild turkey permit area 414 consists of registration block 414;

~~II~~. (12) wild turkey permit area 415 consists of those portions of registration block 415 described as follows:

Beginning at the intersection of Interstate Highway 94 and State Trunk Highway (STH) 28; thence along STH 28 in a north-easterly direction to County State Aid Highway (CSAH) 2; thence along CSAH 2 in an easterly direction to STH 238; thence along STH 238 to CSAH 26; thence along CSAH 26 to the Mississippi River; thence along the Mississippi River in a southerly direction to STH 23; thence along STH 23 to the intersection of CSAH 75; thence along CSAH 75 to the intersection of Interstate Highway 94; thence along Interstate Highway 94 in a westerly direction to the point of beginning;

~~KK~~. (13) wild turkey permit area 416 consists of registration block 416;

~~LL~~. (14) wild turkey permit area 417 consists of those portions of registration block 417 described as follows:

Beginning at the intersection of State Trunk Highway (STH) 55 and STH 4; thence along STH 4 in a southerly direction to U.S. Highway 12; thence along U.S. Highway 12 to County State Aid Highway (CSAH) 104, Swift County; thence northerly on CSAH 104 to STH 55, Douglas County; thence along STH 55 in a southeasterly direction to the point of beginning;

~~MM~~. (15) wild turkey permit area 418 consists of those portions of registration block 418 described as follows:

Beginning at the intersection of Interstate Highway 94 and County State Aid Highway (CSAH) 10; thence along CSAH 10 in a southerly direction to State Trunk Highway (STH) 23; thence along STH 23 to STH 55, Stearns County; thence along STH 55 to STH 15; thence along STH 15 to Interstate Highway 94; thence along Interstate Highway 94 to the point of beginning;

~~NN~~. (16) wild turkey permit area 419 consists of registration block 419;

~~OO~~. (17) wild turkey permit area 420 consists of registration block 420;

~~PP~~. (18) wild turkey permit area 421 consists of registration block 421;

~~QQ~~. (19) wild turkey permit area 422 consists of registration block 422;

~~RR~~. (20) wild turkey permit area 423 consists of registration block 423;

~~SS~~. (21) wild turkey permit area 424 consists of registration block 424;

~~TT~~. (22) wild turkey permit area 425 consists of registration block 425;

~~UU~~. (23) wild turkey permit area 426 consists of registration block 426;

~~VV~~. (24) wild turkey permit area 427 consists of registration block 427;

~~WW~~. (25) wild turkey permit area 428 consists of registration block 428;

~~XX~~. (26) wild turkey permit area 429 consists of registration block 429;

~~YY~~. (27) wild turkey permit area 431 consists of registration block 431;

~~ZZ.~~ (28) wild turkey permit area 433-446-447 consists of registration ~~block~~ blocks 433, 446, and 447;

~~AAA.~~ (29) wild turkey permit area 435 consists of registration block 435;

~~BBB.~~ (30) wild turkey permit area 440 consists of registration block 440;

~~CCC.~~ (31) wild turkey permit area 442 consists of registration block 442;

~~DDD.~~ (32) wild turkey permit area 443 consists of registration block 443;

~~EEE.~~ wild turkey permit area 446 consists of registration ~~block~~ 446;

~~FFF.~~ wild turkey permit area 447 consists of registration ~~block~~ 447;

~~GGG.~~ (33) wild turkey permit area 448-449-451 consists of registration ~~block~~ blocks 448, 449, and 451;

~~HHH.~~ wild turkey permit area 449 consists of registration ~~block~~ 449;

~~III.~~ (34) wild turkey permit area 450 consists of registration block 450;

~~JJJ.~~ wild turkey permit area 451 consists of registration ~~block~~ 451;

~~KKK.~~ (35) wild turkey permit area 452 consists of registration block 452;

~~LLL.~~ (36) wild turkey permit area 453 consists of registration block 453;

~~MMM.~~ (37) wild turkey permit area 454-455-456-458 consists of registration blocks 454, 455, 456, and 458;

(38) wild turkey permit area 457 consists of registration ~~block~~ 457;

~~NNN.~~ (39) wild turkey permit area 459 consists of registration block 459;

~~OOO.~~ (40) wild turkey permit area 461 consists of registration block 461;

~~PPP.~~ (41) wild turkey permit area 463 consists of registration block 463;

~~QQQ.~~ (42) wild turkey permit area 464-465 consists of ~~those portions~~ of registration blocks 464 and 465 described as follows:

~~Beginning at the intersection of U.S. Highway 218 and U.S. Highway 14, Steele County; thence along U.S. Highway 14 to State Trunk Highway (STH) 13; thence along STH 13 to County State Aid Highway (CSAH) 15, Waseca County; thence along CSAH 15 to CSAH 4, Steele County; thence along CSAH 4 to CSAH 45; thence along CSAH 45 to the point of beginning; and~~

~~Beginning at the intersection of County State Aid Highway (CSAH) 12, Steele County and Interstate Highway 35 (I-35); thence along I-35 to U.S. Highway 14; thence along U.S. Highway 14 to CSAH 16; thence along CSAH 16 to STH 30; thence along STH 30 to CSAH 13, Dodge County; thence along CSAH 13 to U.S. Highway 14; thence along U.S. Highway 14 to STH 57; thence along STH 57 to CSAH 24, Dodge County; thence along CSAH 24 to CSAH 12, Steele County; thence CSAH 12 to the point of beginning; and~~

~~RRR.~~ (43) wild turkey permit area 466-467 consists of registration ~~block~~ blocks 466 and 467 and ~~those portions of registration block 466~~ described as follows:

~~Beginning at the intersection of County State Aid Highway (CSAH) 29 and State Trunk Highway (STH) 22, Faribault County; thence along STH 22 to the South Boundary of the State; thence along the South Boundary of the State to STH 105; thence along STH 105 to Interstate 90 (I-90) in Austin; thence along I-90 to the point of beginning; and~~

E. Wild turkey permit area 339-462 consists of registration blocks 339 and 462 in Zone 3 and Zone 4.

6236.1060 TURKEY HUNT QUOTAS.

Quotas on hunter numbers are established annually by the commissioner for each wild turkey permit area and time period. Information on the quotas may be obtained in the application and annual hunting regulations and as follows:

| |
|--|
| <p>KEY: PROPOSED RULES SECTION — <u>Underlining</u> 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 — <u>Underlining</u> indicates additions to proposed rule language. Strike outs indicate deletions from proposed rule language.</p> |
|--|

Expedited Emergency Rules

NUMBER OF TURKEY LICENSES AVAILABLE BY WILD TURKEY PERMIT AREA 1999 SPRING WILD TURKEY PERMIT AREA QUOTAS

Time Period and Date

| Wild Turkey Permit Area Number | A 4/14- 4/18 | B 4/19- 4/23 | C 4/24- 4/28 | D 4/29- 5/3 | E 5/4- 5/8 | F 5/9- 5/13 | G 5/14- 5/18 | H 5/19- 5/23 |
|--------------------------------|--------------------|--------------------|--------------------|-------------------|------------------|-------------------|--------------------|--------------------|
| 223 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 |
| 225 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 |
| 226 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 |
| 227 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 |
| 228 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 |
| 235 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 |
| 236 | 35 | 35 | 35 | 35 | 35 | 35 | 35 | 35 |
| 337-338 | 55 | 55 | 55 | 55 | 55 | 55 | 55 | 55 |
| 339-462 | 65 | 65 | 65 | 65 | 65 | 65 | 65 | 65 |
| 341-342 | 325 | 325 | 325 | 325 | 325 | 325 | 325 | 325 |
| 343-347 | 225 | 225 | 225 | 225 | 225 | 225 | 225 | 225 |
| 344 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |
| 345-348 | 325 | 325 | 325 | 325 | 325 | 325 | 325 | 325 |
| 346 | 275 | 275 | 275 | 275 | 275 | 275 | 275 | 275 |
| 349 | 350 | 350 | 350 | 350 | 350 | 350 | 350 | 350 |
| 411 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| 415 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| 417 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| 418 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 |
| 419 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 |
| 422 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| 431 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| 433-446- | | | | | | | | |
| 447 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| 435 | 35 | 35 | 35 | 35 | 35 | 35 | 35 | 35 |
| 440 | 35 | 35 | 35 | 35 | 35 | 35 | 35 | 35 |
| 442 | 85 | 85 | 85 | 85 | 85 | 85 | 85 | 85 |
| 443 | 50 | 50 | 50 | 50 | 50 | 50 | 50 | 50 |
| 448-449- | | | | | | | | |
| 451 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| 450 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| 454-455- | | | | | | | | |
| 456-458 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| 457 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| 459 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 |
| 461 | 50 | 50 | 50 | 50 | 50 | 50 | 50 | 50 |
| 463 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 |
| 464-465 | 35 | 35 | 35 | 35 | 35 | 35 | 35 | 35 |
| 466-467 | 45 | 45 | 45 | 45 | 45 | 45 | 45 | 45 |
| TOTAL | 2,295 | 2,295 | 2,295 | 2,295 | 2,295 | 2,295 | 2,295 | 2,295 |

Grand total = 18,360

REPEALER. The emergency amendments to *Minnesota Rules*, part 6236.0810, published in the *State Register*, volume 22, page 1241, January 12, 1998, are repealed.

EFFECTIVE PERIOD. The emergency amendments to *Minnesota Rules*, part 6236.0600 expire December 31, 1999. The emergency amendments to *Minnesota Rules*, part 6236.0810 expire 18 months after adoption. After the emergency amendments expire, the permanent rules as they read prior to those amendments again take effect, except as they may be amended by permanent rule. *Minnesota Rules*, part 6236.1060 expires December 31, 1999.

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

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

Department of Economic Security

Request for Comments on Planned Adoption of Rules Governing Reemployment Insurance, *Minnesota Rules 3310 and 3315*

Subject of Rule: The Department of Economic Security requests comments on its planned revisions to rules covering: reemployment insurance (unemployment insurance), appeal procedures and employer taxes and payment in lieu of taxes.

Persons Affected: The amendments to these rules would likely affect all employers that pay reemployment insurance (unemployment insurance) taxes and those employers that make payments in lieu of taxes, and all persons involved in reemployment insurance (unemployment insurance) appeals. However, since these rules are being revised and updated as a result of statutory amendments the department has determined the affect on all parties will be negligible.

Statutory Authority. *Minnesota Statutes* §§ 268.0122, subdivision 5 and 268.021 authorize the department to adopt rules to carry out programs which the commissioner is responsible for under state or federal law. Also, *Minnesota Statutes* § 268.105, subdivision 1 requires the Commissioner to adopt rules on hearing procedures of reemployment insurance appeals.

Public Comment: Interested persons or groups may submit comments or information on these planned rules in writing or orally until 4:30 p.m. on March 5, 1999. The department has identified specific subparts that it intends to revise and update and has prepared a draft of the planned rule revisions and that draft is available. Written or oral comments, questions, requests to receive a draft of the proposal, and requests for more information on this planned rule amendments should be addressed to:

Lee B. Nelson
Attorney for the Commissioner
Minnesota Department of Economic Security
390 North Robert Street
St. Paul, MN 55101
(612) 296-6110

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

R. Jane Brown, Commissioner

Department of Human Services

Purchasing and Service Delivery and Aging Initiatives

Notice of Request for Comments on the Provision of Nursing Facility, and Home and Community Based Services Under Capitated Financing Arrangements

The Minnesota Department of Human Services is seeking comments on a draft proposal to allow qualified health plans and county entities to provide nursing facility (NF) services, and home and community based services (HCBS) under capitated financing arrangements with the State. Services under the proposal would be limited to the aged (65 and over) Medicaid population enrolled in the Prepaid Medical Assistance Program, as well as, limited to the following counties: Anoka, Benton, Carlton, Carver, Cook, Dakota, Hennepin, Itasca, Koochiching, Lake, Ramsey, Scott, Sherburne, St. Louis, Stearns, Washington and Wright. The Department is particularly interested in comments from counties that would be affected by this proposal, and intends to meet individually with several counties to conduct case studies for input into the development of a final proposal. County based purchasing counties should consider this proposal when preparing their final county based purchasing plan, and comment as appropriate. If a final request for proposal is published, county based purchasing counties will be expected to comply with the schedule set forth in the final request document.

An Overview of the Proposal

Under the current draft proposal, elderly enrolling in PMAP from a community setting in one of the seventeen counties listed above would have their NF and HCBS services provided by either a qualified health plan or county entity. In areas where both a county entity and a health plan have arranged to deliver NF and HCBS services, elderly would be able to choose between the prod-

Official Notices

ucts offered by the health plan and by the county. Counties may choose not to offer an NF and HCBS product. In those counties, the PMAP plan would be responsible for providing all NF and HCBS services. Regardless of whether an enrollee chooses a county or a health plan, the chosen entity would be responsible for coordinating and integrating the enrollee's NF and HCBS services with the delivery of the enrollee's basic care services. Enrollees who do not specifically select a plan or a county product would be assigned to the product that corresponds with the PMAP plan they have selected for their basic care.

The entity chosen by an enrollee who is living in a community setting would assume responsibility for the first 180 days of nursing facility services. After the 180-days of liability, nursing facility services would be provided by the State on a fee-for-service basis. The State would pay Medicaid NF services fee-for-service for those individuals whose initial enrollment into PMAP is from an institutional setting.

HCBS services for community enrollees would also be the responsibility of the entity chosen by the enrollee. Information on the number of individuals receiving HCBS services, is included as part of the complete proposal package.

Qualified health plans and county entities participating in the proposed program would have to be able to accept financial risk for all NF and HCBS services covered by Medicaid. They must also be able to demonstrate their ability to coordinate the provision of long term care services with the provision of primary and acute care services, regardless of whether or not the same organization provides all the services.

The complete draft proposal which contains detailed specifications for comment may be obtained by writing or contacting:



Kimberly Halva
Purchasing and Service Delivery
Minnesota Department of Human Services
444 Lafayette Road
Saint Paul, Minnesota 55155-3854
Phone: (651) 297-7968

As qualified health plans and counties prepare their comments, they may direct questions to Kimberly Halva (651-297-7968) who is the only staff authorized by the Department to respond to inquiries regarding this proposal.

Qualified organizations interested in commenting on this proposal may ask for a complete copy of the proposal either on a 3.5 inch diskette in WordPerfect for Windows version 6.0 format or in the traditional paper format. The complete proposal will be available to be mailed Tuesday, January 5, 1998.

The deadline for submitting comments is February 15, 1999 at 12:00 Noon CST.

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In addition to requests by state agencies for technical/professional services (published in the State Contracts section), the *State Register* also publishes notices about grants and loans available through any agency or branch of state government. Although some grant and loan programs specifically require printing in a statewide publication such as the *State Register*, there is no requirement for publication in the *State Register* itself.

Agencies are encouraged to publish grant and loan notices, and to provide financial estimates as well as sufficient time for interested parties to respond.

Department of Health

Notice of Availability of Funds for Metro-Wide Community-Based Outreach and Patient Recruitment to Breast and Cervical Cancer Screening Program

The Minnesota Department of Health (MDH) is issuing a Request for Proposal (RFP) to distribute funds to organizations to raise awareness and provide education within the African-American and Asian populations of the Metropolitan Twin Cities area regarding breast and cervical cancer screening, and enroll women into the Minnesota Breast and Cervical Cancer Control Program (MBCCCP).

Up to \$150,000 is available to fund up to 4 organizations to conduct the specified outreach and patient recruitment. Agencies will be funded from April 1, 1999 to September 30, 2000.

For a copy of the RFP, please contact:

Theresa Leonard, MPH
Minnesota Department of Health
Cancer Control Program
717 Delaware Street SE
PO Box 9441
Minneapolis, MN 55440-9441
(612) 676-5595

Proposals are due by 4:00 p.m. Friday, February 5, 1999

An informational meeting regarding this RFP will be offered on:

January 19, 1999
2:30 - 4:30 p.m.
Minnesota Department of Health Service Center
Mississippi Room
1645 Energy Park Drive
St. Paul, Minnesota

Department of Human Services

Aging and Adult Services Division

Notice of Request for Proposals (RFP) for the Homesharing Program

Purpose

The Minnesota Department of Human Services (DHS) is soliciting proposals (RFPs) from eligible sponsors for the purpose of establishing and/or operating Homesharing Programs throughout the state of Minnesota.

Amount of Funds

For the period March 1, 1999, or when approved, through June 30, 1999. Contingent upon availability of funds and satisfactory performance, this contract may be extended for another year until June 30, 2000. Up to a total of \$35,000 is available for new homesharing service provider grants (New HSP) for March 1, 1999 to June 30, 1999. Contingent upon continuing availability of these funds, up to \$35,000 will be available for the period July 1, 1999 to June 30, 2000. The actual start date of the contract is contingent upon submittal by grantee and approval by state of all required information.

Homesharing Service Provider Grant (HSP). These grant programs match low and moderate income homeowners with homeseekers who contribute rent or services in exchange for sharing the home. The homeshare program matches homeowners with homeseekers who contribute either rent or service in exchange for sharing the home. Either the homeowner or the homeseeker must meet both the group and the income eligibility criteria: 1.) must be an elderly person, 2.) a person with a physical handicap, 3.) a

State Grants & Loans

person with a developmental disability who can live independently, or 4.) the head of a single parent household with dependent children; and **must be low or moderate income**. This income and/or service should either help low and moderate income homeowners who belong to one of the four groups to stay in their homes longer than they would have without the tenants, or help low and moderate income homesharers who belong to one of the four groups obtain affordable housing in the community. Homeshare is not foster care, it is not a treatment or training program, it is not a group home, it serves adults. Since a match depends on the mutual consent of a homeowner and a homeseeker, homeshare is not a service situation for persons who lack good coping skills, who have serious behavior problems, or who need constant direction. GRANTEES are expected to work with all four of these groups.

It is the intent of this program to assist in the development of homesharing programs in both urban and rural sections of the state with as wide a distribution as possible.

Eligible Sponsors

1. **All Applicants must meet this criterion.** Eligible grant applicants include non-profit organizations, housing authorities, units of local government that operate or propose to operate homesharing programs within the State of Minnesota. The applicant organization must be the organization that will hire, train, and supervise the homeshare staff and administer the homeshare program.
2. **New HSP Grants.** Applicants must meet the requirements in number one above and 2.a. below.
 - a. Applicants who are not existing DHS HSP grantees may apply for a new HSP grant: that is, applicants who do not have an HSP grant with the DHS for the period 7/1/98 to 6/30/99, and whose proposed primary area of service does not overlap with the following areas: Washington, Ramsey, Dakota, Hennepin, Anoka, Sherburne, Benton, Wright, Stearns, Winona, Fillmore, Kanabec, Isanti, Mille Lacs, Olmsted, Dodge, Mower, or Freeborn counties.

Availability of Funds

Applicants may submit an application for a budget adequate to carry out their proposal. The proposal must include two separate budgets, one for March 1, 1999 until June 30, 1999 and a second budget for the period July, 1999 to June 30, 2000. Grant awards will be for approximately four (4) months beginning on March 1, 1999 and ending on June 30, 1999. On the basis of good performance and continuing availability of funds, an extension will be granted for the period July 1, 1999 to June 30, 2000. Productivity, the cost per match, past performance operating DHS grants, ability to obtain non-DHS support to supplement DHS grant funds in covering the cost of the homeshare program, and ability to operate a homeshare program will be some of the factors in evaluating the reasonableness of the amount being requested and the merits of the application-proposal. It is expected that the amount requested for the remainder of state fiscal year 1999 (March 1, 1999 to June 30, 1999) would be approximately proportionate to the amount requested for the one year period beginning on July 1, 1999.

The State has the option of extending the contract for up to three additional 12 month periods after June 30, 2000, contingent upon the availability of funds, satisfactory performance, and contracting requirements.

Application Process

1. All Application-Proposals must be received by 4:00 PM on February 10, 1999 at the fourth floor offices of the Aging and Adult Services Division. Completed proposals must be submitted to Ron Abato at the address listed below. Proposals received after the above deadline will not be eligible for consideration.

Applicants may request a copy of the Request for Proposals (RFP) and the application by contacting Pat Olsen at (651) 296-2770. In order to receive an application the person requesting the application must provide the following information: name, address and phone number of the requesting organization and the name address, and phone number of a contact person, if the Department needs to talk to someone about the request. If you have other questions, please call Ron Abato at the number listed below.

Completed application proposals must be sent to:

Ron Abato, Homesharing Program
Aging and Adult Services Division
444 Lafayette Road, St. Paul
MN 55155-3843.

If you have questions about this notice or the proposal, please call Ron Abato at (651) 296-3769.

This request for notice does not obligate the State to complete this project, and the State reserves the right to cancel this offer, if it is considered to be in its best interest. The State is not responsible for any costs associated with the planning or preparation of applications related to this notice.

Professional, Technical & Consulting Contracts

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

Department of Administration

State Designer Selection Board

Request for Proposals for the Department of Natural Resources (Project 33-98) Construction of a New Visitors Center at Itasca State Park

To Minnesota Registered Design Professionals:

The State Designer Selection Board has been requested to select consultants for a project. Design firms who wish to be considered for these projects must deliver proposals on or before 12 p.m. (Noon) CST, Tuesday, January 19, 1999, to:

Lisa Blue, Executive Secretary
State Designer Selection Board
Department of Administration
Materials Management Division
50 Sherburne Avenue, Room 112
St. Paul, Minnesota 55155-3000
(651) 297-5526

PROPOSALS RECEIVED AFTER THE SUBMISSION DEADLINE WILL NOT BE CONSIDERED.

Questions concerning the Board's procedures herein described, or the schedule in Item 8.h, should be referred to the Executive Secretary at (651) 297-5526. Questions relating to the project must be referred to the project contact(s) in Item 8.i.

NOTE TO RESPONDERS: CHANGES MAY HAVE BEEN MADE IN THE CONTENT AND FORMAT REQUIREMENT. PROPOSALS WHICH DO NOT CONFORM TO THE FOLLOWING CONTENT, ORDER AND FORMAT REQUIREMENTS AS OUTLINED IN ITEMS 1 THROUGH 5 BELOW MAY BE DISQUALIFIED.

1. The front cover of the proposal should be clearly labeled with the project number and project title as shown at the top of this request for proposal, together with the designer's firm name, address, telephone number, fax number and the name of the contact person. The back cover should remain blank.
2. All data should be on 8 1/2" x 11" sheets, soft bound. No more than 20 printed faces should be included (see the following for clarification):
 - a. All letters directed to the Board should be bound into the proposal and all pages will be counted as printed face(s). It is not necessary to do a cover letter to the Executive Secretary.
 - b. Blank dividers (with printed tab headings only) will not be counted as faces.
 - c. Front and back covers of proposals will not be counted as faces.
 - d. None of the statutory or mandatory information, except as requested in Item 3 below, should appear on the dividers or covers.
 - e. All pages should be numbered.

Proposals that deviate from the above may be disqualified.

3. BRIEF PROPOSAL SUMMARY:

All proposals shall begin with a summary which includes only the following items:

- a. Name of firm and its legal status;
- b. Names of persons in leadership roles for project management, design and production of architecture; design of civil, structural, mechanical and electrical engineering, landscape architecture, land surveying, fire protection and geoscience for each and every discipline called for in Section 8.b. The name of each person so mentioned must also include their Minnesota registration number. Fire protection engineering requires a licensed fire protection engineer,

Professional, Technical & Consulting Contracts

identified by their number OR the engineering registration number accompanied in Section 4.b by a listing of past projects demonstrating competency in this field.

Consultants and assistants to the persons in leadership roles, as identified above, need not provide a Minnesota registration number. These individuals should be listed separately from those above.

- c. A statement indicating that the consultants listed have been contacted and have agreed to be a part of the design team;
- d. A commitment to enter into the work promptly, if selected, by engaging the consultants and assigning the persons named in Item 3.b above, along with adequate staff to meet the requirements of work;
- e. At least one copy of the proposal must contain an original signature by an authorized member of the firm submitting the proposal, in ink, on the bottom of the first page of the proposal.
- f. A list of all State and University of Minnesota current and past projects and studies awarded to the prime firm(s) responding to this request for proposal during the four years immediately preceding the date of this request for proposal.

Projects and studies shall mean those projects and studies (1) funded by the state legislature, by state/user agencies or University of Minnesota operating funds, or by funding raised from the private sector or individuals by state/user agencies or the University of Minnesota; (2) awarded as a result of the State Designer Selection Board process or awarded directly by state/user agencies or the University of Minnesota without employing the State Designer Selection Board process; or (3) related to design-bid-build or design/build project delivery systems.

The prime firm(s) shall list and total all fees associated with the above projects and studies, whether the fees have been received or are anticipated. In addition, the prime firm(s) shall indicate the amount of fees listed which were paid, or are anticipated to be paid, to engineering or other specialty consultants employed, or anticipated to be employed, on the projects and studies listed pursuant to the above.

NOTE: Please call the Executive Secretary at (651) 297-5526 and leave your name and address or fax number to receive a copy of the acceptable format for providing fee information.

4. ADDITIONAL MANDATORY PROPOSAL CONTENTS:

- a. A section containing graphic material (e.g., photos, plans, drawings, etc.) as evidence of the firm's qualifications for the work. The graphic material shall be identified. It shall be work in which the personnel listed in Item 3.b above have had significant participation and their roles shall be clearly described. It shall be noted if the personnel were, at the time of the work, employed by other than their present firms.
- b. Expanded resumes showing qualification of individuals, listed in Item 3.b above, administering or producing the major elements of the work, including consultants. Identify roles which such persons played in projects which are relevant to the project at hand.
- c. A discussion of the firm's understanding of and approach to the project.
- d. A listing of relevant past projects.

5. Eight copies of the proposal should be submitted.

6. Design firms wishing to have their proposals returned after the Board's review shall follow one of the following procedures:

- a. Enclose a **self-addressed, stamped** postal card with the proposals. Design firms will be notified when material is ready to be picked up. Design firms will have two weeks to pick up their proposals, after which time the proposals will be discarded; or
- b. Enclose a **self-addressed, stamped** mailing envelope with the proposals. When the Board has completed its selection, proposals will be returned using this envelope.

7. BOARD SELECTION CRITERIA:

In making its selection of designers the Board shall consider the criteria listed below:

Credit for the following criteria will equal not less than sixty percent.

- a. Qualifications and technical competence in the required field of design;
- b. Ability to deal with aesthetic factors;
- c. Project understanding and approach.

Credit for the following criteria will equal up to forty percent.

- d. Capacity to accomplish the work and services within the required constraints;

Professional, Technical & Consulting Contracts

- e. Availability of appropriate personnel;
- f. Geographic relationship of the designer's base to the project site; and
- g. Awards previously made to a designer by the state. This is in the interest of equitable distribution of commissions.

The criteria do not necessarily have the same weight, nor are their relative weights necessarily constant from one project to another. The Board may issue statements regarding criteria as they relate to individual projects.

Evaluations of the proposals shall be made independently by the Board members.

8. PROJECT: 33-98 Department of Natural Resources

Visitor Center at Itasca State Park

Department of Natural Resources

Division of Parks and Recreation

500 Lafayette Road

St. Paul, MN 55155

a. PROJECT DESCRIPTION:

Complete site development and construction of a new Visitors Center at Itasca State Park near Park Rapids and Bemidji. The theme of the facility will be "ITASCA - A PLACE OF BEGINNINGS" and will perform the following functions:

1. Provide a place of entrance and overall orientation to the park, its facilities, features, history and environment.
2. Sell entry permits, gifts, and provide office and support space for Park Naturalist and Resource Staff.
3. Provide space for exhibits that will accommodate the four main interpretive themes of Old Growth Forest Eco-System, Mississippi Headwaters, diversity of peoples inhabiting the area over time and promoting stewardship of the park environment.
4. Accommodate a lobby and Trail Center space to serve Park Trail System users during all seasons.
5. Include a multi-purpose room accommodating up to 150 people for meetings, lectures and programs.

The site will be located in the Park near the existing east entrance and will provide for:

1. Detached permit sales booth with adjacent vehicle stacking lanes.
2. Detached site maintenance shed.
3. Detached Administration Building (design and contract documents by DNR).
4. Parking for up to 180 motor vehicles including cars, buses and RV's.
5. Bicycle parking.
6. Children's Discovery area linking to an adjacent interpretive trail loop.
7. Amphitheatre for exterior programs.

The programmed gross area of the main Visitor Center facility is 13,905 sf.

The predesign document and a site location map is available upon request by contacting:

Kay Pfiffner
DNR Bureau of Engineering
500 Lafayette Rd., St. Paul, MN 55155
Phone: (651) 296-2119
Fax: (651) 297-5818

b. REQUIRED CONSULTANT SERVICES:

The consultant will:

1. Demonstrate experience in the design and construction of facilities similar to that required for this facility.
2. Provide schematic design, design development, construction documents, bidding and construction administration services.
3. Provide civil engineering services to include site design, drainage and on-site utilities/infrastructure.
4. Provide architectural, interior design, structural, mechanical, electrical and fire protection engineering, project scheduling and cost management services.

Professional, Technical & Consulting Contracts

5. Provide consultation and analysis for final/specific building site selection coordinate spacial and facility requirements for separately contracted exhibits.
 6. Provide coordination and reviews with regulatory agencies.
 7. Coordinate with DNR and the County Engineer the separately contracted roads.
 8. Coordinate the site design and parking for the Administration Building, which will be bid and administered as part of the Visitor Center Project, with the DNR architect.
 9. Coordinate with the DNR landscape architect (plantings, etc. to be implemented separately by DNR).
 10. Coordinate consultant's design and construction documentation with the DNR project manager and overall project committee consisting of DNR Park and Recreation principals.
 11. Provide schedules and detailed layouts to facilitate purchase of facility furnishings.
 12. Provide input for the Percent for Arts Program.
 13. Provide all services necessary for building commissioning and to implement warranty services during the warranty period and document the ten month post occupancy warranty inspection.
- c. SERVICES PROVIDED BY OTHERS:
- The DNR will:
1. procure and provide a site drawing with topography, restrictions or constraints and the locations of public utilities
 2. procure geotechnical exploration, testing, opinions and any environmental assessments required
 3. delineate wetlands and archeological sites
 4. prepare construction documents for Administration Building for bidding and administration by consultant
 5. prepare and provide the Facility Program and Visitor Management separately.
 6. Prepare landscape planting documents.
- d. SPECIAL CONSIDERATIONS:
- The DNR Division of Parks and Recreation is the manager and steward of Itasca State Park and generally recognizes the Park as the "Flagship" of the state park system. The park system encompasses a total of 230,000 acres in 66 parks with an annual visitorship of approximately 8 million. Itasca State Park has annual visitors totaling 500,000. Parks and Recreation is committed to develop this Visitor Center in an environmentally responsible and sustainable manner displaying a strong example of stewardship to visitors. Additionally, the park has a strong heritage in historic structures of the WPA-CCC era and the consultant team must demonstrate the ability to define this facility in that context, aesthetically and technically competent, using native stone, heavy timber and log construction. The DNR and Parks and Recreation place a high value on competent construction budgeting and management, quality control and construction contract administration.
- e. PROJECT BUDGET AND FEES:
1. The *fixed limit of construction cost*, including site development, is \$2,505,500 not including FFE, inflation and the cost of the Administration Building.
 2. Estimated fees for consultant services, including all reimbursables, is \$250,000.
 3. The project is fully funded for design and construction.
 4. The form of agreement will be the State of Minnesota standard form
- f. PROJECT SCHEDULE:
- The preliminary project schedule calls for occupancy by winter 2000-2001 with a dedication and grand opening in May 2001.
- g. PROJECT INFORMATIONAL MEETING:
- An informational meeting will be held on January 11, 1999, at 1 p.m. in the Fort Snelling Chapel Basement (Fort Snelling History area) and will include DNR project principals. Attendance at this meeting is not mandatory, but strongly recommended.

Professional, Technical & Consulting Contracts

h. STATE DESIGNER SELECTION BOARD SCHEDULE:

Project Site Visit: January 13, 1999, 1 p.m. at Itasca State Park, Forest Inn Building
(Douglas Lodge Area)

Project Proposals Due: January 19, 1999

Project Shortlist: February 2, 1999

Project Interviews and Selection: February 23, 1999

i. PROJECT CONTACT:

Charles B. French, Supervising Architect
Department of Natural Resources
Bureau of Engineering
500 Lafayette Road
St. Paul, MN 55155-4029
Phone: (651) 296-0605 Fax: (651) 297-5818
E-mail: chuck.french@dnr.state.mn.us

9. CONTRACT REQUIREMENTS:

- a. The amended Minnesota Human Rights Act (*Minnesota Statute 363.073*) divides the contract compliance program into two categories. Both categories apply to any contracts for goods or services in excess of \$100,000. The first category applies to businesses who have more than 40 full-time employees within Minnesota on a single working day during the previous 12 months. The businesses in this category must have submitted an affirmative action plan to the Commissioner of the Department of Human Rights prior to the date and time set for the solicitation opening and must have received a Certificate of Compliance prior to the execution of the contract or agreement. The second category applies to businesses who have more than 40 full-time employees on a single working day in the previous 12 months in the State in which they have their primary place of business. The business in this category must either have an unexpired Certificate of Compliance previously issued by the Department of Human Rights, or certify to the contracting State agency that they are in compliance with federal affirmative action requirements before execution of the contract. This Certificate is valid for two (2) years. For further information, contact the Department of Human Rights, 190 East Fifth Street, Suite 700, St. Paul, MN 55101, (651) 296-5663 or 800-657-3704.

The Department of Administration is under no obligation to delay award or execution of this contract until a vendor has completed the human rights certification process. It is solely the responsibility of the vendor to apply for, and obtain, a human rights certificate prior to contract award.
- b. Costs incurred in responding to this RFP shall be borne by the responder. In accordance with existing statutes, the Board shall retain one copy of each proposal submitted. Responses to this RFP become public information under the Freedom of Information Act after the final selection has been made.
- c. *Laws of Minnesota 1997*, require the successful responder to submit acceptable evidence of compliance with workers' compensation insurance coverage requirements prior to execution of the contract.
- d. *Laws of Minnesota 1997*, Chapter 202, Article 1, Section 12, Subdivision 2, require that during the biennium ending June 30, 1999, for an executive agency contract that is subject to *Minnesota Statutes*, Section 363.073 (over \$100,000 and subject to Human Rights Certification requirements), before the agency enters into the contract, should to the extent practical and to the extent consistent with the business needs of the State, ensure that the company to receive the contract attempts to recruit Minnesota welfare recipients to fill vacancies in entry level positions if the company has entry level employees in Minnesota.
- e. This RFP does not obligate the State to complete the project, and the State reserves the right to cancel the solicitation if it is considered to be in its best interest.

Douglas Wolfangle, P.E., Chair
State Designer Selection Board

Non-State Public Bids, Contracts & Grants

Minnesota Tax Court

Request for Proposal to Purchase a Customized Case Management System for the Minnesota Tax Court

Vendors who plan to submit a proposal in response to this RFP, must mail or fax a Letter of Intent to the Materials Management Division, Attn: Bruce Charon, 112 Administration Bldg., 50 Sherburne Ave., St. Paul, MN 55155 by Friday, January 8, 1999.

Proposals will be due on Monday, January 25, 1999 at 3:00 p.m. CST. Contact:

Materials Management Division
112 Administration Bldg.
50 Sherburne Ave.
St. Paul, MN 55155
Phone: (651) 296-2600
FAX: (651) 297-3996

for a copy of the complete Request for Proposal (RFP).

Non-State Public Bids, Contracts & Grants

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

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

Metropolitan Council

Invitation for Bid for Software Tool Suite

Sealed bids will be received at the offices of the Metropolitan Council, Mears Park Centre, 230 East 5th Street, St. Paul, Minnesota, 55101, on January 20, 1999, at 2:00 P.M., at which time and place they will be publicly read, for the acquisition of a fully integrated suite of tools for the development of a data mart/data warehouse that includes the ETL tools, metadata repository and access/analysis tools.

Copies of the specifications and bid instructions may be obtained from the offices of the Metropolitan Council or by calling (651) 602-1499 or via FAX request at (651) 602-1083. All bids to be considered must be submitted on Council approved bid forms.

The award will be based upon, but not necessarily limited to, factors of price, lead time, agreement to the Metropolitan Council's terms and conditions and past experience with the Metropolitan Council.

The Metropolitan Council reserves the right to accept or reject any and all bids, or any part of any bid, and to waive any minor irregularities and deviations from requirements outlined in the technical specifications.

Metropolitan Council

Notice of Request for Proposals (RFP) for Assisting the Council with Off-Site Records Storage

The Metropolitan Council is requesting proposals for technical and professional services to assist the Council with long term off-site storage of records. Currently, there are 8,500 boxes in storage, which consist of a combination of paper records, microfilm and back-up tapes. The anticipated activity counts are listed below:

| | |
|--------------------------------|---------------------------|
| Current box inventory | 8,500 |
| Monthly average box retrievals | 10 trips / 60 boxes |
| Monthly average new boxes | 50 / 1.2 cubic foot boxes |
| Monthly destruction (average) | 25 / 1.2 cubic foot boxes |

Non-State Public Bids, Contracts & Grants

A tentative schedule for vendor selection is:

| | |
|--------------------------------------|---------------|
| Issue Request for Proposals | December 1998 |
| Site Visit and Informational Meeting | January 1999 |
| Receive Proposals | January 1999 |
| Selection of Firm | January 1999 |
| Metropolitan Council authorization | February 1999 |
| Contract negotiated, executed, NTP | March 1999 |

All firms interested in being considered for this project and desiring to receive a RFP package are invited to submit a Letter of Interest to:

Administrative Assistant, Contracts and Documents Unit
Metropolitan Council Environmental Services
230 East Fifth Street
Mears Park Centre
St. Paul, MN 55101

Inquiries regarding this project should be directed to Stephen Greenwood at (651) 602-1077.

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 Proposal or any modifications to it. If a contract for the project is awarded in excess of \$100,000, the requirements of *Minnesota Rules* 5000.3530 will be applicable.

Minnesota Health Data Institute

Notice of Request for Proposals for Survey Data Collection and Analysis Services

The Minnesota Health Data Institute (MHDI), in a management contract with the Minnesota Buyers Health Care Action Group (BHCAG), the Minnesota Department of Employee Relations (DOER), and the Minnesota Department of Human Services (DHS), is requesting proposals from qualified vendors to conduct survey data collection and analysis services for 1) the 1999 BHCAG/DOER Consumer Satisfaction Survey of Health Care Services and 2) the 1999 Medicaid and MinnesotaCare Member Satisfaction Survey.

The projects will use the Consumer Assessment of Health Plans Study (CAHPS) instrument, adapted appropriately to survey state employees, employees of member companies of BHCAG, and enrollees of health plans participating in the state Medical Assistance and MinnesotaCare programs. MHDI will supply the vendor with the survey questionnaires and data files of enrollee information from the various populations to be surveyed.

The vendor will complete the following tasks by September 30, 1999: 1) check the enrollee data files and draw samples from these data files according to the CAHPS technical specifications and additional requirements specified in the RFP; 2) perform either mail or telephone data collection according to CAHPS technical specifications, to obtain a) 700 completed surveys (350 adults and 350 children) for up to 30 separate population groups for the 1999 BHCAG/DOER project and b) 350 completed surveys for up to 20 separate population groups for the 1999 DHS project; 3) prepare summary stub and banner tables and datasets on diskettes of the survey items collected; and 4) perform additional data analysis functions, as prescribed in this RFP. Vendors should have extensive skills and experience in large-scale mail and telephone data collection methods. Experience administering health care surveys to a variety of population groups, including Medical Assistance is strongly desired. Experience with the CAHPS questionnaire and methodology is also strongly desired.

Prospective vendors may obtain full details of this Request for Proposals by contacting:

Walter Suarez, MD, MPH
Executive Director
Minnesota Health Data Institute
2550 University Avenue West, Suite 345 North
Saint Paul, MN 55114
phone: (612) 917-6700
FAX: (612) 917-6720
e-mail: walter.suarez@mhdi.org

This is a competitive bid. Proposals are due by 5:00 p.m. central standard time, Tuesday, January 26, 1999.

Non-State Public Bids, Contracts & Grants

University of Minnesota

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

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

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

University of Minnesota

Multiple Proposals for Multiple Buildings - 1999 Exterior Improvements at Minneapolis and St. Paul, Minnesota Campuses

Separate proposals for:

- Aluminum Window / Curtain Wall Replacement
- Providing Wood Window Replacement System Products
- Installation of Wood Window Replacement Systems

Multiple proposals are requested for Window Replacement Projects as described in the Request for Proposal Documents. Separate proposals are requested for each of the following Products / Services at each of the following separate Projects:

A. Aluminum Window / Curtain Wall Replacement: (Three separate proposals for) Providing and installing Aluminum Window / Curtain Wall System Products at the following locations:

- “A-1” Peik Hall and Science Classroom Building (U of M Project #116-99-1358)
- “A-2” Gortner and Snyder Halls (U of M Project #352-99-1359)
- “A-3” Cooks Hall (U of M Project #056-99-1360)

In addition, proposers desiring to propose for providing and installing Aluminum Window and Curtain Wall products for a combination of all three projects may submit additional information as indicated in the Request for Proposal.

W. Wood Window Replacement System Product: (Five separate proposals for) Providing Wood Window Replacement System Products only, at the following locations:

- “W-1” Science Classroom Building (U of M Project #116-99-1358)
- “W-2” Snyder Hall (U of M Project #352-99-1359)
- “W-3” Mechanical Engineering Building (U of M Project #265-99-1479)
- “W-4” Merrill and Johnston Halls (U of M Project #046-99-1479)
- “W-5” Pillsbury, Nolte, Scott, and Wulling Halls (U of M Project #002-99-1362)

In addition, proposers desiring to propose for providing Wood Window products for a combination of all five projects may submit additional information as indicated in the Request for Proposal.

I. Wood Window Replacement System Installation: (Five separate proposals for) Wood Window Replacement Systems installation only, at the following locations:

- “I-1” Science Classroom Building (U of M Project #116-99-1358)
- “I-2” Snyder Hall (U of M Project #352-99-1359)
- “I-3” Mechanical Engineering Building (U of M Project #265-99-1479)
- “I-4” Merrill and Johnston Halls (U of M Project #046-99-1479)
- “I-5” Pillsbury, Nolte, Scott, and Wulling Halls (U of M Project #002-99-1362)

Proposals will be received until 2:00 p.m. CST, January 26, 1999.

Sealed proposals will be received by the Regents of the University of Minnesota at Facilities Management Purchasing Services, 400 Donhowe Building, 319-15th Avenue SE, Minneapolis, MN 55455, until the stated time, when they will be publicly opened and only the names of the responding proposers will be made public.

Non-State Public Bids, Contracts & Grants

Proposals may be viewed publicly in Purchasing Services after the award has been made and notification given to all respondents.

The anticipated date of award is: **February 2, 1999.**

The work shall be completed beginning **April 1, 1999** and be substantially completed by **November 30, 1999.**

Proposal documents may be examined at:

- Miller-Dunwiddie, Inc., 123 North 3rd Street, Suite 104, Minneapolis, MN 55401
- University of Minnesota, Facilities Management Purchasing Department, 400 Donhowe Building, 319-19th Avenue SE, Minneapolis, MN 55455

Copies of the Proposal Documents may be obtained at the Architect's office in accordance with the instructions to Proposers upon making a refundable deposit, by check in the amount of \$100.00, for each of three, complete or partial packages of Proposal Documents, made payable to Miller-Dunwiddie, Inc.

Direct communications regarding the proposals to:

Tom Brown
Miller-Dunwiddie, Inc.
Phone: (612) 337-0000
FAX: (612) 337-0031
E-Mail: tbrown@mildun.com

Each proposal shall be accompanied by a bid security of 5% of the maximum amount of the bid in the form of a Surety Bond, certified check, or cashier's check.


The successful proposers shall furnish Performance and Payment Bonds in the full amount of the contract.

The University reserves the right to reject any and all proposals, accept any proposals, waive informalities in proposals submitted, and waive minor discrepancies in proposal procedures, as it deems to be in its best interest.

The University of Minnesota has scheduled a mandatory pre-proposal meeting for Tuesday, January 12, 1999 at 9:00 a.m.

Call Tom Brown of Miller-Dunwiddie, Inc. (612-337-0000) to RSVP. The meeting will be held at the University of Minnesota, Facilities Management Department, Room 317/318 Donhowe Building, 319 15th Avenue SE, Minneapolis, MN 55455.

For the purpose of observing the building exteriors and representative conditions at the interior of the buildings, site visits will follow the pre-proposal meeting, and continue on the following day, at approximate times and locations as scheduled in the Request for Proposal.



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