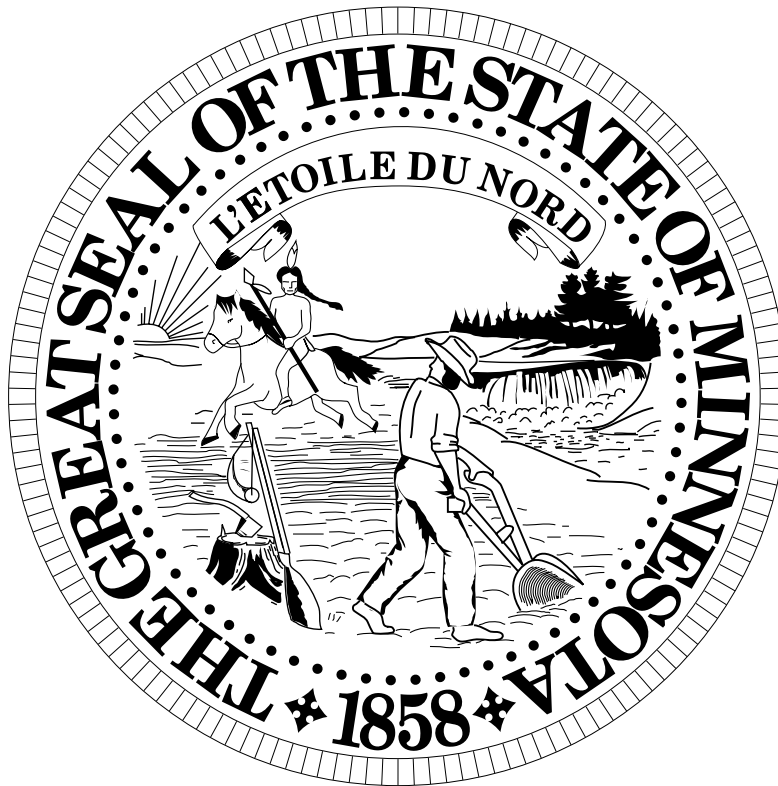


State of Minnesota

State Register

Rules and Official Notices Edition



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

Tuesday 20 February 2001
Volume 25, Number 34
Pages 1395-1432

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- proposed, adopted, exempt, expedited emergency and withdrawn rules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

Jesse Ventura, Governor (651) 296-3391

Mae Schunk, Lt. Governor (651) 296-3391

Department of Administration:

David F. Fisher, Commissioner (651) 296-1424

Kent Allin, Asst. Commissioner (651) 297-4261

Mike Hatch, Attorney General (651) 297-4272

Judi Dutcher, State Auditor (651) 297-3670

Communications Media Division:

Mary Mikes, Director (651) 297-3979

Chris Schanus, Manager (651) 282-2974

Mary Kiffmeyer, Secretary of State (651) 296-2079

Carol Johnson, State Treasurer (651) 296-7091

Robin PanLener, Editor (651) 297-7963

Jane Schmidley, Assistant Editor (651) 296-4273

Jessie Rahmeyer, Subscriptions (651) 297-8774

Printing Schedule and Submission Deadlines

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
#34	Tuesday 20 February	Noon Wednesday 7 February	Noon Tuesday 13 February
#35	Monday 26 February	Noon Wednesday 14 February	Noon Tuesday 20 February
#36	Monday 5 March	Noon Wednesday 21 February	Noon Tuesday 27 February
#37	Monday 12 March	Noon Wednesday 28 February	Noon Tuesday 6 March

Copyright © 2001 Communications Media Division, Department of Administration, State of Minnesota.

Publication Number: 326630 (ISSN 0146-7751)

SUBSCRIPTION SERVICES: Copies are available at Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155. Order by phone: Metro area: (651) 297-3000 Toll free (800) 657-3757. TTY relay service phone number: (800) 627-3529. **NO REFUNDS.** Subscribers who do not receive a copy of an issue should notify the *State Register* Subscription Office immediately at (651) 297-8774. Copies of back issues may not be available more than two weeks after publication. Both editions are delivered postpaid to points in the United States, Periodicals Postage Paid for the *State Register* at St. Paul, MN, first class for the *Solicitation Announcements*. See the *State Register* and the *Solicitation Announcements* on our website: <http://www.comm.media.state.mn.us> Click on "Minnesota's Bookstore."

- *State Register* (published every Monday, or Tuesday if Monday is a holiday) One year, hard copy, paper subscription: \$160.00.
- *Solicitation Announcements* (published every Tuesday and Friday) One year subscription: \$135.00 via first class mail, \$150.00 via fax or through our website. Users agree not to redistribute without authorization.
- **13-week trial subscription** which includes both the *State Register* and *Solicitation Announcements* \$65.00
- **Single issues** are available for a limited time: *State Register* \$5.00, *Solicitation Announcements* \$1.00. Shipping is \$3.00 per order.

PUBLISHING NOTICES IN THE *State Register*: Submit TWO COPIES of your notice, typed double-spaced. State agency submissions must include a "State Register Printing Order" form, and a "Certification/Internal Contract Negotiation" form with contracts for professional, technical and consulting services. Non-State Agencies should submit TWO COPIES, with a letter on your letterhead stationery requesting publication and date to be published. FAXED submissions to (651) 297-8260 are received to meet deadline requirements, but must be followed by originals and applicable forms or letters to be accepted. The charge is \$115.00 per page, billed in tenths of a page (columns are seven inches wide). About 2-1/2 pages typed double-spaced on 8-1/2"x11" paper equal one typeset page in the *State Register*. Contact the editor if you have questions.

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

The *State Register* is published by Communications Media Division, Department of Administration, State of Minnesota, pursuant to *Minnesota Statutes* § 14.46 and is available at the main branch of county libraries in Minnesota and all "State Depository Libraries": State University and Community College Libraries; the University of Minnesota libraries; St. Paul, Minneapolis and Duluth Public Libraries; the Legislative Reference Library; State Law Library; Minnesota Historical Society Library; and the Library Development Service at the State Department of Children, Families and Learning.

Legislative Information

Senate Public Information Office (651) 296-0504

State Capitol, Room 231, St. Paul, MN 55155

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

House Information Office (651) 296-2146

State Office Building, Room 175, 100 Constitution Ave., St. Paul, MN 55155

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

Minnesota State Court System

Court Information Office (651) 296-6043 Website: www.courts.state.mn.us

Minnesota Judicial Center, Room 135, 25 Constitution Ave., St. Paul, MN 55155

Minnesota Rules: Amendments & Additions	
Volume 25, Issues #27-34.....	1398
Proposed Rules	
Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience, and Interior Design	
Architect Licensing	1399
Adopted Rules	
Children, Families and Learning Department	
Profiles of Learning	1402
Errata	
Expedited Emergency Rules	
Natural Resources Department	
Adopted expedited emergency game and fish rules: Designated infested waters republished with corrections...	1403
Expedited Emergency Rules	
Natural Resources Department	
Adopted expedited emergency game and fish rules: Taking of fish on Minnesota-Canada Boundary Waters.....	1404
Commissioner's Orders	
Transportation Department	
Order No. 85225: Amended order and notice of street and highway routes designated and permitted to carry gross weights.....	1406
State Grants & Loans	
Department of Health	
Grants available for planning and operating community health centers in rural Minnesota	1406
Official Notices	
Administration Department	
Notice of sale of public property in Sauk Centre, Minnesota.....	1407
Health Department	
Comments sought on planned amendment to rules governing the special supplement nutrition program for WIC	1408
Human Services Department	
Comments sought on county-based purchasing federal waiver amendment request	1409
Metropolitan Council	
Public hearing on revised guidelines for priority funding for housing performance	1409
Public Employees Retirement Association (PERA)	
Board of trustees meeting notice.....	1410
Teaching Board	
Comments sought on proposed rules providing exceptions to teacher licensure rules.....	1410
State Contracts	
Administration Department	
State Designer Selection Board Project #01-01: Proposals sought for the Department of Natural Resources Fergus Falls consolidated area headquarters.....	1411
State Designer Selection Board Project: #01-02: Proposals for the New University/Community Stadium and renovation of Selke field	1417
Notice of vendor selection for Capitol Complex Digital Recording System	1421
Children, Families and Learning Department	
Proposals sought for scanning of 2001 Minnesota student surveys	1422
Minnesota Higher Education Services Office (HESO)	
Proposals sought for Minnesota Library Information Network (MnLINK) interlibrary loan system.....	1422
Human Services Department	
Proposals sought for translation software, including implementation and maintenance services.....	1423
Natural Resources Department	
Proposals sought for deer hunter survey	1423
Perpich Center for Arts Education	
Proposals sought for a research and development project consultant	1424
Revenue Department	
Proposals sought for an imaging and scanning document management system	1425
Transportation Department	
Proposals sought for airport cargo study	1425
Proposals sought to provide right-of-way acquisition assistance, Trunk Hwy 14/52/63, Rochester, Minnesota.....	1426
Non-State Contracts & Grants	
Lake Superior Center Authority	
Bylaws.....	1427
Metropolitan Airports Commission	
Bids sought for AVI tags	1429
Metropolitan Council	
Proposals sought for Snelling garage joint development consulting services	1429
Proposals sought for architectural/engineering services Sunray Transit Hub	1430
Metro Transit: proposals sought for engineering services.....	1431
University of Minnesota	
Bid Information Service (BIS) available for all potential vendors	1431

Minnesota Rules: Amendments and Additions

NOTICE: How to Follow State Agency Rulemaking in the State Register

The *State Register* is the official source, and only complete listing, for all state agency rulemaking in its various stages. State agencies are required to publish notice of their rulemaking action in the *State Register*. Published every Monday, the *State Register* makes it easy to follow and participate in the important rulemaking process. Approximately 80 state agencies have the authority to issue rules. Each agency is assigned specific **Minnesota Rule** chapter numbers. Every odd-numbered year the **Minnesota Rules** are published. The current 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.

Volume 25, Issues # 27-34

Agriculture Department

1545.0230 (proposed)	1311
1545.3130; .3150 (adopted)	1241
1545.3130 s. 2; .3180; .3190; .3200; .3210; .3220; .3230; .3240; .3250; .3260; .3270; .3280; .3290; .3300; .3310; .3320; .3330; .3350 (repealed)	1241

Animal Health Board

1705.1090; .1130; .1131; .1145; .1146; .1147; .1151; .1152; .1175; .1180; .1190; .1200; .1210; (adopted)	1378
-------------------------------------------------------------------------------------------------------------------	------

Minnesota Board of Architecture, Engineering, Land Surveying, Landscaping Architecture, Geoscience, and Interior Design

1800.1000; .1100; .1200 (proposed)	1399
------------------------------------------	------

Chiropractic Examiners Board

2500.0100 (proposed)	1227
2500.0100 (proposed)	1281
2500.0400 (proposed)	1228
2500.0700; .0710; .0720; .0750; .1000 (proposed)	1283
2500.0730; .0740 (proposed repealer)	1283
2500.0800 (proposed)	1285
2500.1200 (proposed)	1287
2500.1200; s.5 (proposed repealer)	1287
2500.1410 (proposed)	1289
2500.1600 (proposed)	1230
2500.2110 (proposed)	1231
2500.2520 (proposed)	1291

Crime Victims Reparations Board

3050.0100, s.2a; 7; .3400, s.1,A,C; .3600 (withdrawn proposed)...	1336
-------------------------------------------------------------------	------

Children, Families and Learning Department

3501.0320; .0330; .0370; .0400; .0420; (adopted)	1402
3501.0360; .0370, s.1,2,4; .0420; s.4; .0430 (repealed)	1402

Health Department

4630.4800; .4900; .5000; .5100; .5200; .5300; .5400; .5500; .5600; .5700; .5800; .5900; .6000; .6100; .6200; .6300; .6400; .6500; .6550 (proposed repealer)	1329
4717.7000 (proposed)	1329

Labor and Industry Department

5205.0030; 5207.0100; .1000 (adopted exempt)	1241
----------------------------------------------------	------

Natural Resources Department

6115.0360 (proposed)	1331
6216.0350 (adopted expedited emergency)	1341
6216.0350 (ERRATA)	1403
6236.0300; .0600; .0810; .1060 (adopted expedited emergency)...	1337
6264.0300 (adopted exempt)	1379
6266.0700 (expedited emergency)	1404
6266.0700, s.2 (repealed)	1404

Peace Officer Standards and Training Board

6700.0300; .0601; .0700 (adopted)	1242
6700.0300; .0400; .0900; .1000; .1101 (proposed)	1333
6700.0900 s.12; .1120; .1130; .1700, s.2,5,6,7,8,9,10,11; .1000 (proposed repealer)	1333

Psychology Board

7200.6100; 6105; .6175 (proposed)	1375
7200.6170 (proposed repealer)	1375

Racing Commission

7873.0185; .0190; 7877.0120; .0170; 7883.0100; .0130; .0140; .0150; 7890.0100 (proposed)	1257
7890.0100 s. 12 (proposed repealer)	1257

Health Department and Pollution Control Agency

9400.0100; .0350; .0400; .0500; .0600; .0800; .1000; .1200; .1300; .1500 (proposed)	1232
9400.1500, s.3 (proposed repealer)	1232

Human Services Department

9505.0390 (proposed)	1238
9515.0200; .0310; .0450; .0500; .0600; .0700; 9525.2700 (adopted)	1313
9515.0300; .0400; .0800 (repealed)	1313

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

Proposed Permanent Rules Relating to Architect Licensing

NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

Proposed Amendment to Rules Governing Architect Licensing, *Minnesota Rules*, 1800.1000, 1800.1100, 1800.1200

Introduction. The Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience, and Interior Design 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: Patricia Munkel-Olson at the Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience, and Interior Design, 85 East Seventh Place, Suite 160, St. Paul, Minnesota 55101, **phone:** (651) 284-3410, **fax:** (651) 297-5310, and **email:** pat.munkel-olson@state.mn.us. **TTY** users may call the Board at (800) 627-3529.

Subject of Rules and Statutory Authority. The proposed rules are about the use of a computerized examination and specific internship programs which will be accepted. The statutory authority to adopt the rules is *Minnesota Statutes*, section 326.06. 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 Thursday, March 22, 2001, 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 March 22, 2001.

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

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.

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: 1 February 2001

William Sutherland, PE, Chair
Minnesota Board of Architecture, Engineering
Land Surveying, Landscape Architecture
Geoscience, and Interior Design

1800.1000 EDUCATION AND EXPERIENCE.

Subpart 1. ~~Written Examination requirement.~~ An applicant for licensure as an architect shall pass ~~a written~~ an examination as provided in part 1800.1200. ~~Written~~ Examinations are required of all applicants except those licensed under part 1800.0800, items D and G, that apply to those architects licensed in one or more states other than Minnesota. An applicant for licensure under part 1800.0800, items D and G, must satisfy the Minnesota licensing requirements that were in effect at the time of the applicant's original approved application in the other state.

Subp. 1a. ~~Admission to written examination.~~ To qualify for admission to the ~~written~~ examination, an applicant shall present evidence that the applicant meets the education ~~and~~, experience, ~~and training~~ requirements described in subparts 5 and 6.

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

Subp. 6. **Credits for experience and training.** Qualifying credits for experience and training shall be granted as ~~follows:~~ described in items A and B.

A. The applicant's total experience must meet the requirements for qualifying experience in subpart 7.

B. ~~Effective March 1, 1997, admission to the Architect Registration Examination (ARE) is limited to candidates that have met the Training requirements in 1996-1997 must comply with either:~~

(1) the Intern Development Program Guidelines (NCARB-IDP) published by the National Council of Architectural Registration Boards, July 1996-2000-2001, which is incorporated by reference. The document, is available at the state law library and the board office, and is not subject to frequent change; or

~~A person enrolled in the Minnesota Intern Development Program before March 1, 1997, may complete training in the Minnesota program.~~

(2) the Minnesota Intern Development Program if the candidate began the program prior to March 1, 1997.

~~Candidates are~~ A candidate is responsible for the establishment of ~~their own~~ the candidate's National Council of Architectural Registration Boards - Intern Development Program (NCARB-IDP) record.

[For text of subp 7, see M.R.]

1800.1100 PROCEDURES.

Subpart 1. **Completion date.** An applicant may request to be admitted to an examination ~~if the applicant has completed, or will have completed upon completion of~~ the educational ~~and~~ experience, ~~and training~~ requirements in part 1800.1000. ~~by the time of the examination. The applicant shall submit to the board verification of completion of the education and experience requirements in part 1800.1000 before the applicant's examination scores can be released. Applicants who fail to verify the completion of education and experience requirements within one year from the date of examination shall have their scores voided.~~

Subp. 2. **Admission for licensing examination.** Applicants shall submit to the board a completed application ~~and an appropriate fee as described in part 1800.0500, subpart 1, for admission to the licensing examination, including verification of completed education and experience requirements.~~ The application shall be submitted on a form provided by the board ~~and~~. ~~If the applicant was not required to complete NCARB-IDP, the applicant shall include a detailed listing of all architecturally related experience gained according to part 1800.1000. The experience listing shall include the name and mailing address of the applicant's supervising licensed architect or other supervisor for each period of employment and. A final transcript of grades showing the date of award of any degree earned, except in circumstances referenced in subpart 1, shall be submitted by all applicants. The application shall be submitted to the board by February 1 for the June examination and by August 1 for the December examination.~~ The application shall include one signed copy of Board Rules of Professional Conduct ~~and a fee as specified in part 1800.0500, subpart 1.~~ Upon approval ~~of~~ by the board, the applicant shall be notified in writing.

Subp. 4. **Obtaining application.** Application materials may be obtained by calling or writing the board office.

1800.1200 ~~WRITTEN~~ EXAMINATION.

Subpart 1. **Architect Registration Examination.** The Architect Registration Examination (ARE) shall be administered at least twice annually at a time and place determined by the board to those applicants determined by the board to meet the requirements of part 1800.1000 for admission to the examination. Any person failing one or more parts of the ARE shall be allowed to retake the failed parts after waiting a period of six months.

Subp. 5. **Equipment during examinations.** Silent, hand-held, battery-operated, nonprogrammable, nonprinting electronic calculators may be used as required during the Architect Registration Examination (ARE). Applicants shall only use the architect registration examination supplied reference materials during the examination.

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

Adopted Rules

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

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

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

Exempt Rules

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

Emergency Expedited Rules

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

Department of Children, Families, and Learning

Adopted Expedited Permanent Rules Relating to Profiles of Learning

The rules proposed and published at *State Register*, Volume 25, Number 1, pages 5-8, July 3, 2000 (25 SR 5), are adopted with the following modifications:

3501.0320 DEFINITIONS.

Subp. 2. **Definitions for the profile of learning.** For the purposes of parts 3501.0300 to 3501.0469, the terms in items A to J have the meanings given them.

F. "Rubric" means the criteria set by the commissioner that must be used by a district to ~~measure~~ score student work that meets the specifications of a content standard.

3501.0370 ASSESSMENT AND SCORING STUDENT ACHIEVEMENT.

Subp. 3. **Scoring criteria.**

A. Scoring criteria for a performance assessment includes:

- (1) a score of "4," that signifies student work that meets or exceeds the rubric for the ~~state-exemplar~~ score of "4";
- (2) a score of "3," that signifies student work that meets the rubric for the ~~state-exemplar~~ score of "3";
- (5) a score of "0," that signifies incomplete student work on the specifications of a content standard.

B. Incomplete student work receiving a score of "0" does not complete a content standard.

ERRATA

Corrections to agency errors in rules or in following the rulemaking processes, as well as incomplete notices, mislabeled rules, incorrect notices and citations will appear in this section. Whenever an error is corrected in this section, it's corresponding rule number(s) will also appear in the *State Register's* index to rulemaking activity, **Minnesota Rules: Amendments and Additions**.

Adopted Expedited Emergency Game and Fish Rules: Designated Infested Waters was published in 25 SR 1341 without complete underlining of text. The complete and corrected notice is published below:

Department of Natural Resources

Adopted Expedited Emergency Game and Fish Rules; Relating to Designated Infested Waters

NOTICE IS HEREBY GIVEN that the above entitled rule has been adopted through the process prescribed by *Minnesota Statutes*, section 84.027, subdivision 13 (b). The statutory authority for the contents of this rule is *Minnesota Statutes*, section 84D.12, subdivision 3.

Dated: 17 January 2001

Allen Garber
Commissioner of Natural Resources

6216.0350 DESIGNATED INFESTED WATERS.

[For text of subpart 1, see 25 SR 972]

[For text of subps 2 to 5, see M.R.]

Subp. 6. **Listing of waters infested with zebra mussels.** The following water bodies are designated by the commissioner as infested with zebra mussels (*Dreissena* spp.). Activities at these waters are subject to parts 6216.0100 to 6216.0600, *Minnesota Statutes*, section 84D.13, and other applicable laws.

Name	DNR Protected Waters Inventory Number
A. Olmsted County	
(1) Lake Zumbro	55-0400
B. <u>Washington County</u>	
<u>St. Croix River,</u> <u>downstream of the</u> <u>St. Croix Boomsite</u> <u>Recreation Area,</u> <u>managed by Minnesota</u> <u>Department of</u> <u>Transportation,</u> <u>at river mile 25.4</u>	
C. <u>Multiple counties</u>	
(1) Lake Superior	16-0001
(2) Mississippi River, downstream of St. Anthony Falls	
(3) St. Louis River, downstream of the Fond du Lac dam	
(4) Zumbro River, downstream of Lake Zumbro	

Expedited Emergency Rules

Provisions exist for the Commissioners of some state agencies to adopt emergency expedited rules when conditions exist that do not allow the Commissioner to comply with the requirements for emergency rules. The Commissioner must submit the rule to the attorney general for review and must publish a notice of adoption that includes a copy of the rule and the emergency conditions. Emergency expedited rules are effective upon publication in the *State Register*, and may be effective up to seven days before publication under certain emergency conditions. Emergency expedited rules are effective for the period stated or up to 18 months. Specific *Minnesota Statutes* citations accompanying these emergency expedited rules detail the agency's rulemaking authority.

Department of Natural Resources

Adopted Expedited Emergency Game and Fish Rules; Taking Fish on Minnesota-Canada Boundary Waters

NOTICE IS HEREBY GIVEN that the above entitled rules have been adopted through the process prescribed by *Minnesota Statutes*, section 84.027, subdivision 13 (b). The statutory authority for the contents of these rules is *Minnesota Statutes*, sections 97A.045, subdivision 2, 97C.395, subdivision 1, and 97C.401, subdivision 1.

Dated: 12 February 2001

Allen Garber
Commissioner of Natural Resources

6266.0700 TAKING OF FISH ON MINNESOTA-CANADA BOUNDARY WATERS.

[For text of subpart 1, see M.R.]

Subp. 2. **Species, seasons, and limits on Minnesota-Canada boundary waters.** Except as provided in part 6264.0300, subpart 56, the following applies to the species, seasons, and limits for taking fish on Minnesota-Canada boundary waters.

Species	Open Season	Daily and Possession Limits
A. Walleye and sauger		
(1) <u>All border waters not listed</u>	Saturday two weeks prior to the Saturday of Memorial Day weekend through to April 14.	6 in the aggregate, except (i) Lake of the Woods, 14 in the aggregate, of which not more than 6 may be walleye; (ii) Rainy Lake, 12 in the aggregate, of which not more than 6 may be walleye and not more than 1 over 19.5 inches; (iii) Rainy River, 6 in the aggregate, with not more than 1 walleye over 19.5 inches except from March 1 through April 14 2 in the aggregate and no walleye over 19.5 inches may be taken; and (iv) Saganaga Lake including Sea Gull River and Gull Lake, where the limit is 6 walleye with only 1 walleye over 19.5 inches.

Expedited Emergency Rules

- | | | |
|----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (2) <u>Lake
the Woods</u> | <u>two weeks
prior to the
Saturday of Memorial
Day weekend to
November 30.</u>

<u>December 1 to
April 14.</u> | <u>8 in the aggregate,
of which not more than
6 may be walleye and not
more than 1 walleye over
19.5 inches may be taken
daily.</u>

<u>14 in the aggregate, of
which not more than 6 may
be walleye and not more
than 1 walleye over 19.5
inches may be taken daily.</u> |
| (3) <u>Rainy
Lake</u> | <u>Saturday two
prior to the
Saturday of Memorial
Day weekend to
April 14.</u> | <u>in the aggregate, of
which not more than 6
may be walleye and not
more than 1 walleye
over 19.5 inches.</u> |
| (4) <u>Rainy
River</u> | <u>Saturday two weeks
prior to the
Saturday of Memorial
Day weekend to the
last day in
February.</u>

<u>March 1 to
April 14.</u> | <u>6 in the aggregate,
with not more than 1
walleye over 19.5
inches.</u>

<u>2 in the aggregate
and no walleye over
19.5 inches may be taken.</u> |
| (5) <u>Saganaga
Lake
including
Sea Gull
River and
Gull Lake</u> | <u>Saturday two weeks
prior to the
Saturday of Memorial
Day weekend to
April 14.</u> | <u>6 walleye, not more
than 1 walleye over 19.5
inches.</u> |
| B. <u>Sturgeon
(minimum
size
45 inches
total
length)</u> | <u>June 30 through
May 15.
July 1 to April 30.</u> | <u>1 per license year.
All sturgeon in
possession while on or
fishing in Minnesota-
Canada border waters
must be from 45
inches to 55 inches in
length, inclusive. All
sturgeon that are less
than 45 inches or
greater than 55 inches
in length must be
immediately returned to
the water.</u> |

[For text of items C to I, see M.R.]

[For text of subps 3 to 5, see M.R.]

REPEALER. The expedited emergency amendments to *Minnesota Rules*, part 6266.0700, subpart 2, published in the *State Register*, volume 24, page 1154, February 14, 2000, are repealed effective March 1, 2001.

EFFECTIVE DATE. The expedited emergency amendments to *Minnesota Rules*, part 6266.0700, subpart 2, are effective March 1, 2001.

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

Commissioner's Order No. 85225 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, 84439, 84532, and 84902 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

BLUE EARTH COUNTY

C.S.A.H. 45 FROM JCT T.H. 68 TO THE MINNESOTA RIVER, (12 MONTH).

C.S.A.H. 90 FROM JCT T.H. 22 TO T.H. 83, (12 MONTH).

NICOLLET COUNTY

C.S.A.H. 23 FROM JCT T.H. 14 TO THE MINNESOTA RIVER, (12 MONTH).

C.S.A.H. 24 FROM JCT T.H. 14 TO THE BLUE EARTH/NICOLLET COUNTY LINE, (12 MONTH).

Dated: 12 February 2001

Elwyn Tinklenberg
Commissioner

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.

Department of Health

Office of Rural Health and Primary Care Minnesota Community Health Center Program

Notice of Grant Opportunity

The Minnesota Department of Health (MDH) is seeking applications from community-controlled nonprofit organizations and government entities interested in planning and operating Community Health Centers in rural areas of Minnesota.

The purpose of these grants is to improve or preserve access to primary care by attracting essential health care professionals and services into medically underserved rural communities. In order to qualify for Community Health Center Program funding, an applicant must:

Be located in a rural shortage area (Medically Underserved Area, Federal Health Professional Shortage Area or Governor Designated Shortage Area). Rural is defined as outside the seven county Twin Cities metropolitan area, and outside the census defined urbanized areas of Duluth, St Cloud, East Grand Forks, Moorhead, Rochester, and Lacrosse.

- Represent or propose the formation of a nonprofit corporation with local governance or be a governmental or tribal entity.
- Result in a locally owned and operated community health center which offers primary care services responsive to community needs and maintain compliance with requirements of all cognizant regulatory authorities, health center funders or health care payers.
- Demonstrate community support.

\$250,000 is available to fund applications in this grant cycle. The Office of Rural Health and Primary Care expects that successful applicants will be able to begin their grant projects by July, 2001. The Minnesota Department of Health can provide technical assistance to grantees in addition to grant support.

Prospective applicants who have questions, and/or would like a copy of the complete Request for Applications and application form may contact:

Mark Schoenbaum
Office of Rural Health and Primary Care
Division of Community Health Services
Minnesota Department of Health
P.O. Box 64975
St. Paul, MN 55164-0975
Phone: (651) 282-3859
Toll Free: (800) 366-5424 (inside Minnesota only)

Applications are due by **April 13, 2001 at 4:00 p.m.**, to the address above. An additional copy of the application must be submitted to the Community Health Board in which the proposed Community Health Center is located no later than April 13, 2001.

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 Administration Real Estate Management Division

Notice of Sale of Public Property

NOTICE IS HEREBY GIVEN that the Department of Administration is offering for sale by sealed bid a 25-building campus with 245 acres located in and adjacent to Sauk Centre, Minnesota.

For more information including bid terms and conditions visit the web site at www.mainserver.state.mn.us/rem/ or contact:

Wayne Waslaski
Minnesota Department of Administration
Real Estate Management Division
50 Sherburne Avenue, Room 309
St. Paul, MN 55155
Phone: (651) 296-2278
Email: Wayne.Waslaski@state.mn.us

Bids are due no later than 1:30 p.m., CST on Friday, April 20, 2001. Late bids will be rejected. The State reserves the right to reject any and all bids and waive the formalities therein. The State reserves the right to withdraw the subject property from sale up to and including the day of the sale. Any announcements made at the bid opening will take precedence over any material published about this event.

Department of Health

Division of Family Health

Requests for Comments on Planned Amendment to Rules Governing the Special Supplemental Nutrition Program for Women, Infants and Children (WIC Program), *Minnesota Rules*, 4617.0002 through 4617.0030, and 4617.0037 through 4617.0043

Subject of Rules. The Minnesota Department of Health requests comments on its planned amendment to rules governing WIC local agencies. The Department hopes to simplify WIC local agency operations by eliminating certain state requirements and by clarifying other requirements. The Department is considering rule amendments that will potentially address the following subjects: definitions; notice of availability of WIC Program funds; application for WIC Program funds; agency eligibility criteria; agency application review and approval; disqualification of local agencies; local agency contracts and agreements; authorized participation levels; administrative funding; reporting requirements; and evaluations and monitoring. Some of the issues to be considered are: whether some of the local agency rules are unnecessary in light of federal regulations; whether some of the local agency rules are unnecessary because they repeat requirements included in the written agreements between the Department and local agencies; whether to modify the requirements for written agreements with health care providers; whether the selection criteria for local agencies should be changed; and whether the WIC Program should authorize more than one local agency for a specific geographical area or special population if more than one local agency is necessary to serve the full extent of the need in that area or special population.

Persons Affected. The amendment to the rules would likely affect WIC local agencies and applicants to become WIC local agencies. Other persons who may be affected by the amendment to the rules are participants and potential participants in the WIC Program.

Statutory Authority. *Minnesota Statutes*, section 144.894(k), requires the Department to adopt all rules necessary to carry out the provisions of sections 145.891 to 145.897 (the Maternal and Child Nutrition Act of 1975). *Minnesota Statutes*, section 144.11, authorizes the Department to promulgate reasonable rules necessary to carry into effect the provisions of section 144.10.

Public Comment. Interested persons or groups may submit comments or information on these planned rules in writing until further notice is published in the *State Register* that the Department intends to adopt or to withdraw the rules. The Department does not contemplate appointing a special advisory committee to comment on the planned rules, but will seek comment on the planned rules from the existing WIC Advisory Committee. The Department hopes that the WIC Advisory Committee will complete its review of the planned rules by April 2001.

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

Agency Contact Person. Written comments, questions, requests to receive a draft of the rules when it has been prepared, and requests for more information on these planned rules should be directed to: Betsy Clarke at the Minnesota Department of Health, WIC Program, 85 East Seventh Place, P.O. Box 64882, St. Paul, Minnesota 55164-0882, **phone:** (651) 281-9903, **fax:** (651) 215-8951, **email:** betsy.clarke@health.state.mn.us. **TTY** users may call the Department at (612) 676-5522.

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

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

Dated: 12 February 2001

Julie Brunner, Deputy Commissioner
Department of Health

Department of Human Services

Health Care Administration

Medical Assistance Program

Request for Comments on County-Based Purchasing Federal Waiver Amendment Request

The Minnesota Department of Human Services (DHS) is announcing a 30-day comment period on the waiver amendment request submitted to the federal Health Care Financing Administration (HCFA) to implement county-based purchasing in Brown, Dodge, Freeborn, Goodhue, Kanabec, Sibley, Steele, Wabasha, and Waseca Counties. County-based purchasing is being developed in response to legislation passed in 1997 to allow counties to contract for or provide Medical Assistance services to eligible recipients.

A joint powers board comprised of representatives of Brown, Dodge, Freeborn, Goodhue, Kanabec, Sibley, Steele, Wabasha, and Waseca Counties has developed the South Country Health Alliance. The South Country Health Alliance waiver amendment request has been developed by DHS based on information submitted by South Country Health Alliance. It details how the plan will operate in those counties, including how enrollees will be able to access health care services and how the plan will contract with health care providers.

Copies of the revised waiver amendment requests are available to any interested parties. Comments must be received **by 4:00 p.m. on Wednesday, March 28, 2001.**

To request a copy, please contact Chris Wasielewski at (651) 296-3882. Please direct comments or questions about the waiver amendment request to:

Kathleen Vanderwall
Department of Human Services
444 Lafayette Road
St. Paul, Minnesota 55155-3852
Phone: (651) 282-3720
Fax: (651) 215-9453
Email: *kathleen.vanderwall@state.mn.us*

Metropolitan Council

Public Hearing on Revised Guidelines for Priority Funding for Housing Performance

The Metropolitan Council will hold a public hearing on its proposed revisions to the guidelines for priority funding for housing performance. These housing performance criteria are used by the Council in assessing the support given by cities and counties for affordable and life-cycle housing. The Council considers housing performance when evaluating applications for discretionary funding.

The public hearing will be held at 5:00 p.m., Wednesday, March 21, 2001 in the Metropolitan Council Chambers, Mears Park Centre, 230 East Fifth Street, St. Paul, MN. All interested persons are encouraged to attend the hearing and offer comments. People may register in advance to speak by calling (651) 602-1633 or **TTY:** (651) 291-0904. Upon request, the Council will provide reasonable accommodations to persons with disabilities.

The procedure for the hearing will be as follows: 1) Persons will be called to speak in the order in which they have signed in. Those preregistered by phone will be called on first. 2) Individuals will be asked to limit their remarks to 5 minutes. 3) Designated representatives of groups or organizations will be asked to limit their comments to 10 minutes. 4) The chair of the hearing may limit the testimony of any person.

Written comments must be received by 5 p.m., Wednesday, April 4, 2001. Mail comments to Guy Peterson, Metropolitan Council, 230 East Fifth St., St. Paul, MN 55101. Comments may also be faxed to Mr. Peterson at (651) 602-1442, recorded on the Council's Public Comment Line at (651) 602-1500, or sent electronically to: *data.center@metc.state.mn.us*

Call the Council's Data Center at (651) 602-1140 or TTY: (651) 291-0904 for a copy of the draft revisions to the Guidelines for Priority Funding for Housing Performance.

Public Employees Retirement Association (PERA)

Board of Trustees Meeting Notice

The regular meeting of the Board of Trustees of the Public Employees Retirement Association (PERA) will be held on Thursday, February 22, 2001, at 9:30 a.m., in the PERA offices, 514 St. Peter Street, Suite 200 – Skyway Level, St. Paul, Minnesota.

Board of Teaching

Request for Comments on Proposed Rules Providing Exceptions to Teacher Licensure Rules (*Minnesota Rules 8710*)

Subject of Rules: The Minnesota Board of Teaching requests comments on proposed exceptions to Teacher Licensure Rules. (1) The Board of Teaching is considering rules to provide that Teachers of Science (*Minnesota Rules 8710.4750*) may be licensed only in physics, chemistry, life science, or earth science for grades 9-12 without meeting grades 5-8 science teaching requirements, or only in science grades 5-8 without meeting grades 9-12 science specialty requirements. (2) The Board is also considering rules to provide that candidates may be recommended for teacher licensure, consistent with adopted teacher licensure standards, by an approved state-sponsored credential evaluation process. (3) In addition, the Board is interested in receiving comments suggesting additional teacher licensure rule exceptions that would provide enhanced access to Minnesota's teaching profession without compromising high quality teacher licensure standards.

Persons Affected: The rules would likely affect individuals pursuing teaching licenses, schools and postsecondary teacher preparation institutions. Minnesota's public schools would also be affected.

Statutory Authority: *Minnesota Statutes*, section 122A.09, subdivision 9, authorizes the Board to adopt rules for teacher licensure.

Public Comment: Interested persons or groups may submit comments or information on these planned rules in writing until 4:00 p.m. on March 30, 2001.

Rule Drafts: There is not a draft of the proposed exceptions currently available. Any interested individual may request that the Agency Contact Person send a copy of the draft when it is available.

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

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

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

State Contracts

Department of Administration procedures require that notice of any consultant services contract or professional and technical services contract which has an estimated cost of over \$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 the Department of Natural Resources Fergus Falls Consolidated Area Headquarters (Project 01-01)

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), Tuesday, March 6, 2001 to:

Winnie Sullivan, Executive Secretary
State Designer Selection Board
Department of Administration
c/o Materials Management Division
50 Sherburne Avenue, Room 112
St. Paul, Minnesota 55155-3000
Phone: (651) 296-4640

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) 296-4640. 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):
 - 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 geo-

State Contracts

science 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 01-01

Department of Natural Resources Consolidated Area Headquarters
Fergus Falls, Minnesota

a. PROJECT DESCRIPTION:

The Department of Natural Resources will develop office and other service facilities in Fergus Falls.

This project will take one of two possible courses. At this time, the DNR is pursuing the acquisition of existing properties in Fergus Falls Industrial Park. If this acquisition effort is successful, this will be a redevelopment and renovation project. If the acquisition fails, the agency will design and construct new facilities on DNR owned property adjacent to the industrial park.

Program

Office areas will accommodate: Reception, a variety of workstation types, resource work areas (analysis, maps, GIS, etc.), employee lunch room, conference rooms and sanitation services with an approximate gross programmed area of 11,250 sf.

Heated Storage/Shop will house equipment and vehicles that must be protected from freezing temperatures and maintenance and repairs activities. The gross programmed area will be approximately 6,000 sf.

Unheated storage will house materials, vehicles, equipment, boats & ATV's with a gross programmed area of approximately 10,200 sf.

The site will be developed/redeveloped to accommodate DNR programs, functions and image and will include public and employee parking, exterior storage, natural landscaping and best practices storm water runoff management. A small interpretive or demonstration area may also be developed.

The potential acquisition site is located in the Industrial Park of Fergus Falls at 1508 & 1509 1st Ave. North, currently identified as Anderson Transfer and Pat Hanley Sales respectively. The Hanley building contains approx. 29,500 sf of existing office/warehouse and the Anderson building approx. 6,700 sf of office/heated storage.

The pre-design documentation used for legislative appropriation, a site location map, construction drawings for the Hanley building and topography of the adjacent DNR site are available upon request by contacting:

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

b. REQUIRED CONSULTANT SERVICES:

The consultant will:

1. demonstrate experience in design and construction of new and major renovations of facilities of like function and type
2. provide comprehensive evaluation of existing site and structures including life cycle cost and utility use profiles
3. prepare sustainability evaluations, studies, cost analysis and implementation recommendations. Recommendations must be developed in accordance with the Minnesota Sustainable Design Guide. The Guide is available at: www.mn.us/dsbc <<http://www.mn.us/dsbc>> or www.sustainabledesignguide.umn.edu
4. provide program review, update and convey the final agreed program clearly
5. provide architectural design, interior design, structural, mechanical, electrical, civil and fire protection engineering, landscape architecture, project scheduling and cost management services
6. execute and coordinate reviews with state and local regulatory agencies
7. provide consultation services with the Percent for Arts Program
8. provide drawings, schedules and detailed layouts to facilitate purchase of office and shop furnishings
9. incorporate HVAC commissioning processes into the construction documents
10. provide all services necessary to implement warranty services during the warranty period including an 11 month post occupancy warranty inspection
11. coordinate design, construction documents and contractual project requirements with the DNR's project manager and overall project committee consisting of DNR principals

c. SERVICES PROVIDED BY OTHERS:

The DNR will:

1. procure and provide a site drawing with topography, restrictions or constraints and the locations of public utilities
2. procure geo-technical exploration, testing, opinions and any environmental assessments required
3. delineate wetlands and archeological sites (if any)
4. furnish to the consultant Model Specification Divisions 0 & 1 and any representative drawings and specifications that convey standards and past practices
5. coordinate the bidding process with the State Department of Administration

d. SPECIAL CONSIDERATIONS:

The Department of Natural Resources intends to develop sustainable facilities. The Department believes that a sustainable, environmentally responsible building must be: energy efficient, site responsive, water conserving, materials sensitive, and healthy. It is also the Department's goal to model appropriate development practices following the principles of the Minnesota Smart Growth initiative. The design team will be required to document the strategies used and their environmental benefits as they relate to the project program.

e. PROJECT BUDGET/FEES:

The preliminary limit of construction cost, including site development is: \$ 1,550,000

Estimated fees for Consultant services including all reimbursables is: \$ 235,000

f. PROJECT SCHEDULE:

The preliminary project schedule calls for occupancy by June 2002.

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

An informational meeting will be held in Fergus Falls on Tuesday, February 27, 2001, at 11:00 a.m., at the Prairie Wetlands Learning Center, 602 State Highway 210, Fergus Falls, MN 56537. Phone number is (218) 736-0938. Direction to the site: Highway 94 to State Highway 59, then north one mile to the site.

h. STATE DESIGNER SELECTION BOARD SCHEDULE:

<i>Project Information Meeting and/or Site Visit:</i>	Tuesday, February 27, 2001 at 11:00 a.m.
<i>Project Proposals Due:</i>	March 6, 2001 at 12 p.m. (noon)
<i>Project Shortlist:</i>	March 20, 2001
<i>Project Interviews and Award:</i>	March 27, 2001

i. PROJECT CONTACT(S):

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

9. CONTRACT REQUIREMENTS:

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

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

- b. Costs incurred in responding to this RFP shall be borne by the responder. In accordance with existing statutes, the Board shall retain one copy of each proposal submitted. Responses to this RFP become public information under the Freedom of Information Act after the final selection has been made.
- c. *Laws of Minnesota 1997*, require the successful responder to submit acceptable evidence of compliance with workers' compensation insurance coverage requirements prior to execution of the contract.
- d. *Laws of Minnesota 1997*, Chapter 202, Article 1, Section 12, Subdivision 2, require that during the biennium ending June 30, 1999, for an executive agency contract that is subject to *Minnesota Statutes*, Section 363.073 (over \$100,000 and subject to Human Rights Certification requirements), before the agency enters into the contract, should to the extent practical and to the extent consistent with the business needs of the State, ensure that the company to receive the contract attempts to recruit Minnesota welfare recipients to fill vacancies in entry level positions if the company has entry level employees in Minnesota.
- e. This RFP does not obligate the State to complete the project, and the State reserves the right to cancel the solicitation if it is considered to be in its best interest.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion**Lower Tier Covered Transactions****Instructions for Certification**

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
4. The terms *covered transaction*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *proposal*, and *voluntarily excluded*, as used in this clause, have the meaning set out in the Definitions and Coverages sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this response that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion

Lower Tier Covered Transactions

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Department of Administration

State Designer Selection Board

To Minnesota Registered Design Professionals:

Request for Proposals for the New University/Community Stadium and Renovation of Selke Field (Project 01-02)

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), Tuesday, March 6, 2001, to:

Winnie Sullivan, Executive Secretary
State Designer Selection Board
Department of Administration
c/o Materials Management Division
50 Sherburne Avenue, Room 112
St. Paul, Minnesota 55155-3000
Phone: (651) 296-4640

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 651.296.4640. 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):
 - 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.

State Contracts

- 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. Thirteen (13) 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 01-02

St. Cloud State University

New University/Community Stadium and Renovation of Selke Field

a. PROJECT DESCRIPTION:

A new stadium is to be built on campus. This facility will have a lighted, artificial turf playing surface appropriate for soccer and football, 5000 spectator seats and about 23,000 GSF in support facilities including locker rooms, toilets, concessions, ticketing, press box, spectator suites, elevator and storage. Project shall be complete including score-board, field enclosure, utilities and relocation of street.

The existing 5000-seat Selke Stadium and track is to be demolished and the existing wall/fence repaired or replaced. Provisions are to be made for this site to serve as venue for practice, recreation and intercollegiate softball.

Site:

The proposed stadium will be built on land owned by the University immediately east of Halenbeck Hall, the University's primary Physical Education instruction, athletic and recreation facility.

Selke Stadium, a 1935 facility, is six blocks east of the main campus of the University.

Purpose of Project:

The project is to serve as a home field for University intercollegiate Soccer and Football, as site for University and community recreation and a field for local high school competition and regional play-offs. Selke Field will serve campus and community recreational needs for field space and as a venue for University intercollegiate softball.

Building Construction:

The new building will be compatible with exiting facilities and the Campus Master Physical Plan. The facilities shall meet the needs of intercollegiate and interscholastic sports, recreation, and instruction. The materials shall be durable and attractive. The facilities design shall minimize operating and maintenance costs.

The new facility will require provision for print media and television production including interconnection with campus data and communication network. Project will need to be coordinated with utility work on campus including planned construction of a utility tunnel.

Scope of Project:

Plan through 95% of construction documents with current appropriation. Complete planning, construct, equip and furnish new and renovated facilities upon completion of fund raising.

b. REQUIRED CONSULTANT SERVICES:

For planning through Schematic Design, the architect will be responsible for, but not limited to, such tasks as review of the University's program, preparation of preliminary schematics (including consideration of alternative designs) in concert with the University's planning committee, cost estimates, and Schematic Design Report. Following approval

State Contracts

the architect shall then be responsible for, but not limited to, such tasks as, continued project design and preparation of 95% of final construction documents and cost estimates. Following approval of these documents and completion of fund raising architect will be responsible for final completion of construction documents, bidding and project administration during construction, including but not limited to, preparation of construction change orders, review and approval of shop drawings and payment requests, over site of construction for owner, including chair of construction meetings and on site observation, and project acceptance. Prior experience with design of athletic facilities or public sector projects and personnel with experience focused on construction will be important considerations.

c. SERVICES PROVIDED BY OTHERS:

None.

d. SPECIAL CONSIDERATIONS:

None.

e. PROJECT BUDGET/FEEES:

\$4.7 million for planning and construction of a new stadium and renovation of existing facility has been appropriated. Total of all project costs is expected to be \$8.8 million. Budget is based on Fall 2004 occupancy. The balance of the funds is to be raised by the University.

Architectural Fee

Consultant fee shall be fixed and shall be computed as a percentage of the amount budgeted for by the State for construction.

Total fee is expected to be 6-6.5%.

f. PROJECT SCHEDULE:

Budget is based on Fall 2004 occupancy.

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

None.

h. STATE DESIGNER SELECTION BOARD SCHEDULE:

<i>Project Information Meeting and/or Site Visit:</i>	None
<i>Project Proposals Due:</i>	March 6, 2001, by 12 p.m. (Noon)
<i>Project Shortlist:</i>	March 20, 2001
<i>Project Information Meeting for Shortlisted firms:</i>	None
<i>Project Interviews and Award:</i>	April 3, 2001

i. PROJECT CONTACT(S):

Questions concerning the project should be referred to:

Steven Ludwig, Assistant Vice President for
Facilities Management
North Office Center
St. Cloud State University
720 South 4th Ave
St. Cloud, MN 56301
Phone: (320) 255-2266

MnSCU Contact:

Allan Johnson
MnSCU
700 World Trade Center
30 E. 7th St.
St. Paul, MN 55101
Phone: (651) 282-5523

9. CONTRACT REQUIREMENTS:

- a. The amended Minnesota Human Rights Act (*Minnesota Statute* 363.073) divides the contract compliance program into two categories. Both categories apply to any contracts for goods or services in excess of \$100,000. The first category applies to businesses who have more than 40 full-time employees within Minnesota on a single working day

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

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

- b. Costs incurred in responding to this RFP shall be borne by the responder. In accordance with existing statutes, the Board shall retain one copy of each proposal submitted. Responses to this RFP become public information under the Freedom of Information Act after the final selection has been made.
- c. *Laws of Minnesota 1997*, require the successful responder to submit acceptable evidence of compliance with workers' compensation insurance coverage requirements prior to execution of the contract.
- d. *Laws of Minnesota 1997*, Chapter 202, Article 1, Section 12, Subdivision 2, require that during the biennium ending June 30, 1999, for an executive agency contract that is subject to *Minnesota Statutes*, Section 363.073 (over \$100,000 and subject to Human Rights Certification requirements), before the agency enters into the contract, should to the extent practical and to the extent consistent with the business needs of the State, ensure that the company to receive the contract attempts to recruit Minnesota welfare recipients to fill vacancies in entry level positions if the company has entry level employees in Minnesota.
- e. This RFP does not obligate the State to complete the project, and the State reserves the right to cancel the solicitation if it is considered to be in its best interest.

Department of Administration

Division of State Building Construction

Notice of Selection of Consultant

The State of Minnesota, Department of Administration has retained Ericksen Ellison and Associates, Inc. of 2635 University Avenue, Suite 200, St. Paul, MN 55144-1231 for professional services to design, produce documents and administer construction administration services for a Capitol Complex Digital Recording System which is part of the larger Capitol Complex security system.

Funding is anticipated from the state legislature this session and it is desired this system be fully operable by mid-June 2001.

If additional information is requested, please contact either Lincoln Starkey at (651) 296-6190 or A. Thomas Ulness at (651) 296-4646.

Department of Children, Families and Learning

Coordinated School Health

Notice of Request for Proposal to Scan 2001 Minnesota Student Surveys

The Department of Children, Families and Learning, Coordinated School Health, is soliciting proposals from qualified vendors to provide cutting and optical scanning/programming and subsequent production of high quality data transfer media, e.g. diskettes or CD ROM's for approximately 150,000 Minnesota Student Surveys.

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

Jim Colwell
Office of Community Services, Safe and Healthy Schools
Minnesota Department of Children, Families and Learning
1500 Highway 36 West
Roseville, MN 55113
Phone: (651) 582-8238
Fax: (651) 582-8495
Email: jim.colwell@state.mn.us

Responses are due no later than **3:00 p.m. CDT March 13, 2001**. Late responses will not be considered.

Minnesota Higher Education Services Office

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

The Higher Education Services Office (HESO) is requesting proposals to provide software and services for the furnishing, delivery, installation, and maintenance of the Minnesota Library Information Network Interlibrary Loan (MnLINK ILL) System. The MnLINK ILL System will link academic libraries, public libraries, school libraries and government libraries throughout the State to facilitate and improve interlibrary loan services for library users and staff. Of the funds appropriated by the Minnesota Legislature for the MnLINK project, between \$550,000 and \$750,000 may be available for the software and related services sought for the MnLINK ILL System through June 30, 2006. This is an announcement of a re-issue of a portion of the RFP issued August 4, 1997 by MHESO for Components Relating to an Integrated Library Management System.

Proposals must be submitted by **2:00 p.m., April 6, 2001**.

Copies of the RFP are available from:

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

Department of Human Services

Health Care Operations Division

Notice of Availability of Request for Proposals (RFP) for the Procurement of Health Insurance Portability and Accountability Act of 1996 (HIPAA) Translation Software, Including Implementation and Maintenance Services

The Minnesota Department of Human Services, through its Health Care Operations (HCO) division, is seeking proposals from vendors interested in providing translation software, including professional and technical implementation and maintenance services, to help enable HCO's Medicaid Management Information System (MMIS) to comply with the technical requirements emanating from the final Administrative Simplification Rules of the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

Detailed information about HCO's expectations and requirements for this procurement are contained in the RFP document, a complete copy of which may be obtained by contacting Joyce Fischer at the mailing address, e-mail address or telephone number below:

Ms. Joyce Fischer
Minnesota Department of Human Services
Health Care Operations Division
444 Lafayette Road
St. Paul, Mn. 55155
Phone: (651) 296-6429
Email: *Joyce.Fischer@state.mn.us*

DHS will hold a Vendors Conference on Thursday, March 8, 2001 from 9:30 a.m., to 11:30 a.m., in Conference Rooms 5B and 5C at 444 Lafayette Road, St. Paul, Minnesota. The Vendors Conference will provide potential proposers with an opportunity to ask questions and learn more about the RFP. Questions before the Vendors Conference regarding this RFP may be submitted via e-mail only to Joyce Fischer. All such questions will be responded to as provided in the RFP document. Attendance at the Vendors Conference is recommended but not required in order to submit a proposal in response to the RFP.

All proposals must be received no later than **3 p.m. on Monday, March 26, 2001** in the manner specified in the RFP document.

Department of Natural Resources

Division of Wildlife

Notice of Request for Proposals for a Deer Hunter Survey

NOTICE IS HEREBY GIVEN THAT the Department of Natural Resources (DNR), through its Division of Wildlife, requests proposals to develop methodologies, collect and analyze data, prepare reports, and present findings regarding deer hunter's attitudes, preferences, and perceptions of white-tailed deer management in Minnesota.

It is the goal of this project to identify deer hunter attitudes, perceptions, and opinions towards white-tailed deer management throughout the State of Minnesota to provide input to the DNR's deer management program.

Activities to be conducted include, but are not limited to :

1. Coordinate with DNR in the development and selection of survey questions which will meet project objectives;
2. Provide the DNR with a draft survey instrument for review;
3. Produce a description of the finalized survey instrument;
4. Construct a sample that reliably reflects the opinions and attitudes of all Minnesota deer hunters;
5. Compare responses within six zones;
6. Compare responses among four license types;
7. Produce a final report, including five bound hard copies, one unbound master copy, and electronic and hard copies of all analyses and data;
8. Produce a detailed description of the methodology utilized to conduct the project;
9. Produce an executive summary of the data collected.

State Contracts

The DNR has estimated that the cost of this contract should not exceed \$30,000. This proposal does not obligate the agency to spend the estimated dollar amount.

The contract will be completed by October 15, 2001.

Call or write for the full Request for Proposal which will be sent free of charge to interested vendors. Please contact:

Steve S. Merchant
Minnesota Department of Natural Resources
500 Lafayette Road, Box 7
St Paul, MN 55155 - 4007
Phone: (651) 296-1325
Fax: (651) 297-4961

Other state personnel are NOT allowed to discuss the Request for Proposal with anyone, including responders, before the proposal submission deadline.

In accordance with *Minnesota Rules*, part 1230.1810, subpart B, and *Minnesota Rules*, part 1230.1830, 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, and certified Economically Disadvantaged Businesses and individuals submitting proposals as prime contractors shall receive the equivalent of a 4% preference in the evaluation of their proposal. For information regarding certification, contact the Materials Management Helpline at **phone:** (612) 296-2600 **TTY:** (612) 282-5799.

In compliance with *Minnesota Statutes* § 16C.07, the availability of this work is being offered to state employees. The State will evaluate the responses of any state employee, along with other responses to this Request for Proposals.

All proposals must be received not later than **4:00 p.m. on Wednesday, March 28, 2001.**

Perpich Center for Arts Education

Notice of Request for Proposal for a Research & Development Project Consultant Research, Assessment & Curriculum

The Perpich Center for Arts Education is seeking proposals from qualified individuals or organizations to research, develop, and facilitate implementation of best instructional practices in arts education. The individual or organization contracted must have demonstrated K-12 teaching experience, and experience with the MN Profile of Learning, developing effective assessment tasks in the arts, facilitating professional growth of teachers in best practices of instruction, curriculum and assessment on a broad, statewide basis. Direct experience in researching and developing arts education programs for teachers, artists and students is preferred.

The specific services to be provided under this contract are outlined in detail in the Research, Assessment & Curriculum Request for Proposal (RFP) Statement of Project Scope and Tasks. The formal RFP may be requested from:

Pamela Paulson, Ph.D., Director, Research, Assessment & Curriculum
Perpich Center for Arts Education
6125 Olson Memorial Highway
Golden Valley, Minnesota 55422
Phone: (763) 591-4708 or (800) 657-3515

Services are to be provided during the contract periods from July 1, 2001 to June 30, 2002 (Phase I), and July 1, 2002 to June 30, 2003 (Phase II), to correspond with fiscal year budgets. Phase I involves design, development and implementation of biennial plans for Arts Best Practice Network and related services and materials. Phase II involves implementing contract year two of the Best Practice Network, preparing materials, writing reports for documentation and dissemination. It is anticipated that the cost of the contracted services described in the Request for Proposals will be between \$80,000. - \$90,000 for the contract dates indicated.

The deadline for submission of proposals is **4:00 p.m., March 30, 2001.** Faxed proposals will not be considered. It is anticipated selections will be made by May 15, 2001. Proposals should be submitted to Pamela Paulson, Ph.D., Director, Research, Assessment & Curriculum

Department of Revenue

Request for Proposals for an Imaging and Scanning Document Management System

The Minnesota Department of Revenue is seeking to contract for professional and technical services for an imaging and scanning document management system that will convert paper documents into electronic images. Most of the paper documents are tax returns and related forms. Correspondence received and generated by the Department of Revenue comprises the remainder of the paper documents.

In addition to the conversion of paper based information into electronic images there is also a need to more efficiently route, respond to, store and retrieve correspondence received and generated by the Department of Revenue. In order to accomplish this, the imaging and scanning document management system must image, route via workflow software, store (both short and long term) and retrieve correspondence.

The goal of this Request for Proposals is to acquire either a complete in-house or a partial outsource/in-house imaging and scanning document management system, whichever achieves the best business solution for the Department of Revenue. The contractor must specialize in imaging and workflow technologies and have extensive experience dealing with mid to large systems.

A complete hard copy of the Request for Proposals may be obtained from:

Larry Collette
Minnesota Department of Revenue
600 North Robert Street
Mail Station 1400
St. Paul, MN 55146-1400
Fax: (651) 282-2423
Email: dor.rfp@state.mn.us

Please refer to this notice in your written request. In your request include your complete receiving address, including the street address. Only hard copies of the RFP are available. Also include your email address and fax number.

All responses to the RFP are due no later than **2:00 p.m., on March 22, 2001**, in the manner specified in the RFP document.

Late responses will not be considered.

Department of Transportation

Program Support Group

Office of Technical Support

Request for Proposal (RFP) for Airport Cargo Study

Notice of availability of Contract Airport Cargo Study. Responses to this advertisement become public information under the Minnesota Government Data Practices Acts. 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 State of Minnesota through its Department of Transportation (Mn/DOT) requests proposals for an Airport Logistics Study for international cargo operations at the Minneapolis-Saint Paul International Airport. **The problem is that when a package is shipped, it can go between airports in less than a day, but then it can sit for up to six days until enough packages are accumulated to make it worth putting them on a truck.** This study will involve leading discussions with a Policy and Steering Committee, which will be comprised of members from the Twin Cities Airports Task Force, Metropolitan Airports Commission, and Minnesota Department of Transportation (Mn/DOT). This study will also involve leading a workshop to analyze current industry technology and create a model for sharing communications that will enable a combined air shipping industry to achieve delivery efficiencies. The workgroup will consist of representatives of global shippers, freight forwarders, air carriers, warehouse/bond operators, trucking companies, customs authorities, trucking regulators, airport cargo personnel,. The contract deliverables will include implementation of the model upon review and approval of the study report by the Policy and Steering Committee.

Mn/DOT is requesting proposals to solve the following Air Cargo Study problem: "When a package is shipped, it can go between airports in less than a day, but then it can sit for up to six days until enough packages are accumulated to make it worth putting them on a truck."

State Contracts

Request for Proposals (RFP) are available by mail, e-mail or in person. Please submit in writing, a request for the RFP for the Airport Cargo Study.

Request for the **RFP** may be mailed or faxed to:

Calvin C. Robinson
Consultant Agreements Administrator
Minnesota Department of Transportation Consultant Services Unit
395 John Ireland Boulevard, 7th Floor North, Mail Stop 680
Saint Paul, Minnesota 55155-1899
Fax: (651) 282-5127

In order to obtain the RFP in time, requests for the RFP must be received on or before March 05, 2001. Requests made after that date must be in person.

NOTE: PROPOSALS WILL BE DUE ON MONDAY, MARCH 12, 2001, AT 2:00 P.M., CENTRAL STANDARD TIME.

Department of Transportation

Program Support Group

Office of Technical Support

Request for Proposals (RFP) to Provide Right-of-Way Acquisition Assistance, Trunk Highway 14/52/63, Rochester, Minnesota

The State of Minnesota through its Department of Transportation (Mn/DOT) requests proposals to provide right-of-way services in District 6 - Rochester, in the areas of field title investigation, direct purchasing, and relocation assistance. These services will be provided for the reconstruction of Trunk Highway (TH) 14 and 52 in the City of Rochester, the interchanges of 40th and 48th Streets with TH 63 south of Rochester (identified as an Interregional Corridor (IRC)), and any other projects as directed by Mn/DOT's Project Manager. The anticipated length of contract will be through August 2003. It is the goal of this project that right-of-way required for these highway improvements be acquired in accordance with the highway program schedules, and in conformance with applicable federal statutes such as Title 23 *United States Code* and regulations, state laws, and Mn/DOT procedures, such as the Right-Of-Way Manual.

All expenses incurred in responding to this notice will be borne by the responder. The proposed term of the contract will be from March 2001 to August 2003.

Requests for Proposals (RFP) are available by mail or in person. Please submit, in writing, a request for the RFP for "Right-of-Way Acquisition Assistance, TH 14/52/63."

Requests for the RFP may be mailed, e-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
Email: brad.hamilton@dot.state.mn.us

In order to obtain the RFP in time, requests for the RFP must be received on or before March 5, 2001. Requests made after that date must be in person.

NOTE: PROPOSALS ARE DUE ON MARCH 14, 2001 AT 2:00 P.M. CENTRAL STANDARD TIME. LATE PROPOSALS WILL NOT BE CONSIDERED.

Non-State 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.

Lake Superior Center Authority

Bylaws for the Lake Superior Center Authority

NOTICE IS HEREBY GIVEN of the adoption of the following bylaws by the Lake Superior Center Authority

Article I, Statutory Authorization

Section 1.01. **Statutory Authorization.** The Lake Superior Center Authority is a public corporation authorized by Chapter 535 of the Laws of Minnesota for 1990. These Bylaws are authorized by Subdivision 3 of Section 2 of the referenced statute and, consistent therewith, shall be published in the *State Register* as shall any amendment hereto. Any inconsistency between the Bylaws enabling legislation shall be resolved in favor of the legislation.

Section 1.02. **Office.** The principal place of business and office of the Authority (which may also have other offices as may be determined by the Board of Directors), shall be 353 Harbor Drive, Duluth, Minnesota 55802.

Article II, Meetings

Section 2.01. **Meetings.** The Board of Directors shall meet at least twice per year, one of which shall be an annual meeting to occur in June of each year. The time and location of these meetings shall be determined by the Chair of the Authority. Special meetings may be called by the Chair or by any other two directors.

Article III, Board of Directors

Section 3.01. **General Powers.** The Authority shall be governed by a board of five directors. Subdivision 2 of Section 2 of Chapter 535, above cited, sets forth certain specific provisions regarding the Board of Directors as follows:

The corporation is governed by a Board of five directors. The term of a director, except as otherwise provided below, is six years. One of the five directors is the Commissioner of the Department of Natural Resources. The other four members of the Board shall be appointed by the governor. Two members of the initial Board of Directors shall be appointed for a terms of four years and two for terms of two years. Vacancies on the Board shall be filled by appointment of the governor. Board members shall not be compensated as their service as Board members other than to be reimbursed for reasonable expenses incurred in connection with their duties as Board members. This reimbursement shall be reviewed each year by the Commissioner of Finance.

Section 3.02. **Organization.** At each meeting of the Board of Directors, the Chair of this Authority or, in his or her absence, the Vice-Chair of this Authority or, in his or her absence, a temporary Chair chosen by a majority of the directors present, shall preside. The Secretary or, in his or her absence, any person whom the Chair shall appoint, shall act as secretary of the meeting.

Section 3.03. **Resignation.** Any of the four appointed directors can resign at any time by indicating their intent to resign, in writing, to the governor, with a copy to the Chair of the Authority.

Section 3.04. **Notice of Meetings.** Whenever a meeting of the Authority is called, it shall be called on no less than seven (7) days' written notice, directed to each member of the Authority. All meeting notices shall be given in a fashion so as to comply with the Minnesota "open meeting law" (codified at the date of the adoption of these Bylaws as Section 471.705).

Section 3.05. **Quorum.** A quorum of the Board shall consist of three directors and the act if a quorum is present shall be an act of the Board of Directors. In the absence of a quorum, a majority of the Directors present may adjourn any meeting from time to time until a quorum is had.

Section 3.06. **Removal.** Directors can be removed, in the case of appointed directors, only by the governor, vacancies shall be filled by appointment of the governor.

Section 3.07. **Compensation of Directors.** No compensation will be provided for directors, but expense reimbursement may occur consistent with Subdivision 2 of Section 2 of the legislation above quoted.

Section 3.08. **Proxies.** Proxies shall not be allowed or used.

Non-State Contracts & Grants

Article IV, Officers

Section 4.01. **Number.** The officers of this corporation shall be a Chair, Vice-Chair, a Secretary/Treasurer, and such other officers as may be appointed by the Board of Directors. Any number of offices or functions of those offices, except those of Chair and Vice-Chair, may be held or exercised by the same person.

Section 4.02. **Election, Term of Office, and Qualifications.** All officers shall be directors of this corporation and shall be elected by the Board of Directors at the annual meeting which will be held in June of each year or at a special meeting which includes in its notice the filling of a vacancy in an office because of death, resignation, removal, or any other cause, and all officers shall hold office until the next annual election of officers and until his or her successor shall have been duly elected and qualified, or until his or her death, or until resignation or removal in the manner hereinafter provided.

Section 4.03. **Resignations.** Any officer may resign at any time by giving written notice of his or her resignation to the Board of Directors by notice to the Chair or Vice-Chair of the Authority. Any such resignation shall take effect at the time specified therein or, if no time is specified, upon receipt. The acceptance of such resignation shall not be necessary to make it effective.

Section 4.04. **Removal.** Any officer may be removed, with or without cause, by a vote of a majority of the total number of directors, at any annual or any other meeting, provided, that if the meeting be anything other than annual, the notice must state, as one of the purposes of the meeting, the removal of such officer.

Section 4.05. **Vacancies.** A vacancy in any office because of death, resignation, removal, or any other cause shall be filled for the unexpired portion of the term in the manner prescribed in these Bylaws for election or appointment to such office.

Section 4.06. **Chair.** The Chair shall be the chief executive officer of the corporation; shall preside at all meetings; shall have the power to appoint ad hoc committees; shall have authority to sign conveyances or contracts on behalf of the Authority or may designate any other officer, agent or employee of the Authority to sign such instruments; shall perform such other duties as may from time to time be prescribed by the Board of Directors; and shall act, generally, as the presiding officer of the corporation.

Section 4.07. **Vice-Chair.** The Vice-Chair shall have such powers and shall perform such duties as may be prescribed by the Board of Directors or by the Chair and shall serve as Chair in the absence or disability of the Chair.

Section 4.08. **Secretary/Treasurer.** The Secretary/Treasurer shall be responsible for assuring the proceedings of all meetings of the Board of Directors are appropriately memorialized and shall review and sign the minutes of the corporation, shall see to it that a record of the corporation's minutes is maintained and, in acting as treasurer, shall oversee the various accounts, depository, auditing and other financial function of the corporation.

Section 4.09. **Other Officers, Agents, and Employees.** This corporation may have such other officers, agents, and employees as may be deemed necessary by the Board of Directors. The Board, by resolution or other act, shall appoint such persons, establish their duties and term of office, contract or employment.

Section 4.10. **Bond.** The Board of Directors of this corporation shall from time to time determine which, if any, officers of this corporation shall be bonded and the amount of each bond.

Article V, Financial Matters

Section 5.01. **Books and Records.** The Board of Directors of this corporation shall see to it that reimbursements to Board members under Chapter 535, Section 2, subdivision 2 are reviewed each year by the Commissioner of Finance; will establish funds and accounts that it finds convenient; shall provide and pay the cost of an independent annual audit of its books and records by the legislative auditor, subject to *Minnesota Statute* §§ 3.971 and 3.972 and shall cause this audit to be filed with the Secretary of State. Additional accounting and auditing functions may be arranged by the Board of Directors as it deems it appropriate and the Board may contract with another person or entity to deal with its books, make payments on its behalf, or assist in the financial administration of contract.

Section 5.02. **Fiscal Year.** The fiscal year of the corporation shall be end June 30 of each year.

Section 5.03. **Annual Reports.** The Board shall submit such reports to the Chairs of the Senate Economic Development and Housing and the House Economic Development Committees of the legislature and the governor of the activities of the corporation and its contractors and lessees, and shall, in addition, provide such other reports as are required by statute or otherwise directed.

Article VI, General Items

Section 6.01. **Facility Design; Development and Operation.** The corporation may enter into management contracts or lease agreements or both with Lake Superior Center, a Minnesota nonprofit corporation, to design, develop and operate a facility to further the purposes of this act in the City of Duluth, at the site determined by the Board and on the terms that the Board finds desirable. Notwithstanding the provisions of Section 2, subdivision 7, relating to the conflict of interest, a director or officer of the corporation who is also a director, officer, or member of Lake Superior Center, a Minnesota nonprofit corporation, and the corporation,

may participate in and vote on the decisions of the Board as to the terms and conditions of management contracts or lease agreements between Lake Superior Center and the corporation.

Section 6.02. **Funds.** The corporation may accept and use gifts, grants, or contributions from any source. Unless otherwise restricted by the terms of a gift or bequest, the Board may sell, exchange, or otherwise dispose of, and invest or reinvest the money, securities, or other property given or bequeathed to it. Expenditures of \$25,000.00 or more must be approved by the full Board.

Section 6.03. **Animals; Regulations.** The corporation shall comply with all federal laws and federal rules or regulations relating to the quarantine, transportation, examination, habitation, care, and treatment of wild animals. The Department of Natural Resources may prescribe rules supplemental to federal regulations, relating to the transportation, examination, care, and treatment of wild animals native to this state held or proposed to be acquired by the Board and may inspect them as often and at the times it deems necessary.

Section 6.04. **Animals; Sale.** The Board may sell or exchange animals determined by it to be superfluous to operations, subject to state and federal regulations.

Section 6.05. **Advertising.** The Board may provide for promotional and advertising programs to be developed and implemented either by its personnel or by contract with outside personnel and paid for out of funds other than bond revenues.

Section 6.06. **Admission Fees.** The Board or its agent may establish admission fees and other charges for use of its facilities.

Section 6.07. **Employees.** Persons employed by contractors or lessees are not state employees and may not participate in state retirement, deferred compensation, insurance, or other plans that apply to state employees generally and are not subject to regulation by the State Ethical Practices Board.

Metropolitan Airports Commission

Notice of Call for Bids for AVI Tags

Sealed bids will be received by the Metropolitan Airports Commission at its office at 6040 28th Avenue South, Minneapolis, MN 55450-2799, until 2:00 p.m., Local Time, **THURSDAY, MARCH 8, 2001**, for the procurement of **AVI TAGS**.

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

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

Dated: 12 February 2001

Metropolitan Airports Commission
JoAnn Brown/Buyer-Administrator

Metropolitan Council

Metro Transit

Notice of Request for Proposals for Snelling Garage Joint Development Consulting Services Contract No. 00P0105 / Project No. 63020

NOTICE IS HEREBY GIVEN that the Metropolitan Council Metro Transit (Council), which provides mass transit bus services to the Twin Cities of Minneapolis/St. Paul, Minnesota, is soliciting proposals from professional development consultants to provide development consulting services to assist the Council in undertaking a joint development project.

The Council owns the Snelling Avenue Bus Garage Facility (Snelling Garage) and the approximate 9.5 acres of land it sits upon. The Snelling Garage is adjacent to the Midway Shopping Center and a 5 acre unoccupied site, all located within a "megablock" area bounded by Snelling Avenue, University Avenue, Pascal Street and St. Anthony Avenue in the City of St. Paul.

The Council is exploring a public/private partnership for a joint development venture to construct a new full-service bus garage facility supporting 100-150 buses and occupying approximately four acres of the 9.5 acre tract. The private sector joint development options could include facilities as indicated by Consultant's study and recommendations.

Non-State Contracts & Grants

The Council is seeking proposals from consultants who can provide technical and advisory services that would assist the Council in undertaking a successful joint venture project in a manner that is consistent with all applicable FTA regulations.

The Consultant will develop a Joint Development Project Plan and assist the Council in identifying and traversing the procedures, rules, regulations and related issues to properly implement and execute a successful joint development project, which will be funded in part by the Federal Transit Authority (FTA).

The tentative schedule for this process is:

<i>RFP Issue Date</i>	February 23, 2001
<i>Pre-Proposal Meeting/Site Tour</i>	March 12, 2001
<i>Proposal Due Date</i>	March 30, 2001
<i>Selection of Consultant</i>	April 20, 2001
<i>Notice To Proceed</i>	April 30, 2001

All firms interested in this project should request a copy of the RFP through:

Administrative Assistant, Contracts and Procurement Unit
Metropolitan Council
Mears Park Centre
230 East Fifth Street
St. Paul, MN 55101
Phone: (651) 602-1585
Fax: (651) 602-1138

All questions regarding this RFP shall be in writing and addressed to Mary DeMers, RFP Administrator, at the above address.

Metropolitan Council

Notice of Request for Proposals (RFP) Architectural/Engineering Services Sunray Transit Hub Metropolitan Council Contract Number 01P021

The Metropolitan Council is requesting proposals for ARchitectural/Engineering Services to install a transit hub facility at the Sunray Mall, St. Paul, Minnesota; a portion of this facility is to be located within Sunray Mall's existing northwestern parking lot, as well as City Right-of-Way.

<i>Issue Request for Proposals</i>	February 19, 2001
<i>Receive Proposals</i>	March 21, 2001
<i>Evaluate Proposals</i>	April 2, 2001
<i>Negotiations Complete</i>	April 11, 2001

All firms interested in being considered for this project and desiring to receive a RFP package are invited to contact:

Amanda Petersen, Administrative Assistant, Contracts and Procurement Unit
Metropolitan Council Environmental Services
Mears Park Centre
230 East Fifth Street
St. Paul, MN 55010
Phone: (651) 602-1585
Email: amanda.petersen@metc.state.mn.us

Inquiries regarding this project should be directed to Jan Bevins at (651) 602-1132.

Minnesota Statutes, Sections 473.144 and 363.073, and *Minnesota Rules*, Parts 5000.3400 to 5000.3600 will be incorporated into any contract based upon the Proposal or any modifications to it. If a contract for the project is awarded in excess of \$100,000, the requirements of *Minnesota Rules* 5000.3530 will be applicable. This project if FTA funded.

Metropolitan Council

Notice of Request for Proposals (RFP) for Engineering Services Empire Wastewater Treatment Plant, MCES Project Number 940104, MCES Contract Number 01P020

The Metropolitan Council is requesting engineering services proposals for planning and design services for miscellaneous improvements at the Empire Wastewater Treatment Plant. Potential areas of evaluation will include optimization of the two state activated sludge system, implementation of phosphorus removal, and related solids management improvements. The anticipated project schedule is shown below.

<i>Issue Request for Proposals</i>	February 12, 2001
<i>Receive Proposals</i>	March 14, 2001
<i>Evaluation of Proposals and selection of Consultant</i>	April 2001
<i>Start of Work</i>	May 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

Minnesota Statutes, Sections 473.144 and 363.073, and *Minnesota Rules*, Parts 5000.3400 to 5000.3600 will be incorporated into any contract based upon the Proposals or any modifications to it. If a contract for the project is awarded in excess of \$100,000, the requirements of *Minnesota Rules* 5000.3530 will be applicable.

University of Minnesota

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

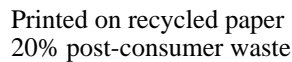
The University of Minnesota offers 24 hour/day, 7 day/week access to all Request for Bids/Proposals through its web based Bid Information Services (BIS). Subscriptions to BIS are \$75/year. Visit our web site at bidinfo.umn.edu or call the BIS Coordinator at (612) 625-5534.

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



Periodicals
U.S. Postage
Paid
Permit No.
326630
St. Paul, MN

Please notify us of any address changes so that we can continue to give you our best service. Include your old mailing label to speed your service.



Complete attached order blank. Please include sales tax. Include either your VISA/MasterCard, American Express or Discover credit card number with the expiration date, or a check/money order made out to the State of Minnesota. Orders by phone are accepted when purchasing with your credit card. Please include a phone number where you can be reached during the day in case we have questions about your order.

Merchandise may be returned if it is in resalable condition.

State Register and other subscriptions do not require sales tax or postage and handling fees.

Shipping Charges	
Subtotal	Add:
Up to \$25.00	\$3.00
\$25.01 - \$50.00	\$5.00
\$50.01 - \$100.00	\$7.00
\$100.01 - \$1,000.00	\$10.00



Please allow about 6 weeks for delivery.
In a hurry? Stop by our Bookstore.
Bookstore hours: 8:00-5:00 Monday-Friday

[illegible]

Name or Company			Subtotal	
Attention			6½ % tax MN residents 7% St. Paul residents	
Address				
City	State	Zip	Add Shipping Charges from chart at left.	
American Express/VISA/MasterCard/Discover No.			TOTAL	
Signature		Expiration Date	Telephone (During Day)	

Source Code SR001