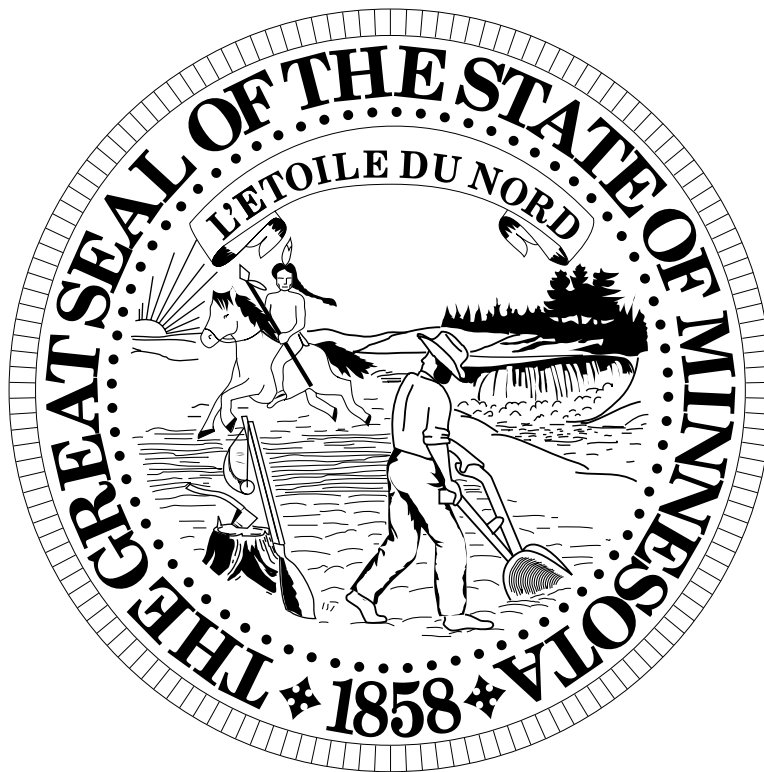


State of Minnesota

State Register

Rules and Official Notices Edition



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

Monday 24 January 2000
Volume 24, Number 30
Pages 1065-1086

State Register

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

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

- proposed, adopted, exempt, expedited emergency and withdrawn rules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

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Printing Schedule and Submission Deadlines

Vol. 24 Issue Number	PUBLISH DATE	Deadline for both Adopted and Proposed RULES	Deadline for: Emergency Rules, Executive and Commissioner's Orders, Revenue and Official Notices, State Grants, Professional-Technical-Consulting Contracts, Non-State Bids and Public Contracts
#30	Monday 24 January	Noon Wednesday 12 January	Noon Tuesday 18 January
#31	Monday 31 January	Noon Wednesday 19 January	Noon Tuesday 25 January
#32	Monday 7 February	Noon Wednesday 26 January	Noon Tuesday 1 February
#33	TUESDAY 15 FEBRUARY	Noon Wednesday 2 February	Noon Tuesday 8 February

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Publication Number: 326630. (ISSN 0146-7751)

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FOR LEGISLATIVE NEWS

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

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

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

Minnesota Rules: Amendments & Additions

Volume 24, Issues #27-30 (Issues #1-26 cumulative appeared in Issue #26)..... 1068

Adopted Rules

Education Board

Passing scores for state basic skills tests..... 1069

Podiatric Medicine Board

Temporary permits, license fees, and continuing education 1069

Appointments

Employee Relations Department

Wayne Simoneau appointed acting commissioner 1070

Official Notices

Agriculture Department

Minnesota Rural Finance Authority public hearing on issue of agricultural development revenue bonds on behalf of David J. Plass for purchase of 129 acres of bare farmland in Ciaro Township, Renville County 1070

Human Services Department

Request for comments on estimated temporary assistance to needy families caseload impacts of eligibility changes and on methodology used to estimate caseload impacts..... 1071

Metropolitan Airports Commission

Public hearing on the adoption of an airport redesignation ordinance 1073

Secretary of State

Request for information on the capabilities and functionalities of existing voter registration systems available for purchase..... 1073

Teaching Board

Request for comments on planned rule amendments to continuing teacher license issuance and renewal 1074

State Grants & Loans

Office of Environmental Assistance

Request for pre-proposals for targeted grant rounds for product stewardship and market development 1075

Human Services Department

Request for proposals for new and innovative service delivery models from qualified proposers for Minnesota Health Care Programs recipients in Cass, Crow Wing, Morrison, Todd and Wadena Counties..... 1077

Professional, Technical & Consulting Contracts

Colleges and Universities, Minnesota State (MnSCU)

Request for sealed bids for the operation of the campus bookstore 1078

Commerce Department

Proposals sought to conduct investigations:
 • of a single insurer in the midwestern United States 1079
 • of two insurers in a single group in the midwestern United States..... 1081

Minnesota State Lottery

Request for bids for promotional merchandise 1083

Public Safety Department

Request for proposals for hazard; mitigation planning..... 1083

Non-State Public Bids, Contracts & Grants

Metropolitan Airports Commission

Proposals sought for secured area access control system service agreement at Minneapolis-St. Paul International Airport..... 1084

Metropolitan Council

Invitation for bids for Hoffman computer workstations 1084
 Invitation for bids for janitorial service at two locations for the council's Environmental Services 1084

University of Minnesota

Bid Information Service (BIS) available for all potential vendors 1085

Commodity, Service, and Construction contracts are published in a bulletin, the *State Register Contracts Supplement*, published Tuesday, Wednesday and Friday. Award results are available from the Materials Management Helpline (651) 296-2600.

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 issue 52 (or 53 in some years), cumulative for issues #1-52 (or 53). An annual subject matter index for rules was separately printed usually in August, but starting with Volume 19 now appears in the final issue of each volume. For copies or subscriptions to the *State Register*, contact Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155 (651) 297-3000, or toll-free 1-800-657-3757.

Volume 24, Issues #27-30

Agriculture Department

1500.3300 s.3; .3700; .3800; **1505.0840**; .0850; .0870; .0880; .0890; .0900; .0910; .0920; .0930; .0940; .0950; .0970; .0990; .1000; .1010; .1020; .1040; .1050; .1060; .1070; .1110; .1130; .1140; .1150; .1160; .1170; .1180; .1190; .1200; .1210; .1220; .1230; .1270; .1280; **1555.2340**; .2350; .2360; .2370; .2380; .2390; .4240; .4250; .4260; .4270; .4280; .4290; .4300; .4310; .4320; .4330; .4340; .4345; .4350; .4360; .4370; .4380; .4390; .4400; .4410; .4420; .4440; .4450; .4460; .4470; .4480; .4490; .4500; .4510; .4520; .4530; .4540; .4550; .4560; .4570; .4580; .4590; .4600; .4610; .4620; .4630; .4640; .4650; .4660; .4670; .4680; .4690; .4700; .4710; .4720; .4730; .4740; .4750; .4760; .4770; .4780; .4790; .4800; .4810; .4820; .4830; .4840; .4845; .4850; .4860; .4870; .4880; .4890; .4900; .4910; .4920; .4930; .4940; .4950; .4955; .4960; .4970; .4980; .4990; .5000; .5010; .5020; .5030; .5040; .5050; .5660; .5070; .5080; .5090; .5100; .5110; .5120; .5130; .5140; .5150; .5160; .5170; .5180; .5210; .5220; .5230; .5240; .5250; .5260; .5270; .5280; .5290; .5300; .5310; .5320; .5330; .5340; .5350; .5360; .5370; .5380; .5390; .5400; .5410; .5420; .5430; .5440; .5450; .5455; .5460; .5470; .5480; .5490; .5500; .5510; .5520; .5530; .5540; .5550; .5560; .5570; .5580; .5590; .5600; .5610; .5620; .5630; .5640; .5650; .5660; .5670; .5680; .5690; .5700; .5710; .5720; .5730; .5740; .5745; .5750; .5760; .5770; .5780; .5790; .5800; .5820; .5830; .5840; .5850; .5860; .5870; .5880; .5890; .5900; .6000; .6010; .6020; .6030; .6040; .6050; .6060; .6070; .6080; .6090; .6100; .6110; .6120; .6130; .6140; .6150; .6160; .6170; .6180; .6190; .6200; .6210; .6220; .6230; .6240; .6250; .6260; .6270; .6280; .6290; .6300; .6310; .6320 (**proposed repealer**)..... 1051

Education Board

3501.0180 (adopted) 1069

Labor & Industry Department

5205.0010 (proposed exempt)..... 987

Podiatric Medicine Board

6900.0160; .0250; .0300 (adopted)..... 1069

6900.0010, s.3a, 4a; .0020 s.8a; .0250 s.3; .0500 (repealed)..... 1069

Public Safety Department

7512.0100; .0300; .0400; .0900; .1000; .1100; .1200; .1300;

.1500; .1800; .1900; .2400; .2500; .2600; .2700; .2750; .2700;

.2800 (proposed) 977

7512.1200 s. 2; .2100; .2200; .2300 (proposed repealer) 977

Secretary of State

8260.0600 (adopted exempt)..... 1007

8260.0600 s.3, 4 (repealed exempt) 1007

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 Education

Adopted Permanent Rules Relating to Passing Scores for State Basic Skills Tests

The rules proposed and published at *State Register*, Volume 24, Number 13, pages 424-426, September 27, 1999 (24 SR 424), are adopted as proposed.

Board of Podiatric Medicine

Adopted Permanent Rules Relating to Temporary Permits, License Fees, and Continuing Education

The rules proposed and published at *State Register*, Volume 24, Number 15, pages 543-546, October 11, 1999 (24 SR 543), are adopted as proposed.

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.

Appointments

Minnesota Statutes, Section 15.06, Subd. 5 requires a notice of the designation of a commissioner or acting commissioner, or the assumption of office by a temporary commissioner, shall be filed with the president of the senate and the speaker of the house with a copy delivered to the secretary of state and published in the next available edition of the *State Register*.

Department of Employee Relations

Notice of Reappointment of Commissioner

NOTICE IS HEREBY GIVEN, pursuant to *Minnesota Statutes*, Section 15.06, Subd. 5, that Governor Jesse Ventura has appointed Wayne Simoneau to the office of acting commissioner of the Minnesota Department of Employee Relations effective December 8, 1999. He succeeds Commissioner Karen Carpenter. This appointment carries with it all rights, powers, duties, and emoluments granted by law and pertaining to this position until this appointment is superseded or annulled.

The laws and rules governing the Department of Employee Relations are:

- *Minnesota Statutes*, Chapters 43A, 179A and 471
- *Minnesota Rules* 3900-3920

Acting Commissioner Simoneau is a resident of Anoka County, Congressional District Six. He can be reached at the Minnesota Department of Employee Relations, 200 Centennial Bldg., 658 Cedar Street, St. Paul, MN 55155. Telephone (651) 296-3095. Internet home page: <http://www.doer.state.mn.us>

Official Notices

Pursuant to Minnesota Statutes §§ 14.101, an agency must first solicit comments from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking. The *State Register* also publishes other official notices of state agencies and non-state agencies, including notices of meetings and matters of public interest.

Department of Agriculture

Minnesota Rural Finance Authority

Notice of Public Hearing on the Issuance of an Agricultural Development Revenue Bond Under *Minnesota Statutes*, Chapter 41C

NOTICE IS HEREBY GIVEN that a public hearing will be held on February 11, 2000, at 9:00 A.M. in Room 145 Department of Agriculture Building, 90 West Plato Boulevard, Saint Paul Minnesota, on a proposal that the Minnesota Rural Finance Authority (the Authority) issue its revenue bond under *Minnesota Statutes*, Chapter 41C, in order to finance the purchase of approximately 129 acres of bare farmland located in NW 1/4 Section Section 6, Ciaro Township, Renville County, Minnesota on behalf of David J. Plass, a single man (the Borrower/s). The maximum aggregate face amount of the proposed bond issue is \$210,000.00. The revenue bond will be a limited obligation of the Authority, payable solely from the revenue pledged to the payment thereof. No holder of such revenue bond will ever have the right to compel any exercise of the taxing power of the State of Minnesota to pay the bond or the interest thereon, nor to enforce payment against any property of the Authority or the State of Minnesota, except the revenues specifically pledged to the payment thereof. Before issuing the revenue bond, the Authority will enter into an agreement with the Borrower whereby the Borrower will be obligated make payments at least sufficient at all times to pay the principal of and interest on such revenue bond when due. All persons interested may appear and be heard at the time and place set forth above, or may file written comments with the Executive Director of the Authority prior to the date of the hearing set forth above.

Dated: 5 January 1999

Jim Boerboom
RFA Director

Department of Human Services

Economic and Community Support Strategies

Notice of Request for Comments on Estimated Temporary Assistance to Needy Families (TANF) Caseload Impacts of Eligibility Changes and on Methodology Used to Estimate Caseload Impacts

Temporary Assistance to Needy Families (TANF) is the name of the federal government's successor program to the Aid to Families with Dependent Children (AFDC) program. Minnesota's name for its TANF program is the Minnesota Family Investment Program (MFIP).

Federal law and regulations require states to achieve specified levels of participation (participation rates) in work and approved activities of recipients of their TANF programs. States are subject to penalties if the target participation rates are not met. States are allowed reductions in these target participation rates, to the extent that caseload in the state's TANF program for the preceding federal fiscal year is lower than the state's AFDC caseload was in federal fiscal year 1995 (45 CFR 261.40).

For example, target participation rates for Minnesota's TANF program for federal fiscal year 2000 are reduced if the average caseload in Minnesota's TANF program in federal fiscal year 1999 is lower than the average caseload in Minnesota's AFDC program for federal fiscal year 1995. This reduction in target participation rates is referred to as the "caseload reduction credit."

In calculating the caseload reduction credit Minnesota is entitled to, the state is required to "disregard the net caseload reduction (i.e. caseload decreases offset by increases) due either to requirements of Federal law or to changes that a state has made in its eligibility criteria in comparison to its criteria in effect in FY 1995." States are required to provide the public an opportunity to comment on the estimates and methodology used in estimating their caseload credit. (45 CFR 260.40 and 41)

The Minnesota Department of Human Services proposes to take the position that Minnesota has not made eligibility changes which would require it to disregard part of the caseload reduction which it has experienced. The following material, which explains the Department's logic regarding federal and state eligibility changes, is proposed for inclusion with the mandatory federal report regarding TANF caseload reduction. Written comments on this material should be directed to:

George Hoffman, Director
Reports and Forecasts Division
Minnesota Department of Human Services
444 Lafayette Road
St. Paul, Minnesota 55155-3838
Phone: (651) 296-6154

The deadline for submitting comments is Wednesday, February 23, at 4:30 p.m.

MINNESOTA EXPLANATION OF / METHODOLOGY FOR ESTIMATED CASELOAD IMPACTS OF ELIGIBILITY CHANGES

FEDERAL REQUIREMENTS

60-Month Lifetime Limit

The state has adopted the 60-month lifetime limit. This limit has no effect in Minnesota until July 2002. Therefore, until that month, the caseload impact is estimated at zero.

Must Work After 24 Months

State policy implemented in January 1998 requires participation in work activities no later than six months after assistance begins. The penalty for not cooperating with work requirements is a sanction equal to from 10% to 30% of the assistance standard. Because cases are not terminated for non-compliance with work requirements, and the maximum sanction by itself will not result in termination, we estimate the caseload impact of work requirements as zero.

Teen Parents Must Have Adult Supervision

The State adopted equivalent requirements effective July 1996, prior to the existence of the federal requirements. The State anticipated some reductions in grants but no caseload reduction from imposition of these requirements. The number of cases with minor caretakers (under 18) has not declined since implementation of these requirements, and so we estimate the caseload impact at zero.

Official Notices

Disqualification for Fraudulent Residence

Minnesota has had no known cases disqualified for this reason. The estimated impact is zero.

Disqualification of Fugitive Felons and Drug Felons

Minnesota has had no known cases disqualified for this reason. The estimated impact is zero.

Non-qualified Aliens

Aliens who are not qualified for federal funding continue to be covered with state-only funding. Because these recipients are included in the caseload statistics used for this report, there is no caseload impact.

STATE ELIGIBILITY CHANGES

Elimination of \$50 Child Support Pass-Through

This change produced a grant reduction but would not by itself cause termination of a case. Therefore the caseload impact is estimated at zero.

Elimination of the Time Limit on the \$30 & 1/3 Disregard

This change affected only the state's transitional TANF program from July to December 1997. Based on data on the number of cases with the (time-limited) disregards, the state projected the caseload impact of this change at an increase of 70 cases per month for the specified period.

Citizenship / Deeming

Citizenship and sponsor deeming requirements were already in place in AFDC in the FY 1995 base year. Therefore the caseload impact is estimated at zero.

30-Day Residency

In almost all instances this change results in proration of the payment for the month of application rather than ineligibility. Therefore the caseload impact is estimated at zero.

Elimination of the 100-Hour Rule

The elimination of the 100-hour rule permitted a state-only Family General Assistance caseload which averaged 1600 families in the first half of 1997 to be folded into Minnesota's TANF program. This caseload was transitioned into the TANF program between July 1997 and March 1998. The caseload impact is shown as reaching 1,200 in early 1998 but then declining to a level of about 1,000 by the Spring of 1999. This impact is estimated based on a forecast of the Family General Assistance caseload beginning with July 1997. The residual monthly number of cases which received Family General Assistance from July 1997 to June 1998 (a transition period) is subtracted from this forecast, producing a month-by-month estimate of the caseload impact of this eligibility change.

Shift to Tribal Program

The Mille Lacs Band of Chippewas started operating a tribal TANF program in January 1999. Cases in the tribal program are not included in the count of TANF cases reported by the state. Therefore a caseload reduction equal to the number of cases in the tribal program is estimated.

Food-Only Cases Counted

The number of cases receiving assistance reported by the State for the period January through September 1998 includes cases getting only food benefits (i.e. Food Stamps) under the State's Minnesota Family Investment Program (MFIP), which was implemented in January 1998. The State anticipated having to fund part of the cost of the MFIP food benefit, and so included these cases as MOE cases. Subsequently the U.S. Department of Agriculture determined that the MFIP food benefit was cost-neutral to the federal government and did not require any state funding. The state discontinued counting cases with food-only benefits in reports for FFY 1999. The caseload impact of counting the food-only cases is shown for the months January to September 1998. After that they were not counted, and zero caseload impact is shown.

Metropolitan Airports Commission

Notice of Public Hearing

NOTICE IS HEREBY GIVEN that on the 9th day of February, 2000 at 1:00 p.m. in the Lindbergh Terminal Building at the Minneapolis - St. Paul International Airport, Room 3040, the Metropolitan Airports Commission will hold a public hearing to receive testimony relative to the adoption of:

AIRPORT REDISIGNATION ORDINANCE:

An Ordinance to promote and conserve the public safety, health, peace, convenience and welfare; to facilitate Airport expansion; to rename Airport gates and concourses using the alpha-numeric used at most airports.

Copies of the draft Ordinance may be obtained by contacting:

Rebecca Zwart
Metropolitan Airports Commission
6040 - 28th Avenue South
Minneapolis, MN 55450
Phone: (612) 726-8197
Fax: (612) 726-5306

Dated this 18th day of January, 1999.

Mr. Jeffrey W. Hamiel
Executive Director
Metropolitan Airports Commission
6040 - 28th Avenue South
Minneapolis, MN 55450

Office of the Secretary of State

Request for Information on the Capabilities and Functionalities of Existing Voter Registration Systems

The Minnesota Secretary of State is preparing to issue a Request for Proposal in the spring of 2000 for a replacement to the existing statewide voter registration system. As part of the preparation for writing this request the Secretary of State is requesting information on the capabilities and functionalities of existing voter registration systems that are available for purchase.

Vendors who respond to this request for information will be scheduled to make a presentation of their system's capabilities before representatives of the Secretary of State and interested County Auditors. During the presentation vendors will be expected to demonstrate how their system:

- Processes and maintains voter registration records
- Develops and maintains a precinct finder
- Processes absentee ballot applications
- Tracks voter history
- Produces voting rosters and other election related reports
- Can be used in redistricting

Vendors may also demonstrate additional features not listed above, but should be aware that the length of the presentation will be limited. The Secretary of State would like to start viewing presentations on the week of February 7th, 2000. If you would like to respond to this request for information, or have questions, please contact Sue Swanson at (651) 297-8250.

Minnesota Board of Teaching

REQUEST FOR COMMENTS

Planned Amendments to Rules Relating to Continuing Teacher License Issuance and Renewal [*Minnesota Rules* 8700.0900 to 8700.2300 and 8750.7000 to 8750.8400]

Subject of Rules. The Minnesota Board of Teaching requests comments on its planned amendments to rules relating to Continuing Teacher License Issuance and Renewal. The rules will be amended to update clock hour requirements and provide exceptions for teachers seeking or earning certification from the National Board of Professional Teaching Standards and those completing locally developed professional development plans. The Board of Teaching proposes also to bring all teachers under a single continuing education/renewal system with consistent licensure renewal requirements for all teachers, except those teachers holding life licenses.

Persons Affected. The rules would likely affect teachers renewing teaching licenses, schools, local continuing education committees, and postsecondary teacher preparation institutions.

Statutory Authority. *Minnesota Statutes*, section 122A.09, subdivision 4 authorizes the Board to adopt rules for teacher licensure renewal. *Minnesota Statutes*, section 122A.18, specifically require the Board of Teaching to provide alternative options to its relicensure/renewal rules for teachers seeking or earning National Board of Professional Teaching Standards certification.

Public Comment. Interested persons or groups may submit comments or information on these planned rules in writing until 4:00 p.m. on March 1, 2000. The Board does contemplate appointing an advisory committee to comment on the planned rules.

Rules Drafts. A preliminary draft of the proposed rule amendments is available and is attached to all copies of this Request transmitted by U.S. Mail. Copies of the preliminary draft may be also be obtained by contacting the Agency Contact Person listed below.

Agency Contact Person. Written comments, questions, requests to receive a draft of the proposed rules, and requests for more information on these planned rules should be addressed to: Michael Tillmann, Executive Director, Minnesota Board of Teaching, 1500 Highway 36 West, Roseville, Minnesota 55113. His phone number is (651) 582-8835 and his facsimile number is (651) 582-8872. TTY users may call the Board at (651) 582-8201.

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 Board 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 Board is required to submit to the judge only those written comments received in response to the rules after they are proposed.

State Grants & Loans

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

Minnesota Office of Environmental Assistance

Notice of Request for Pre-Proposals for Targeted Grant Rounds for Product Stewardship and Market Development

Minnesotans recognize the value of a healthy economy, environment and community. Looking toward the 21st century, it is critical not only that we meet today's needs, but also conserve resources and leave a clean and healthy environment for future generations.

To facilitate these efforts, the Minnesota Office of Environmental Assistance (OEA) annually offers Environmental Assistance Grants. The OEA's mission is:

To protect Minnesota's environment and assure a sustainable economy through waste prevention and resource conservation.

To accomplish this mission the OEA through its activities, including this grant round, works to attain the following environmental outcomes:

- Minnesotans prevent waste and pollution and conserve resources.
- Minnesota's waste is recycled and managed in an environmentally sound manner.
- Minnesota communities are sustainable.
- Minnesotans make educated decisions and actions regarding the environment.

This RFP, grant round and additional information about the OEA can be found on our Web site: www.moea.state.mn.us.

The OEA uses state funds to provide seed money for new programs and projects, to support and showcase local efforts, to transfer technology and results to others in Minnesota, and to challenge and support innovation. All grant projects must include results in the form of data and information that clearly demonstrates progress toward achieving one or more of the four environmental outcomes outlined above. The OEA uses the information from funded grants to measure the state's progress toward meeting these environmental outcomes.

TARGETED AREAS - PRODUCT STEWARDSHIP and MARKET DEVELOPMENT

OEA is running two concurrent targeted grant rounds and has budgeted approximately \$500,000 for the combined grant rounds. Separate Requests For Proposals (RFP) have been developed for each of the targeted areas. ***Please be specific about the RFP you are interested in receiving when contacting the OEA. If you are unsure of which RFP to ask for contact Stacy Sullivan at (651) 215-0216 for assistance.***

This notice is issued by the Director of the OEA under authority provided in *Minnesota Statutes* § 115A.0716 which allows the director to administer its Environmental Assistance Grant and Loan Program.

The purpose of this notice is to solicit pre-proposals for:

1. RFP 1 - Product Stewardship Targeted Grant Round - Building from the four broad environmental outcomes listed above, OEA has identified in its current strategic plan five specific program priorities. This RFP outlines funding priorities to help achieve two of the program priorities, 1) "Business as environmental stewards", with a focus on pilot projects that reduce businesses' impact on the environment, design for the environment activities and chemical substitution, and 2) "Education for behavior change" focusing on resource use and waste education for consumers.

2. RFP 2 - Market Development Targeted Grant Round - Another priority from our strategic plan is solid waste systems maintenance and development, with a focus on providing assistance to secondary material manufacturers. This RFP lists funding priorities that we consider will help us achieve our strategic priorities.

TARGETED GRANT ROUND - RFP 1 - PRODUCT STEWARDSHIP

Product stewardship means that all parties who have a role in designing, producing, selling or using a product must take responsibility for the full environmental impact of that product throughout its life.

Product stewardship grants MUST increase product stewardship activities and enhance business involvement in implementing

State Grants & Loans

stewardship principles. Particular attention will be focused on grant proposals that include activities related to any of the three state-identified priority products: paint, carpet and electronics with CRTs.

1. Funding priority: Consumer Education

Grant proposals developed under this priority should focus on education of consumers so they encourage businesses to undertake activities which reflect environmental stewardship principles.

The intent of this priority is to use community-based education to increase consumer awareness of the environmental consequences of their purchasing, to encourage consumers to use their purchasing power to encourage businesses to adopt environmental stewardship principles. A variety of educational campaigns e.g. run by waste haulers, environmental groups etc, could be undertaken to achieve this priority.

2. Funding priority: Mentoring Assistance

Grant proposals developed under this priority should focus on the development of mentoring among businesses — where businesses that practice product stewardship provide information and technical assistance to others to increase the number of businesses acting as environmental stewards.

The intent of this priority is to increase product stewardship in the state by providing an opportunity for industry mentoring. Businesses with stewardship experience would provide direct assistance to other businesses to promote and encourage stewardship principles.

3. Funding priority: Stewardship Projects

Grant proposals developed under this priority should focus on projects by manufacturers and/or others involved in the product chain (lifecycle) which are intended to reduce the amount of material that enters the hazardous or solid waste stream as a result of product design, production, use and/or end of life product management.

Funding priority #3 requires a match of at least 1:2. Government would pay one third or less of the total project cost. Application may be made for capital equipment for existing businesses. Preference will be given to innovative projects

The OEA has prepared a Request for Proposal (RFP) for the Product Stewardship Targeted Grant Round which provides pre-proposal application forms and detailed information on pre-proposal evaluation, guidelines for funding, review procedures, and other relevant information. Interested persons may obtain a copy of the Product Stewardship Targeted Grant Round RFP by contacting:

Sally Peterson
Minnesota Office of Environmental Assistance
520 Lafayette Road, 2nd Floor
St. Paul, MN 55155-4100
(651) 215-0286 or (800) 657-3843 (toll free in Minnesota)
e-mail: sally.peterson@moea.state.mn.us or visit OEA's web site: <http://www.moea.state.mn.us>

TARGETED GRANT ROUND - RFP 2 - MARKET DEVELOPMENT

Market development grants MUST enhance and improve the collection of recyclable material and/or develop or enhance markets for recycled materials or non-hazardous industrial waste in the state.

1. Funding priority: Innovative Collection and Recycling Systems

Grant proposals developed under this priority should focus on the development of an innovative collection and recycling system for materials in the state. The Minnesota collection system was developed over the last 10 years. There is potential to increase recycling efficiency by redeveloping systems for recyclable material collection and processing at lower costs while maintaining market value and utility of secondary materials.

2. Funding priority: Expand Existing Production Process

Grant proposals developed under this priority should expand existing production processes that add-value to or use recycled material as a manufacturing feedstock. The intent of this priority is to provide a source of capital to businesses to expand their capacity to make recycled-content products or add value to recyclable material. Application may be made for capital equipment for existing businesses. Preference will be given to innovative projects.

3. Funding priority: New Product Development

Grant proposals developed under this priority should focus on research, development and testing of new products using recycled material or non-hazardous industrial waste as a feedstock. The intent of this priority is to assist companies to develop new products that are made of recycled-content material.

4. Funding priority: Existing Product Development

Grant proposals developed under this priority should focus on research, development and testing of the use of recycled material in existing products that are currently produced using virgin materials. The intent of this priority is to provide an incentive to research and test recycled material for use in existing products. There are numerous opportunities to use recycled-material in products that are currently undeveloped due to quality, performance and compatibility concerns.

The OEA has prepared a Request for Proposal (RFP) for the Market Development Targeted Grant Round that provides pre-proposal application forms and detailed information on pre-proposal evaluation, guidelines for funding, review procedures, and other relevant information. Interested persons may obtain a copy of the Market Development Targeted Grant Round RFP by contacting:

Sally Peterson
Minnesota Office of Environmental Assistance
520 Lafayette Road, 2nd Floor
St. Paul, MN 55155-4100
(651) 215-0286 or (800) 657-3843 (toll free in Minnesota)
e-mail: sally.peterson@moea.state.mn.us or visit OEA's web site: <http://www.moea.state.mn.us>

Please be specific about the RFP you are interested in receiving when contacting the OEA. If you are unsure of which RFP to ask for contact Stacy Sullivan at (651) 215-0216 for assistance.

Department of Human Services

Health Care Purchasing and Service Delivery Division

Notice of Request for Proposals for New and Innovative Service Delivery Models from Qualified Proposers for Minnesota Health Care Programs recipients in Cass, Crow Wing, Morrison, Todd and Wadena Counties

The Minnesota Department of Human Services (DHS) is seeking proposals for new and innovative service delivery models to persons in Cass, Crow Wing, Morrison, Todd and Wadena Counties who are covered by Medical Assistance (MA), General Assistance Medical Care (GAMC) or MinnesotaCare. Proposed models must demonstrate the ability to integrate health care services, with community, public health and social services and to provide a case management system that will encompass this package of health and community services. Covered populations include all persons enrolled in MinnesotaCare, and people in the Medical Assistance (MA) eligibility groups of Temporary Assistance to Needy Families (TANF), TANF-related, needy children, aged, and General Assistance Medical Care (GAMC). The enrollment process will begin no earlier than May 1, 2000. The estimated number of eligible enrollees is:

MA/GA/GAMC:	9,887
MinnesotaCare:	8,713
Total:	18,600

Proposers qualified to respond to this Request for Proposals (RFP) must be able to provide all MA/GAMC/MinnesotaCare covered services for all counties in the identified geographic region, and must be able to accept financial risk. Capitation rates have been set by DHS in consultation with an independent actuary. Contracts will be awarded based on: (1) network capacity and geographic accessibility of service delivery sites; (2) ability to comply with service delivery standards appropriate to the demographic characteristics of the population to be enrolled; (3) ability to integrate health care services with other community services (4) financial and risk capability; and (5) ability to meet quality assurance, complaint, appeal and reporting requirements.

The Department may choose to select a single contractor to serve this rural group of counties. The Commissioner reserves the right to reject any proposal.

Proposal requirements for prospective respondents currently contracting with DHS for Minnesota Health Care Programs enrollment in other counties include network information applicable to Cass, Crow Wing, Morrison, Todd and Wadena Counties, and assurances and exhibits addressing specific issues and concerns. Prospective respondents who have no current contracts with DHS for Minnesota Health Care Programs are required to submit additional information pertaining to network capabilities, administration and reporting capabilities.

Interested parties may receive a copy of the RFP by contacting:

Pam Austin, Development Manager

State Grants & Loans

Purchasing and Service Delivery Division
Minnesota Department of Human Services
444 Lafayette Road
St. Paul, Minnesota, 55155-3854
Telephone: (651) 297-2355 Fax: (651) 297-3230
E-mail: pam.austin@state.mn.us

Prospective respondents with questions regarding this RFP may call, write or e-mail Pam Austin at the above address. Ms. Austin is the only person at the Department of Human Services who is authorized to answer questions regarding this document.

NOTE: A Proposers' Conference for prospective respondents has been scheduled for January 28, 2000 from 2:00 p.m. to 3:30 p.m. at the following location:

Minnesota Department of Human Services
Room 1B
444 Lafayette Road
St. Paul, MN

All written questions submitted to Pam Austin at the above address prior to January 28, 2000 will be addressed at the conference. All responses to this RFP are due at the Department of Human Services, Purchasing and Service Delivery Division, ATTN.: Pam Austin, 444 Lafayette Road, St. Paul, MN 55155, by 4:30 p.m., February 21, 2000.

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 to printed in the *State Register*. These procedures also require that the following information be included in the notice: name of contact person, agency name and address, description of project and tasks, cost estimate, and final submission date of completed contract proposal. Certain quasi-state agencies are exempted from some of the provisions of this statute. In accordance with *Minnesota Rules* Part 1230.1910, certified Targeted Group Businesses and individuals submitting proposals are prime contractors shall receive the equivalent of a 6% preference in the evaluation of their proposal. For information regarding certification, call the Materials Management Helpline (651) 296-2600 or [TTY (651) 297-5353 and ask for 296-2600].

Colleges and Universities, Minnesota State (MnSCU)

St. Cloud State University

Advertisement for Bid for Operation of Campus Bookstore

Sealed proposals for items hereinafter described will be received by St. Cloud State University at the Business Office, St. Cloud State University, St. Cloud Minnesota until **3:00 P.M. on February 22, 2000** and will then be publicly opened and read aloud. The right is reserved to accept or reject any or all bids or parts of bids and to waive informalities within.

Bids are requested for the **Operation of Campus Bookstore** as per plans and specifications available in the Business Office, St. Cloud State University.

For further information contact:

Lisa Sparks
Director of Purchasing
St. Cloud State University
720 4th Ave. S.
St. Cloud, MN 56301-4498
Phone: (320) 255-4788

Department of Commerce

Request for Proposals on Specifications for Organizations and Individuals Wishing to Act as Market Conduct Examiners in the Examination of a Single Insurer on Behalf of the Minnesota Commerce Department in Midwestern United States *Minnesota Statutes* 60A.031, Subd. 3.

I. INTRODUCTION AND BACKGROUND

The Minnesota Department of Commerce (hereinafter the "Department") is soliciting bids from individuals or organizations qualified to perform market conduct examinations pursuant to *Minnesota Statute*, section 60A.031, subdivision 3. The individuals or organizations (hereinafter the "examiners") will conduct an examination of a foreign domiciled insurance company conducting business in Minnesota. The company is domiciled in the Midwest.

Selection of the examiners will be made in the best interest of the Department based upon the proposals submitted and the quality of service necessary. The Department intends to select the examiners as soon as reasonably possible.

II. EXAMINER RESPONSIBILITIES

The examiners, in accordance with state examination policies and procedures and the procedures specified within the National Association of Insurance Commissioners *Market Conduct Examiners Handbook*, may:

- A. Conduct a review of the Company's operations and management, including, but not limited to; History, Profile, Managing general agent oversight, Internal audits, Antifraud plan, Certificates of authority and Litigation
- B. Conduct a review of complaint handling practices to include, but not be limited to; Complaint register; Complaint response times; Disposition of complaint.
- C. Conduct a review of advertising and sales practices to include, but not be limited to; Advertising file; Advertising and sales material; Producer and marketing channel training material; Surveys of producers and customers.
- D. Conduct a review of producer licensing practices to include, but not be limited to; Licensing; Appointments; Terminations; Agent rehabilitations; Supervision; and Accounting
- E. Conduct a review of policyholder service practices to include, but not be limited to; Refunds; Policy issuance; Cancellation/nonrenewals; and Escheat.
- F. Conduct a review of underwriting and rating practices to include, but not be limited to; Rating practices; Underwriting practices; Use of correct and properly filed and approved rates, forms and endorsements; Termination practices; Unfair discrimination; Use of proper disclosures, buyers' guides and delivery receipts and Statistical coding.
- G. Conduct a review of claim practices to include, but not be limited to; Acknowledgment, investigation and settlement times; Claim investigation; Denied; Unfair claims; Claims form review; Escheat and Review of other procedures, as deemed necessary.
- H. Conduct an actuarial review of rates to include, but not be limited to; The analysis and validation of (1) premium and policy count data; (2) loss data; (3) expense data; and (4) investment income data and the company's loss analysis and ratemaking methodology.
- I. An examination report will be drafted in a factual unbiased manner, and written the format required by the Commissioner of Commerce and that relates directly to statutory and regulatory standards or requirements.

Contractor will perform examination procedures as required by the Department and act as the Examiner-in-Charge while conducting the examination. The contractor will draft the preliminary examination report in the format required by the Department. Contractor will need an understanding of Minnesota statutes and regulations as well as the ability to understand applicable case law. In addition, specific knowledge about credit insurance and creditor-placed insurance is necessary. Contractor may be required to testify at an administrative hearing or other legal proceedings involving the Company.

Professional, Technical & Consulting Contracts

III. INFORMATION REQUIRED IN PROPOSAL

In addition to agreeing to and detailing how it intends to fulfill the preceding itemized responsibilities, any prospective examiners must provide the following information:

A. Qualifications and Background

The contractor must possess management and organizational skills and experience, oral and written communication skills; report drafting skills; a familiarity with organizing and conducting market conduct examinations; problem-solving skills.

B. References and Current Operations

A list of other state departments of insurance for which the contractor has conducted market conduct examinations, or is now conducting examinations for, similar to those sought by this Request for Proposal and the nature of the services provided to each. Departments listed as references may be contacted by the Department as part of the evaluation of this Request for Proposal.

C. A schedule of hourly fees for the various levels of examiners and actuarial staff available or a hourly composite rate for overall services. If unavailable as described, the hourly fees may be described in any other form considered appropriate.

IV. FORM OF COMPENSATION

The examiners will be paid by direct billing of the company on either a bi-weekly or monthly billing cycle. Travel reimbursement will be in accordance with the Commissioners Plan and as otherwise agreed to in the contract.

V. DURATION OF CONTRACT

The proposed contract period for the examination will be for a maximum of six months commencing on, or about, February 23, 2000, and expiring on, or about, August 23, 2000.

VI. ADDITIONAL PROPOSAL AND CONTRACT REQUIREMENTS

The Commissioner of Commerce reserves the right to request clarification or elaboration of any segment of any proposal and to negotiate in the best interest of the department.

All proposals must indicate that they are valid for ninety (90) days. This period may be extended by mutual agreement between the examiners and the Department.

All proposals submitted in response to this Request for Proposals will become the property of the Department. Such proposals will also constitute public records and will be available for view and reproduction by any person after the choice of the examiners has been made. All proposals are to be submitted to the contact person identified below.

VII. SCHEDULE FOR PROPOSALS

All proposals submitted in response to this Request for Proposals must be received in the Commerce Department by February 9, 2000, at 12:30 pm. The Department of Commerce will make its decision on which examiners proposal to accept as soon thereafter as reasonably possible.

VIII. FURTHER CONTRACT INFORMATION

For purposes of inquiry, contact:
Paul Hanson, Chief Examiner
Enforcement Division
133 East 7th Street
St. Paul, MN 55101
651.297.5281
paul.hanson@state.mn.us

Statute mandates that examinations are confidential and nonpublic data under the Minnesota government data practices act. The Company is a large insurer specializing in the credit and creditor-placed insurance markets. The examination site will be located in a state in the midwestern United States. The examination is expected to last from six to eight weeks. It is estimated that two to three examiners and actuarial assistance will be needed. Travel expenses will be at the rates promulgated by the Commissioner of Employee Relations (DOER) for the Commissioners Plan publicized at <http://www.doer.state.mn.us/lr-cmrpl/chptr-15.htm> on the DOER web site. In compliance with *Minnesota Statutes* § 16C.08, the availability of this contracting opportunity is being offered to state employees. We will evaluate the responses of any state employee, along with other responses to this Request for Proposal.

Department of Commerce

Request for Proposals on Specifications for Organizations and Individuals Wishing to Act as Market Conduct Examiners in the Examination of Two Insurers in a Single Group on Behalf of the Minnesota Commerce Department in Midwestern United States *Minnesota Statutes 60A.031, Subd. 3.*

I. INTRODUCTION AND BACKGROUND

The Minnesota Department of Commerce (hereinafter the "Department") is soliciting bids from individuals or organizations qualified to perform market conduct examinations pursuant to *Minnesota Statute*, section 60A.031, subdivision 3. The individuals or organizations (hereinafter the "examiners") will conduct an examination of two foreign domiciled insurance companies, within one group, conducting business in Minnesota. The companies are domiciled in the Midwest.

Selection of the examiners will be made in the best interest of the Department based upon the proposals submitted and the quality of service necessary. The Department intends to select the examiners as soon as reasonably possible.

II. EXAMINER RESPONSIBILITIES

The examiners, in accordance with state examination policies and procedures and the procedures specified within the National Association of Insurance Commissioners *Market Conduct Examiners Handbook*, may:

- A. Conduct a review of the Company's operations and management, including, but not limited to; History, Profile, Managing general agent oversight, Internal audits, Antifraud plan, Certificates of authority and Litigation
- B. Conduct a review of complaint handling practices to include, but not be limited to; Complaint register; Complaint response times; Disposition of complaint.
- C. Conduct a review of advertising and sales practices to include, but not be limited to; Advertising file; Advertising and sales material; Producer and marketing channel training material; Surveys of producers and customers.
- D. Conduct a review of producer licensing practices to include, but not be limited to; Licensing; Appointments; Terminations; Agent rehabilitations; Supervision; and Accounting
- E. Conduct a review of policyholder service practices to include, but not be limited to; Refunds; Policy issuance; Cancellation/nonrenewals; and Escheat.
- F. Conduct a review of underwriting and rating practices to include, but not be limited to; Rating practices; Underwriting practices; Use of correct and properly filed and approved rates, forms and endorsements; Termination practices; Unfair discrimination; Use of proper disclosures, buyers' guides and delivery receipts and Statistical coding.
- G. Conduct a review of claim practices to include, but not be limited to; Acknowledgment, investigation and settlement times; Claim investigation; Denied; Unfair claims; Claims form review; Escheat and Review of other procedures, as deemed necessary.
- H. Conduct an actuarial review of rates to include, but not be limited to; The analysis and validation of (1) premium and policy count data; (2) loss data; (3) expense data; and (4) investment income data and the company's loss analysis and ratemaking methodology.
- I. An examination report will be drafted in a factual unbiased manner, and written the format required by the Commissioner of Commerce and that relates directly to statutory and regulatory standards or requirements.

Contractor will perform examination procedures as required by the Department and act as the Examiner-in-Charge while conducting the examination. The contractor will draft the preliminary examination report in the format required by the Department. Contractor will need an understanding of Minnesota statutes and regulations as well as the ability to understand applicable case law. In addition, specific knowledge about credit insurance and creditor-placed insurance is necessary. Contractor may be required to testify at an administrative hearing or other legal proceedings involving the Company.

Professional, Technical & Consulting Contracts

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In addition to agreeing to and detailing how it intends to fulfill the preceding itemized responsibilities, any prospective examiners must provide the following information:

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The contractor must possess management and organizational skills and experience, oral and written communication skills; report drafting skills; a familiarity with organizing and conducting market conduct examinations; problem-solving skills.

B. References and Current Operations

A list of other state departments of insurance for which the contractor has conducted market conduct examinations, or is now conducting examinations for, similar to those sought by this Request for Proposal and the nature of the services provided to each. Departments listed as references may be contacted by the Department as part of the evaluation of this Request for Proposal.

C. A schedule of hourly fees for the various levels of examiners and actuarial staff available or a hourly composite rate for overall services. If unavailable as described, the hourly fees may be described in any other form considered appropriate.

IV. FORM OF COMPENSATION

The examiners will be paid by direct billing of the company on either a bi-weekly or monthly billing cycle. Travel reimbursement will be in accordance with the Commissioners Plan and as otherwise agreed to in the contract.

V. DURATION OF CONTRACT

The proposed contract period for the examination will be for a maximum of six months commencing on, or about, February 23, 2000, and expiring on, or about, August 23, 2000.

VI. ADDITIONAL PROPOSAL AND CONTRACT REQUIREMENTS

The Commissioner of Commerce reserves the right to request clarification or elaboration of any segment of any proposal and to negotiate in the best interest of the department.

All proposals must indicate that they are valid for ninety (90) days. This period may be extended by mutual agreement between the examiners and the Department.

All proposals submitted in response to this Request for Proposals will become the property of the Department. Such proposals will also constitute public records and will be available for view and reproduction by any person after the choice of the examiners has been made. All proposals are to be submitted to the contact person identified below.

VII. SCHEDULE FOR PROPOSALS

All proposals submitted in response to this Request for Proposals must be received in the Commerce Department by February 9, 2000, at 12:30 pm. The Department of Commerce will make its decision on which examiners proposal to accept as soon thereafter as reasonably possible.

VIII. FURTHER CONTRACT INFORMATION

For purposes of inquiry, contact:

Paul Hanson, Chief Examiner

Enforcement Division

133 East 7th Street

St. Paul, MN 55101

651.297.5281

paul.hanson@state.mn.us

Statute mandates that examinations are confidential and nonpublic data under the Minnesota government data practices act. The Company is a large insurer specializing in the credit and creditor-placed insurance markets. The examination site will be located in a state in midwestern United States. The examination is expected to last from six to eight weeks. It is estimated that two to three examiners and actuarial assistance will be needed. Travel expenses will be at the rates promulgated by the Commissioner of Employee Relations (DOER) for the Commissioners Plan publicized at <http://www.doer.state.mn.us/lr-cmrpl/chptr-15.htm> on the DOER web site. In compliance with *Minnesota Statutes* § 16C.08, the availability of this contracting opportunity is being offered to state employees. We will evaluate the responses of any state employee, along with other responses to this Request for Proposal.

Minnesota State Lottery

Request for Bids for Promotional Merchandise

The Minnesota State Lottery will purchase a variety of promotional items for the purpose of marketing lottery games. Those items will be purchased under provisions of *Minnesota Statutes* 349A.07 which states in part:

“The director shall utilize an open bid process and shall take into account the particularly sensitive nature of the state lottery and shall consider the competence, quality of product, experience, and timely performance of each potential vendor in order to promote and ensure security, honesty, fairness, and integrity and the operation and administration of the lottery.”

Since time frames of these purchases will often be extremely constrained, the Lottery will establish a list of vendors willing to deliver specific items or groups of items. Invitations to bid on specific items will then be mailed to these vendors and responses mailed directly to the Lottery offices in Roseville.

Companies interested in being included on the Minnesota State Lottery vendor list for promotional merchandise should submit: business name, address, contact person, phone number, fax number, and brief description of your product line.

All responses should be sent to: Susie Kivi, Minnesota State Lottery, 2645 Long Lake Road, Roseville, Minnesota 55113. Vendors may request their names and product lines be added to the list at anytime.

Department of Public Safety

Division of Emergency Management

Request for Proposals for Hazard Mitigation Planning

The Minnesota Department of Public Safety/Division of Emergency Management (DEM) wishes to contract for professional and technical services to update its documentation and planning for hazard mitigation including:

- reformatting, review, and update of its analysis of natural hazards;
- an analysis of technological hazards facing the State;
- an assessment of the State's vulnerability to terrorism;
- a bomb disposal and domestic terrorism response implementation plan; and
- an updated Section 409 hazard mitigation plan including a list of recommended and prioritized mitigation strategies.

Details are contained in a Request for Proposals which can be obtained by contacting Theresa Mish, Division of Emergency Management, 444 Cedar St., Suite 223, St. Paul, MN 55101; Phone: 651/282-5395; E-mail: theresa.mish@state.mn.us.

This is the only person designated to answer questions regarding this request for proposals. Applications are due to the above address by no later than 1:00 p.m. CST on Monday, February 14, 2000. The anticipated cost of this contract is estimated at \$50,000.00.

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 *State Register* meets state and federal guidelines for statewide circulation of public notices. Any tax-supported institution or government jurisdiction may advertise contracts and requests for proposals from the private sector. It is recommended that contracts and RFPs include the following: 1) name of contact person; 2) institution name, address, and telephone number; 3) brief description of 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 Airports Commission

Notice of Call for Proposals for Secured Area Access Control System Service Agreement at Minneapolis - St. Paul International Airport

Sealed proposals will be received by the Metropolitan Airports Commission at its office at 6040 28th Avenue South, Minneapolis, MN 55450-2799, until 2:00 PM Local Time, FRIDAY FEBRUARY 4, 2000, for the procurement of **SECURED AREA ACCESS CONTROL SYSTEM SERVICE AGREEMENT AT MINNEAPOLIS - ST. PAUL INTERNATIONAL AIRPORT.**

At that time and place the proposals will be publicly opened and the names and address of those responding read aloud. If mailed the Commission's mailing address is 6040 28th Avenue South, Minneapolis, MN 55450-2799, **and proposals to be considered must be received by the Commission by the date and hour set for opening of proposals.**

A pre-proposal conference will be conducted on FRIDAY, JANUARY 28, 2000, at 10:00 am. Prospective bidders will meet at the following location:

MAC GENERAL OFFICE
6040 28th AVE S
MPLS., MN 55450

Proposals shall be according to the specifications. The Commission reserves the right to reject any or all proposals or portions thereof, and to waive any minor irregularities or informalities therein. Copies of the Specifications may be obtained at the office of the Commission, 6040 28th Avenue South, Minneapolis, Minnesota 55450. (phone: 612-726-8146)

Dated 18 January 2000

METROPOLITAN AIRPORTS COMMISSION
JoAnn Brown/Buyer-Administrator

Metropolitan Council

Invitation for Bid for Hoffman Computer Workstations

Sealed bids for computer workstations manufactured by Hoffman Engineering Company will be received at the offices of the Metropolitan Council, Mears Park Centre, 230 East 5th Street, St. Paul, Minnesota 55101, on February 7, 2000, at 2:00 P.M., at which time and place they will be publicly read.

Copies of 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 must be submitted on Metropolitan Council approved forms.

The Metropolitan Council shall consider all bids received and intends to award a contract(s) to the responsive and responsible bidder submitting the lowest total cost to the Council, by the due date and time. The Metropolitan Council reserves the right to reject all bids, to investigate the qualifications and experience of any bidder, to reject any provisions in any bid, to obtain new bids, or to proceed to do the work otherwise.

Metropolitan Council

Invitation for Bid for Janitorial Service

Sealed bids for janitorial services to be performed at two (2) Metropolitan Council Environmental Services locations, will be received at the offices of the Metropolitan Council, Mears Park Centre, 230 East 5th Street, St. Paul, Minnesota 55101, on February 9, 2000, at 2:00 P.M., at which time and place they will be publicly read.

A *mandatory* project walk through of both locations will be held on February 1, 2000, at 10:00 A.M. Bids will only be accepted from contractors that attend the site visits.

Non-State Public Bids, Contracts & Grants

Copies of 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 must be submitted on Metropolitan Council approved forms.

The Metropolitan Council shall consider all bids received and intends to award a contract(s) to the responsive and responsible bidder submitting the lowest total cost to the Council, by the due date and time. The Metropolitan Council reserves the right to reject all bids, to investigate the qualifications and experience of any bidder, to reject any provisions in any bid, to obtain new bids, or to proceed to do the work otherwise.

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 Request for Bids/Proposals through its web based Bid Information Services (BIS). Subscriptions to BIS are \$75/year. Visit our web site at bidinfo.umn.edu or call the BIS Coordinator at 612-625-5534.

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



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