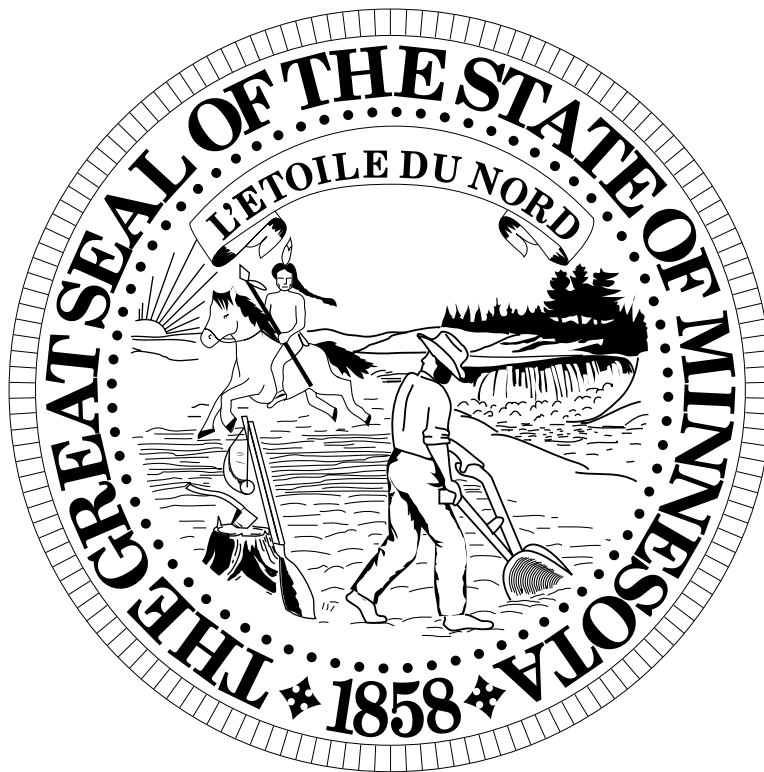


State of Minnesota

State Register

Rules and Official Notices Edition



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State Register

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

The *State Register* is the official publication of the State of Minnesota, 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- proposed, adopted, exempt, expedited emergency and withdrawn rules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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#35	Monday 28 February	Noon Wednesday 16 February	Noon Tuesday 22 February
#36	Monday 6 March	Noon Wednesday 23 February	Noon Tuesday 29 February
#37	Monday 13 March	Noon Wednesday 1 March	Noon Tuesday 7 March
#38	Monday 20 March	Noon Wednesday 8 March	Noon Tuesday 14 March

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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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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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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.

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Adopted Rules

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

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

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

Exempt Rules

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

Emergency Expedited Rules

Provisions for the Commissioner of Natural Resources to adopt emergency expedited Game and Fish Rules are specified in *Minnesota Statutes* §§ 84.027. The commissioner may adopt emergency expedited rules when conditions exist that do not allow the Commissioner to comply with the requirements for emergency rules. The Commissioner must submit the rule to the attorney general for review and must publish a notice of adoption that includes a copy of the rule and the emergency conditions. Emergency expedited rules are effective upon publication in the *State Register*, and may be effective up to seven days before publication under certain emergency conditions. Emergency expedited rules are effective for the period stated or up to 18 months.

Board of Chiropractic Examiners

Adopted Permanent Rules Relating to Acupuncture

The rules proposed and published at *State Register*, Volume 24, Number 6, pages 205-206, August 9, 1999 (24 SR 205), are adopted as proposed.

Board of Chiropractic Examiners

Adopted Permanent Rules Relating to Variances

The rules proposed and published at *State Register*, Volume 24, Number 6, pages 206-207, August 9, 1999 (24 SR 206), are adopted as proposed.

Exempt Rules

Exempt rules are excluded from the normal rulemaking procedures (Minnesota Statutes 14.386 and 14.388). They are most often of two kinds. One kind is specifically exempted by the Legislature from rulemaking procedures, but approved for form by the Revisor of Statutes, reviewed for legality by the Office of Administrative Hearings, and then published in the State Register. These exempt rules are effective for two years only.

The second kind of exempt rule is one adopted where an agency for good cause finds that the rulemaking provisions of Minnesota Statutes, Chapter 14 are unnecessary, impracticable, or contrary to the public interest. This exemption can be used only where the rules:

- (1) address a serious and immediate threat to the public health, safety, or welfare, or
- (2) comply with a court order or a requirement in federal law in a manner that does not allow for compliance with Minnesota Statutes 14.14-14.28, or
- (3) incorporate specific changes set forth in applicable statutes when no interpretation of law is required, or
- (4) make changes that do not alter the sense, meaning, or effect of the rules.

These exempt rules are also reviewed for form by the Revisor of Statutes, for legality by the Office of Administrative Hearings and then published in the State Register. In addition, the Office of Administrative Hearings must determine whether the agency has provided adequate justification for the use of this exemption. Rules adopted under clauses (1) or (2) above are effective for two years only.

The Legislature may also exempt an agency from the normal rulemaking procedures and establish other procedural and substantive requirements unique to that exemption.

Department of Labor and Industry

Adopted Exempt Permanent Rules Relating to Occupational Safety and Health; Adoption of Federal Standards by Reference

The rules proposed and published at *State Register*, Volume 24, Number 27, pages 987-988, January 3, 2000 (24 SR 987), are adopted as proposed.

Expedited Emergency Rules

Provisions exist for the Commissioners of some state agencies to 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. Specific *Minnesota Statutes* citations accompanying these emergency expedited rules detail the agency's rulemaking authority.

Department of Natural Resources

Adopted Expedited Emergency Game and Fish Rules; Light Goose Conservation Action

NOTICE IS HEREBY GIVEN that the above entitled rule has been adopted through the process prescribed by *Minnesota Statutes*, section 84.027, subdivision 13 (b). The statutory authority for the contents of this rule is *Minnesota Statutes*, sections 97A.025, 97A.045, 97A.091, 97A.401, 97A.418, 97A.501, 97B.731, and 97B.803.

Dated: 17 February 2000

Allen Garber
Commissioner of Natural Resources

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

6240.0600 SPECIAL PERMITS FOR LIGHT GOOSE POPULATION CONTROL.

Subpart 1. Definition. For purposes of this part, "light goose" means a lesser snow goose including a blue phase lesser snow goose (*Anser c. caerulescens*) or a Ross' goose (*Anser rossii*).

Subp. 2. Permit required. A person may not take a light goose during the periods prescribed in subpart 3 except under a valid permit and in full compliance with the conditions contained in the permit and in this part. Residents and nonresidents may apply for permits. No hunting license or stamps are required. Permits must be in possession of the permit holder at all times when taking or transporting light geese taken under this part and must be retained for as long as light geese taken under this part are in possession.

Subp. 3. Open harvest periods. Light geese may be taken during the periods from March 1 to April 30, 2000, and from March 1 to April 30, 2001, under permits issued under this part. Shooting hours are one-half hour before sunrise to one-half hour after sunset.

Subp. 4. Bag limit. No daily or bag limits apply to the taking of light geese under this part.

Subp. 5. Game refuges and waterfowl refuges. All state game refuges closed to migratory waterfowl hunting are closed to taking light geese under this part. All waterfowl refuges closed by posting to the taking of ducks or geese during any portion of the fall waterfowl seasons are closed to taking light geese under this part. All controlled hunting stations in the Lac qui Parle game refuge, Chippewa and Lac qui Parle counties, are closed to taking light geese under this part.

Subp. 6. Permit conditions; applicability of other laws and rules.

A. Permits are effective on the date of issuance or on March 1, whichever occurs later. Permits expire on April 30 of the year of issuance.

B. Except as provided in subparts 2 and 3, all applicable provisions of state statutes and federal law for taking migratory waterfowl apply to the taking of light geese under this part. All applicable rules for taking migratory waterfowl apply to the taking of light geese under this part, unless inconsistent with or otherwise provided in this part.

C. Permittees must submit records of their light goose harvest by July 1 on forms provided by the commissioner.

D. Additional conditions as the United States Fish and Wildlife Service may require or that the commissioner may deem necessary for conservation of waterfowl may be included in the permit.

Subp. 7. Permit application. Application for a permit under this part must be made using established telephone application processes established by the commissioner under *Minnesota Statutes*, section 84.027, subdivision 15.

Subp. 8. Penalties. Violation of this part or the conditions of any permit issued under this part shall result in revocation of the permit and may result in other penalties as provided by state or federal law.

EFFECTIVE PERIOD. *Minnesota Rules*, part 6240.0600, expires 18 months after adoption.

Revenue Notices

The Department of Revenue began issuing revenue notices in July of 1991. Revenue notices are statements of policy made by the department that provide interpretation, detail, or supplementary information concerning a particular statute, rule, or departmental practice. The authority to issue revenue notices is found in *Minnesota Statutes* § 270.0604.

Department of Revenue

Revenue Notice # 00-03: Sales and Use Tax - Exemptions: Materials Used or Consumed in Providing Taxable Services

Effective July 1, 1999, certain materials used or consumed in providing taxable services are exempt. This revenue notice provides guidance for applying the exemption as set out in the following statutory provisions.

Minnesota Statutes, section 297A.25, subdivision 62. **Materials used in providing taxable services.**

- (a) The gross receipts from the sale of and the storage, use, or consumption of all materials used or consumed in providing a taxable service intended to be sold ultimately at retail are exempt.
- (b) This exemption includes, but is not limited to:

- (1) chemicals, lubricants, packaging materials, seeds, trees, fertilizers, and herbicides, used or consumed in providing the taxable service;
 - (2) chemicals used to treat waste generated as a result of providing the taxable service; and
 - (3) accessory tools, equipment, and other items that are separate detachable units used in providing the service and that have an ordinary useful life of less than 12 months.
- (c) This exemption does not include:
- (1) machinery, equipment, implements, tools, accessories, appliances, contrivances, furniture, and fixtures used in providing the taxable service; and
 - (2) fuel, electricity, gas, and steam used for space heating or lighting.
- (d) For purposes of this subdivision, “taxable services” means the services listed in *Minnesota Statutes*, section 297A.01, subdivision 3, paragraph (i).

Part of paragraph (i) of *Minnesota Statutes*, section 297A.01, subdivision 3, is set out below for ease of applying this revenue notice. The first sentence of subdivision 3 reads “A ‘sale’ and a ‘purchase’ includes, but is not limited to, each of the following transactions:”. Paragraph (i) continues:

- (i) The furnishing for a consideration of services listed in this paragraph:
- (i) laundry and dry cleaning services including cleaning, pressing, repairing, altering, and storing clothes, linen services and supply, cleaning and blocking hats, and carpet, drapery, upholstery, and industrial cleaning. Laundry and dry cleaning services do not include services provided by coin-operated facilities operated by the customer;
 - (ii) motor vehicle washing, waxing, and cleaning services, including services provided by coin-operated facilities operated by the customer, and rustproofing, undercoating, and towing of motor vehicles;
 - (iii) building and residential cleaning, maintenance, and disinfecting and exterminating services;
 - (iv) detective services, security services, burglar, fire alarm, and armored car services; but not including services performed within the jurisdiction they serve by off-duty licensed peace officers as defined in *Minnesota Statutes*, section 626.84, subdivision 1, or services provided by a nonprofit organization for monitoring and electronic surveillance of persons placed on in-home detention pursuant to court order or under the direction of the Minnesota Department of Corrections;
 - (v) pet grooming services;
 - (vi) lawn care, fertilizing, mowing, spraying and sprigging services; garden planting and maintenance; tree, bush, and shrub pruning, bracing, spraying, and surgery; indoor plant care; tree, bush, shrub and stump removal; and tree trimming for public utility lines. Services performed under a construction contract for the installation of shrubbery, plants, sod, trees, bushes, and similar items are not taxable;
 - (vii) massages, except when provided by a licensed health care facility or professional or upon written referral from a licensed health care facility or professional for treatment of illness, injury, or disease; and
 - (viii) the furnishing for consideration of lodging, board and care services for animals in kennels and other similar arrangements, but excluding veterinary and horse boarding services.

Materials purchased under this exemption must be for use in directly providing a taxable service named above. Materials used or consumed in vehicles or equipment that are used in directly providing a taxable service may be purchased exempt.

If the vehicles or equipment are “primarily used” to directly provide the taxable service, 100 percent of the materials will be treated as exempt. For vehicles, “primarily used” means 50 percent or more of the mileage accumulated in directly providing the taxable service; for equipment, “primarily used” means 50 percent or more of the operating time. If the vehicle or equipment is used less than 50 percent for directly providing the taxable service, only the percentage of materials used while actually providing the service are exempt from tax. The taxpayer is required to maintain records indicating either the exact percentage used or that at least 50 percent of the use of the vehicle or equipment was for directly providing the taxable service.

All materials intended to be used or consumed in a vehicle or equipment used to directly provide a taxable service may be purchased exempt by providing the supplier with a properly completed Certificate of Exemption, Form ST-3. The purchaser must pay use tax on the cost of any materials that were purchased exempt from sales tax, but not used to provide the taxable service. The use tax must be reported and paid in the reporting period during which the materials are put to a taxable use.

Revenue Notices

Example 1: Part of providing laundry service requires the use of a delivery vehicle to pick-up and deliver laundry at the customer's residence. At least 50 percent of the mileage is accumulated while directly providing the taxable service, i.e. in transporting soiled laundry and clean laundry between the customer's location and the laundry. One hundred percent of the grease, oil, lubricants, and antifreeze consumed in the delivery vehicle may be purchased exempt.

Example 2: Vehicles are used to transport lawn mowers and employees to the site where the taxable service of mowing lawns will be performed. Since the vehicles are not used directly in performing the taxable service, materials used or consumed in the vehicles do not qualify for the exemption. Since the lawn mowers are used 100 percent of their operating time in directly providing the taxable services, grease, oil, lubricants, and other materials used or consumed in the lawn mowers can be purchased exempt.

Example 3: A vehicle is used 30 percent of the time to directly provide taxable services and 70 percent of the time for personal purposes. The grease, oil, lubricants, and antifreeze consumed in the vehicle may be purchased exempt, but use tax must be paid on 70 percent of the cost of the materials. The use tax must be reported on the sales tax return for the period when the materials are used in the vehicle.

The exemption for materials used in providing the taxable services named above does not apply to purchasing other taxable services. A taxable service is not a "material" and consequently may not be purchased exempt from sales tax by another taxable service provider. However, taxable services can be purchased exempt for resale in certain circumstances.

Example 4: Joe's Lawn Care contracts with customers to perform lawn care services for the season. The contracts require Joe's Lawn Care to mow lawns on a weekly basis and apply fertilizer and weed killer three times during the mowing season. Joe's Lawn Care subcontracts with a separate lawn care company for the weed spraying. Joe's Lawn Care Service may purchase the spraying service exempt for resale since the cost of the weed spraying is included in the total taxable amount charged to the customer for lawn care services.

Example 5: A laundry delivery vehicle is used as set out in Example 1, above. Vehicle washing service to clean the delivery vehicle may not be purchased exempt, nor may soap or water used to clean the vehicle be purchased exempt.

"Separate detachable units" are accessory tools or other items that are attached to machinery when being used to provide taxable services. These items are generally purchased separately from the purchase of the basic machine and do not include the basic machine and its component parts. However, if the separate detachable unit is included in the purchase price of the basic machine, and its cost is not separately stated, it is considered part of the basic machine and is taxable. Hand tools are not exempt. Attachments to hand tools are considered separate detachable units only if similarly functioning items attached to machinery would be considered separate detachable units.

"Ordinary useful life" means the life of accessory tools and other items measured by the normal use of the taxable service provider.

If a service is not one of the taxable services named above, materials used in providing the service do not qualify for this exemption.

The following are not considered materials used in providing taxable services and do not qualify for this exemption:

- Repair parts;
- Meals and lodging charges; and
- Materials used for general administrative purposes, such as office stationary or supplies.

Jennifer L. Engh
Assistant Commissioner for Tax Policy

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.

Minnesota Agricultural and Economic Development Board

Notice of Public Hearing on Proposed Project and the Issuance of Bonds Under *Minnesota Statutes* 1986, Chapter 116M and *Minnesota Statutes*, Chapter 41A on Behalf of Zumbro/IFP, Inc.

NOTICE IS HEREBY GIVEN that the Minnesota Agricultural and Economic Development Board (the "Board") or its designated representative, shall meet on March 15, 2000, at 9:00 a.m. o'clock, at 500 Metro Square, 121 7th Place East, Saint Paul, Minnesota, for the purpose of conducting a public hearing on a proposed issue of bonds (the "Bonds") and the provision of other financial assistance under *Minnesota Statutes* 1986, Chapter 116M, and *Minnesota Statutes*, Chapter 41A, as amended (the "Act"), to undertake and finance a project on behalf of Zumbro/IFP, Inc., a Minnesota corporation (the "Applicant"). Such persons as desire to be heard with reference to said issue of Bonds will be heard at this public hearing.

The project to be financed consists of the acquisition, construction and equipping of an existing manufacturing plant to be used primarily for the manufacture of dried food ingredients on the west side of Main Street and Center Street in the City of Altura, Minnesota (the "Project"). The initial owner of the Project will be Zumbro/IFP, Inc. or a related entity of the Applicant and the Project is expected to be owned, operated and managed by Zumbro/IFP, Inc., or a related entity of the Applicant. It is contemplated that the Project will be used primarily for the manufacture of dried food ingredients. The estimated amount of the Board's proposed bond issue is an amount not to exceed \$5,000,000. The Bonds shall be limited obligations of the Board, the Bonds and the interest thereon shall be payable solely from the revenue pledged to the payment thereof, and a mortgage or security interest or other security arrangements to be established by or on behalf of the Applicant. In addition, the Bonds and the Project may be subsequently considered by the Board for financial assistance to be provided by the Economic Development Fund created and established under *Minnesota Statutes* 1986, Chapter 116M or other financial or special assistance from the Board. Notwithstanding the foregoing, no holders of any such Bonds shall ever have the right to compel any exercise of the taxing powers of the State of Minnesota or any political subdivision thereof to pay the Bonds or the interest thereon nor to enforce payment against any property of said State or said political subdivision.

A copy of the Application to the Board for approval of the Project, together with all attachments and exhibits thereto and a copy of the Board's resolution accepting the Application and accepting the Project is available for public inspection at the offices of the Board at 500 Metro Square, 121 7th Place East, Saint Paul, Minnesota from the date of this notice to the date of the public hearing hereinabove identified, during normal business hours.

Dated: 17 February 2000

BY ORDER OF THE MEMBERS OF THE
MINNESOTA AGRICULTURAL AND ECONOMIC DEVELOPMENT BOARD

Paul Moe
Executive Director
Minnesota Agricultural and Economic Development Board

Board of Assessors

REQUEST FOR COMMENTS on Planned Amendments to Rules Governing Licensure, Education and Conduct of Assessors, *Minnesota Rules*, Chapter 1950

Subject of Rules. The Minnesota State Board of Assessors requests comments on its planned rules governing the licensure, education and conduct of assessors. The board is considering rule amendments that deal with time periods for obtaining licensure, educational requirements for each level of license, licensure procedures, and combining the Board's designation and license process.

Persons Affected. The proposed rule amendments would likely affect all Minnesota Assessors.

Statutory Authority. *Minnesota Statutes*, section 270.41, subd. 4, authorizes the Board to adopt rules for defining or interpreting grounds for refusing to grant or renew, and for suspending or revoking an assessor license. In addition, *Minnesota Statutes*,

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section 270.47 requires the Board to establish the rules necessary to accomplish the purpose of section 270.41 and to establish criteria required of assessing officials in the state.

Public Comment. Interested persons or groups may submit comments or information on these planned rules in writing until 4:30 p.m. on May 1, 2000. The Board does not contemplate appointing an advisory committee to comment on the planned rules.

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

Agency Contact Person. Written comments, questions, requests to receive a draft of the rules when they have been prepared, and requests for more information on these planned rules should be directed to: Lance Staricha, Attorney; Minnesota Department of Revenue; Appeals & Legal Services Division, 600 North Robert Street, Mail Station 2220, St. Paul, Minnesota 55146-2220; phone # (651) 215-5941; FAX # (651) 296-8229. TTY users may call the Department at (651) 297-2196.

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

NOTE: Comments received in response to this notice will not necessarily be included in the formal rulemaking record submitted to the administrative law judge when a proceeding to adopt rules is started. The agency is required to submit to the judge only those written comments received in response to the rules after they are proposed.

Dated: 28 February 2000

Deborah Volkert, Secretary-Treasurer
Minnesota State Board of Assessors

Minnesota Comprehensive Health Association

Notice of Meeting of the Actuarial Committee

NOTICE IS HEREBY GIVEN that a meeting of the Minnesota Comprehensive Health Association's (MCHA), **Actuarial Committee** will be held at 1:00 p.m. on Wednesday, March 1, 2000. The meeting will take place at Blue Cross Blue Shield of MN, Main Building, 6th floor meeting room, 3535 Blue Cross Road, Eagan, MN.

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

Executive Council State Board of Investment Land Exchange Board Investment Advisory Council

Notice of Meetings

The Executive Council, State Board of Investment, and the Land Exchange Board will meet on Wednesday, March 8, 2000 at 9:00 a.m. in Room 316, State Capitol, St. Paul, MN.

The Investment Advisory Council will meet on Tuesday, March 7, 2000 at 2:00 p.m. in the SBI Conference Room, Capitol Professional Office Building, Suite 10 (Main Floor), 590 Park Street, St. Paul, MN.

Higher Education Facilities Authority

Notice of Public Hearing on Revenue Obligations

NOTICE IS HEREBY GIVEN that a public hearing will be held by the Minnesota Higher Education Facilities Authority (the "Authority") with respect to a proposal to issue revenue bonds or other obligations on behalf of Carleton College (the "College"), as owner and operator of Carleton College, an institution of higher education, at the Authority's offices at Suite 450 Galtier Plaza, 175

East Fifth Street, St. Paul, Minnesota on March 15, 2000 at 2:00 p.m. Under the proposal, the Authority would issue its revenue bonds or other obligations in an original aggregate principal amount of up to approximately \$23,000,000 to finance a project generally described as (a) acquisition, construction and furnishing of an academic and dining hall totaling approximately 63,000 square feet, (b) acquisition, construction and furnishing of approximately 24 units of student housing in multiple buildings for approximately 100 students, (c) construction of approximately 50 spaces of surface parking and (d) improvement and restoration of bridges, walkways and lighting on the western shore of Lyman Lakes (collectively, the "Project"), owned or to be owned and operated by the College and located at One North College Street, Northfield, Minnesota, 55057.

At said time and place the Authority shall give all parties who appear or have submitted written comments an opportunity to express their views with respect to the proposals to undertake and finance the Project.

Dated: 28 February 2000

By Order Of The Minnesota Higher
Education Facilities Authority

Elaine Yungerberg
Acting Executive Director

Higher Education Facilities Authority

Notice of Public Hearing on Revenue Obligations

NOTICE IS HEREBY GIVEN that a public hearing will be held by the Minnesota Higher Education Facilities Authority (the "Authority") with respect to a proposal to issue revenue bonds or other obligations on behalf of Saint Mary's University of Minnesota, a Minnesota nonprofit corporation (the "University"), as owner and operator of Saint Mary's University of Minnesota, an institution of higher education, at the Authority's offices at Suite 450 Galtier Plaza, 175 East Fifth Street, St. Paul, Minnesota on March 15, 2000 at 2:00 p.m. Under the proposal, the Authority would issue its revenue bonds or other obligations in an original aggregate principal amount of up to approximately \$1,100,000 to finance a project generally described as the acquisition and installation of a packaged generator set and related equipment for a stand-by electric generation system (the "Project"), owned or to be owned and operated by the University and located on its main campus, the principal street address of which is 700 Terrace Heights, Winona, Minnesota, 55987.

At said time and place the Authority shall give all parties who appear or have submitted written comments an opportunity to express their views with respect to the proposal to undertake and finance the Project.

Dated: 28 February 2000

By Order Of The Minnesota Higher
Education Facilities Authority

Elaine Yungerberg
Acting Executive Director

Housing Finance Agency

Notice of Hearing on Issuance of Rental Housing Bonds

The Minnesota Housing Finance Agency will hold a public hearing at 10:00 a.m. on Wednesday, March 15, 2000, at the Minnesota Housing Finance Agency, 400 Sibley Street, Suite 300, St. Paul, Minnesota 55101, for the purpose of taking public testimony regarding the issuance of its Rental Housing Bonds in the maximum principal amounts set forth below. The Bonds may be issued in one or more series and will be issued to fund mortgage loans to pay for all or a portion of the costs of acquisition, rehabilitation and construction of the following developments, including facilities related and subordinate thereto, for residential rental housing as defined in the Agency's Rental Housing Bond Resolution. The developments proposed to be assisted are:

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<u>Initial Owner Or Operator</u>	<u>Facility</u>	<u>Address</u>	<u>Maximum Bond Amount</u>
North Mankato Leased Housing Associates, LP	120 unit apartment building	1621 Colony Court North Mankato	\$3,000,000
Mankato Leased Housing Associates II Limited Partnership	120 unit apartment building	140 Homestead Driver Mankato	\$3,000,000
Clearwood Park Acquisition Limited Partnership	86 unit apartment and townhouse complex	1400 - 1440 Ninth Ave. S. St. Cloud	\$3,300,000

Additional information may be obtained from the Minnesota Housing Finance Agency, Attn: Sharon Strelow. Parties wishing to comment on the issuance of the Bonds may appear in person at the hearing or may submit written comments to the undersigned prior to the hearing.

Katherine Hadley
Commissioner

Department of Labor and Industry Labor Standards Unit

Notice of Addition to Highway/Heavy Prevailing Wage Rates

An **additional** rate has been added to the Highway/Heavy Prevailing Wage Rates certified 10/25/99, for **Labor Code 415, Painters, in Brown, Cottonwood, Jackson, Martin, Nobles, Rock and Watonwan Counties, Region 10.**

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

Gretchen B. Maglich
Commissioner

Pollution Control Agency

Notice of Intent to Approve the Annexation of Specified Areas Adjacent to the Crane Lake Water and Sanitary District in Accordance with *Minnesota Statutes* §§ 115.18 to 115.21

The Crane Lake Water and Sanitary District and St. Louis County have petitioned the Minnesota Pollution Control Agency (MPCA) to approve the annexation of specified area adjacent to Crane Lake Water and Sanitary District. The area proposed for annexation was originally omitted from the legal description in the 1995 petition for formation of the sanitary district through a technical error. The territory of the existing Crane Lake Water and Sanitary District is legally described as:

All of unorganized Township 67 North, Range 17 West; and

Section 18 and the SE 1/4 of the SW 1/4 of Section 7 of unorganized Township 67 North, Range 16 West, St. Louis County, Minnesota.

The territory proposed to be annexed to the Crane Lake Water and Sanitary District is legally described as:

The SW 1/4 of the SE 1/4, Section 7, Township 67 North, Range 16 West, St. Louis County, Minnesota.

A map displaying the boundaries of the proposed annexation area is available at the MPCA.

The public has 30 days to submit written comments on the petition. If a person objects to the petition, that person may submit a written request for a hearing that meets the requirements of *Minnesota Rules* 7000.1800 and 7000.1900. The written comments or a written request for a hearing must be submitted to the MPCA by 4:30 p.m. on March 28, 2000. If twenty five (25) or more timely requests for hearing are received, the MPCA will schedule a hearing prior to making a determination on the petition.

Following the end of the comment period and, if held, the public hearing, the MPCA Commissioner will decide whether to approve the petition for annexation of area to the Crane Lake Water and Sanitary District unless, as provided by *Minnesota Statutes* § 116.02, the MPCA Citizens' Board makes this decision. You have the right to submit a petition to the MPCA Commissioner requesting that the MPCA Citizens' Board make the decision on approval of the petition for annexation of area to the Crane Lake Water and Sanitary District. Your petition must be in writing and must be received by MPCA staff during the public comment period. The MPCA Citizens' Board will only make the decision on approval of the petition for annexation of area to the sanitary district if the MPCA Commissioner grants your petition or if an MPCA Citizens' Board member makes a timely request to have the decision made by the MPCA Citizens' Board.

A copy of the petition, resolutions, map of the proposed annexation area and the existing sanitary district with the legal descriptions, and other documents relevant to the petition can be requested from the MPCA. Comments, questions, and requests for a hearing regarding the annexation to the sanitary district and requests for information must be submitted in writing to:

Amy Lockheart	Telephone: (651) 296-5426
Regular Facilities and Site Remediation Section	Toll-free: 1-800-657-3864
Policy and Planning Division	TTY: (651) 282-5332
Minnesota Pollution Control Agency	Fax: (651) 297-8676
520 Lafayette Road North	<i>amy.lockheart@pca.state.mn.us</i>
Saint Paul, MN 55155-4194	

This notice, the petition, and other documents relevant to the petition can be made available in other formats, including Braille, large print, audio tape, and other languages upon request.

Dated: 18 February 2000

Lisa J. Thorvig
Deputy Commissioner

Pollution Control Agency

Notice of Intent to Approve the Annexation of Specified Areas Adjacent to the Shorewood Park Sanitary District in Accordance with *Minnesota Statutes* §§ 115.18 to 115.21

The Shorewood Park Sanitary District and the Township of Nessel have petitioned the Minnesota Pollution Control Agency (MPCA) to approve the annexation of specified area adjacent to Shorewood Park Sanitary District. The territory of the existing Shorewood Park Sanitary District is legally described as:

That part of the south 1050.00 feet, as measured along the east line thereof, of the South One-half of Section 14, Township 37, Range 22, Chisago County, Minnesota, lying west of the centerline of County State Aid Highway No. 1 (Rush Lake Trail), except that part lying below the ordinary high water elevation of meandered Rush Lake; and

That part of the South One-half of Section 13, Township 37, Range 22, Chisago County, Minnesota, lying southwesterly of the centerline of County State Aid Highway No. 1 (Rush Lake Trail); and

Government Lot 7 of Section 23, Township 37, Range 22, Chisago County, Minnesota; and

All of Government Lot 1 and Government Lot 2 and that part of the Northwest Quarter of the Northwest Quarter lying southwesterly of the centerline of County State Highway No. 1 (Rush Lake Trail), all in Section 24, Township 37, Range 22, Chisago County, Minnesota.

The territory proposed to be annexed to the Shorewood Park Sanitary District is legally described as:

All of Section 28, Township 37, Range 22, Chisago County, Minnesota, except that part lying below the ordinary high water elevation of meandered Rush Lake; and

The West One-half of Section 27, Township 37, Range 22, except that part lying below the ordinary high water elevation of meandered Rush Lake; and

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The North One-half and the Southwest Quarter of Section 22, Township 37, Range 22, Chisago County, Minnesota, except that part lying below the ordinary high water elevation of meandered Rush Lake; and

That part of Section 21, Township 37, Range 22, Chisago County, Minnesota, lying southeasterly of the centerline of County State Aid Highway No. 4 (Acacia Trail), except that part lying below the ordinary high water elevation of meandered Rush Lake; and

That part of the South One-half of Section 20, Township 37, Range 22, Chisago County, Minnesota, lying easterly of the centerline of Acacia Lane, except that part lying below the ordinary high water elevation of meandered Rush Lake; and

That part of Sections 9 and 16, Township 37, Range 22, Chisago County, Minnesota, lying easterly of the centerline of County State Aid Highway No. 4 (Acacia Trail), except that part lying below the ordinary high water elevation of meandered Rush Lake; and

That part of the North One-half of Section 10, Township 37, Range 22, Chisago County, Minnesota, lying westerly and southwesterly of the centerline of Beech Avenue and its southeasterly extension, except that part lying below the ordinary high water elevation of meandered Rush Lake; and

The South One-half of Section 10, Township 37, Range 22, Chisago County, Minnesota, except that part lying below the ordinary high water elevation of meandered Rush Lake; and

The South One-half of Section 11, Township 37, Range 22, Chisago County, Minnesota, lying westerly of the centerline of County State Aid Highway No. 1 (Rush Lake Trail), except that part lying below the ordinary high water elevation of meandered Rush Lake; and

That part of Section 14, Township 37, Range 22, Chisago County, Minnesota, lying westerly of the centerline of County State Aid Highway No. 1 (Rush Lake Trail), and which also lies north of the south 1050.00 feet of said Section 14, as measured along the east line thereof, except that part lying below the ordinary high water elevation of meandered Rush Lake; and

All of Government Lot 1 and Government Lot 2 of the North Half of Section 23, Township 37, Range 22, Chisago County, Minnesota; and

The North One-half of the Southwest Quarter and all of Government Lots 3 and 4 and that part of Government Lot 5 lying northeasterly of the centerline of Clover Trail, all in Section 23, Township 37, Range 22, Chisago County, Minnesota; and

All of Section 15, Township 37, Range 22, Chisago County, Minnesota, except that part lying below the ordinary high water elevation of meandered Rush Lake.

A map displaying the boundaries of the proposed annexation area is available at the MPCA.

The existing sanitary district is known as the Shorewood Park Sanitary District. To better reflect the residents of the district, the petitioners have requested that the name be changed to the Rush Lake Sanitary District if the annexation is approved.

The public has 30 days to submit written comments on the petition and the proposed name change. If a person objects to the petition or name change, that person may submit a written request for a hearing that meets the requirements of *Minnesota Rules* 7000.1800 and 7000.1900.

Minnesota Rules 7000.1800 and 7000.1900 can be accessed at the Rush City, Pine City, Cambridge, St. Paul, and Minneapolis Libraries, Rush City City Hall, the web site of the Office of Revisor of Statutes at <http://www.revisor.leg.state.mn.us/arule/7000/>, and by contacting Amy Lockheart at the MPCA. The written comments or a written request for a hearing must be submitted to the MPCA by 4:30 p.m. on March 28, 2000. If twenty five (25) or more timely requests for hearing are received, the MPCA will schedule a hearing prior to making a determination on the petition.

Following the end of the comment period and, if held, the public hearing, the MPCA Commissioner will decide whether to approve the petition for annexation of area to the Shorewood Park Sanitary District unless, as provided by *Minnesota Statutes* § 116.02, the MPCA Citizens' Board makes this decision. You have the right to submit a petition to the MPCA Commissioner requesting that the MPCA Citizens' Board make the decision on approval of the petition for annexation of area to the Shorewood Park Sanitary District. Your petition must be in writing and must be received by MPCA staff during the public comment period. The MPCA Citizens' Board will only make the decision on approval of the petition for annexation of area to the sanitary district if the MPCA Commissioner grants your petition or if an MPCA Citizens' Board member makes a timely request to have the decision made by the MPCA Citizens' Board.

A copy of the petition, resolutions, map of the proposed annexation area and the existing sanitary district with the legal descriptions, and other documents relevant to the petition can be requested from the MPCA. Comments, questions, and requests for a

hearing regarding the annexation to the sanitary district or proposed name change and requests for information must be submitted in writing to:

Amy Lockheart
Regular Facilities & Site Remediation Section
Policy and Planning Division
Minnesota Pollution Control Agency
520 Lafayette Road North
Saint Paul, MN 55155-4194

Telephone: (651) 296-5426
Toll-free: 1-800-657-3864
TTY: (651) 282-5332
Fax: (651) 297-8676
amy.lockheart@pca.state.mn.us

This notice, the petition, and other documents relevant to the petition can be made available in other formats, including Braille, large print, audio tape, and other languages upon request.

Dated: 18 February 2000

Lisa J. Thorvig
Deputy Commissioner

Department of Trade and Economic Development

Notice of Formation and First Meeting of the Working Group on Minority Business Development

Governor Ventura has named the following individuals to a working group on minority business development:

Bruce Corrie, Ph.D. (Chairman)
Concordia University
St. Paul

Yvonne Cheung Ho
Metropolitan Economic Development Association
Minneapolis

Ezell Jones
Premier Ristech Services
Minneapolis

Mihailo Temali
Western Initiative for Neighborhood Development
St. Paul

Richard Antell
American Indian Chamber of Commerce
Minneapolis

Between March and September, 2000, the working group will seek to identify the location and characteristics of minority businesses in Minnesota, identify issues affecting minority business growth, and make recommendations for state action to enhance growth and eliminate or reduce barriers to development.

The first meeting of the Working Group will take place 10 a.m., March 6, 2000 at conference room "A," Minnesota Department of Trade and Economic Development, 500 Metro Square, 121 E. Seventh Place, St. Paul, MN 55101. The agenda is expected to include: a review of the goals of the Working Group; a review of the structure and operational procedures to gather data, make recommendations and produce a report; a review of plans for collection of data; dates and times of future meetings. A formal agenda will be available on March 1, 2000 from the Minnesota Department of Trade and Economic Development, Small Business Assistance Office at the above address or by telephone at (651) 282-2103.

The meeting is open to the public. The record of the meeting will be available to the public approximately ten days after the meeting from the Minnesota Department of Trade and Economic Development, Small Business Assistance Office at the above address or by telephone at (651) 282-2103.

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 Center for Crime Victim Services

FY01 Notice of Availability of Funds for Sexual Assault Services in Lake of the Woods County

The Minnesota Center for Crime Victim Services, Sexual Assault Program, announces the availability of grant funds for new services for sexual assault victims in Lake of the Woods County. This grant is eligible through a competitive application process and is for the twelve month period July 1, 2000 through June 30, 2001.

One grant of \$41,000 is available to provide start-up funds for direct services for sexual assault victims in Lake of the Woods County. Private non-profit organizations, Indian tribal governments, and local units of government are eligible to apply. Applicants are responsible for planning and implementing services according to minimum programmatic standards. The successful applicant may be eligible to apply for continued funding.

Applications are due Monday, April 17, 2000. To receive a request for proposals which provides complete information and describes how to apply, contact:

Minnesota Center for Crime Victim Services
245 East Sixth Street, Suite 705
St. Paul, MN 55101
(651) 282-6256 or toll-free (888) 622-8799
TTY (hearing impaired): (651) 205-4827

Office of Drug Policy and Violence Prevention

Criminal Justice Information System Integration Grants

PROGRAM PURPOSE: To enable county and municipal agencies to develop and integrate criminal justice information systems that meet local and statewide information system needs.

COORDINATING AGENCIES: Department of Public Safety Office of Drug Policy and Violence Prevention and the Criminal and Juvenile Justice Information Policy Group

ELIGIBLE APPLICANTS: Minnesota county and municipal agencies with criminal justice information systems in need of assistance with their system integration efforts.

DURATION OF FUNDING: One Year. Applicants should write a one-year grant.

MATCHING FUNDS REQUIRED: A 50% cash match is required.

APPLICATION DUE DATE: May 1, 2000

REVIEW PROCESS: Applications will be reviewed and funding decisions made by the Criminal and Juvenile Justice Information Policy Group.

To request an application contact:

Jocelyn Van Knight
Office of Drug Policy and Violence Prevention
444 Cedar Street
Suite 100 Town Square
St. Paul, Minnesota 55101-5100
Telephone: (651) 284-3325
E-mail: jocelyn.vanknight@state.mn.us

Minnesota Department of Health

Tobacco Endowments – Executive Office

Requests for Proposals for a Grant for a Youth Leadership Project

The Minnesota Department of Health (MDH) is issuing a Request for Proposal (RFP) for public or private organizations with the capacity to reach out to the citizens of Minnesota to lead a statewide tobacco control youth movement of 12- to 17-year olds. MDH is looking for an organization with significant experience in youth empowerment, a strong knowledge of the Minnesota youth market (including regional and ethnic variations), and demonstrable skill in effectively motivating youth to change behaviors.

The funded agency will be expected to develop and implement a youth-driven, adult-guided youth empowerment movement that will advance the overarching goal of the Minnesota Youth Tobacco Prevention Initiative: to reduce tobacco use among youth by 30 percent by the year 2005. The vision, goals and activities of the funded applicant will directly relate to how youth will ultimately be the driving force behind a movement intended to reduce their use of tobacco.

MDH will give emphasis to innovative, creative and fresh ideas for developing partnerships that will coordinate with all other programs and projects of the Minnesota Youth Tobacco Prevention Initiative. Applicants will need to demonstrate their capacity to handle all aspects of a youth movement themselves, or specify how the organization will partner with other organizations to accomplish the overall goals of the program.

This contract will cover a 12-month period beginning on or about July 1, 2000 through June 30, 2001. One million dollars will be dedicated to the Youth Leadership Project. Interested applicants should complete the questionnaire contained in the RFP. The questionnaire/proposal must be postmarked or delivered by 3:30 pm Friday, April 14, 2000. Applicants will be selected by May 12, 2000 by a group of reviewers familiar with youth organizing, grassroots organizing and/or tobacco control. Announcement of awards will be made on or about May 15.

Copies of the RFP will be available either by mail or for pick up. A copy of the RFP will also be available on the MDH website at <www.health.state.mn.us>.

To request a complete copy of the Request for Proposal, please contact the Tobacco Prevention and Control Section, Minnesota Department of Health, by telephone: (651) 215-8952 or e-mail: <tpc@kids.health.state.mn.us>. Copies are available for pick up between 8:00 a.m. and 4:30 p.m. at the Minnesota Department of Health, Suite 400, Golden Rule Building, 85 East Seventh Place, St. Paul, MN 55101. Questions regarding the Request for Proposal should be directed to Kathy Vigil, Minnesota Department of Health, Tobacco Prevention and Control, at 651-281-9790.

To be considered for funding, completed proposals must be post-marked on or before Friday, April 14, 2000 and mailed to the Minnesota Department of Health, Tobacco Prevention and Control, PO Box 64882, St. Paul, MN 55164-0882. Proposals may also be hand-delivered or sent by alternate carrier (e.g., FedEx or private courier) to the Minnesota Department of Health, Suite 400, Golden Rule Building, 85 East Seventh Place, St. Paul, MN 55101, but they must be delivered by 3:30 P.M. CDT, Friday, April 14, 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 be printed in the *State Register*. These procedures also require that the following information be included in the notice: name of contact person, agency name and address, description of project and tasks, cost estimate, and final submission date of completed contract proposal. Certain quasi-state agencies are exempted from some of the provisions of this statute. In accordance with *Minnesota Rules* Part 1230.1910, certified Targeted Group Businesses and individuals submitting proposals 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].

Department of Administration

Materials Management Division

Notice of Future Contract for Management Software and Request for Indications of Vendor Interest and Ability to Meet Specifications

The State intends to contract for Group Purchasing Organization Pharmaceutical Contract Management Software for the period June 1, 2000 through May 30, 2005. This software will be used by the Minnesota Multistate Contracting Alliance for Pharmacy (MMCAP). All software must run on a Windows NT 4.0 Backoffice server platform. The software must be fully developed, currently available, and have at a minimum the following features:

(A) Comprehensive contract management capabilities

- (1) Maintain a listing of all current and inactive contracts, for all vendors, displaying basic information for each contracted product (example: price, NDC, trade name, generic name, packaging description, and manufacturer for each contracted item).
- (2) A detail screen displaying, for each contracted product, the information listed in #1 above plus additional important product information (example: effective date, AHFS listing, WAC pricing, AWP pricing, Federal MAC pricing and free form additional "notes" capabilities)
- (3) Allows for assignment of unique contract identification numbers for each contract
- (4) Allows for multiple contracts for vendors
- (5) Allows for assignment of varying contract start and end dates.
- (6) Capacity to prepare and print a hard copy catalog listing of current contract
- (7) Support contract item additions, deletions, and changes through out contract period

(B) Vendor management features

- (1) Maintains a listing of all past and present contracted vendors
- (2) Stores and maintains detailed and updateable information on each vendor.

(C) Full bid cycle support capabilities

- (1) Bid Preparation
 - Maintains an updateable formulary of all items to be bid
 - Supports electronic bid presentation to potential vendors
- (2) Submission
 - Can receive bids from vendors via electronic media
- (3) Analysis
 - Automatic checking accuracy of submitted bids
 - Provide price ranking of equivalent products for analysis
- (4) Contract Award
 - Supports both automatic and manual award options
 - Creates electronic contract award listings for pharmaceutical vendors, wholesalers, and user facilities

(D) Reporting

- (1) Capability to receive, store, and report on individual transactional data received from contracted wholesalers
- (2) Provide usage reports categorized by facility, product, wholesaler or by combinations of these variables
- (3) Capability to provide a report listing recent facility additions and deletions

(E) Participating facilities management

- (1) Capability to maintain necessary demographic information base on all participating facilities
- (2) Capability to classify facilities by multiple attributes (type of facility, levels of participation, etc.)
- (3) Support searches of participant listing by multiple identifiers (name, DEA, HIN, other unique identification number)
- (4) Provide electronic and paper listing of membership allowing for ad hoc formatting
- (5) Supports an active and inactive status for facilities

(F) Product information database

- (1) Online realtime access to current database providing detailed product information on all pharmaceutical products available
- (2) The products included in the database are retrievable by multiple characteristics (generic name, trade name, NDC)

(G) "Electronic catalog" capability

- (1) Capability for participating facilities to maintain an up datable (via modem) listing of the current contract, in the facility's personal computer
- (2) The catalog listing provides multiple "look up" capabilities (trade name, generic, NDC)
- (3) Capability to provide various reports and electronic exports of contract and vendor information
- (4) Ability to produce electronic and hardcopy summaries of contract update information received via modem
- (5) Capability for contract managers to transmit viewable bulletins to catalog users

(H) Internet web site

- (1) Password secured
- (2) Maintains current updated contract listing
- (3) Product backorder listing capabilities
- (4) Listing of bulletin summaries of contract updates
- (5) Provides contract managers with capability to post "News" for web site visitors
- (6) Supports Vendor Performance Reporting features
- (7) Provides Internet links to contracted vendors

For information, or to indicate capability, please respond by March 20, 2000 at 2:00 p.m. to Norm Wikelius, (651) 296-3776, e-mail: norm.wikelius@state.mn.us Materials Management Division, Department of Administration, Room 112 Administration Bldg., 50 Sherburne Avenue, St. Paul, MN 55155.

Department of Children, Families & Learning

Notice of Request for Proposal for Design, Development and Implementation of Minnesota Comprehensive Assessments at Grades Three and Five, and the Basic Standards Tests in Reading and Mathematics

The Department of Children, Families & Learning is soliciting proposals from qualified vendors to design and implement a comprehensive assessment system in the areas of reading and mathematics at grade three; reading, mathematics, and writing at grade five; and, Basic Standards tests in reading and mathematics for grades eight through twelve. These tests will fulfill the requirements of the statewide testing law *Minnesota Statutes* 121.1113 at grades three, five and eight and Graduation Standards Requirements for the Basic Standards for diploma eligibility.

Professional, Technical & Consulting Contracts

The Department has estimated the cost of this project should not exceed \$13,800,000 over the five-year period of the RFP. The anticipated project period is July 1, 2000 to June 30, 2005. The initial contract period will be from July 1, 2000 to June 30, 2001.

For a complete copy of the Request for Proposal, please contact:

Cathy Wagner
Statewide Testing
Department of Children, Families & Learning
1500 Highway 36 West
Roseville, Minnesota 55113-4567
Phone: (651) 582-8692
Fax: (651) 582-8874

Proposals are due no later than 3:00 p.m. April 5, 2000. Late proposals will not be considered.

Colleges and Universities, Minnesota State (MnSCU)

Inver Hills Community College

Request for Proposals for Food Service, Including Catering and Vending

Inver Hills Community College is seeking a new food service contract for June 2000 – June 2003. Food services must include daily hot and cold food choices, catering and vending.

Pre-Bid Conference: Monday, March 13, 2000 at Inver Hills Community College, 2500 80th Street East, Inver Grove Heights, Minnesota 55076. Location: College Center Building, Conference Room A, 3:00-5:00. All potential contract bidders must attend this conference.

For a copy of the RFP (Request for Proposal) contact: Susan Rasmussen, CSP, Auxilliary Services Director, Inver Hills Community College, 651-450-8534. Fax 651-552-7636. E-mail address: srasmus@inverhills.mnscu.edu

Deadline for responses to RFP will be Wednesday, April 15th, 2000.

Colleges and Universities, Minnesota State (MnSCU)

St. Cloud Technical College

Request for Proposal (RFP) for EZ Trac Bridgeport CNC Milling Machine

Introduction:

St. Cloud Technical College is soliciting bids for EZ Trac Bridgeport CNC Milling Machine Purchase Beginning February 14, 2000.

Request for Proposals are available from:

St. Cloud Technical College
Melinda Begin
1540 Northway Drive
St. Cloud, MN 56303
320-202-6471

Proposal Due Date:

Vendor proposals are do no later than 2:00 p.m., March 6, 2000.

Colleges and Universities, Minnesota State (MnSCU)

St. Cloud Technical College

Request for Proposal (RFP) for Lease Purchase of Notebook Computers RFP #LTP2000

Introduction:

St. Cloud Technical College is soliciting bids for Lease Purchase of Notebook Computers Beginning February 21, 2000.

Request for Proposals are available from:

St. Cloud Technical College
Melinda Begin
1540 Northway Drive
St. Cloud, MN 56303
320-202-6471

Proposals Due Date:

Vendor proposals are do no later than 2:00 p.m., March 22, 2000.

Colleges and Universities, Minnesota State (MnSCU)

Winona State University

Request for Sealed Bids for Steel Bunk Beds

NOTICE IS HEREBY GIVEN that Winona State University will receive sealed bids for 100 sets of steel bunk beds.

Bid specifications will be available February 28, 2000 from Sandra Schmitt, Purchasing Director, P.O. Box 5838, 205 Somsen Hall, Winona State University, Winona, MN 55987 or by calling 507-457-5067 or 507-457-5419.

Sealed bids must be received by Sandra Schmitt, P.O. Box 5838 or Somsen 205G, Business Office, Winona State University, Winona, MN 55987 by 3:00 p.m. March 13, 2000.

Winona State University reserves the right to reject any or all bids or portions thereof, or to waive any irregularities or informalities in proposals received.

Minnesota Higher Education Services Office

Notice of Request for Proposals (RFP) for the Minnesota Library Information Network (MnLINK) Integrated Library System

The Higher Education Services Office (HESO) is requesting proposals to provide software, services and hardware for the furnishing, delivery, installation, and maintenance of the Minnesota Library Information Network (MnLINK) Integrated Library System (ILS) for the University of Minnesota, Minnesota State Colleges and Universities, and state government libraries. It is expected to include three public library systems, some private college libraries, and at least one school district. Of the funds appropriated by the Minnesota Legislature for the MnLINK project, \$6.8 million are available for the hardware, software and related services sought for the MnLINK ILS through June 30, 2005. This is an announcement of a re-issue of a portion of the RFP issued August 4, 1997 by the MHESO for Components Relating to an Integrated Library Management System.

Proposals must be submitted by 2:00 p.m. (CDT), May 1, 2000.

Professional, Technical & Consulting Contracts

Copies of the RFP are available from:

MnLINK Project/RAPS
Higher Education Services Office
1450 Energy Park Drive, Suite 350
St. Paul, Minnesota 55108
(651) 642-0675 Fax
jannetto@heso.state.mn.us

Minnesota Historical Society

Notice of Request for Proposals for Cultural Resource Survey and Planning Work

The Minnesota Historical Society is seeking proposals from qualified firms and individuals to provide professional services for cultural resource survey and planning projects as follows:

1. Phase 2: Research and Writing for Web initiative: "Using National Register Properties to Interpret Minnesota History"

Time Period: 3/30/00 - 11/30/00

Estimated Budget: \$33,500

The Request for Proposal and Project Description are available by calling or writing Chris M. Bonnell, Contracting Officer, Minnesota Historical Society, 345 Kellogg Blvd. West, St. Paul, MN 55102. Telephone: (651) 297-5863.

Proposals are due no later than 2 p.m. Standard Time, March 20, 2000. Details concerning submission requirements and evaluation criteria for awards are included in the Request for Proposals. No late proposals will be accepted.

Funds were approved by the Minnesota Legislature, *1999 Minnesota Laws*, Ch. 231, Sec. 16, Subd. 5(a) as recommended by the Legislative Commission on Minnesota Resources from the Minnesota Future Resources Fund.

This program receives Federal funds from the National Park Service. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in departmental Federally assisted Programs on the basis of race, color, national origin, age, or disability. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of Federal assistance should write to: Director, Equal Opportunity Program, U.S. Department of the Interior, National Park Service, P. O. Box 37127, Washington, D.C. 20013-7127.

Department of Transportation

Office of Research and Strategic Services

Notice of Availability of a Contract to Develop and Conduct a Strategic Planning Summit on the Shortage of Technical Transportation Personnel in Minnesota

The Department of Transportation (Mn/DOT) is requesting proposals to enter into a contract to obtain services for the purpose of conducting a strategic planning summit on the shortage of technical transportation personnel in Minnesota. The objectives of this project are: 1) gain a better understanding of the scope and size of the technical transportation personnel shortage, 2) to learn and document what other organized efforts are going on in this area, 3) organize and conduct a strategic planning summit to heighten awareness and raise the level of collaboration between stakeholders, and 4) develop a strategic action plan by synthesizing the ideas and recommendations discussed at the summit

Call or write for the full RFP which will be sent free of charge to interested vendors:

Karen Billiar, M.S. 330
Office of Research & Strategic Services
Department of Transportation
395 John Ireland Boulevard
St. Paul, MN 55155
Phone: (651) 282-2266
FAX: (651) 215-0443

Professional, Technical & Consulting Contracts

All proposals must be sent to and received by reception staff at the above address not later than 2:30 P.M., CST, March 17, 2000.

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

Department of Transportation Program Support Group

Notice of Request for Proposals for Right-of-Way Services in District 6 - Rochester

The Minnesota Department of Transportation (Mn/DOT) is soliciting proposals to provide Right-of-Way Services within Mn/DOT's District 6, Rochester area. Right-of-Way Services include the following: writing memoranda of understanding with other agencies or units of government relating to the joint use of state highway right-of-way, writing binding agreements with other agencies or units of government documenting the conditions under which they will be allowed to create impacts on state highway right-of-way, writing partnership agreements with other agencies or units of government for the joint use of facilities or materials, negotiating and recommend leases of state highway right-of-way not currently needed for highway purposes, negotiating and recommend the sale of state highway right-of-way and buildings no longer needed for highway purposes, appraise real estate for leasing and sale of state highway right-of-way and buildings, representing Mn/DOT at hearings for the establishment, alteration or repair of county and judicial ditches into which state highway right-of-way drains, developing right-of-way cost estimates for alternative highway designs, and providing miscellaneous right-of-way services for which expertise is not currently available. The budget for this contract through April 30, 2002 is \$130,000.

To receive a copy of the complete Request for Proposals (RFP), responders will be required to submit a written request, either by direct mail or fax, to the address indicated below through March 15, 2000. After March 15, 2000, responders will be required to obtain the RFP in person from our office. Request for the RFPs may be mailed or faxed to:

Steve Porter, Agreement Administrator
Minnesota Department of Transportation
Consultant Services Unit, Seventh Floor North
395 John Ireland Boulevard, Mail Stop 680
St. Paul, MN 55155-1899
Fax: (651) 282-5127

All proposals must be received by the Consultant Services Unit no later than 2:00 PM CST on March 23, 2000, according to the time and date stamp on the Consultant Services Unit receptionist's desk, 7th floor north - Transportation Building. Late proposals will not be considered. All expenses incurred in responding to this notice shall be borne by the responder. All proposals will become public information after selection, under the Minnesota Data Practices Act, and will remain the property of the Minnesota Department of Transportation. This request does not obligate the State of Minnesota Department of Transportation to complete the work contemplated in this notice, and the Department reserves the right to cancel this solicitation.

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.

Anoka-Hennepin Independent School District #11

Notice of Request for Proposals for Third Party Administrative Services for Workers' Compensation Program

RFP P00033

This communication is to announce a forthcoming request for proposals (RFP) process for Third Party Administrative Services for its Workers' Compensation Program in the Anoka-Hennepin ISD #11. The District seeks competitive Proposals for Third Party Administrative Services for its Workers' Compensation Program.

If you are interested in receiving the RFP to issue proposals for Third Party Administrative Services for its Workers' Compensation Program, contact Lisa Faul, Deloitte & Touche LLP, 400 One Financial Plaza, 120 South Sixth Street, Minneapolis, MN 55402-1844. Phone: (612) 397-4643, FAX: (612) 692-4643.

Activity or Point of Action	Date
RFP release date to Proposers	February 25, 2000
Deadline for questions	March 6, 2000
RFP addendum issued	March 10, 2000
Deadline for submission of Proposals	March 23, 2000
Recommendation of Vendor to School Board	May 2000

Metropolitan Council

Notice of Request for Proposals to Conduct Physical Inventory of Certain Metropolitan Council Fixed Assets and Determine Replacement Cost for All Council Fixed Assets

Project Number 70087

The Metropolitan Council is requesting proposals for conducting a limited physical inventory and to develop updated estimated replacement values for those assets. A tentative schedule for the project is as follows:

Issues Request for Proposers	February 28, 2000
Receive Proposers	March 20, 2000
Contract Go Ahead	May 1, 2000
Complete Project	September 30, 2000

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:

Jan Bevins, Purchasing Agent Trainee, Contracts and Procurement Unit
Metropolitan Council Environmental Services
230 East Fifth Street
Mears Park Centre
St. Paul, MN 55101

Inquiries should be directed to Michael Karels at 651-602-1767.

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.

Metropolitan Council

Notice of Request for Proposals for Consultant Services to Plan and Conduct 2000 Travel Behavior Inventory

Project Number 30151

The Metropolitan Council is requesting proposals for Consultant Services to plan and conduct a 2000 Travel Behavior Inventory (TBI). The 2000 TBI is intended to provide an accurate and up-to-date picture of person and auto-trips in the first decade of the twenty-first century. The 2000 TBI is composed of several different but related activities: Home Interview Survey; Screenline/Network Count Survey; External Origin/Destination Survey; Ramp Meter Delay Study; Highway Speeds Study; Data Processing Validation and Summary; and MModel Calibration.

The primary area of study will be the seven-county metropolitan area. However, certain elements will be conducted outside that area, given the region's increasing interaction with adjacent counties. A tentative schedule for the project is as follows:

Issues Request for Proposals	February 28, 2000
Receive Proposals	March 20, 2000
Contract Go Ahead	April 14, 2000
Complete Project	December 31, 2002

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:

Jan Bevins, Purchasing Agent Trainee, Contract and Procurement Unit
Metropolitan Council Environmental Service
230 East Fifth Street
Mears Park Centre
St. Paul, MN 55101

Inquires should be directed to Mark Filipi at (651) 602-1725.

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.

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.

University of Minnesota

Twin Cities Campus, Minneapolis-East Bank Campus

Advertising for Bid for University of Minnesota Molecular and Cellular Biology Building – Bid Package 4 - Landscape, Civil, Architectural - Shell, Core, Tenant Fit Out, Mechanical, Electrical, Plumbing, Fire Protection

U of M Project #: 186-98-1766

The University of Minnesota is requesting bids for the complete landscape, civil, shell and core, tenant fit-out, mechanical, electrical, plumbing, and fire protection work for the East Bank Campus of the University of Minnesota, Minneapolis.

Non-State Public Bids, Contracts & Grants

The Work shall be completed by December 31, 2001.

The prime contract bidding will close 2 p.m., local time, April 4, 2000.

Sealed bids will be received by the Regents of the University of Minnesota at Facilities Management Purchasing Services, 400 Donhowe Building, 319 - 15th Avenue SE, Minneapolis, Minnesota 55455, until the stated times, when they will be publicly opened and read aloud.

Bidding Documents and original construction documents for the existing buildings affected by this work may be examined at:

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

Minority Plan Room
NAMC - Upper Mid West
4248 Park Glen Road
Minneapolis, MN 55416
(612) 928-4667
(612) 929-1318 FAX

Minneapolis Builders Exchange
1123 Glenwood Avenue
Minneapolis, MN 55404

Construction Bulletin
8401 - 73rd Avenue N
Minneapolis, MN 55428

Dodge Plan Room
7600 Parklawn Avenue, Suite 352
Edina, MN 55435

Builders Exchange of St. Paul
445 Farrington Street
St. Paul, MN 55103

Copies of the Bidding Documents may be obtained in accordance with the Instructions to Bidders.

Direct communications regarding this project to the Architect's Project Manager, Perkins & Will - Marianne O'Brien or Tim Vaughn (612) 399-1102.

Interested Contractors must demonstrate experience in similar large construction projects.

Each prime and subcontract bid 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 prime contract bidder shall furnish Performance and Payment Bonds in the full amount of the contract.

The University of Minnesota reserves the right to reject any and all bids, accept any bid, waive informalities in bids submitted, and waive minor discrepancies in bidding procedures, as it deems to be in its best interest.

The University of Minnesota complies with Equal Employment Opportunity and Affirmative Action Policies for contractors and suppliers.

Questions concerning the Targeted Business and Urban Community Economic Development Programs should be directed to D. Craig Taylor, Director of Community & Economic Development, University of Minnesota, Twin Cities Campus, 419 Morrill Hall, 100 Church Street, Minneapolis, MN 55454, phone (612) 626-9151 or (612) 624-9547; FAX (612) 624-5223.

Bid result information may be obtained via fax by faxing a request to (612) 624-5796.

Pre-bid access to the work site is limited to specific times and dates. A pre-bid meeting and tour of the work site is scheduled for 10:00 a.m., March 7, 2000 in BSBE Room 4-101.

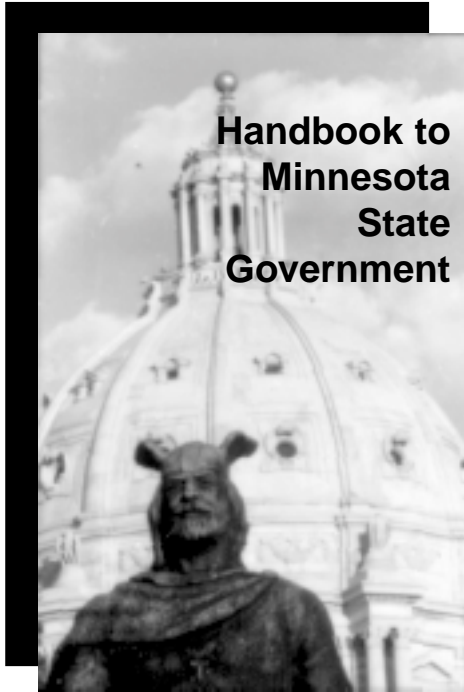
REGENTS OF THE UNIVERSITY OF MINNESOTA
By: Denis Larson
Facilities Management Purchasing Manager



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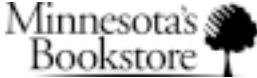
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1-1	Handbook to MN State Government	\$ 7.95														
1-5	Handbook AND Guidebook to State Agency Services '96-'99	\$20.95														
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\$100.01-\$1,000.00	\$10.00															
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State agencies please submit purchase order.

If tax exempt, please provide ES # _____





Admin MINNESOTA

Department of Administration
Communications Media Division

117 University Avenue • St. Paul, Minnesota 55155
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