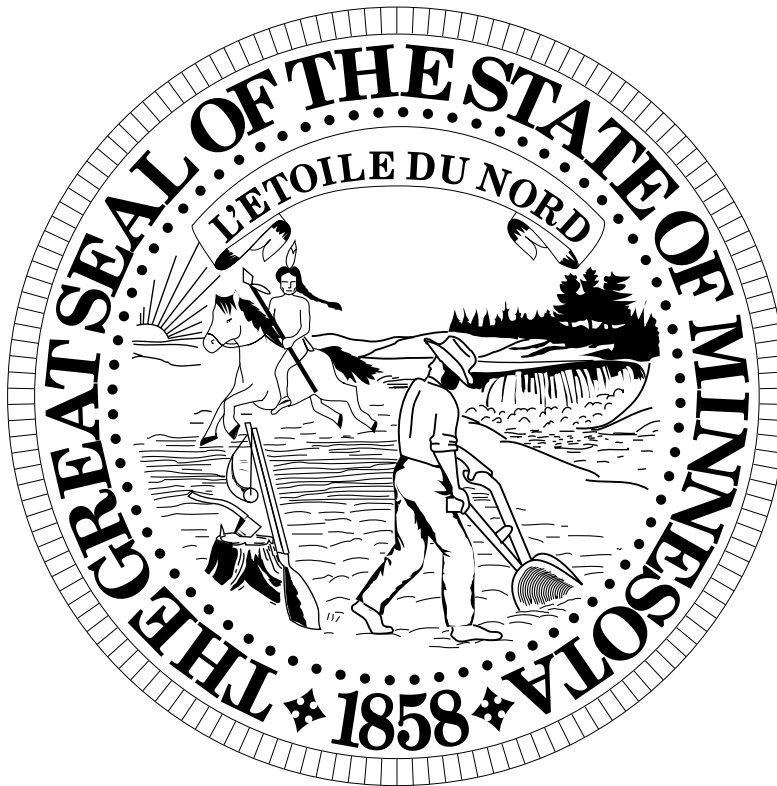


State of Minnesota

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- proposed, adopted, exempt, expedited emergency and withdrawn rules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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Vol. 25 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
#17	Monday 23 October	Noon Wednesday 11 October	Noon Tuesday 17 October
#18	Monday 30 October	Noon Wednesday 18 October	Noon Tuesday 24 October
#19	Monday 6 November	Noon Wednesday 25 October	Noon Tuesday 31 October
#20	Monday 13 November	Noon Wednesday 1 November	Noon Tuesday 7 November

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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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Senate Public Information Office (651) 296-0504

Website: www.senate.leg.state.mn.us/departments/secretary/seninfo.htm

State Office Building, Room 175, 100 Constitution Ave., St. Paul, MN 55155
House Information Office (651) 296-2146

Website: www.house.leg.state.mn.us/hinfo/hinfo.htm

MINNESOTA STATE COURT SYSTEM

Minnesota Judicial Center, Room 135, 25 Constitution Ave., St. Paul, MN 55155
Court Information Office (651) 296-6043 **Website:** www.courts.state.mn.us

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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 1999 set is a 13-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Generally speaking, proposed and adopted exempt rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

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

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

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

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Proposed Rules

Comments on Planned Rules or Rule Amendments

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

Rules to be Adopted After a Hearing

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

Rules to be Adopted Without a Hearing

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

Board of Animal Health

Proposed Permanent Rules Relating to Rabies

NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

Proposed Amendment to Rules Governing Rabies, *Minnesota Rules*, 1705.1090-1705.1215

Introduction. The Board of Animal Health intends to adopt rules without a public hearing following the procedures set forth in the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28, and rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2300 to 1400.2310. You have 30 days to submit written comments on the proposed rules and may also submit a written request that a hearing be held on the rules.

Agency Contact Person. Comments or questions on the rules and written requests for a public hearing on the rules must be submitted to the agency contact person. The agency contact person is: Keith Friendshuh, DVM at Board of Animal Health, Suite 119, 90 W. Plato Blvd., St. Paul, MN 55107, (651) 296-2942, Ext. 18, **fax:** (651) 296-7417 and **email:** keith.friendshuh@bah.state.mn.us. **TTY** users may call the Board of Animal Health at (800) 627-3529.

Subject of Rules and Statutory Authority. The proposed rules are about Rabies. The statutory authority to adopt the rules is *Minnesota Statutes*, section 35.03. A copy of the proposed rules is published in the *State Register* and attached to this notice as mailed.

Comments. You have until 4:30 p.m. on Wednesday, November 22, 2000, to submit written comment in support of or in opposition to the proposed rules and any part or subpart of the rules. Your comment must be in writing and received by the agency contact person by the due date. Comment is encouraged. Your comment should identify the portion of the proposed rules addressed and the reason for the comment. You are encouraged to propose any change desired. Any comments that you would like to make on the legality of the proposed rules must also be made during this comment period.

Request for a Hearing. In addition to submitting comments, you may also request that a hearing be held on the rules. Your request for a public hearing must be in writing and must be received by the agency contact person by 4:30 p.m. on November 22, 2000. Your written request for a public hearing must include your name and address. You must identify the portion of the proposed rules to which you object or state that you oppose the entire set of rules. Any request that does not comply with these requirements is not valid and cannot be counted by the agency when determining whether a public hearing must be held. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

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.

Proposed Rules

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

Alternative Format. Upon request, this Notice 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.

Modifications. The proposed rules may be modified as a result of public comment. The modifications must be supported by comments and information submitted to the agency, and the adopted rules may not be substantially different than these proposed rules. If the proposed rules affect you in any way, you are encouraged to participate in the rulemaking process.

Statement of Need and Reasonableness. A statement of need and reasonableness is now available from the agency contact person. This statement contains a summary of the justification for the proposed rules, including a description of who will be affected by the proposed rules and an estimate of the probable cost of the proposed rules. Copies of the statement may be obtained at the cost of reproduction from the agency.

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

Dated: 11 October 2000

Keith Friendshuh, DVM
Assistant Executive Director

1705.1090 DEFINITIONS.

Subpart 1. **Board.** "Board" shall mean the Board of Animal Health.

Subp. 1a. **Confinement.** "Confinement" means restricting an animal in such a way that it can always be found and cannot wander away.

Subp. 1b. **Domesticated wild animal.** "Domesticated wild animal" means a wild or hybrid animal that is confined or controlled by a human and for which the rabies incubation and viral shed time are unknown.

Subp. 2. **Effectively muzzled.** "Effectively muzzled" shall mean a dog fitted with a muzzle securely attached to the head and designed in such manner as to prevent said dog from biting any other animal or person.

Subp. 2a. **Farm animal.** "Farm animal" includes horses or livestock raised for food.

Subp. 2b. **Hybrid animal.** "Hybrid animal" means an animal that is partially a wild or domesticated wild animal.

Subp. 3. **Owner.** "Owner" shall mean legal owner of animal(s), or the owner's agent, or the person in possession of or caring for such animal(s).

Subp. 4. **Person.** "Person" shall mean an individual, firm, or corporation.

Subp. 4a. **Pet.** "Pet" means an animal for which there is a licensed rabies vaccine and which is ordinarily maintained in the home of the owner.

Subp. 5. **Positive rabies case.** "Positive rabies case" means an animal showing signs associated with rabies that are observed and reported to the board by a veterinarian, or an animal diagnosed as positive for rabies by a recognized laboratory, or both.

Subp. 6. **Rabies specimen.** "Rabies specimen" means that part of an animal or an entire animal submitted for rabies examination.

Subp. 6a. **Under the supervision of a veterinarian.** "Under the supervision of a veterinarian" means that a veterinarian is on the premises and is responsible for the rabies vaccination.

Subp. 7. **Vaccinated.** "Vaccinated" means an animal immunized for rabies by or under the supervision of a licensed veterinarian with a vaccine licensed by the United States Department of Agriculture and used in accordance with the label approved by USDA taking into consideration the duration period of immunity set forth for the vaccine. The National Association of State Public ~~Officials~~ Health Veterinarians annually publishes ~~a booklet entitled the~~ the *Compendium of Animal Rabies Vaccines Prevention and Control* which lists all vaccines approved and licensed by the USDA and the duration of immunity for each vaccine. The board shall maintain current editions of this compendium which are available to the public upon request.

Subp. 8. **Veterinarian.** “Veterinarian” means a licensed graduate of a veterinary college, who is accredited by the United States Department of Agriculture.

Subp. 9. **Wild animal.** “Wild animal” means a nonhuman terrestrial mammal or a bat that is wild by nature.

1705.1130 ANIMALS BITTEN OR EXPOSED BY RABID ANIMAL.

Animals determined by the veterinarian to be bitten or otherwise exposed by a rabid animal shall be humanely euthanized or quarantined in an animal-tight enclosure constructed so that the animal cannot escape and to prevent the animal from biting or coming in contact with persons or other animals. The quarantine period is for six months unless conditions in part 1705.1175 or 1705.1180 are met or the animal is subject to part 1705.1131. The quarantine starts with the day of exposure. Quarantined pets must be vaccinated at the beginning of the quarantine. Unvaccinated animals should receive a series of three vaccinations on days zero, seven, and 14.

1705.1131 WILD ANIMALS.

Wild animals, domesticated wild animals, or hybrids for which there is no licensed rabies vaccine must be euthanized or quarantined for life if exposed to a rabid animal.

1705.1145 ANIMAL RABIES VACCINES.

Because of techniques and tolerances, species limitations, and public health implications, animal rabies vaccines may only be administered by or under the supervision of a veterinarian. Rabies vaccine must not be sold or distributed to persons other than veterinarians or distributors of veterinary products, who may only sell it to veterinarians.

1705.1146 RABIES VACCINATION CERTIFICATES.

The veterinarian responsible for the administration of the rabies vaccine must sign a rabies vaccination certificate for each pet vaccinated. The certificate must include: name, address, and telephone number of owner; pet’s name, breed, size (weight range), sex, age, species, and color; vaccine name, company, serial number, date administered, and duration of immunity or date the vaccination expires; rabies tag number; and the name of the veterinarian and the clinic, the veterinarian’s signature, and the veterinarian’s code number or license number.

1705.1147 VACCINATION OF OTHER SPECIES.

Use of rabies vaccine in animal species for which the vaccine is not licensed must not be recognized and the animal must be considered to be unvaccinated. A vaccination certificate may not be written for these species.

1705.1151 BITES TO HUMANS.

Subpart 1. **Pet animals.** If a pet animal bites a human, the pet must be confined and observed for signs suggestive of rabies for ten days or euthanized and tested for rabies. If at any time during the ten-day observation the animal dies, it must be tested for rabies. If the animal shows signs suggestive of rabies, it must be euthanized and tested for rabies.

Stray or unwanted pet animals should be euthanized and tested after a five-day holding period. If, after consultation with a board or public health official, a veterinarian requests it in writing, a stray or unwanted animal must be euthanized and tested during the five-day period.

Subp. 2. **Farm animals.** If a farm animal bites a human, it must be evaluated on an individual basis by a veterinarian. If it is normal, it may be confined for 14 days. If it exhibits unusual behavior, it must be euthanized and tested for rabies.

Subp. 3. **Wild animals; domesticated wild animals; hybrid animals.** If a wild animal, domesticated wild animal, or hybrid animal bites a human, the wild animal, if available, must be euthanized and tested for rabies. Domesticated wild or hybrid animals must be euthanized and tested for rabies, except that the animal may be exempted from testing if a veterinarian determines that the animal shows no signs of rabies, the local authority, the state public health veterinarian, and the executive director of the board of animal health agree, and the person bitten receives the postexposure vaccination regimen. An exempt animal must be quarantined until completion of the postexposure vaccination regimen.

Subp. 4. **Lagomorphs; small rodents; and insectivores.** A lagomorph, small rodent, or insectivore that has bitten a human should not be tested unless recommended by the Board of Animal Health or the Minnesota Department of Health.

<p>KEY: PROPOSED RULES SECTION — <u>Underlining</u> indicates additions to existing rule language. Strike outs indicate deletions from existing rule language. If a proposed rule is totally new, it is designated “all new material.” ADOPTED RULES SECTION — <u>Underlining</u> indicates additions to proposed rule language. Strike outs indicate deletions from proposed rule language.</p>
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Proposed Rules

1705.1152 ENFORCEMENT.

Local animal control, health, and law enforcement officials are responsible for enforcement of part 1705.1151.

1705.1175 RELEASE OF QUARANTINE ON ~~DOGS AND CATS~~ VACCINATED ANIMALS.

~~Dogs and cats~~ Animals may be released from quarantine after 40 days under the conditions in items A to C.

A. The animal must have been vaccinated for rabies at least 21 days before exposure.

B. The animal must have been revaccinated for rabies immediately after exposure. ~~The 40 day period begins on the date of the revaccination.~~

C. The written report required in part 1705.1170 must be received by the board.

1705.1180 RELEASE OF QUARANTINE ON ~~DOMESTICATED~~ FARM ANIMALS.

Quarantines established on ~~domesticated~~ farm animals other than ~~dogs and cats~~ pets, because of rabies exposure may be released upon request after 90 days have elapsed from date of exposure if:

A. no new cases of rabies have developed on the premises; and

B. a written report is submitted to the board by a veterinarian stating the veterinarian has inspected all animals on the premises and that no animals are showing signs of rabies.

1705.1190 AREA PROCLAMATION AND QUARANTINE.

When an investigation reveals that rabies exists and presents imminent danger of an epidemic, and it is necessary to control the outbreak and prevent the spread of the disease, the executive ~~secretary~~ director of the board shall make and file a proclamation and establish a quarantine to include any territory in the state.

1705.1200 CONDITIONS OF PROCLAMATION NOTICE AND QUARANTINE.

In accordance with the *Minnesota Statutes*, sections 35.67, 35.68, and 35.69, pertaining to the control of rabies and the proclamation notice, the following shall apply when a proclamation notice and quarantine are in effect. The proclamation and quarantine shall be in effect not to exceed six months and shall be in full force five days after proper publication or posting. No ~~dog pet~~ shall be allowed to run at large within the quarantined area unless effectively muzzled or confined on a leash as described in the proclamation notice for the duration of the quarantine. It shall be the duty of all local peace officers and health officers to enforce the provisions of the rabies law, rule, and proclamation notice.

1705.1210 PERMIT FOR REMOVAL OF ~~DOGS~~ PETS.

Special permits may be issued by the executive ~~secretary~~ director of the board for removal of ~~dogs~~ pets from a quarantined area ~~to other points in Minnesota~~. The permits will be granted only if: (1) the ~~dog pet~~ has been vaccinated for rabies at least 21 days before the quarantine proclamation under part 1705.1190; (2) there is no evidence of exposure to a rabid animal; and (3) the ~~dog pet~~ will be quarantined for 40 days at its new destination.

Removal of ~~dogs~~ pets from a quarantined area in Minnesota to other states will require prior approval from disease control officials in the state of destination.

1705.1215 BATS.

Because of the number of human cases of rabies that are associated with bat rabies, any bat found that could have exposed a person or pet should be tested for rabies.

Department of Trade and Economic Development

Urban Initiative Board

Proposed Permanent Rules Relating to Urban Challenge Grants

DUAL NOTICE: NOTICE OF INTENT TO ADOPT A RULE WITHOUT A PUBLIC HEARING UNLESS 25 OR MORE PERSONS REQUEST A HEARING, AND NOTICE OF HEARING IF 25 OR MORE REQUESTS FOR HEARING ARE RECEIVED

Proposed Amendment to Rule Governing the Urban Initiative Program, *Minnesota Rule 4355.0500*

Introduction. The Department of Trade and Economic Development intends to adopt a rule without a public hearing following the procedures set forth in the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28 and the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2300 to 1400.2310. If however, 25 or more persons submit a written request for a hearing on the rule within 30 days or by November 22, 2000, a public hearing will be held at 500 Metro Square Building, 121 7th Place East, St. Paul, starting at 9:00 a.m. on December 4, 2000. To find out whether the rule will be adopted without a hearing or if the hearing will be held, you should contact the agency contact person after November 22, 2000 and before December 4, 2000.

Agency Contact Person. Comments or questions on the rule and written requests for a public hearing on the rule must be submitted to Bart Bevins, Minnesota Department of Trade and Economic Development, 500 Metro Square Building, St. Paul, MN. His **telephone** number is (651) 297-1170 and his **fax** number is (651) 296-5287.

Subject of Rule and Statutory Authority. The proposed amendment concerns the interest rate that may be charged to businesses receiving Urban Initiative loans. The statutory authority to adopt the rule is *Minnesota Statutes*, Section 116M.18, Subd. 6. A copy of the proposed rule is published in the *State Register* and attached to this notice as mailed. A free copy of the proposed amendment is available upon request from the agency contact person listed above.

Comments. You have until 4:30 p.m. on November 22, 2000, to submit written comment in support of or in opposition to the proposed rule or any part or subpart of the rule. Your comment must be in writing and received by the agency contact person by the due date. Comment is encouraged. Your comments should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed. You are encouraged to propose any change desired. Any comments that you would like to make on the legality of the proposed rule must also be made during this comment period.

Request for a Hearing. In addition to submitting comments, you may also request that a hearing be held on the rule. Your request for a public hearing must be in writing and must be received by the agency contact person by 4:30 p.m. on November 22, 2000. Your written request for a public hearing must include your name and address. You must identify the portion of the proposed rule to which you object or state that you oppose the entire rule. Any request that does not comply with these requirements is not valid and cannot be counted by the agency for determining whether a public hearing must be held. You are also encouraged to state the reason for the request and any changes you want made to the proposed rule.

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

Accommodation. If you need an accommodation to make this hearing accessible, please contact the agency contact person at the address or telephone number listed below.

Modifications. The proposed rule may be modified, either as a result of public comment or as a result of the rule hearing process. Modifications must be supported by data and views submitted to the agency or presented at the hearing and the adopted rule may not be substantially different from this proposed rule. If the proposed rule affects you in any way, you are encouraged to participate in the rulemaking process.

Cancellation of Hearing. The hearing scheduled for December 4, 2000, will be canceled if the agency does not receive requests from 25 or more persons that a hearing be held on the rule. If you requested a public hearing, the agency will notify you before the

<p>KEY: PROPOSED RULES SECTION — <u>Underlining</u> indicates additions to existing rule language. Strike outs indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." ADOPTED RULES SECTION — <u>Underlining</u> indicates additions to proposed rule language. Strike outs indicate deletions from proposed rule language.</p>
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Proposed Rules

scheduled hearing whether or not the hearing will be held. You may also call the agency contact person at (651) 297-1170 after November 22, 2000 to find out whether the hearing will be held.

Notice of Hearing. If 25 or more persons submit written requests for a public hearing on the rule, a hearing will be held following the procedures in *Minnesota Statutes*, sections 14.131 to 14.20. The hearing will be held on the date and at the time and place listed above. The hearing will continue until all interested persons have been heard. An Administrative Law Judge, Bruce H. Johnson, is assigned to conduct the hearing. The judge can be reached at: Office of Administrative Hearings, Suite 1700, 100 Washington Square, 100 Washington Avenue South, Minneapolis, MN 55401. His **telephone** number is (612) 341-7607 and the **fax** number is (612) 349-2665.

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

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

Statement of Need and Reasonableness. A statement of need and reasonableness is now available from the agency contact person. This statement contains a summary of the justification for the proposed rule, including a description of who will be affected by the proposed rule and an estimate of the probable cost of the proposed rule. The statement may also be reviewed and copies obtained at the cost of reproduction from either the agency or the Office of Administrative Hearings.

Lobbyist Registration. *Minnesota Statutes*, Chapter 10A, requires each lobbyist to register with the Campaign Finance and Public Disclosure Board. Questions regarding this requirement may be directed to the Campaign Finance and Public Disclosure Board at 658 Cedar Street, St. Paul, MN 55155. Their telephone number is (651) 296-5148.

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

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

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

Dated: 5 October 2000

Jerry Carlson
Commissioner

4355.0500 BUSINESS LOAN CRITERIA.

Subpart 1. Terms and conditions.

A. The interest rate on a loan shall be established by the corporation, but may be no less than two percent per annum, nor more than ten percent per annum or one percent per annum above the prime rate, as published in the Wall Street Journal at the time the loan is closed, whichever is greater.

[For text of items B and C, see M.R.]

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

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.

Housing Finance Agency

Adopted Permanent Rules Governing the Definition of Persons and Families of Low and Moderate Income

The rules proposed and published at *State Register*, Volume 25, Number 2, pages 59-61, July 10, 2000 (25 SR 59), are adopted as proposed.

Board of Teaching

Adopted Permanent Rules Relating to Teacher License Examinations

The rules proposed and published at Volume 25, Number 5, pages 139-142, July 31, 2000 (25 SR 139), 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.

Commissioners' Orders

Various agency commissioners are authorized to issue "commissioner's orders" on specified activities governed by their agency's enabling laws. See the *Minnesota Statutes* governing each agency to determine the specific applicable statutes. Commissioners' orders are approved by assistant attorneys general as to form and execution and published in the *State Register*. These commissioners' orders are compiled in the year-end subject matter index for each volume of the *State Register*.

Department of Transportation

Order No. 84902: Amended Order and Notice of Street and Highway Routes Designated and Permitted to Carry the Gross Weights Allowed under *Minnesota Statutes* § 169.825

Whereas, the Commissioner of Transportation has made his Order No. 80000, dated March 10, 1994, which order has been amended by Orders No's. 80212, 80246, 80580, 80861, 80881, 81000, 81092, 81371, 81511, 81557, 81641, 82955, 83138, 83536, 83616, 83720, 84056, 84222, 84232, 84256, 84353, 84354 designating and permitting certain street and highway routes, or segments of those routes, to carry the gross weights allowed under *Minnesota Statutes* § 169.825, and

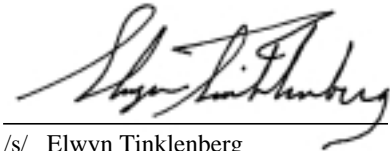
Whereas, the Commissioner has determined that the additional following routes, or segment of routes, should be designated to carry the gross weights allowed under *Minnesota Statutes* § 169.825.

IT IS HEREBY ORDERED that Commissioner of Transportation Order No. 80000 is further amended this date by adding the following designated streets and highway routes, or segment of routes, as follows:

COUNTY ROADS

PENNINGTON COUNTY

C.S.A.H. 16 from T.H. 32 TO W JCT T.H. 59 & T.H. 1 (12 MONTH)



/s/ Elwyn Tinklenberg
Commissioner

Dated this 17th day of October, 2000

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, for 130 Acres of Bare Farmland in Wisconsin Township, Jackson County

NOTICE IS HEREBY GIVEN that a public hearing will be held on November 9, 2000, at 9:00 a.m., in Room 145 Department of Agriculture Building, 90 West Plato Boulevard, St. 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 130 acres of bare farmland, located in Section 12, Wisconsin Township, Jackson County, Minnesota on behalf of Matthew L. and Jill R. Benson, a married couple (the Borrower/s). The maximum aggregate face amount of the proposed bond issue is \$249,500.00. 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 to 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: 4 October 2000

Jim Boerboom
RFA Director

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, for 160 Acres of Bare Farmland in Gales Township in Redwood County

NOTICE IS HEREBY GIVEN that a public hearing will be held on November 9, 2000, at 9:00 a.m., in Room 145 Department of Agriculture Building, 90 West Plato Boulevard, St. 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 160 acres of bare farmland located in Section 35, Gales Township, Redwood County, Minnesota on behalf of Chad and Cynthia Dallenbach, a married couple (the Borrower/s). The maximum aggregate face amount of the proposed bond issue is \$200,000.00. 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 to 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: 4 October 2000

Jim Boerboom
RFA Director

Emergency Medical Services Regulatory Board

Notice of Request for Comments on Completed Application in the matter of the License Application of North Ambulance – Annandale, Annandale, Minnesota

PLEASE TAKE NOTICE that the Emergency Medical Services Regulatory Board (hereinafter “EMS RB”) has received a completed application from **North Ambulance - Annandale, Annandale, Minnesota**, for a new type of service, part-time advanced ambulance service.

NOTICE IS HEREBY GIVEN that, pursuant to *Minnesota Statutes* 144E.11, subd. 3, each municipality, county, community health board, governing body of a regional emergency medical services system, ambulance service and other person wishing to make recommendations or comments concerning the disposition of the application shall make written recommendations or comments opposing the application to the EMSRB within 30 days or by November 22, 2000, 4:30 p.m. Written recommendations or comments opposing the application should be sent to: Mary Hedges, Executive Director, EMSRB, 2829 University Ave. SE, # 310, Minneapolis, Minnesota 55414-3222.

If fewer than six comments opposing the application are received during the comment period, and the EMSRB has determined, after considering the factors in *Minnesota Statutes* 144E.11, subd. 6, that the proposed service is needed, the applicant will be

Official Notices

exempt from a contested case hearing, pursuant to *Minnesota Statutes* 144E.11, subd. 4. If six or more recommendations or comments in opposition to the application are received during the comment period or the EMSRB denies the application, the applicant shall be given the option of immediately proceeding to a contested case hearing or trying to resolve the objections within 30 days, pursuant to *Minnesota Statutes* 144E.11, subd. 5(a)(b). If the applicant is unable to resolve the objections within 30 days, or if the applicant initially requests a hearing, a contested case hearing will be scheduled and notice of the hearing given pursuant to *Minnesota Statutes* 144E.11, subd. 5(c)(e).

Dated: 13 October 2000

Mary F. Hedges
Executive Director

Minnesota Department of Human Services Deaf and Hard of Hearing Services Division

Request for Information (RFI) About Services for Adults and Children Who Are Deaf and Blind

The Minnesota Department of Human Services, through its Deaf and Hard of Hearing Services Division (DHHS), is seeking information from persons who are deaf and blind, their family members, service providers and interested others to help determine the nature of services that should be purchased with non-dedicated state appropriations for persons who are deaf and blind.

Each biennium, the Legislature has appropriated the following undedicated funds: (a) \$400,000 to provide services to persons who are both deaf and blind, (b) \$150,000 to provide services to deafblind children and their families (may include intervenors to assist deafblind children in participating in their communities and family education specialists to teach siblings and parents skills to support deafblind children in their families), and (c) \$150,000 to provide assistance for deafblind people working toward and maintaining independence.

Previously these state dollars have been used to pay for (a) Support Service Provider (SSP) services for deafblind adults, (b) intervenor services for deafblind children, including the training of intervenors, (c) case management services for deafblind adults, (d) administrative support for residential living programs for deafblind adults, (e) educational workshops for deafblind adults, and (f) 'empowerment' and community integration activities for deafblind adults.

In addition to the above mentioned funds, the Legislature has also appropriated dedicated funding each biennium that is not included in the RFP because it is allocated to specific agencies: \$200,000 is to provide services to deafblind children and their families, including intervenor services and family education specialists; \$100,000 is to provide assistance to deafblind people working toward establishing and maintaining independence; \$120,000 is for an orientation and mobility and deafblind specialist.

A new Request for Proposals (RFP) for the undedicated state dollars will be published in January or February, 2001 with services to begin in July, 2001.

The Department of Human Services is seeking input regarding the services it might request in its new RFP. Interested parties should send their ideas about (a) existing service gaps for deafblind adults and children, (b) the need for continuation of currently funded services, and/or (c) other specific services needed for deafblind adults and children and their families. Send your written ideas and comments to Jan Radatz, DHHS Program Planner, 444 Lafayette Road, St. Paul, MN. 55155-3814 or via **email** to Jan.Radatz@state.mn.us. Please include your name, mailing address, email address and phone number so you can be contacted for further information as needed.

This RFI will be open through December 1, 2000. Vendors are not required to respond to this RFI in order to respond to the anticipated RFP. Vendors may not rely upon any representations or comments made during the RFI process - contract awards may only be made under a subsequent purchasing process.

Minnesota Department of Human Services

Deaf and Hard of Hearing Services Division

Request for Information (RFI) About the Use of State Dollars for Interpreter Referral Services

The Minnesota Department of Human Services, through its Deaf and Hard of Hearing Services Division (DHHSD), is seeking information from interpreters, users of interpreter and interpreter referral services, interpreter referral providers and interested others to help determine how the biennial state appropriation of \$402,000 for interpreter referral services might best be used.

Currently \$117,000 per year is used to coordinate and provide interpreter referral services in the Twin Cities metropolitan area. \$84,000 per year is used to coordinate and provide interpreter referral services in Greater Minnesota.

Comments from interested persons in response to the following questions are requested. However, additional comments and ideas are also encouraged.

1. **Given the emergence of several interpreter referral agencies** in the Twin Cities area that are operating without state subsidy, should state funds continue to be used to subsidize one interpreter referral agency in the Twin Cities area? If so, what is the rationale for doing so? Would there be any potential negative impact to the interpreter referral "system" if the State discontinued its subsidy of general interpreter referral services?
2. **Would you or your agency utilize a website** that listed information about individual interpreters so that you could contact interpreters directly rather than with the assistance from a referral agency? If so, what kind of information about individual interpreters would you want posted on the website?
3. **Should state dollars be used** to better ensure the existence of emergency interpreter services?
4. **Should a larger portion of the total state appropriation** be used to coordinate interpreter services in Greater Minnesota? If so, why?
5. **What other gaps do you see in interpreter referral services** that might be addressed by the state appropriation?

A new Request for Proposals (RFP) for interpreter referral state dollars will be published in January or February, 2001 with services to begin in July, 2001.

Interested parties should send their written ideas and comments about how the money might best be used to Amy McQuaid, DHHSD Program Planner, 444 Lafayette Road, St. Paul, MN. 55155-3814 or via **email:** Amy.McQuaid@state.mn.us. Please include your name, mailing address, email address and phone number so you can be contacted for further information as needed.

This RFI will be open through December 1, 2000. Vendors are not required to respond to this RFI in order to respond to the anticipated RFP. Vendors may not rely upon any representations or comments made during the RFI process - contract awards may only be made under a subsequent purchasing process.

Department of Labor and Industry

Labor Standards Unit

Notice of Addition to Commercial Prevailing Wage Rates

An **additional** rate has been added to the Commercial Prevailing Wage Rates certified 12/06/99, for **Labor Code 431, Wiring System Installer, in Freeborn County**.

Copies of the certified wage rates for these Counties may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road North, 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

Department of Labor and Industry

Labor Standards Unit

Notice of Prevailing Wage Determinations for Highway/Heavy Projects

On October 23, 2000, the commissioner determined and certified prevailing wage rates for **Highway/Heavy construction projects** in each of 10 regions statewide.

Copies may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road North, St. Paul, Minnesota 55155-4306 or calling (651) 296-6452. The charges for the cost of copying and mailing are \$.65 for the first page and \$.50 for any additional pages. Please note that the cost per region varies according to the number of pages per region.

Gretchen B. Maglich
Commissioner

Metropolitan Airports Commission

Notice of Public Hearing Concerning Acquisition of Property Near Flying Cloud Airport Hennepin County, Minnesota

NOTICE IS HEREBY GIVEN that the Metropolitan Airports Commission, a public corporation organized under the laws of the State of Minnesota, will hold a public hearing pursuant to *Minnesota Statutes* § 473.641 to consider the acquisition by the Metropolitan Airports Commission of certain property located proximate East of the Flying Cloud Airport located in Eden Prairie, Minnesota, more specifically:

Certain parcels of land lying within North Bluffs Addition, Outlet A approximately the SW 1/4 of Section 26, Township 116, Range 22 and the SE 1/4 of Section 27, Township 116, Range 22, Hennepin County, Minnesota.

The public hearing will be held commencing at 1:00 p.m., on the 6th day of November, 2000 in Room 3040 of the Lindbergh Terminal Building at the Minneapolis-St. Paul International Airport.

The hearing will afford interested persons, groups and agencies an opportunity for public consideration of the economic, social and environmental effects of the proposed acquisition. Any person wishing to submit information relating to this matter may appear at the public hearing and make an oral statement or present written material. Persons intending to make oral presentations are requested to notify the Commission by November 6, 2000 in writing or by telephone to Mr. Mark Ryan or Ms. Jenn Unruh, Metropolitan Airports Commission, 6040 - 28th Avenue South; Minneapolis, Minnesota 55450; telephone (612) 726-8100. Written statements and other exhibits relating to this matter will be incorporated into the transcript of the hearing, provided such statements or exhibits are submitted at the hearing or are presented to the Metropolitan Airports Commission prior to the close of work on November 13, 2000.

Dated this 13th day of October, 2000.

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

Department of Public Safety

Office of Traffic Safety

Notice of Request for Members of Child Passenger Safety Advisory Board

The Minnesota Department of Public Safety is seeking applications of several child passenger safety advocates to serve as advisory board members for the Office of Traffic Safety. Details are contained in a Request for Members, which may be obtained free of charge by calling or writing:

Patricia Klicka
Department of Public Safety
Office of Traffic Safety
444 Cedar Street, Suite 150
St. Paul, MN 55101-5150
Telephone: (651) 215-9093
TTY: (651) 282-6555

This is the only person designated to answer questions regarding this request for members. Final date for submitting applications is Friday, November 10, 2000 by 2:00 P.M.

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 Department of Agriculture

Agricultural Development Division

AgBMP and Countywide ISTS Loan Programs

Notice of Request for Proposals for the 2001 AgBMP and Countywide ISTS Loan Program Allocation

NOTICE IS HEREBY GIVEN that the Minnesota Department of Agriculture will accept applications for its 2001 Agricultural Best Management Practices (*Minnesota Statutes* § 17.117) Loan Program and Countywide ISTS (*Minnesota 1997 Session Law* Chapter 246 Section 6) Loan Program.

Counties, Soil and Water Conservation Districts and authorized Joint Power Organizations may submit applications to participate in the department's loan programs. Funds may be used to provide loans to farmers, rural landowners or farm supply businesses for projects that implement local comprehensive water plans or replace existing, failing individual sewage treatment systems. Approximately \$5 million for Ag BMP program and \$1.5 million for the Countywide ISTS program has been tentatively earmarked for this year, however, the final amount allocated may be different.

Applications must be post marked or received by the department by 4:00 p.m. December 1, 2000 to be considered during this application period.

State Grants & Loans

To obtain copies the complete request for proposal and application packet contact:

Dwight Wilcox
AgBMP Loan Program
Minnesota Department of Agriculture
90 W Plato Blvd.
St. Paul, MN 55107
Phone: (651) 215-1018
Fax: (651) 297-7678
Email: dwight.wilcox@state.mn.us
Website: <http://www.mda.state.mn.us/agbmp/>

Minnesota Department of Human Services

Family and Children's Services Division

Notice of Funding Availability

The Minnesota Department of Human Services announces \$ 910,000 in increased funding for adolescent programs, including: outreach, drop-in and reunification services; 24 hour crisis services and/or shelter; prevention of prostitution and exploitation of at-risk youth; transitional housing; life skills training and prevention of out-of-wedlock pregnancy.

Grant funds available through this request for proposals will be used to fund programs that provide safe shelter and supportive services so that youth who are at-risk, runaway, aging out of placement and/or homeless can return to their families or receive the support and life skills they need to live independently in their communities.

Programs may also use funds for pregnancy prevention by designing support services that focus on health education, improving educational and economic opportunities for youth, and intervening in numerous social and psychological factors, such as drug/alcohol abuse and family stress, that are associated with sexual risk-taking. Culturally competent, inclusive, and strengths based programming is a priority.

We expect grant requests for program expansions to be in a range between \$10,000 and \$70,000. For a significantly expanded shelter program, newly established shelter program or 24 hour crisis services program we would consider a request for up to \$100,000.

Eligible applicants will be public, private and non-profit agencies that can provide or arrange for a range of services designed to support youth to reach their full potential as successful adults and contributing members of their communities.

To receive a full application, please call Dorothy Haugen at (651) 215-1832 or access our web page at www.dhs.state.mn.us/childint/programs/adolescent/default.htm to download the application.

A Proposer's Conference will be held from 1:30 p.m. until 4:30 p.m., October 30, 2000, at the Department of Human Services, 444 Lafayette Road, St Paul, MN, in conference room 1/B.

For further information call Suzanne Guttsten at (651) 297-1864 or Claire Hill at (651) 296-4471.

Department of Public Safety

Request for Proposal for Public Safety Training Facilities

The Commissioner of Public Safety is soliciting grant proposals from state departments or local units of government to pre-design, design, construct, expand, or improve public safety training facilities under *Laws of Minnesota 2000*, chapter 492, section 20, subdivision 2. The commissioner will award at least two grants with one-half of the funding going to grants in metropolitan area and the remaining one-half going to grants in the non-metropolitan area. Proposal must be submitted by 2:00 p.m. on Friday, December 1, 2000. No late proposals will be accepted.

Copies of the request for proposal and application materials are available at www.safe.state.mn.us/funding or by contacting:

Joan Lundberg, Commissioner's Office
Minnesota Department of Public Safety
445 NCL Tower #1000
St. Paul, MN 55101-5000
Telephone: (651) 282-2252
Email: Joan.lundberg@state.mn.us

Contracts, RFIs, RFPs, and RFQs for Professional, Technical & Consulting Services

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 \$25,000 be printed in the *State Register*. These procedures also require that the following information be included in the notice: agency name and address, name of agency contact person, description of project and tasks, cost estimate and final submission date and time of completed proposal. Certain quasi-state agencies and MnSCU institutions are exempted from these provisions. In accordance with *Minnesota Rules* 1230.1910, certified Targeted Group Businesses and individuals submitting proposals as prime contractors shall receive the equivalent of a 6% preference in the evaluation of their proposal. Certified Economically Disadvantaged Businesses and individuals shall receive the equivalent of a 4% preference in the evaluation of their proposal. For information regarding certification, call the Materials Management Helpline (651) 296-2600 or [TTY (651) 282-5799.]

Department of Administration State Designer Selection Board

To Minnesota Registered Design Professionals: Request for Proposals for Project 00-25 Southwest State University Library Renovations

The State Designer Selection Board has been requested to select consultants for a project. Design firms who wish to be considered for this project must deliver proposals on or before 12 p.m. (Noon), Monday, November 6, 2000, to:

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

PROPOSALS RECEIVED AFTER THE SUBMISSION DEADLINE WILL NOT BE CONSIDERED.

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

NOTE TO RESPONDERS: Changes May Have Been Made in the Content and Format Requirement. Proposals that Do Not Conform to the Following Content, Order and Format Requirements As Outlined in Items 1 through 5 Below May Be Disqualified.

- 1. The front cover of the proposal should be clearly labeled** with the project number and project title as shown at the top of this request for proposal, together with the designer's firm name, address, telephone number, fax number and the name of the contact person. The back cover should remain blank.
- 2. All data should be on 8-1/2" x 11" sheets**, soft bound. No more than 20 printed faces should be included (see the following for clarification):

Professional, Technical & Consulting Contracts

- a. All letters directed to the Board should be bound into the proposal and all pages will be counted as printed face(s). It is not necessary to do a cover letter to the Executive Secretary.
- b. Blank dividers (with printed tab headings only) will not be counted as faces.
- c. Front and back covers of proposals will not be counted as faces.
- d. None of the statutory or mandatory information, except as requested in Item 3 below, should appear on the dividers or covers.
- e. All pages should be numbered.

Proposals that deviate from the above may be disqualified.

3. BRIEF PROPOSAL SUMMARY:

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

- a. Name of firm and its legal status;
- b. Names of persons in leadership roles for project management, design and production of architecture; design of civil, structural, mechanical and electrical engineering, landscape architecture, land surveying, fire protection and geoscience for each and every discipline called for in Section 8.b. The name of each person so mentioned must also include their Minnesota registration number. Fire protection engineering requires a licensed fire protection engineer, identified by their number OR the engineering registration number accompanied in Section 4.b by a listing of past projects demonstrating competency in this field.

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

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

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

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

PROJECT	(A) GROSS FEES	(B) SUBDESIGNERS PORTION	(C) NET TOTAL PROJECT FEE
TOTAL			

(The total shown in column (A) shall equal the sum of those shown in columns (B) and (C).

4. ADDITIONAL MANDATORY PROPOSAL CONTENTS:

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

5. Ten (10) copies of the proposal should be submitted.

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

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

7. BOARD SELECTION CRITERIA:

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

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

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

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

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

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

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

8. PROJECT 00-25

Library Renovations
Southwest State University
1501 State Street
Marshall, MN 56258

Minnesota State Colleges and Universities (MnSCU)
700 World Trade Center
30 East 7th Street
St. Paul, MN 55101

a. PROJECT DESCRIPTION:

Minnesota State Colleges and Universities (MnSCU) intends to retain architectural and engineering consulting services for the renovation of the library at Southwest State University (SSU).

The library, 66,680 square feet, occupies four floors on the east end of Bellows. The original building, constructed in 1967, has 3 stories and a 2-story expansion was constructed in 1969 on top of the library portion of Bellows. The library occupies all of the top 3 floors and part of the second floor of Bellows.

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The library will be completely renovated to provide a contemporary and expanded setting for the administration, acquisition, cataloging, archiving and circulation of print and non-print items to support the needs of programs, students and faculty at SSU. There will also be repair of the exterior envelope of the 3rd and 4th floors of the library and new construction at the Bellows-Charter Hall link. This new construction will provide for a new enhanced campus entry that will also serve as the exterior library entrance, a 24-hour study area and an art gallery. The design of this project will be based on the approved predesign by Hay.Dobbs and should anticipate the least disruption to the library operation and a substantial asbestos abatement. The predesign is available by contacting Cyndi Holm at (507) 537-7854.

The completed renovation and expansion project will:

- realign key library functions to improve student and public access
- provide space for collections growth
- provide group study rooms and two library classrooms equipped for computer based library instruction
- upgrade/replace mechanical, electrical and technological systems
- enhance the interior entrance of the library and develop an exterior entrance for the campus/library at the Bellows - Charter Hall link that will provide identifiable means of access
- upgrade the general appearance of the facilities consistent with academic and learning environments
- provide the library with a fire sprinkler system
- replace windows in the library structure, repair the exterior skin to the upper two floors of the library, replace and enlarge a deteriorating connecting link between Bellows and Charter Hall
- address safety issues
- improve energy efficiency
- improve campus wayfinding consistent with the Campus Master Plan

b. REQUIRED CONSULTANT SERVICES:

The selected design team shall provide a comprehensive scope of services, including schematic design (SD), design development (DD) and construction documents (CD). Prepare all SD, DD, and CD documents using a CADD technology in an electronic data exchange file format acceptable to MnSCU. All drawings and specifications must conform to MnSCU design standards.

The design team will provide all architectural services, including interior design, landscaping, cost estimating and project scheduling. Engineering services shall include civil, structural, mechanical, fire protection, electrical, voice/data communication and audio/visual design. The design team will provide coordination of all services with services provided by others.

NOTE: A roof design consultant for the Bellows - Charter Hall link will be designated by MnSCU, will be assigned to and become an integral part of the consultant's design team. The consultant's fee shall include the fee and reimbursables of the roof design consultant.

c. SERVICES PROVIDED BY OTHERS:

Asbestos abatement. Site surveys and geotechnical investigations and recommendations.

d. SPECIAL CONSIDERATIONS:

The project will proceed from the predesign. Further determination of the needs of a university library serving a regional and community role is needed. The amount of new construction shall be kept to a minimum.

The selected design team will be required to coordinate with the roofing and asbestos abatement design.

SSU has engaged an Owner's Representative.

e. PROJECT BUDGET/FEES:

The state has funded \$800,000 for the project design and owner's representation through Construction Documents.

A capital bonding request for \$10,024,000 to renovate the library is being prepared by SSU for submission to the Minnesota State Legislature for the 2002 bonding session. This includes construction, fees, reimbursables, furniture, fixtures, equipment, contingencies and inflation factor.

f. PROJECT SCHEDULE:

Design Phase: Begin January 1, 2001, complete by November 1, 2001.

The following preliminary schedule durations are suggested:

Schematic Design	3 months
Design Development	3 months
Construction Documents	4 months
Reviews	1 month

Total Project Duration 11 months

g. PROJECT INFORMATIONAL MEETING(S)/SITE VISIT(S):

An information meeting is scheduled for Wednesday, November 1 at 1:30 p.m. in the Bellows (BA) 511 conference room (located in the Library) at Southwest State University, 1501 State Street, Marshall, Minnesota. All firms interested in this meeting should **contact:** Cyndi Holm at 507-537-7854 or **email:** at holmcm@southwest.msus.edu to sign up for the meeting.

h. STATE DESIGNER SELECTION BOARD SCHEDULE:

<i>Project Information Meeting and/or Site Visit:</i>	Wednesday, November 1, 2000, at 1:30 p.m.
<i>Project Proposals Due:</i>	November 6, 2000, by 12 p.m. (Noon)
<i>Project Shortlist:</i>	November 28, 2000
<i>Project Interviews and Award:</i>	December 5, 2000

i. PROJECT CONTACT(S):

Questions concerning the project should be referred to:

Cyndi Holm
Director of Facilities
Southwest State University
1501 State Street
Marshall, MN 56258
Phone: (507) 537-7854
Fax: (507) 537-6577
Email: holmcm@southwest.msus.edu

9. CONTRACT REQUIREMENTS:

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

The Department of Administration is under no obligation to delay award or execution of this contract until a vendor has completed the human rights certification process. It is solely the responsibility of the vendor to apply for, and obtain, a human rights certificate prior to contract award.

- b. Costs incurred in responding to this RFP shall be borne by the responder. In accordance with existing statutes, the Board shall retain one copy of each proposal submitted. Responses to this RFP become public information under the Freedom of Information Act after the final selection has been made.
- c. **Laws of Minnesota 1997**, require the successful responder to submit acceptable evidence of compliance with workers' compensation insurance coverage requirements prior to execution of the contract.

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- d. *Laws of Minnesota 1997*, Chapter 202, Article 1, Section 12, Subdivision 2, require that during the biennium ending June 30, 1999, for an executive agency contract that is subject to *Minnesota Statutes*, Section 363.073 (over \$100,000 and subject to Human Rights Certification requirements), before the agency enters into the contract, should to the extent practical and to the extent consistent with the business needs of the State, ensure that the company to receive the contract attempts to recruit Minnesota welfare recipients to fill vacancies in entry level positions if the company has entry level employees in Minnesota.
- e. This RFP does not obligate the State to complete the project, and the State reserves the right to cancel the solicitation if it is considered to be in its best interest.

Minnesota State Colleges and Universities (MnSCU)

St. Cloud Technical College

Request for Proposal (RFP) for Harig 618 Surface Grinders or Equivalent

Introduction:

St. Cloud Technical College is soliciting bids for (2) Harig 618 Surface Grinders or Equivalent Beginning October 23, 2000.

Request for Proposals are available from:

St. Cloud Technical College
Melinda Begin
1540 Northway Drive
St. Cloud, MN 56303
(320) 654-5512

Proposals Due Date:

Vendor proposals are due no later than 2:00 p.m., November 6, 2000.

Minnesota State Colleges and Universities (MnSCU)

St. Cloud Technical College

Request for Proposals (RFP) for Landscaping FY 00/01

Introduction:

St. Cloud Technical College is soliciting bids for Landscaping FY 00/01 Beginning October 23, 2000.

Request for Proposals are available from:

St. Cloud Technical College
Melinda Begin
1540 Northway Drive
St. Cloud, MN 56303
(320) 654-5512

Proposal Due Date:

Vendor proposals are due no later than 2:00 p.m., November 6, 2000.

Department of Commerce

Request for Proposals on Specifications for Organizations and Individuals Wishing to Act as Market Conduct Examiners in the Examination of One or More Insurers in a Single Group on Behalf of the Minnesota Commerce Department in Midwestern United States (*Minnesota Statute*, section 60A.031, subdivision 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 several 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 and Third Party Administrator oversight, Antifraud plan, Certificates of authority, Regulatory actions 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; Administer and take statements under oath from producers; 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; Underwriting practices; Replacement and conservation practices; Suitability analysis; Termination practices; Unfair discrimination; Use of proper disclosures, buyers' guides and delivery receipts;
- G. Such other procedures as requested by the Department;
- 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. 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 life and health insurance as well as annuities is necessary. This includes variable life and annuity products. Cooperation and joint examination procedures with other regulatory entities may also be required. Contractor may be required to testify at an administrative hearing or other legal proceedings involving the Company.

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.

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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. Hourly Fees and Rates

A schedule of hourly fees for the various levels of examiners and actuarial staff available or an 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, November 6, 2000, and expiring on, or about, February 6, 2001.

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 November 3, 2000, at 12:30 p.m. 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 or the submission of a proposal, contact:

Paul Hanson, Chief Examiner
Enforcement and Compliance 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 life and health insurance markets as well as the sale of annuities. The examination site will be located in a state in Midwestern United States. The examination is expected to last from eight to twelve weeks. It is estimated that two to three examiners 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 Historical Society

Notice of Request for Proposals for Website Development Project

The Minnesota Historical Society is seeking proposals from qualified firms and individuals to provide professional services for the following:

Phase 3: Website Development for Web Initiative: "Using National Register Properties to Interpret Minnesota History"

Time Period: 11/30/00 - 4/30/01

Estimated Budget: \$35,000

The Request for Proposal and Project Description are available by calling or writing Chris 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, November 13, 2000. Details concerning submission requirements and evaluation criteria for awards are included in the Request for Proposals.

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 Human Services

Adult Supports Division

Notice of Availability of Contracts for Services to Help Minnesota Public Assistance Clients Apply for Supplemental Security Income

The Department of Human Services seeks qualified providers to help General Assistance, Group Residential Housing, and Minnesota Supplemental Aid applicants and recipients apply to the Social Security Administration for Supplemental Security Income (SSI). A qualified provider must be:

- A nonprofit legal assistance organization; or
- An agency that employs
 - licensed practitioners, or
 - accredited counseling staff, or
 - staff with a master's degree from an accredited program in social work, psychology, counseling, occupational therapy, or physical therapy; or
- A private attorney at law; or
- Another organization or person determined by the State to have sufficient training or experience to be effective in assisting persons to apply for and establish eligibility for SSI benefits; and
- Able to assist clients through the entire SSI application process, from initial application through approval or final denial; a non-attorney, at a step requiring an attorney, must arrange legal representation through county or state contracted legal services or other legal services knowledgeable about the SSI process; and
- Able to provide services to clients in a multi-county area of no less than two counties.

The Department will pay contracted providers up to \$75 per hour for services plus actual reasonable out-of-pocket expenses for clients approved for SSI and for whom interim assistance reimbursement has been received. An additional incentive payment will be made if funds are available. The maximum payment is limited to 100% of the interim assistance reimbursement for each client.

This is an open solicitation and proposals may be submitted to the State at any time, through November 30, 2003.

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For a copy of the Request for Proposal, contact:

Suzana Cobic-Ivkovic, DHS/SSI Coordinator
Adult Supports Division
Minnesota Department of Human Services
444 Lafayette Road North
St. Paul, MN 55155-3837
Phone: (651) 296-1476

Department of Transportation

Program Support Group

Office of Technical Support

Notice of Availability of Contract for TH 53 Final Design in Duluth

The Minnesota Department of Transportation (Mn/DOT) is soliciting the proposals for the Final Design for the reconstruction of the portion of TH 53 (Piedmont Avenue) in Duluth, Minnesota.

Work is proposed to start January 1, 2001.

Request for Proposals will be available by mail from this office through November 3, 2000. **A written request (direct mail or FAX) is required to receive the Request for Proposal.** After November 3, 2000 the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from the Mn/DOT Agreement Administrator:

Alex Chernyaev, P.E.
Consultant Services Unit - 7th Floor North
Minnesota Department of Transportation
395 John Ireland Boulevard, MailStop 680
St. Paul, MN 55155
Fax: (651) 282-5127

Proposals in response to the Request for Proposals in this advertisement must be received at the above address no later than 2:00 p.m., CDT on November 14, 2000. **Late proposals will not be considered.**

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. All expenses incurred in responding to this notice will be borne by the responder.

Department of Transportation

Program Support Group

Office of Technical Support

Notice of Availability of Contract for Final Design Services for TH 100 in Golden Valley

The Minnesota Department of Transportation (Mn/DOT) is requesting proposals from Contractors who are qualified to provide final design services for the reconstruction of Trunk Highway 100 from south of Duluth Street in Golden Valley to 29th Avenue North in Crystal.

Work is proposed to start after February 1, 2001.

The Request for Proposal will be available by mail from this office through October 30, 2000. **A written request (direct mail or FAX) or an email request is required to receive the Request for Proposal.** After October 30, 2000, the Request for Proposal must be picked up in person.

Professional, Technical & Consulting Contracts

This document is available in alternative formats for persons with disabilities by calling the Agreement Administrator, Mark Hagen, at (651) 297-1197, or for persons who are hearing or speech impaired by calling the Minnesota Relay Service at 1-800-627-3529.

The Request for Proposal can be obtained from the Agreement Administrator:

Mark Hagen
Consultant Services Unit - 7th Floor North
Minnesota Department of Transportation
395 John Ireland Boulevard, MailStop 680
St. Paul, MN 55155
Fax: (651) 282-5127
Email: mark.hagen@dot.state.mn.us

Proposals in response to the Request for Proposals in this advertisement must be received at the above address no later than 2:00 p.m., CST on November 15, 2000. **Late proposals will not be considered.**

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. All expenses incurred in responding to this notice shall be borne by the responder.

Department of Transportation District Operations Division District 8, Willmar – Land Management

Notice of Availability of Contract for Real Estate Appraisal Services

The Minnesota Department of Transportation, through the District 8 office in Willmar, MN, is seeking a qualified, licensed, Certified General Real Property appraiser for the appraisal of up to 50 residential houses along TH 23 in the Willmar, MN area.

The appraisal work will include: the preparation of the Fannie Mae 2055 with all supporting documents and addenda as required by the Uniform Standards of Professional Appraisal Practice (USPAP) and The Minnesota Department of Transportation Right-of-Way manual. Most parcels will be total acquisitions but some will leave a remainder parcel requiring a statement of the remainder's market value.

Contracts will be issued for services as needed and are expected to be issued beginning December, 2000. Appraisal work under this contract will be completed in 24 months.

Request for Proposals will be available by mail through November 6, 2000. **A written request (direct mail or FAX) is required to receive the Request for Proposal.** After November 6, 2000 the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from the Agreement Administrator:

Steve Porter
Minnesota Department of Transportation
Consultant Services Unit - 7th Floor North
395 John Ireland Boulevard, Mail Stop 680
St. Paul, Minnesota 55155
Fax: (651) 282-5127

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.

All proposals must be received by the Consultant Services Unit no later than 2:00 p.m., Central Standard Time on November 14, 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.

Professional, Technical & Consulting Contracts

Department of Transportation

Program Support Group

Office of Technical Support

Notice of Availability of Contract for Final Design Services - Trunk Highway 100 Segment 5

The Minnesota Department of Transportation (Mn/DOT) is requesting proposals from Contractors who are qualified to provide final design services for the reconstruction of Trunk Highway 100 from the Twin Lakes bridge to 50th Avenue North in Robbinsdale and Brooklyn Center.

Work is proposed to start after February 1, 2001.

The Request for Proposal will be available by mail from this office through October 30, 2000. **A written request (direct mail or FAX) or an email request is required to receive the Request for Proposal.** After October 30, 2000, the Request for Proposal must be picked up in person.

This document is available in alternative formats for persons with disabilities by calling the Agreement Administrator, Mark Hagen, at (651) 297-1197, or for persons who are hearing or speech impaired by calling the Minnesota Relay Service at (800) 627-3529.

The Request for Proposal can be obtained from the Agreement Administrator:

Mark Hagen
Consultant Services Unit - 7th Floor North
Minnesota Department of Transportation
395 John Ireland Boulevard, MailStop 680
St. Paul, MN 55155
Fax: (651) 282-5127
Email: *mark.hagen@dot.state.mn.us*

Proposals in response to the Request for Proposals in this advertisement must be received at the above address no later than 2:00 p.m., CST on November 15, 2000. **Late proposals will not be considered.**

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. All expenses incurred in responding to this notice shall be borne by the responder.

Department of Transportation

Program Support Group

Office of Technical Support

Notice of Availability of Contract to Develop Erosion Control Design Manual and Handbook

This document is available in alternative formats for persons with disabilities by calling the Agreement Administrator, Mark Hagen, at (651) 297-1197, or for persons who are hearing or speech impaired by calling the Minnesota Relay Service at (800) 627-3529.

The Minnesota Department of Transportation (is requesting proposals from Contractors who are qualified to 1) update the erosion control portion of the Mn/DOT Road Design Manual and 2) compile the erosion control portion of the Road Design Manual into a handbook for use by counties and municipalities using Mn/DOT design specifications.

Work is proposed to start after November 22, 2000.

The Request for Proposal will be available by mail from this office through October 27, 2000. **A written request (direct mail or FAX) or an email request is required to receive the Request for Proposal.** After October 27, 2000, the Request for Proposal must be picked up in person.

Professional, Technical & Consulting Contracts

The Request for Proposal can be obtained from the Agreement Administrator:

Mark Hagen
Consultant Services Unit - 7th Floor North
Minnesota Department of Transportation
395 John Ireland Boulevard, MailStop 680
St. Paul, MN 55155
Fax: (651) 282-5127
Email: mark.hagen@dot.state.mn.us

Proposals in response to the Request for Proposals in this advertisement must be received at the above address no later than 2:00 p.m., CST on November 8, 2000. **Late proposals will not be considered.**

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. All expenses incurred in responding to this notice shall be borne by the responder.

Department of Transportation Program Support Group Office of Technical Support

Notice of Availability of Contract to Facilitate Trunk Highway 23 Water Quality Committee

This document is available in alternative formats for persons with disabilities by calling the Agreement Administrator, Mark Hagen, at (651) 297-1197, or for persons who are hearing or speech impaired by calling the Minnesota Relay Service at (800) 627-3529.

The Minnesota Department of Transportation is requesting proposals from Contractors who are qualified to facilitate, plan and coordinate a working committee composed of representatives of the Minnesota Department of Transportation, the Minnesota Department of Natural Resources, the Minnesota Pollution Control Agency, Kandiyohi County, the City of Spicer, Green Lake Association, Nest Lake Association, Elkhorn Lake Association and the public.

Work is proposed to start after November 22, 2000.

The Request for Proposal will be available by mail from this office through October 27, 2000. **A written request (direct mail or FAX) or an email request is required to receive the Request for Proposal.** After October 27, 2000, the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from the Agreement Administrator:

Mark Hagen
Consultant Services Unit - 7th Floor North
Minnesota Department of Transportation
395 John Ireland Boulevard, MailStop 680
St. Paul, MN 55155
Fax: (651) 282-5127
Email: mark.hagen@dot.state.mn.us

Proposals in response to the Request for Proposals in this advertisement must be received at the above address no later than 2:00 p.m., CST on November 7, 2000. **Late proposals will not be considered.**

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. All expenses incurred in responding to this notice shall be borne by the responder.

Professional, Technical & Consulting Contracts

Minnesota Department of Transportation

Program Support Group

Office of Technical Support

Request for Proposals (RFP) to Provide Assistance in Purchase of Right-of-Way Easements for Living Snow Fences

The State of Minnesota through its Department of Transportation requests proposals from firms interested in providing assistance in the purchase of Right-of Way easements for 50 living snow fences near Willmar, Minnesota. All work will be in accordance with the current Minnesota Department of Transportation Right-Of Way Manual. Work will include: preparation of Field Title Reports; preparation of Authorization Maps; writing of parcel descriptions; preparation of Minimum Damage Appraisals; and making offers to acquire easement rights. All expenses incurred in responding to this notice will be borne by the responding firm.

The proposed term of the contract will be from November 2000 to June 2001.

Requests for Proposals (RFP) are available by mail or in person. **Please submit, in writing, a request for the RFP for "Assistance In Purchase of Right-Of-Way Easements for Living Snow Fences."**

Requests for the RFP may be mailed or faxed to:

Brad Hamilton, Agreement Administrator
Minnesota Department of Transportation Consultant Service Unit
395 John Ireland Boulevard, Seventh Floor, Mail Stop 680
St. Paul, MN 55155
Fax: (651) 282-5127

In order to obtain the RFP in time, requests for the RFP must be received on or before October 30, 2000. Requests made after that date must be in person.

NOTE: PROPOSALS ARE DUE ON NOVEMBER 6, 2000 AT 2:00 P.M. CENTRAL STANDARD TIME. LATE PROPOSALS WILL NOT BE CONSIDERED.

Minnesota Department of Transportation

Program Support Group

Office of Technical Support

Request for Proposals (RFP) To Provide Contaminated Site Assessment and Related Services T-Contract Program

The State of Minnesota through its Department of Transportation requests proposals for the assessment of properties or media known or suspected to be impacted by pollutants, contaminants or hazardous wastes. The work will include, but not be limited to: site investigation services, remedial/corrective action design plan services, site cleanup and remediation monitoring/oversight, soil and groundwater sampling, waste management facility audits, and laboratory services, to supplement the professional and technical staff of Mn/DOT in this field of endeavor. These services will be used on an as-needed basis by Mn/DOT as assistance in the delivery of its varied construction and maintenance program. Not all firms will be authorized for all the services described above.

Mn/DOT is planning a T-Contract Program for this work. This program will have multiple firms selected. Each firm will have a master contract, and then project specific work orders will be written under the terms of the master agreement. These work orders will be assigned in accordance with Mn/DOT T-Contract rotation policy. Rotation will be on an expertise basis. This is not a guarantee of an assignment since the use of these services will depend upon the availability of funding for the program at the time the work is required. All expenses incurred in responding to this notice will be borne by the responding firm.

This program is estimated at \$3,500,000.00 which will be divided among all firms selected. The proposed term of the contract will be from February 2001 to February 2003, with Mn/DOT's option of up to three, one year extensions.

Professional, Technical & Consulting Contracts

Requests for Proposals (RFP) are available by mail or in person. **Please submit, in writing, a request for the RFP for “Contaminated Site Assessment and Related Services T-Contract Program.”**

Requests for the RFP may be mailed or faxed to:

Brad Hamilton, Agreement Administrator
Minnesota Department of Transportation Consultant Service Unit
395 John Ireland Boulevard, Seventh Floor, Mail Stop 680
St. Paul, MN 55155
Fax: (651) 282-5127

In order to obtain the RFP in time, requests for the RFP must be received on or before November 6, 2000. Requests made after that date must be in person.

NOTE: PROPOSALS ARE DUE ON NOVEMBER 14, 2000 AT 2:00 P.M. CENTRAL STANDARD TIME. LATE PROPOSALS WILL NOT BE CONSIDERED.

Department of Transportation

Program Support Group

Request for Proposals (RFP) to Perform Mobile Global Positioning Systems (GPS) Data Collection for the Metro Division's Sign Inventory Management System (SIMS)

Notice of availability of Contract for Highway Related Technical Activity. Responses to this advertisement become public information under the Freedom of Information Act. 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. All expenses incurred in responding to this notice shall be borne by the responder.

The Minnesota Department of Transportation (Mn/DOT) requests proposals to perform mobile Global Positioning Systems (GPS) data collection for the Metro Division's Sign Inventory Management System (SIMS). The primary goal of the data collection project is to populate the SIMS database. A secondary purpose is to provide a color, digital video referencing tool that will interface with SIMS. Contractor will provide software and train Mn/DOT personnel to generate GPS coordinates of objects in the video. Work on this project is for approximately six months.

Contractor will be required to drive near posted speeds and collect the necessary digital images and GPS data for approximately 40,000 Mn/DOT signs and delineators at approximately 30,000 locations (some sign structures support more than one sign) along approximately 1,000 miles of highway including ramps, crossroads, frontage roads, rest areas, park & ride lots, and driver exam stations. For approximately 500 miles of the highways imaged, the Contractor will post process the data and deliver it and the necessary software to generate GPS coordinates and the attributes listed below. For the other approximately 500 miles of imaged highway and approximately 20,000 signs, the Contractor will generate and enter in to the SIMS database the x,y, and z coordinates, in a GPS plane identified by Mn/DOT, of the bottom center of each sign. Mn/DOT will provide a map indicating which highways are to have the sign attribute data generated and entered into SIMS and which highways are to be imaged and post processed only. The accuracy of all GPS coordinates will be within three meters horizontally for 95% of all locations, and less than five meters horizontally for all locations. Contractor will also collect and enter in the SIMS database several other attributes for each of the same approximately 20,000 sign as outlined below.

Request for Proposals (RFP) are available by mail or in person. **Please submit in writing, a request for the RFP to “Perform Mobile Global Positioning Systems (GPS) Data Collection for the Metro Division's Sign Inventory Management System (SIMS)”.**

Request for the RFP may be mailed or faxed to:

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

In order to obtain the RFP in time, requests for the RFP must be received on or before November 6, 2000. Requests made after that date must be in person.

NOTE: PROPOSALS WILL BE DUE ON NOVEMBER 16, 2000 AT 2:00 P.M. CENTRAL STANDARD TIME.

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.

County of Anoka, Minnesota

Request for Proposals for Document Management and Imaging System for Anoka County

The County of Anoka is soliciting sealed proposals from qualified organizations to provide professional services, software, and hardware for a document management and imaging system for Anoka County.

Sealed proposals in duplicate for this system will be received by the Anoka County Board of Commissioners, at the Anoka County Administrator's Office, 7th Floor, Room 710, Anoka County Government Center, 2100 Third Avenue, Anoka, Minnesota 55303, until 2:00 p.m., on November 3, 2000, at which time they will be publicly opened and read aloud.

The Proposal Documents may be obtained from Dartrell Lipscomb, Administrative Specialist, Anoka County Administration, Anoka County Government Center, 2100 Third Avenue, Anoka, Minnesota 55303, telephone (763) 323-5711, **email:** Dartrell.Lipscomb@co.anoka.mn.us

A pre-proposal meeting will be held in the Anoka County Boardroom, 7th Floor, Anoka County Government Center, 2100 Third Avenue, in Anoka, at 2:00 p.m., on October 18, 2000. Proposers are encouraged to attend this meeting to ask questions and gain clarification regarding this Request for Proposals.

The County reserves the right to reject or waive any irregularities of any or all proposals, or reject any or all proposals.

If you need an accommodation such as an interpreter or printed material in an alternate format (i.e., braille or large print) because of a disability, please contact Dartrell Lipscomb at (763) 323-5711, TTY (763) 323-5289.

Metropolitan Council

Notice of Request for Proposals (RFP) for 2001-2005 Metro Mobility Demand Service

The Metropolitan Council is requesting proposals for 2001-2005 Metro Mobility Demand Service beginning July 1, 2001.

Issue Request for Proposals

October 23, 2000

Receive Proposals

December 1, 2000

Contract negotiated, executed, NTP

February 28, 2001

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:

Amanda Petersen, Administrative Assistant, Contracts and Procurement Unit
Metropolitan Council Environmental Services
230 East Fifth Street
Mears Park Centre
St. Paul, MN 55101
Phone: (651) 602-1585
Fax: (651) 602-1138
Email: amanda.petersen@metc.state.mn.us

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.

Available at Minnesota Bookstore – For Children

Order form on back page

Fun with Nature: Take-Along Guide

A unique collection of easy-to-read, interesting facts about nature and animals.

Help 8-12 year olds find and identify over 150 animals including the ones noted below, PLUS toads and turtles; snakes, salamanders and lizards. Hardbound, 288pp. **Stock No. 9-3 \$14.95**

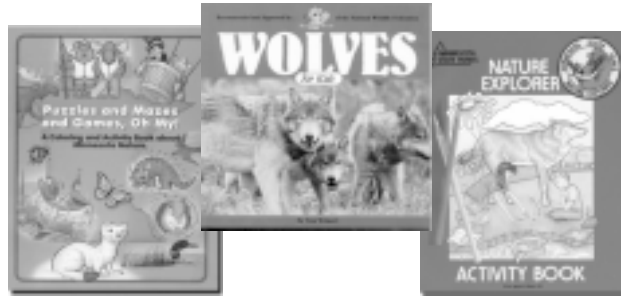
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Birds, Nests and Eggs Stock No. 9-19 \$6.95

Rabbits, Squirrels & Chipmunks Stock No. 9-30 \$6.95

Trees, Leaves and Bark Stock No. 9-48 \$6.95



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Your children will have great fun working with this variety of games, puzzles and more. Softcover, 48pp.

Stock No. 9-4 \$1.50 GREATLY REDUCED PRICE!

Wolves for Kids

Large color photos and easy-to-read text make this book interesting to both children 8-12 and their parents.

Softcover, 48pp. **Stock No. 9-55 \$6.95**

Nature Explorer Activity Book

30 nature learning activities designed so parents/teachers can work with their children complete activities. Softcover, 72pp.

Stock No. 9-49 \$4.95



Prairie Alphabet

This award-winning children's alphabet book features detailed, realistic paintings of children in prairie scenes. Each painting and letter are introduced with alliterative captions using the letter several times and leading children to closely view the picture to find the objects. Softcover, 32pp. **Stock No. 19-56 \$7.95**

M is for Minnesota

Kids learn the alphabet as they develop state pride with this alphabet book using illustrations depicting Minnesota. Hardcover, 32pp. **Stock No. 19-78 \$16.95**

We Are Wolves

Beautifully illustrated, this large-sized children's book captures the essence of wolves through heart-warming text. Hardcover, 32pp. **Stock No. 19-32 \$12.95**

Minne-Mural Kits

Your child can learn about wildlife and be proud to display their own Minnesota mural. Each "Minne-mural comes with felt markers for coloring and fits in a standard 8" x 14" frame.

Up North

Stock No. 15-73 \$6.95

Minnesota

Stock No. 15-74 \$6.95

* Distributor and retailer discounts available for this title. See inside back cover for information.



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