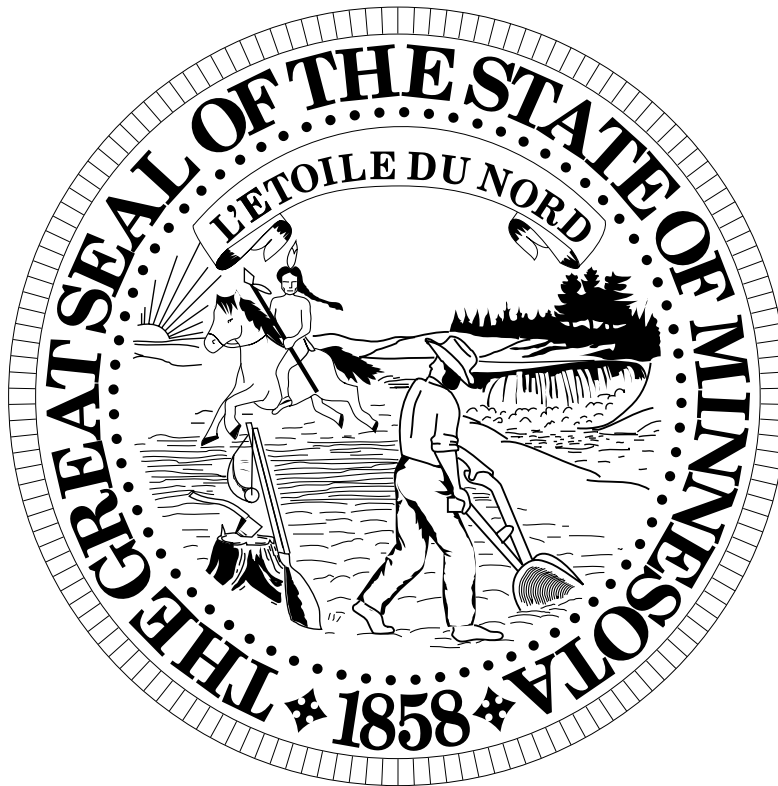


State of Minnesota

State Register

Rules and Official Notices Edition



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Monday 26 February 2001
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State Register

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

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

- proposed, adopted, exempt, expedited emergency and withdrawn rules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

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

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Vol. 25 Issue Number	PUBLISH DATE	Deadline for both Adopted and Proposed RULES	Deadline for: Emergency Rules, Executive and Commissioner's Orders, Revenue and Official Notices, State Grants, Professional-Technical-Consulting Contracts, Non-State Bids and Public Contracts
#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
#38	Monday 19 March	Noon Wednesday 7 March	Noon Tuesday 13 March

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

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

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Legislative Information

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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

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Individual copies and subscriptions or the *State Register* and *Solicitation Announcements* are available through Minnesota's Bookstore, (651) 297-3000, or (800) 657-3757.

Minnesota Rules: Amendments and Additions

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

The *State Register* is the official source, and only complete listing, for all state agency rulemaking in its various stages. State agencies are required to publish notice of their rulemaking action in the *State Register*. Published every Monday, the *State Register* makes it easy to follow and participate in the important rulemaking process. Approximately 80 state agencies have the authority to issue rules. Each agency is assigned specific **Minnesota Rule** chapter numbers. Every odd-numbered year the **Minnesota Rules** are published. The current 1999 set is a 13-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Generally speaking, proposed and adopted exempt rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

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

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

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

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Proposed Rules

Comments on Planned Rules or Rule Amendments

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

Rules to be Adopted After a Hearing

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

Rules to be Adopted Without a Hearing

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

Minnesota Board of Chiropractic Examiners

Proposed Permanent Rules Relating to Alternative Forms of Continuing Education

NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

Proposed Amendment to Rules Governing Continuing Education, Alternative Formats *Minnesota Rules*, 2500.1200 to 2500.1550

Introduction. The Minnesota Board of Chiropractic Examiners 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: Micki King at Minnesota Board of Chiropractic Examiners; 2829 University Avenue SE #300, Minneapolis, MN 55414-3220; **phone:** (612) 617-2222 and **fax:** (612) 617-2224; or **email:** at micki.king@state.mn.us. **TTY:** (800) 627-3529.

Subject of Rules and Statutory Authority. The proposed rules are about alternative formats for continuing education. This change to the rule allows continuing education in other than the classroom setting to ease some of the financial impact of attending classes on practitioners, as well as to take advantage of the value technology adds to educational pursuits. The statutory authority to adopt the rule is *Minnesota Statutes*, section 148.08, Subd. 3. A copy of the proposed rules is published in the *State Register*, and on the Board web site at www.mn-chiroboard.state.mn.us, and attached to this notice as mailed.

Comments. You have until 4:30 p.m. on Thursday, March 29, 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 Thursday, March 29, 2001**. 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

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

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 and on our web page at www.mn-chiroboard.state.mn.us. 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: 20 February 2001

Larry A. Spicer, DC
Executive Director

2500.1200 CONTINUING EDUCATION.

Subpart 1. **Purpose.** The primary purpose of continuing chiropractic education is to assure the consumer of an optimum quality of chiropractic health care by requiring doctors of chiropractic to ~~attend educational classes or seminars~~ participate in continuing education programs designed to advance their professional skills and knowledge.

[For text of subs 2 to 6, see M.R.]

2500.1500 PROGRAM APPROVAL CRITERIA.

The sponsor shall employ the following criteria in determining whether a continuing education program shall be approved and the number of continuing education units for which approval is granted:

- A. whether the material to be presented is likely to enhance the practitioner's knowledge and skill in the practice of chiropractic;
- B. whether the instructors or speakers presenting the program, and those persons preparing the program, are sufficiently qualified in the field of their instruction, either by practical or academic experience or both;
- C. whether the classes will be held in a suitable setting ~~which is~~, or under suitable conditions, that are considered by the board to be conducive to the learning process; and
- D. whether the program may improve the practitioner's ability to keep records necessary to substantiate the need for chiropractic care.

2500.1550 ALTERNATIVES TO TRADITIONAL CLASSROOM PRESENTATION.

A chiropractor may obtain up to 12 units of the 40-unit biennial requirement through alternatives to traditional classroom presentations. The programs must be approved by the board or a board-approved sponsor according to parts 2500.1200 to 2500.2000. The programs approved for continuing education credit under this part must include a written assessment instrument, designed to ensure that the chiropractor actively participated in the presentation of material and derived a measurable benefit from participation. For the purposes of this part, an instrument that provides a minimum of two questions from each hour of instruction, and of which 75 percent or more are correctly answered, satisfies this requirement.

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 Public Safety

Adopted Permanent Rules Relating to Reduced Fee Minnesota Identification Cards

The rules proposed and published at *State Register*, Volume 25, Number 19, pages 931-933, November 6, 2000 (25 SR 931), are adopted as proposed.

Official Notices

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

Department of Agriculture

Agronomy & Plant Protection Services Division

Notice of Minnesota Agricultural Response Compensation Board Retreat

The Agricultural Chemical Response Compensation Board (ACRRA Board) will meet on Wednesday March 7, 2001 – 9:00 a.m. - 3:30 p.m., for a board retreat. The retreat will be held at the Minnesota Valley National Wildlife Refuge Visitors Center – 3815 East 80th St., Bloomington, Minnesota. The general public may attend this meeting; however, if you do plan to attend please RSVP the ACRRA staff by Thursday, March 1, 2001. Should you require additional information, call the ACRRA Program, (651) 297-3490.

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Department of Agriculture

Minnesota Rural Finance Authority

Notice of Public Hearing on the Issuance of an Agricultural Development Revenue Bond Under *Minnesota Statutes*, Chapter 41C, for Approximately 146 Acres of Bare Land in Belmont Township, Jackson County

NOTICE IS HEREBY GIVEN that a public hearing will be held on March 16, 2001, at 9:00 a.m., in Room 145 Department of Agriculture Building, 90 West Plato Boulevard, St. Paul, Minnesota, on a proposal that the Minnesota Rural Finance Authority (the Authority) issue its revenue bond under *Minnesota Statutes*, Chapter 41C, in order to finance the purchase of approximately 146 acres of bare land located in Section 10, Belmont Township, Jackson County, Minnesota on behalf of Stephanie Lynn Hansen, a married couple (the Borrower/s). The maximum aggregate face amount of the proposed bond issue is \$250,000.00. The revenue bond will be a limited obligation of the Authority, payable solely from the revenue pledged to the payment thereof. No holder of such revenue bond will ever have the right to compel any exercise of the taxing power of the State of Minnesota to pay the bond or the interest thereon, nor to enforce payment against any property of the Authority or the State of Minnesota, except the revenues specifically pledged to the payment thereof. Before issuing the revenue bond, the Authority will enter into an agreement with the Borrower whereby the Borrower will be obligated to make payments at least sufficient at all times to pay the principal of and interest on such revenue bond when due. All persons interested may appear and be heard at the time and place set forth above, or may file written comments with the Executive Director of the Authority prior to the date of the hearing set forth above.

Dated: 7 February 2001

Jim Boerboom
RFA Director

Department of Agriculture

Minnesota Rural Finance Authority

Notice of Public Hearing on the Issuance of an Agricultural Development Revenue Bond Under *Minnesota Statutes*, Chapter 41C, for Approximately 160 Acres of Bare Land in Elmer Township in Pipestone County

NOTICE IS HEREBY GIVEN that a public hearing will be held on March 16, 2001, at 9:00 a.m., in Room 145 Department of Agriculture Building, 90 West Plato Boulevard, St. Paul, Minnesota, on a proposal that the Minnesota Rural Finance Authority (the Authority) issue its revenue bond under *Minnesota Statutes*, Chapter 41C, in order to finance the purchase of approximately 160 acres of bare land located in Section 17, Elmer Township, Pipestone County, Minnesota on behalf of Bryan and Janet Brockberg, a married couple (the Borrower/s). The maximum aggregate face amount of the proposed bond issue is \$139,343.40. The revenue bond will be a limited obligation of the Authority, payable solely from the revenue pledged to the payment thereof. No holder of such revenue bond will ever have the right to compel any exercise of the taxing power of the State of Minnesota to pay the bond or the interest thereon, nor to enforce payment against any property of the Authority or the State of Minnesota, except the revenues specifically pledged to the payment thereof. Before issuing the revenue bond, the Authority will enter into an agreement with the Borrower whereby the Borrower will be obligated to make payments at least sufficient at all times to pay the principal of and interest on such revenue bond when due. All persons interested may appear and be heard at the time and place set forth above, or may file written comments with the Executive Director of the Authority prior to the date of the hearing set forth above.

Dated: 7 February 2001

Jim Boerboom
RFA Director

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

Meeting Notices

The Executive Council, State Board of Investment and the Land Exchange Board will meet on Thursday, March 8, 2001 at 10:00 a.m., in Room 125, State Capitol, St. Paul, MN.

The Investment Advisory Council will meet on Tuesday, March 6, 2001 at 2:00 p.m., in the SBI Conference Room, Capitol Professional Office Building, Suite 10 (Main Floor), 590 Park Street, St. Paul, MN.

Minnesota Comprehensive Health Association

Notice of Meeting of the Actuarial Committee

NOTICE IS HEREBY GIVEN that a meeting of the Minnesota Comprehensive Health Association's (MCHA), Actuarial Committee will be held at 1:00 p.m., on Tuesday, February 27, 2001. The meeting will take place at Blue Cross Blue Shield of Minnesota, Main Building, 6th floor dining room, 3535 Blue Cross Road, Eagan, MN.

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

Minnesota State Retirement System

Request for Comments on Planned Repeal of the Rule that Governs the Acknowledging Receipt of Benefit Payments. *Minnesota Rules*, chapter 7900.1600

Subject of the Rule. The Minnesota State Retirement System (MSRS) requests comment on its planned repeal of the rule governing acknowledging receipt of benefit payments. MSRS is considering repealing the rule that requires written acknowledgement not less than annually from a retired or disabled employee that the employee has received their annuity or disability benefit. The rule states that the director shall mail a form at least once each year for acknowledgment of receipt of the check. That form must be signed by the addressee and returned to MSRS. No payment for the following months shall be made until an acknowledgment is on file in the office of the retirement system.

MSRS would like to replace the aforementioned method by utilizing a data resource service to access social security and state-wide vital statistic databanks. MSRS can verify the status of their annuitants, disabilitants, vested inactive employees, as well as their named survivors on an annual basis. This is a much faster, friendlier, and efficient way to verify that benefit recipients are still living and still eligible for their monthly benefit. This process can be completed in two weeks with cost-savings of at least \$5,000 per year.

Persons Affected. The repeal of the rule would likely affect retirees, disabilitants and agency staff. The agency does not contemplate appointing an advisory committee to comment on the repeal.

Statutory Authority. *Minnesota Statutes*, section 352.03, subdivisions 4 and 6 authorizes the agency to adopt rules to administer chapters 352, 3A, 352B, 352C, 352D, and 490 and transact the business of the system, subject to the limitations of law.

Public Comment. Interested persons or groups may submit comments or information on this planned repeal in writing or orally until **4:30 p.m. on April 27, 2001**. The State Retirement System has prepared a draft of the planned repeal. The State Retirement System does not contemplate appointing an advisory committee to comment on the planned repeal.

Agency Contact Person. Written or oral comments, questions, and requests for more information on this planned repeal should be addressed to: Paige Purcell, Minnesota State Retirement System, Affinity Plus Building, Suite 300, 175 West Lafayette Road, St. Paul, MN 55107, or by **phone:** (651) 284-3219, **TTY:** (800) 627-3529.

Official Notices

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 listed above.

Dated: 26 February 2001

David Bergstrom, MSRS

Pollution Control Agency

Policy and Planning Division

Comments Sought on Planned New Rules Governing Air Emission Permits, *Minnesota Rules* Chapter 7008, and Amendments to Rules Governing Permits and Offsets, *Minnesota Rules* Chapter 7007, and Amendment to Rules Governing Air Quality Division Definitions and Abbreviations, *Minnesota Rules* Chapter 7005

Subject of Rules: The Minnesota Pollution Control Agency (MPCA) requests comments on its planned new rules (to be codified in *Minnesota Rule* Chapter 7008) that would establish conditions under which facilities with low actual emissions to be exempt from the requirement to apply for and obtain an air emissions permit. Chapter 7007 contains Minnesota's air emissions permitting rules. The MPCA plans to amend chapters 7005 and 7007 to accommodate the conditions the new rules in chapter 7008. This rule-making will be limited to gas stations, similar gasoline fueling facilities, and other facilities that are currently conditionally exempt from the requirement to obtain a permit under *Minnesota Rule* Chapter 7007.

Federal regulations require an owner of a facility with the potential-to-emit (PTE) greater than established thresholds to apply for and obtain an air emission permit. The PTE of a facility is calculated assuming that the facility is continuously operated at maximum capacity. This method of calculation guarantees that virtually all of the gas stations and similar gasoline fueling facilities in Minnesota must apply for and obtain a federally enforceable permit. The U.S. Environmental Protection Agency (EPA) has interpreted federal law as allowing states to develop rules that will legally limit the PTE of these facilities to levels below the federal (part 70) thresholds so that these facilities would not be required to obtain a permit. To avoid conflict with federal regulatory policy, the MPCA must promulgate rules by June 30, 2001.

The MPCA anticipates eliminating the requirement for most gas stations to apply for an air emissions permit by promulgating a rule that establishes criteria for limiting PTE in accordance with EPA's April 14, 1998, Potential to Emit (PTE) Guidance for Specific Source Categories. This federal document established technical criteria for evaluating whether a particular facility could qualify as having a limited PTE. Owners of gas stations meeting these specific criteria, including a size limitation that will be established in the rules, will not be required to apply for an air emissions permit. Owners of gas stations that do not meet the criteria will be required to apply for and obtain an air emission permit.

The MPCA believes this rulemaking will reduce the administrative burden for affected facility owners and the MPCA and should have little or no environmental impact. This new rule will result in little additional cost to affected facilities and will save them the cost of applying for and obtaining a permit. The MPCA is planning to place these rules in a new chapter, Minn. R. ch. 7008. To reduce the burden on business owners and the MPCA, the MPCA anticipates promulgating other similar rules that eliminate unnecessary permitting activities for facilities that meet technical criteria. The MPCA will add these rules to the proposed new chapter 7008 in future rulemakings. The MPCA will, in this rulemaking, recodify an existing conditional exemption from permitting found in chapter 7007 into the new proposed chapter.

Persons Affected. The new rules and rules amendments will affect owners of any facility with equipment for delivering gasoline from a storage tank or tanks to vehicles, including gas stations, marinas, fleet operations and other businesses with such equipment. Currently, there are approximately 4,000 gas stations and similar gasoline fueling facilities in Minnesota.

Statutory Authority. The MPCA's authority to adopt and implement these rules is found in *Minnesota Statutes* section 116.07, subdivisions 4 and 4a. This broad rulemaking authority is "without limitation" and includes authority to adopt rules "on any matter relevant to the prevention, abatement, or control of air pollution."

Subd. 4. **Rules and standards.** Pursuant and subject to the provisions of chapter 14, and the provisions hereof, the pollution control agency may adopt, amend and rescind rules and standards having the force of law relating to any purpose within the provisions of *Laws 1967*, chapter 882, for the prevention, abatement, or control of air pollution. Any such rule or standard may be of general application throughout the state, or may be limited as to times, places, circumstances, or conditions in order to make due allowance for variations therein.

Subd. 4a. **Permits.** (a) The pollution control agency may issue, continue in effect or deny permits, under such conditions as it may prescribe for the prevention of pollution, for the emission of air contaminants, or for the installation or operation of any emission facility, air contaminant treatment facility, treatment facility, potential air contaminant storage facility, or storage facility, or any part thereof, or for the sources or emissions of noise pollution.

Public Comment. Affected, interested persons or groups may submit comments or information on this planned rulemaking in writing or orally until **4:30 p.m. on March 29, 2001**. The MPCA does not intend to form an advisory work group to assist with the new rule and rule amendments. The MPCA has not yet prepared a draft of the planned new rules.

Agency Contact Person. Written comments, questions, requests to receive a draft of the rule when it has been prepared, and requests for more information on this planned new rule and rule amendments should be directed to: Michael Mondloch at Minnesota Pollution Control Agency, 520 Lafayette Road N, St. Paul, Minnesota 55155-4194, **phone:** (651) 297-8593, **fax:** (651) 297-8676, and **email:** michael.mondloch@pca.state.mn.us. **TTY:** (651) 292-5332 or (800) 657-3864.

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.

Karen A. Studders, Commissioner
Minnesota Pollution Control Agency

Pollution Control Agency

Division of Policy and Planning

Comments Sought on Planned Adoption of Rules Governing Waste Combustors *Minnesota Rules 7011.1201 to 7011.1295*

Subject of Rules. The Minnesota Pollution Control Agency (MPCA or Agency) requests comment on its planned adoption of rules governing municipal waste combustion facilities and air curtain incinerators. The MPCA is considering rules that incorporate federal regulations governing standards of performance, monitoring, recordkeeping and reporting for existing and newly-constructed small municipal waste combustors and air curtain incinerators. A “small” municipal waste combustor is a facility where the plant-wide capacity to burn municipal solid waste is less than or equal to 250 tons per day. An “air curtain incinerator” is a chamber or pit in which combustion occurs. These incinerators can be built above or below ground, and are used to burn yard wastes.

The U.S. Environmental Protection Agency (EPA) promulgated standards of performance for existing and newly-constructed small municipal waste combustors on December 6, 2000 (65 FR 76378, 65 FR 76350). Because the federal standards are more restrictive than current state standards, the MPCA intends to amend its rules governing waste combustors (*Minnesota Rules 7011.1201 to 7011.1295*) to reflect the federal standards.

EPA also promulgated standards of performance for medical waste combustors (FR 62 FR 48348) and commercial/industrial waste combustors. The medical waste combustor standards were promulgated in September 1997. The commercial and industrial waste combustor standards have been released by EPA, but have not yet appeared in the *Federal Register* at the time this notice was prepared. However, because the commercial/industrial waste combustor standards will be promulgated during the period of time that the MPCA is drafting rules related to waste combustors, the MPCA is announcing its intentions to incorporate those final standards into the rulemaking activity being noticed today.

Within the small municipal waste combustor rules and commercial/industrial waste combustor rules are standards of performance for air curtain incinerators. These federal regulations establish standards of performance for the first time for these types of wood-burning devices.

The proposed rulemaking for small municipal waste combustors will address:

1. More stringent air emission standards for existing small municipal waste combustors.
2. Monitoring requirements for existing small municipal waste combustors.

Official Notices

3. Recordkeeping and reporting requirements.
4. Operator training and certification.
5. Establishing compliance schedules for existing small municipal waste combustors.
6. Minor clarifications in the waste combustor rule requirements.

The proposed rulemaking for air curtain incinerators will establish opacity limits during startup and ongoing operation, along with recordkeeping and reporting requirements.

The proposed rulemaking for medical and commercial/industrial waste combustors will incorporate, by reference, the federal standards of performance for newly constructed medical and commercial/industrial waste combustors. In Minnesota, there are two medical waste combustors operating. The MPCA is unaware of any commercial/industrial waste combustors operating within Minnesota.

Persons Affected. The adopted rules would likely affect the counties and cities in Minnesota that are owners and operators of small municipal waste combustors, and those citizens that rely on the municipal waste combustors for disposal of some or all of their wastes.

The rules will also affect those individuals, businesses and governments that are responsible for disposal of yard wastes. For instance, landscapers and land developers responsible for disposal of land-clearing materials that choose to use air curtain incinerators will be affected by this rule.

Statutory Authority. *Minnesota Statutes* § 116.07, subd. 4, authorizes the MPCA to adopt rules for the prevention, abatement and control of air pollution.

Public Comment. Interested persons or groups may submit comments or information on these planned rules in writing or orally until 4:30 p.m. on March 30, 2001. The MPCA does not contemplate appointing an advisory committee to comment on the planned rule. The MPCA maintains extensive mailing lists from past municipal waste combustor rulemakings, and uses these lists to notify interested and affected parties when draft and proposed rules are available.

Rules Drafts. The Agency has not yet prepared a draft of the planned rules but anticipates that a draft of the rules will be available before the publication of the proposed rules.

Agency Contact Person. Written or oral 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: Anne Jackson at Minnesota Pollution Control Agency, 520 Lafayette Rd, St. Paul, MN 55155-4194, (651) 296-7949. Internet **email:** anne.jackson@pca.state.mn.us. **TTY:** (651) 282-5332 or (800) 657-3864.

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: 26 February 2001

Karen A. Studders, Commissioner
Minnesota Pollution Control Agency

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 Human Services

Deaf and Hard of Hearing Services Division

Notice of Request For Proposal to Provide Services to DeafBlind Children and Their Families, DeafBlind Adults and Training for Intervenors and Support Service Providers

The State of Minnesota Department of Human Services Deaf and Hard of Hearing Services Division is soliciting proposals from qualified organizations and agencies interested in providing any or all of the following direct or related services for individuals who are DeafBlind:

- (1) Intervenor services for children who are DeafBlind; \$310,000/biennium.
- (2) Activities to support parents of children who are DeafBlind; \$40,000/biennium.
- (3) Support Service Provider (SSP) and intervenor services for adults who are DeafBlind; \$200,000/biennium.
- (4) Community integration, self-sufficiency and empowerment activities for persons who are DeafBlind; \$100,000/biennium.
- (5) Intervenor and SSP training; \$50,000/biennium.

Requirements:

- Intervenor and SSP services are made available statewide and are reimbursed on a fee-for-service basis.
- Parent support activities and intervenor/SSP training are available to persons statewide.
- Measurable outcomes are developed for all funded services.
- All projects include collaboration with other service providers and funders of DeafBlind services.
- Consumer satisfaction is assessed and a mechanism for consumers to resolve complaints is available.
- Monthly or quarterly reporting to the State in a specified format and participation in quarterly evaluations of contract performance.

The Department anticipates awarding grant contracts for fiscal years 2002 and 2003, pending legislative approval of the grant funding appropriation. Contracts will be effective July 1, 2001, and continue for 24 months with an option to be renewed for up to a total of five years based on satisfactory performance of the provider and the needs of the State.

The full text of the Request For Proposal is available upon request by contacting: Jan Radatz, Program Planner; DHS Deaf and Hard of Hearing Services Division; 444 Lafayette Road North; St. Paul, MN 55155-3814; **phone (voice or TTY):** (651) 297-7154; **email:** Jan.Radatz@state.mn.us

Proposals must be submitted in the format described in the Request For Proposal. Proposals must be received no later than 2:00 p.m. on Monday, March 26. Late proposals will not be considered.

Department of Human Services

Deaf and Hard of Hearing Services Division

Notice of Request For Proposals to Provide Greater Minnesota Interpreter Referral Services

The State of Minnesota Department of Human Services Deaf and Hard of Hearing Services Division is soliciting proposals from qualified individuals or organizations interested in providing regionally-based interpreter referral services in northern, central and southern Minnesota used by Deaf, hard of hearing and Deafblind individuals and a variety of public and private human service agencies. The goal of the interpreter referral service is to manage Greater Minnesota regional requests for interpreting services so that Deaf, Deafblind and hard of hearing people are provided the best possible access to communication. This project does **not** include the seven-county Twin Cities area. Detailed information about regional boundaries is defined in the full text of the RFP.

State Grants & Loans

The primary activities of the interpreter referral service must include:

1. Filling of interpreting service requests by Deaf, deafblind and hard of hearing consumers;
2. Filling of interpreting service requests generated by the public and private sector throughout the region, with priority given to state and county human service agencies;
3. Filling of emergency interpreting requests;
4. Maintaining a directory of qualified interpreters;
5. Matching interpreters to requests based on specifications of the request, consumer needs and interpreter experience, skill level and certification;
6. Screening interpreters to evaluate qualifications and determine skill level.

Grant contract activities must also include evaluation of consumer satisfaction with interpreting services and interpreter referral services, a complaint resolution mechanism, providing reports to the state in the format specified and participation in quarterly evaluations of the interpreter referral service.

The Department anticipates awarding regional grant contracts (northern, central and southern) not to exceed \$94,000 per region/biennium, for a total amount not to exceed \$282,000 for fiscal years 2002 and 2003, pending legislative approval of the grant funding appropriations. Contracts will be effective July 1, 2001, and continue for 24 months with an option to be renewed for up to a total of five years based on satisfactory performance of the provider and the needs of the State.

The full text of the Request For Proposals is available upon request by contacting:

Amy McQuaid
Deaf and Hard of Hearing Services Division
444 Lafayette Road North
St. Paul, MN 55155-3814
Phone: (651) 296-8978
TTY: (651) 297-1506
Email: Amy.McQuaid@state.mn.us

Proposals must be submitted in the format described in the Request For Proposals. Proposals must be received no later than 2:00 p.m. on Monday, March 26. Late proposals will not be considered.

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

Risk Management Division

Notice of Availability of a Request for Proposals for Provision of Insurance Claims Administrative Services to All State Departments and Agencies

The Department of Administration, Risk Management Division, herein gives notice of the availability of a Request for Proposals for provision of insurance claims administrative services to all state departments and agencies. In fiscal year 2000, the State spent more than \$150,000.00 for insurance adjusting services.

The Risk Management Division is seeking to contract with a "preferred" insurance adjusting vendor in the interests of: (1) minimizing the total cost of first and third party insurance claims to the State (2) insure the timely and professional handling of first and third party insurance claims, and (3) maintain effective input into the Risk Management Information System.

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.

An informational meeting for all potential proposers will be held on Wednesday, March 7, 2001, 9:00-10:30 a.m., in G10 (Ground Floor) Conference Room A, 112 State Administration Building, 50 Sherburne Avenue, St. Paul, Minnesota. This meeting will provide an opportunity for proposers to ask questions regarding the Request for Proposals.

A free-of-charge copy of the Request for Proposals can be requested through the mail by calling the Risk Management Division at **phone:** (651) 215-1699, by **email:** *Tom.Chukel@state.mn.us*, or picked up at the Department of Administration, Risk Management Division, 309 Administration Building, 50 Sherburne Avenue, St. Paul, Minnesota 55155.

The proposal due date is **4:00 p.m. (Central Standard Time), Thursday, March 29, 2001**. Late proposals will not be considered.

Minnesota State Colleges and Universities (MnSCU)

Advertisement for Bids for Paulucci Planetarium Foundation Repair

PROJECT ID NUMBER: ARI Project #99-163
Department: Minnesota State Colleges and Universities
Sealed Proposals for: **Paulucci Planetarium Foundation Repair
Hibbing Community College
Hibbing, Minnesota**
will be received by: Ron Blakesley
Hibbing Community College
1515 East 25th Street
Hibbing, MN 55746

until **2:00 p.m., local time, March 8, 2001**, at which time the proposals will be opened and publicly read aloud in the Business Office of the Hibbing Community College, Hibbing, Minnesota.

Proposal Forms, Contract Documents, Plans and specifications as prepared by the Project Architect/Engineer, Architectural Resources, Inc.; are on file at the office of the:

- 1) above named Project Architect/Engineer,
- 2) following Builders Exchanges: Hibbing, Duluth, St. Paul, and Minneapolis,
- 3) National Association of Minority Contractors of Minnesota
- 4) Construction Bulletin Plan Room
- 5) Dodge Plan Room.

Sets of Proposal Forms and Plans and Specifications for use by contractors in submitting a bid may be obtained at the following address:

Architectural Resources, Inc.
704 East Howard Street
Hibbing, MN 55746
Phone: (218) 263-6868
Fax: (218) 722-6803

A deposit of \$100.00 is required for each set.

Each bid which totals over \$15,000.00 must be accompanied by either a certified check, payable to the State of Minnesota, in the sum of not less than five percent (5) of the total bid or a corporate surety bond for the same amount by a surety company authorized to do business in the State of Minnesota.

Minnesota State Colleges & Universities

Notice of Request for Information for External Auditing Services

Individual Colleges & Universities

Fiscal Years 2002 - 2004

NOTICE IS HEREBY GIVEN that the Minnesota State Colleges and Universities is seeking information from independent accounting firms duly licensed to practice in the State of Minnesota, pursuant to *Minnesota Statutes* Section 326.192, or a similarly qualified government agency, in providing external auditing services to individual MnSCU colleges and universities¹. Responders may express interest in providing audit services for one or more of the 37 individual colleges and universities in the system. See www.mnscu.edu for information on each of the MnSCU colleges and universities.

Information is being sought from parties interested in providing external auditing services to any or all of the MnSCU colleges and universities for the three-year period from July 1, 2001 to June 30, 2004. Specific auditing services anticipated for each of the colleges and universities, include:

- **Annual Financial Statement Audit:** To conduct an annual audit in compliance with generally accepted auditing standards and render an independent audit opinion on financial statements prepared in compliance with generally accepted accounting principles. [*Completion Date = November 30 following the end of each fiscal year*]
- **Attest to Major Internal Control Processes and Finance-Related Legal Compliance.** To attest to assertions about the internal controls and compliance with finance-related legal provisions once during the three-year period.

This request for information is being issued to gauge interest in providing these external audit services. A request for proposals for these audit services is expected to be issued later in calendar year 2001. A request for proposals will be sent directly to qualified responders that reply to this RFI. Response to this RFI is not, however, a prerequisite to being awarded a contract for external auditing services.

All information must be sent to and received by:

John Asmussen, Executive Director
Office of Internal Auditing
Minnesota State Colleges and Universities
500 World Trade Center
30 E. 7th Street
St. Paul, Minnesota 55101-4946

Not later than **4 p.m., on Friday, March 30, 2001**, as indicated by the date and time indicated on each response package by the MnSCU mail room, if packages are delivered by U.S. Mail, or the MnSCU reception desk (5th Floor, World Trade Center), if packages are hand-delivered or delivered by courier.

All costs incurred in responding to this RFI will be borne by the responder.

Submit five copies of the information. Information is to be sealed in mailing envelopes or packages with the responder's name and address clearly written on the outside.

Contacts

Persons interested in obtaining a full copy of the Request for Information should contact Nancy Hogle by telephone at (651) 296-3471 or at nancy.hogle@so.mnscu.edu

Questions should be directed to any of the following persons:

John Asmussen, Executive Director of Internal Auditing

Phone: (651) 296-2430

Email: john.asmussen@so.mnscu.edu

Rosalie Greeman, Associate Vice Chancellor for Financial Reporting

Phone: (651) 297-1309

Email: rosalie.greeman@so.mnscu.edu

¹ Auditors for individual MnSCU colleges and universities will be expected to contribute conclusions that support the efforts of system-wide external auditors. Refer to the request for proposals for system-wide external audit services, issued February 26, 2001, for more background information on that project and the role of system-wide external auditors. Firms interested in auditing individual colleges and universities also are invited to submit proposals for system-wide audit services, if they are interested.

Margaret Jenniges, System Director for Financial Reporting

Phone: (651) 297-5759

Email: *margaret.jenniges@so.mnscu.edu*

No one other than the person listed above may answer questions regarding this request.

Minnesota State Colleges & Universities

Notice of Request for Proposal for External Auditing Services

System-wide Projects

Fiscal Years 2001 - 2003

NOTICE IS HEREBY GIVEN that the Minnesota State Colleges and Universities is seeking to acquire system-wide¹ external auditing services from an independent accounting firm duly licensed to practice in the State of Minnesota, pursuant to *Minnesota Statutes* Section 326.192, or a similarly qualified government agency.

Proposals are being sought from parties interested in providing one or more of the following system-wide external auditing services on an annual basis for the three-year period from July 1, 2000 to June 30, 2003:

- **Principal Financial Statement Auditor:** To conduct an annual audit in compliance with generally accepted auditing standards and render an independent audit opinion on the general purpose system-wide financial statements for the Minnesota State Colleges and Universities (MnSCU) [*Completion Date = November 30 following the end of each fiscal year*]
- **Revenue Fund Auditor:** To conduct an annual audit in compliance with generally accepted auditing standards and render an independent audit opinion on the financial statements of the MnSCU Revenue Fund, as required by the applicable bond covenants, [*Completion Date = October 31 following the end of each fiscal year*] and
- **Principal Federal Financial Aid Auditor:** To satisfy the annual audit requirements established by the U.S. Office of Management and Budget (OMB) *Circular A-133 Compliance Supplement* for major federal financial assistance programs administered by the Minnesota State Colleges and Universities and provide the required reports on internal control and compliance required by federal regulations [*Completion Date = January 31 following the end of each fiscal year*]

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

Responders may propose additional tasks or activities if they will substantially improve the results of the project.

All proposals must be sent to and received by:

John Asmussen, Executive Director
Office of Internal Auditing
Minnesota State Colleges and Universities
500 World Trade Center
30 E. 7th Street
St. Paul, Minnesota 55101-4946

Not later than **4 p.m., on Friday, March 30, 2001**, as indicated by the date and time indicated on each response package by the MnSCU mail room, if packages are delivered by U.S. Mail, or the MnSCU reception desk (5th Floor, World Trade Center), if packages are hand-delivered or delivered by courier.

Late proposals will not be considered.

All costs incurred in responding to this RFP will be borne by the responder.

Submit five copies of the proposal. Proposals are to be sealed in mailing envelopes or packages with the responder's name and address clearly written on the outside. Each copy of the proposal must be signed, in ink, by an authorized member of the firm. Prices and terms of the proposal as stated must be valid for the length of any resulting contract.

¹ Beginning in fiscal year 2002, MnSCU plans to acquire external auditing services for each of its 37 individual colleges and universities. Refer to the Request for Information issued February 26, 2001 for more information on individual college and university audits. The firm(s) selected to provide system-wide external auditing services also will be invited to submit proposals for audits of individual colleges and universities.

State Contracts

Contacts

An information meeting for interested bidders will be held on Friday, March 16, 2001 at 9:00 a.m. on the 4th floor of the World Trade Center (30 E. 7th Street) in St. Paul, Minnesota. Persons interested in attending or to request a full Request for Proposal should notify Nancy Hoglund by **phone:** (651) 296-3471 or **email:** *nancy.hoglund@so.mnscu.edu* by Wednesday, March 14, 2001.

Other questions should be directed to any of the following persons:

John Asmussen, Executive Director of Internal Auditing

Phone: (651) 296-2430

Email: *john.asmussen@so.mnscu.edu*

Rosalie Greeman, Associate Vice Chancellor for Financial Reporting

Phone: (651) 297-1309

Email: *rosalie.greeman@so.mnscu.edu*

Margaret Jenniges, System Director for Financial Reporting

Phone: (651) 297-5759

Email: *margaret.jenniges@so.mnscu.edu*

No one other than the persons listed above may answer questions or provide information regarding this proposal.

Department of Commerce

Telecommunications Division

Notice of Availability of a Request for Proposals to provide cost estimates inputs for a wireless telephone system to be used in cost models for use with the Minnesota Universal Service Fund, the evaluation of an existing direct wireless telephone system, estimated cost to install a wireless system in an unserved area and the wireless engineering capability to assist the Department in responding to various wireless communications questions

The Department of Commerce, Telecommunications Division, is soliciting proposals from qualified consultants to assist in the estimating of the cost of local wireless telecommunications service for use in the Minnesota Universal Service Fund being developed by the Minnesota Public Utilities Commission, the evaluation of an existing direct wireless system, estimated cost to install direct wireless in an unserved area and to assist the Department in general wireless questions relating to feasibility and cost effectiveness. Consultants are sought who are capable of providing estimated costs starting at the wire center. The cost estimates will need to provide the costs for the wireless phone system and all supporting infrastructure with varying topologies.

It is anticipated that most of the work will be performed in the period from April 2001 through December 2001. Details concerning submission requirements for a proposal are included in the Request for Proposals. A complete copy of the Request for Proposals may be obtained by contacting Roger Schneider at the mailing address, telephone number, and fax or email address below:

Roger L. Schneider

Minnesota Department of Commerce

85 7th Place East, Suite 500

St. Paul, MN 55101-2198

Phone: (651) 296-6711

Fax: (651) 284-4105

Email: *roger.l.schneider@state.mn.us*

Deadline for receipt of proposals is **4:00 p.m., Friday, March 23, 2001.**

Minnesota Historical Society

Notice of Request for bids for Printing Services for *Hard Time*

The Minnesota Historical Society (Society) is seeking bids from qualified firms and individuals for Printing Services of our title *Hard Time*. Bids are being taken for 2,500 paperbound copies and 500 casebound copies, as well as costs for additional 500's and 100 extra covers to ship with the job, for each run.

The Request for Bids is available by calling or writing Chris M. Bonnell, Contracting Officer, Minnesota Historical Society, 345 Kellogg Boulevard West, Saint Paul, MN 55102. **Phone:** (651) 297-5863 or **email:** chris.bonnell@mnhs.org

Bids must be received no later than **2:00 p.m., Local Time, Wednesday, March 21, 2001**. No late bids will be accepted.

Minnesota Historical Society

Notice of Request for Bids for Printing Services

The Minnesota Historical Society is seeking bids from qualified presses to provide printing services for the *Society All-Site Travel Guide*. Bids are being requested for quantities of 450,000; 500,000 and pricing per additional 50,000's. The guide will print 26-page, self-cover or 24- page, self-cover, 3.875" x 9" finished size, saddle stitch on spine. All pages printed 4-color process. Paper stock: 70# Sommerset Text Matte Recycled.

The Request for Bids is available by calling or writing Contracting Office, Minnesota Historical Society, 345 Kellogg Blvd. W., St. Paul, MN 55102. **Phone:** (651) 297-7007. Complete specifications, bid format and details concerning submissions requirements are included.

Sealed bids must be received no later that **2 p.m., Central Time, Thursday, March 15, 2001** in St. Paul by the Contracting Office.

Department of Natural Resources

Notice of Request for Proposal (RFP) to Develop Updated and Improved Field Guidelines for Recreational Trails

Purpose:

The Minnesota Department of Natural Resources (DNR) is soliciting proposals (RFPS) to develop updated and improved field guidelines for the location, design, construction, operation, and maintenance of recreational trails on Minnesota State Forest Lands. This information is intended to supplement guidance contained in the **DNR Trail Manual** [DNR Trails & Waterways, 1982] and that provided by the **Voluntary Site-Level Forest Management Guidelines** [MN Forest Resources Council, 1999].

A synthesis of state-of-the-art information, compiled from a variety of reputable sources, is needed to equip field staff with the latest in trailbuilding protocol and modern management practices. Special emphasis on new construction materials, methods and equipment, and on innovative environmental protection strategies and technology.

Project Contact:

Brian McCann, Recreational Planner
DNR Trails & Waterways
500 Lafayette Road, Box 52
St. Paul, MN 55155-4052
Phone: (651) 296-8397
Fax: (651) 297-5475
Email: brian.mccann@dnr.state.mn.us

Proposals must be received by Brian McCann at the address listed above no later than 4:00 p.m. on March 9, 2001.

Site-Level Design & Development Guidelines For Recreational Trails Request For Proposal

BACKGROUND / NEED:

Updated and improved field guidelines are desired for the location, design, construction, operation and maintenance of recreational trails on Minnesota State Forest Lands. This information is intended to supplement guidance contained in the **DNR Trail Manual** [DNR, Trails & Waterways, 1982], and that provided by the **Voluntary Site-Level Forest Management Guidelines** [MN Forest Resource Council, 1999]. A synthesis of state-of-the-art information, compiled from a variety of reputable sources, is needed to equip field staff with the latest in trailbuilding protocol and modern management practices. Special emphasis on new construction materials, methods and equipment, and on innovative environmental protection strategies and technology.

PURPOSE:

Develop field guidelines for the location, design, construction, operation and maintenance of recreational trails on Minnesota State Forest Lands. This information will supplement that contained in the DNR Trail Manual [1982].

SCOPE / CONTEXT:

- Develop siting, design, construction, operations and maintenance guidelines for recreational trails.
Address both new and existing corridors, as well as trail rehabilitation, redevelopment and monitoring.
- Provide flexible site-level guidance for a range of terrain, vegetation and site conditions.
Provide use-neutral guidance, focusing on the physical/biological effects of (any sort of) trail use.
- Provide a mix of structural, managerial and vegetative guidance and suggested practices.
- Focus on protecting soil stability, water quality, wetland and riparian area values, wildlife habitat, native plant communities, visual quality, and cultural/historic resources (as per MN Forest Mgmt Guidelines, MFRC, 1999)
- Address long-term monitoring needs & suggested methods.
- Provide bibliographic, scientific and topical references. Identify common terms, standards and definitions.
- Guidelines will **not** directly address the following social, managerial or technical issues:
 - Trail authorization, funding, land acquisition, policy guidelines, project coordination or approvals;
 - User behaviors or user ethics, public land-use policies or methods of controlling user conflict;
 - Off-trail or cross-country travel issues or impacts;
 - Suggested trail density, trail user capacity and/or 'limits of acceptable change';
 - Recreational vehicle noise, dust, exhaust emissions or air quality impacts.

ATTRIBUTES / OBJECTIVES:

- Guidelines must be practical, realistic and cost-effective to implement. Must be easily updated, revised.
- Address DNR designated trails with peripheral focus on non-dedicated trails and off-trail travel.
- Address key facets of trail design, development, operations and maintenance.
- Provide geographically broad-based, flexible and non-prescriptive management direction.
- Emphasize science-based, site-level solutions to physical, biological and management issues (e.g., surface water drainage, soil compaction, rutting, erosion, vegetative damage, meeting user expectations).
- Provide design typicals, rough sketches and construction specifications as appropriate.
- Complement MN's Forest Management Guidelines to the extent possible.

NATURE OF CONTRACT:

The contractor(s) will distill contemporary trailbuilding tenets and generally accepted management principles from current literature, and in concert with the DNR Advisory Team, recommend appropriate field guidelines for the management of recreational trails on Minnesota's State Forest Lands. The contractor will provide site-level guidance for a range of terrain, vegetation and site conditions, and offer a mix of structural, managerial and vegetative solutions to common management concerns. A special focus

shall be on the need to protect and preserve soil stability, water quality, wildlife habitat, wetland and riparian area values, visual quality and cultural/historic resources.

CONTENTS OF THE PROPOSAL DOCUMENT:

In order to facilitate review and comparison, proposals should be organized as follows:

- Consultant's contact information, qualifications and resumes of key personnel (e.g., Project Mgr., Sr Staff, Jr-Level or Support Staff) who will work on the project. Describe proposed project management structure.
- Related or relevant company experience;
- Description of the proposed work plan and tasks, including time schedules; (Respondents may propose additional tasks or activities if they will substantially improve project results);
- Requested compensation for proposed services, including a detailed breakdown of all costs by category and/or major task, all hourly charges, travel costs, telephone and ancillary services;
- Professional references and past client list, and;
- Respondent must avoid conflicts of interest prohibited under state and local laws.

MAJOR TASKS, DELIVERABLES & TIMEFRAME:

Literature Search & Synthesis – Scan current scientific literature and prepare a topical bibliography and glossary of relevant terms. Include appropriate citations, credits, data sources and references.

Detailed Outline – Suggest Chapter, Section and Subsection topics, titles, and proposed level of detail.

Chapter Review – Preliminary review & revision of all draft submittals. Est. 3-4 meetings with DNR Interdisciplinary Advisory Team.

Final Report – Contractor will submit production-ready copy (both electronic and hard-copy) w/all final text and (draft) graphics. DNR will prepare final graphics and layout, design, print and bind the final report.

PRODUCT OR RESULT:

Literature Search & Synthesis – Contractor will scan current scientific literature and prepare a topical bibliography and glossary of terms, including all appropriate citations, credits, data sources and references.

Final Report – Contractor will submit production-ready copy (both electronic and hard-copy) with all final text and preliminary graphics. DNR will prepare final graphics, then layout, design, print and bind the final report.

PROJECT CONTACT:

Prospective responders may who have any questions regarding the Request for Proposal may call or write:

Brian McCann, Recreational Planner
DNR Trails & Waterways
500 Lafayette Road, Box 52
St. Paul, MN 55155-4052
Phone: (651) 296-8397
Fax: (651) 297-5475
Email: brian.mccann@dnr.state.mn.us

SUBMISSION OF PROPOSALS:

All proposals must be sent to and received by:

Brian McCann, Recreational Planner
DNR Trails & Waterways
500 Lafayette Road, Box 52
St. Paul, MN 55155-4052
Phone: (651) 296-8397
Fax: (651) 297-5475
Email: brian.mccann@dnr.state.mn.us

not later than **4:00 p.m., March 9, 2001**. Late proposals will not be considered.

State Contracts

- Submit 3 copies of the proposal.
- Proposals are to be sealed in mailing envelopes or packages with the responders name and address clearly written on the outside.
- Each copy of the proposal must be signed (in ink) by and authorized representative.
- Prices and terms of the proposal as stated must be valid for the length of the project.

REQUIRED PERIOD OF PERFORMANCE:

Work on the requested services in this contract shall begin no later than April 16, 2001 and must be completed by March 31, 2002.

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.

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.

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 Metro Transit

Notice of Request for Proposals for Northwest corridor Scoping Services RFP NO. 01P013

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 transportation consultants to provide scoping services to assist the Council in developing a Corridor Alternatives Analysis to analyze potential for a busway in the Northwest Corridor.

The Council is seeking proposals from consultants who can provide technical services that would assist the Council in undertaking analysis that will satisfy all future requirements of the FTA New Starts criteria, including refinements as defined in the *Federal Register* dated December 7, 2000.

Non-State Contracts & Grants

The tentative schedule for this process is:

<i>RFP Issue Date</i>	February 26, 2001
<i>Pre-Proposal Meeting/Site Tour</i>	March 12, 2001
<i>Proposal Due Date</i>	April 2, 2001

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

Amanda Petersen, 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
Email: amanda.petersen@metc.state.mn.us

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

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

Metropolitan Council

Notice of Availability of Funds from the Metropolitan Livable Communities Act Tax Base Revitalization Account

Purpose: The Metropolitan Livable Communities Act (*Minnesota Statutes* Chapter 473.25) created a **Tax Base Revitalization Account** to make grants to clean up contaminated land for subsequent commercial/industrial redevelopment, job retention and job growth. Applications will be prioritized to the extent that they address the following: increase local tax base; create net gain in regional jobs; demonstrate market demand for proposed site; supplement a previously approved project; preserve and/or increase living wage jobs; improve the environment by reducing human health risk; promote compact development; provide living wage jobs; leverage private investment; and make more efficient use of current infrastructure capacity. The Council may add a factor for local community housing performance. This program is being coordinated with complementary programs at the Minnesota Pollution Control Agency (MPCA) and the Minnesota Department of Trade and Economic Development (DTED).

Eligible Applicants: Statutory or home rule charter cities participating in the Metropolitan Livable Communities Housing Incentives Program are eligible to apply. Metropolitan counties (Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, Washington) and development authorities (e.g., Housing and Redevelopment Authority, Economic Development Authority or Port Authority) may apply for projects in eligible communities.

Submission Date: an original and two (2) copies of each application are due at the Metropolitan Council, Attn: Wayne Nelson, 230 E. Fifth St., St. Paul, MN 55101, by **5:00 p.m., Tuesday, May 1, 2001**.

Amount available: Approximately \$2.6 million will be available for grants awarded this cycle. Grants will be awarded on a competitive basis. If applications for grants exceed the available funds for this cycle, no more than one-half of the funds may be granted to projects in a single city, and no more than three-quarters of the funds may be granted to projects located in cities of the first class.

Obtain Information: For a copy of the grant application guide and format, contact Wayne Nelson, Metropolitan Council at (651) 602-1406 or **TTY:** (651) 291-0904 or via **email:** wayne.nelson@metc.state.mn.us. The application form may be copied from the Metropolitan Council web site at www.metrocouncil.org under the topic "Planning".

Metropolitan Council

Invitation for Bids for Elevator Maintenance – Preventative and Emergency Service

Sealed bids for Elevator Maintenance, Preventative and Emergency Services, will be received at the offices of the Metropolitan Council, Mears Park Centre, 230 East 5th Street, St. Paul, Minnesota 55101, on **Tuesday, March 20, 2001 at 1:00 p.m.**, at which time and place the bids will be publicly opened and read aloud.

Copies of the specifications and bid instructions may be obtained from the offices of the Metropolitan Council or by calling (651) 602-1499, **fax:** (651) 602-1083.

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

Metropolitan Council

Invitation for Bids for Temporary Staffing Services for the Metro Plant Laboratory

Sealed bids for Temporary Staffing Services for the Metro Plant Laboratory, will be received at the offices of the Metropolitan Council, Mears Park Centre, 230 East 5th Street, St. Paul, MN 55101, on **Wednesday, March 14, 2001 at 1:00 p.m.**, at which time and place the bids will be publicly opened and read aloud. Copies of the specifications and bid instructions may be obtained from the offices of the Metropolitan Council or by calling (651) 602-1499 or via **fax:** (651) 602-1083.

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

University of Minnesota

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

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

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

