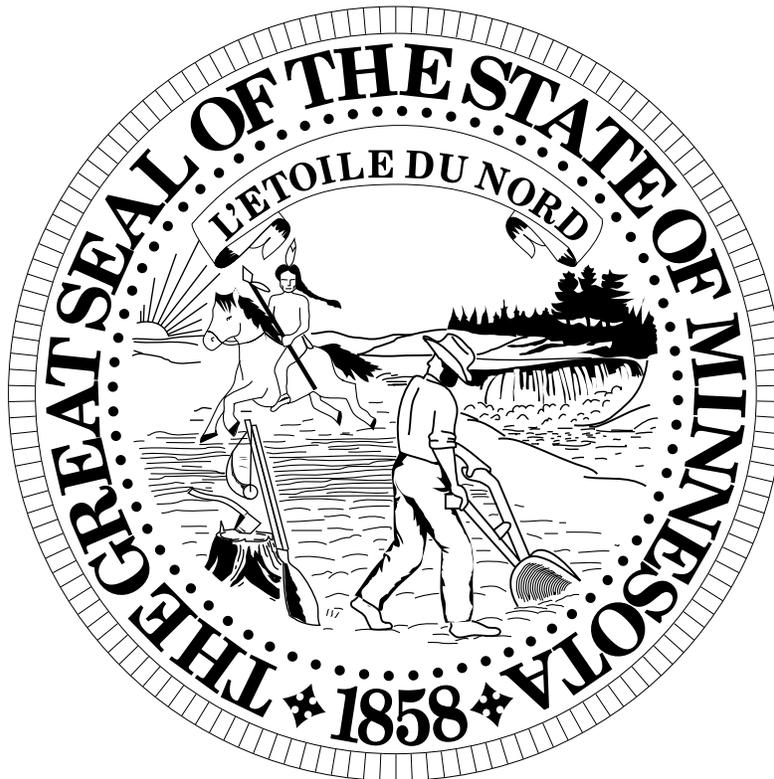


State of Minnesota

# State Register

Rules and Official Notices Edition



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

Monday 2 April 2001  
Volume 25, Number 40  
Pages 1605-1628

# State Register

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

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

- proposed, adopted, exempt, expedited emergency and withdrawn rules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

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## Printing Schedule and Submission Deadlines

Vol. 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
#40	Monday 2 April	Noon Wednesday 21 March	Noon Tuesday 27 March
#41	Monday 9 April	Noon Wednesday 28 March	Noon Tuesday 3 April
#42	Monday 16 April	Noon Wednesday 4 April	Noon Tuesday 10 April
#43	Monday 23 April	Noon Wednesday 11 April	Noon Tuesday 17 April

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- *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.
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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.

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](http://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](http://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](http://www.courts.state.mn.us)  
Minnesota Judicial Center, Room 135, 25 Constitution Ave., St. Paul, MN 55155

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Management Helpline (651) 296-2600. **Website:**  
[www.mmd.admin.state.mn.us](http://www.mmd.admin.state.mn.us)

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# 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, Issue #40

### Racing Commission

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## Adopted Rules

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

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

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

### Exempt Rules

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

### Emergency Expedited Rules

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

## Racing Commission

### Adopted Permanent Rules Relating to Horse Racing

The rules proposed and published at *State Register*, Volume 25, Number 28, pages 1257-1265, January 8, 2001 (25 SR 1257), are adopted as proposed.

## Department of Trade and Economic Development

### Urban Initiative Board

### Adopted Permanent Rules Relating to Urban Challenge Grants

The rules proposed and published at *State Register*, Volume 25, Number 17, pages 875-876, October 23, 2000 (25 SR 875), are adopted as proposed.

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

# Executive Orders

The governor has the authority to issue written statements of orders, called Executive Orders, as well as Emergency Executive Orders. The governor's authority is specified in the *Constitution of the State of Minnesota*, Article V, and in *Minnesota Statutes* 4.035. Emergency Executive Orders, for protection from an imminent threat to health and safety, become effective immediately, are filed with the secretary of state, and published in the *State Register* as soon as possible after they are issued. Other Executive Orders become effective 15 days after publication in the *State Register* and filing with the secretary of state. Unless otherwise specified, an executive order expires 90 days after the date the governor who issued the order vacates office.

## Office of the Governor

### Executive Order 01-01 Providing for the Establishment of the Governor's State Capitol 2005 Commission

**I, JESSE VENTURA, GOVERNOR OF THE STATE OF MINNESOTA**, by virtue of the authority vested in me by the Constitution and the applicable statutes, do hereby issue this Executive Order:

**WHEREAS**, the State of Minnesota will celebrate the centennial of the opening of the State Capitol Building in 2005; and

**WHEREAS**, the State Capitol is Minnesota's premier example of classical architecture designed by architect Cass Gilbert as the central location for state government operations and is listed on the National Register of Historic Places; and

**WHEREAS**, the State Capitol Building has undergone significant structural improvements to the exterior and the state has begun historic interior restoration over the past decade and a half; and

**WHEREAS**, the State Capitol Building, according to the *1988 Minnesota State Capitol Comprehensive Preservation Plan and Implementation Strategy*, needs to undergo further major renovation, rehabilitation, and restoration in order to complete the historic restoration; and

**WHEREAS**, it is necessary to bring the State Capitol Building up to date, modernize its infrastructure, comply with life safety codes, provide needed technological capabilities, and preserve it for future generations; and

**WHEREAS**, other state capitols throughout the country are undergoing major restoration efforts at this time; and

**WHEREAS**, the State of Minnesota must ensure that restoration of the State Capitol Building and the surrounding grounds are appropriately planned in conjunction with the 2005 celebration and that a long-term plan is developed for the future preservation and use of the Capitol.

**NOW, THEREFORE**, I hereby order:

The establishment of the Governor's State Capitol 2005 Commission.

1. The main purposes of the Commission are to guide:
  - Development of plans for the centennial celebration of the Capitol in 2005, and
  - Advocacy for private funds for improvements to the Capitol and its grounds, and for its centennial celebration.
2. The Commission shall be composed of 15 members with 11 members appointed by the Governor. The Commission shall consist of a collaboration of civic leaders from both the public and private sector, the majority of whom shall be of the private sector. The Majority Leader and Minority Leader of the Minnesota State Senate and the Speaker and Minority Leader of the Minnesota House of Representatives are each requested to appoint one member of the Legislature to serve on the Commission. The chair of the Commission shall be appointed by the Governor, and shall be the convener of the Commission.
3. The Commission shall participate with Admin and the Capitol Area Architectural and Planning Board (CAAPB) in identifying which historically appropriate improvements to the public and ceremonial spaces of the Capitol can be completed prior to 2005 in order to allow for the year's celebrations to proceed. Any such improvements will be consistent with the predesign for the State Capitol to be completed in 2001 under the auspices of the State Capitol Predesign Advisory Group. Any such improvements also shall be consistent with the original architectural design of the Capitol.
4. The Commission shall provide leadership for obtaining private funds in order to implement plans for the Capitol's restoration and centennial celebration.
5. The Department of Administration and the CAAPB shall provide staff and consultant support and the Commission shall have the ability to request staff support from other agencies of state government, as needed, for the execution of the responsibilities of the Commission.

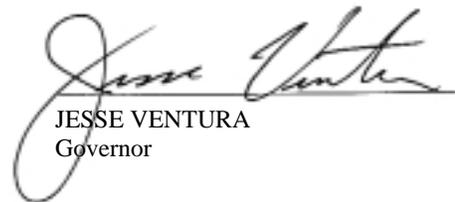
6. State agencies shall cooperate with the Commission by providing relevant information for the Commission's review and in the implementation of the recommendations.
7. The Commission shall develop a fundraising program to secure donations from the private sector to help fund the restoration of the State Capitol Building and for the Capitol's centennial celebration.

The Commission shall submit periodic progress reports to the Governor.

This Order shall be reviewed by the Governor, in consultation with the affected agency or agencies, every two years in order to assess its reasonableness and need.

Pursuant to *Minnesota Statutes* 2000, section 4.035, subd. 2, this Order shall be effective fifteen (15) days after publication in the *State Register* and filing with the Secretary of State and shall remain in effect until rescinded by proper authority or it expires in accordance with *Minnesota Statutes* 2000, section 4.035, subd. 3.

**IN TESTIMONY WHEREOF**, I have set my hand this twenty-third day of March, 2001.



JESSE VENTURA  
Governor

Filed According to Law:



MARY KIFFMEYER  
Secretary of State

## 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 Human Services ICF/MR Statewide Advisory Committee Proposals Sought for ICF/MR Rate Adjustments

The Intermediate Care Facility for Persons with Mental Retardation (ICF/MR) Statewide Advisory Committee announces the opportunity for ICF/MR providers and host counties to submit proposals for ICF/MR rate adjustments according to the committee's responsibility and authority under *Minnesota Statutes*, sections 252.282 and 256B.5013. Proposals should be forwarded to the ICF/MR Statewide Advisory Committee, Minnesota Department of Human Services, 444 Lafayette Road, St. Paul Minnesota, 55155-3857, by April 20, 2001 in advance of the committee's meeting date of May 7, 2001. Providers and counties may refer to DHS Bulletin #00-56-23 for general information.

Proposals should be submitted with a cover letter from the provider explaining the need for the adjustment, and financial documentation supporting the amount requested. Additionally, supporting documentation from the host county should indicate how the

## Official Notices

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proposal coincides with the county's local systems needs plan. For further information on materials, format, supporting documentation, etc., please contact John Fillbrandt at **phone:** (651) 582-1910.

The advisory committee reviews requests for ICF/MR rate adjustments to address facility downsizing, relocation, or access needs and forwards recommendations and documentation to the Commissioner of the Department of Human Services. The committee ensures that:

- (1) applications are in compliance with applicable state and federal law and with the state plan; and
- (2) cost projections for the proposed service are within fiscal limitations.

Criteria for ranking proposals developed in 1997 by a task force authorized by the Legislature are used to assist the committee in its decision-making.

The advisory committee will review proposals and submit recommendations to the commissioner within 60 days following the published deadline (April 20, 2001) for submission.

## Department of Labor and Industry

### Labor Standards Unit

#### Notice of Addition to Commercial Prevailing Wage Rates

An **additional rate** has been added to the Commercial Prevailing Wage Rates certified 12/18/00, for **Labor Code 424, Tile Setters, in Mower County.**

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

Gretchen B. Maglich  
Commissioner

## Minnesota Comprehensive Health Association

### Notice of Meeting of the Board of Directors

**NOTICE IS HEREBY GIVEN** that a meeting of the Minnesota Comprehensive Health Association's (MCHA) Board of Directors will be held on Monday, April 9, 2001, at the Holiday Inn Metrodome, 1500 Washington Avenue South, Minneapolis, MN at 9:00 a.m.

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

## 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 Children, Families and Learning

### Office of Community Services

#### Notice of Request for Proposals for Child Care Resource and Referral Services in Region 8

The Minnesota Department of Children, Families and Learning is soliciting proposals from qualified parties to provide child care resource and referral (CCR&R) services in Region 8: Lincoln, Lyon, Redwood, Pipestone, Murray, Cottonwood, Rock, Nobles and Jackson Counties.

In 1988 the State of Minnesota passed legislation creating statewide CCR&R services. *Minnesota Statutes* 119B.19 specifies that the commissioner of Children, Families and Learning shall distribute funds to public or private nonprofit organizations for the operation of CCR&R programs in each region of the state.

The Department of Children, Families and Learning has estimated that approximately \$115,000 will be available annually to operate CCR&R services in Region 8. One, two-year grant will be awarded for CCR&R services in Region 8 for approximately \$230,000.

Completed proposals must be delivered by **3:00 p.m. on May 1, 2001.**

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

Julie Nash  
Department of Children, Families and Learning  
1500 Highway 36 West  
Roseville, Minnesota 55113  
**Phone:** (651) 582-8562  
**Fax:** (651) 582-8496  
**Email:** *child.care@state.mn.us*

## 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 Transportation Replacement of the Enfield Safety Rest Area (Project 01-03)

The State Designer Selection Board has been requested to select consultants for a project. Design firms who wish to be considered for this project must deliver proposals on or before 12 p.m. (Noon), Monday, April 16, 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) 297-1545

### **PROPOSALS RECEIVED AFTER THE SUBMISSION DEADLINE WILL NOT BE CONSIDERED.**

Questions concerning the Board's procedures herein described, or the schedule in Item 8.h, should be referred to the Executive Secretary at (651) 297-1545. 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.***

## State Contracts

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.

- 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.

<b>PROJECT</b>	<b>(A) GROSS FEES</b>	<b>(B) SUBDESIGNERS PORTION</b>	<b>(C) NET TOTAL PROJECT FEE</b>
<b>TOTAL</b>			

(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 01-01**

Department of Transportation Enfield Safety Rest Area

**a. PROJECT DESCRIPTION:**

The project will consist of the comprehensive architectural and landscape architectural design services for the site rehabilitation and replacement of the Enfield Rest Area building and three picnic shelters, including HVAC systems, plumbing and electrical designs. The building will consist of the following rooms with the estimated square footage:

Vestibule	75 sq. ft
Lobby	360-400 sq. ft.
Restrooms	825-875 sq. ft.
Highway Patrol Station Office	250 sq. ft.
Custodian Office/Storage Room	108 sq. ft.
Equipment Cold Storage Room	165 sq. ft.
Mechanical Room	240-275 sq. ft.
Allowance for walls	445-516 sq. ft.
<b>Total Area</b>	<b>2,468-2,664 sq. ft.</b>

## State Contracts

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Mn/DOT has prepared a manual which includes Project Information, Project Construction Budget, Program Requirements, Design Requirements, Mn/DOT Responsibilities, Consultant Responsibilities, Payment and Delivery Schedule, sustainability practices, and information regarding Mn/DOT Project Management & Coordination, Building Materials, Equipment and Systems, Safety Rest Area Program and Standard Forms. Mn/DOT will make copies of this manual available at the Project Information Meeting.

**b. REQUIRED CONSULTANT SERVICES:**

The consultant's scope of the work under this contract includes complete design services from schematic design through construction. The consultant must provide architectural, landscape architectural, civil, structural, mechanical and electrical services. MnDOT will provide site lighting, well water and waste water treatment system design.

Each selected design consultant firm and sub-consultant firms must demonstrate experience in successfully completing projects of similar type, size and complexity.

Meetings and site visits will occur both at Mn/DOT Central Office (St. Paul), Mn/DOT District 3 (St. Cloud) and at the project site.

Consultant must develop construction documents using Computer Aided Design and Drafting (CADD). CADD system must create files compatible with Bentley Systems Microstation, Version J. Files created using Autodesk AutoCAD, Version 14 are acceptable. Mn/DOT Building Section will provide the consultant with a copy of their Consultant Procedures for Construction Projects to aid in completing their work.

**c. SERVICES PROVIDED BY OTHERS:**

None.

**d. SPECIAL CONSIDERATIONS:**

None.

**e. PROJECT BUDGET/FEES:**

The proposed budget for the total project is \$863,000. The budget for the work being designed by the consultant is \$678,000. The fee for the consultant work will be a fixed fee of \$81,360 plus reimbursable.

**f. PROJECT SCHEDULE:**

Mn/DOT expects contract execution to occur in early May 2001. Consultant will start work upon execution of their contract. Consultant must complete construction documents in December 2001 with bidding occurring in February 2002. Mn/DOT desires building construction to occur during the summer of 2002 with building occupancy to occur by November 2002.

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

There will be a project informational meeting for all consultants submitting RFP's. The meeting will be held at 2055 North Lilac Drive, Golden Valley, MN 55422 on Tuesday, April 3, 2001, at 10:00 a.m. At this meeting a copy of the manual for the project will be provided to the consultant for use in preparing their RFP's. To pre-register, call the receptionist at **phone:** (763) 797-3000.

**h. STATE DESIGNER SELECTION BOARD SCHEDULE:**

<i>Project Information Meeting and/or Site Visit:</i>	Tuesday, April 3, 2001 at 10:00 a.m.
<i>Project Proposals Due:</i>	Monday, April 16, 2001, by 12 p.m. (Noon)
<i>Project Shortlist:</i>	Tuesday, May 1, 2001
<i>Project Information Meeting for Shortlisted firms:</i>	To be set by user agency
<i>Project Interviews and Award:</i>	Tuesday, May 8, 2001

**i. PROJECT CONTACT(S):**

Questions concerning the project should be referred to:

Rob Williams, Registered Landscape Architect  
Minnesota Department of Transportation  
Office of Technical Support: Site Development  
Transportation Building MS 686  
395 John Ireland Boulevard  
St Paul, Minnesota 55155-1899

**Phone:** (651) 282-2169

**Fax:** (651) 282-6022

**Email:** [robert.williams@dot.state.mn.us](mailto:robert.williams@dot.state.mn.us)

**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.

**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

## State Contracts

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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 Children, Families, and Learning Office of Community Services, Children's Trust Fund

### Proposals Sought for Evaluation of Child Abuse and Neglect Prevention Programs

The Department of Children, Families and Learning requests proposals to provide technical assistance and training which supports evaluation of community-based programs working toward the prevention of child abuse and neglect. Evaluation services include measuring the impact of prevention services as well as strengthening effective program strategies and/or models through evaluation support, technical assistance and support.

The department has estimated that the cost of this project should not exceed \$50,000 per year, not to exceed \$100,000 over the contract period.

The anticipated project period is July 1, 2001, through June 30, 2003.

To request a copy of the full Request for Proposal contact:

Sophie Oliver  
Prevention Unit  
Department of Children, Families and Learning  
1500 Highway 36 West, Roseville, MN 55113-4567  
**Phone:** (651) 582-8352  
**Fax:** (651) 582-8499

Proposals are due no later than **3:00 p.m. on April 26, 2001**. Late proposals will not be considered.

## Minnesota State Colleges and Universities

### Winona State University

#### Request for Proposals for WSU Laptop Program

**NOTICE IS HEREBY GIVEN** that Winona State University will receive sealed proposals for the purchase and/or lease of, laptop hardware, desktop hardware, software and support services for their ongoing Laptop Program.

Proposal specifications will be available April 6, 2001 from the Winona State University Purchasing Department, P.O. Box 5838, 205 Somsen Hall, Winona, MN 55987, **phone:** (507) 457-5067.

Sealed proposals must be received by Sandra Schmitt at P.O. Box 5838, or 175 W. Mark St., Somsen 205G, Business Office, Winona State University, Winona, MN 55987 by **3:00 p.m., Monday, April 30, 2001.**

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

## Minnesota State Colleges and Universities

### Hibbing Community College

#### Proposals Sought for Remodeling

PROJECTED ID. NUMBER: ARI PROJECT #00-149

DEPT: Minnesota State Colleges and Universities

Sealed Proposals for **Administration Remodel  
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, April 19, 2001**, at which time the proposals will be opened and publicly read aloud in the Business Office of the Hibbing Community College, Hibbing, Minnesota.

Proposals 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 surety company authorized to do business in the State of Minnesota.

## Board of Electricity

### Notice of Request for Proposals for Providing Electrical Inspection Service for the Remainder of Fiscal Year 2001 and All of Fiscal Year 2002 (May 1, 2001 Through June 30, 2002) in Specific Geographical Areas of the State

The Board of Electricity is requesting proposals to provide electrical inspection service in two defined areas: portions of Cass and Hubbard Counties and in portions of Cass and Crow Wing Counties. In accordance with *Minnesota Statutes* section 326.241, subdivision 2(2), all individuals providing inspection service must be licensed as journeyman or master electricians.

A detailed Request for Proposals has been prepared by the Board that defines minimum service requirements and other related information.

Prospective responders who are interested in submitting a proposal for this service should request the detailed Request for Proposals. Requests for the detailed Request for Proposals and related questions should be directed to the following person:

John I. Williamson, Assistant Executive Secretary  
Minnesota Board of Electricity  
Griggs-Midway Building, Suite S-128  
1821 University Avenue  
St. Paul, MN 55104  
**Phone:** (651) 642-0800  
**Fax:** (651) 642-0441  
**Email:** [john.williamson@state.mn.us](mailto:john.williamson@state.mn.us)

Proposals must be received at the Board office by **4:30 p.m. Central Time, Wednesday April 18, 2001**. Late proposals will not be considered.

## Department of Employee Relations

### Proposals Sought for Professional Counseling and Consultive Services

**NOTICE IS HEREBY GIVEN** that the Department of Employee Relations intends to engage in, or renew the services of one or more employee assistance provider organizations in the following target locations in greater Minnesota: Crookston/Thief River Falls area, Grand Rapids, Morris, and Winona.

The contractor shall provide professional counseling and consultative services designed to assist in the identification and resolution of state employees' personal and work-related problems. This may also include consultation with supervisors regarding work groups or challenging employee issues. The contractor will also be expected to perform local outreach activity within various state agencies.

Contractors must be in compliance with the *Americans with Disabilities Act*.

The contract is effective from July 1, 2001 through June 30, 2003. The estimated amount of billable services for each location is approximately \$5,000.00 annually.

For further information contact Kimberly Peck, Director, MN State Employee Assistance Program, **phone:** (651) 296-9722 or **email:** [kim.peck@state.mn.us](mailto:kim.peck@state.mn.us), no later than **3:00 p.m. Monday, April 16, 2001**.

## Department of Human Services St. Peter Regional Treatment Center

### Notice of Request for a Proposal for Various Medical Services and Interpreter Services: a Psychologist, a Radiologist, Foreign Language Interpreter and an Anesthetist

**NOTICE IS HEREBY GIVEN** that the St. Peter Regional Treatment Center, Residential Facilities Administration, Department of Human Services, is seeking services which are to be performed as requested by the Administration of the St. Peter Regional Treatment Center. The following contracts will be written for the period July 1, 2001 through June 30, 2003.

1. Services of one psychologist to serve the needs of the hearing impaired.
2. Services of one radiologist.
3. Services of one anesthetist.
4. Services of a foreign language interpreter

**Responses must be received by April 23, 2001. Direct inquires to:**

Cindy Zahratka, Contract Coordinator  
St. Peter Regional Treatment Center  
100 Freeman Drive  
St. Peter, MN 56082  
**Phone:** (507) 931-7715

## Department of Revenue

### Request for Proposals for a Remittance Processing System

The Minnesota Department of Revenue is seeking to contract for professional and technical services to provide a Remittance Processing System that includes software and hardware, for processing checks received by the Department.

A proposed Remittance Processing System must take advantage of any new technology that would assist the Department to achieve its business goals while improving efficiency. The proposed Remittance Processing System must be able to be connected to the Department's current infrastructure as described in the RFP.

The system must be installed, acceptance test approved and fully functional by December 1, 2001.

A complete 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  
**Email:** [dor.rfp@state.mn.us](mailto:dor.rfp@state.mn.us)  
**Fax:** (651) 282-2423

Please refer to this notice in your written request. In your request include your complete street mailing address, email address, phone number and fax number.

Copies of the RFP are available on paper only.

All responses to the RFP are due no later than **2:00 p.m., on April 25, 2001**, in the manner specified in the RFP document.

Late responses will not be considered.

## Department of Transportation

### Program Support Group, Office of Consultant Services

#### 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, *Minnesota Statutes* Chapter 13. 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 (STATE) requests proposals for an Airport Logistics Study for international cargo operations at the Minneapolis-St. 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 (STATE). 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 final product will be a report summarizing the findings and presenting recommendations. The study report will be presented to the Policy and Steering Committee.

**Mn/DOT is requesting proposals to solve the following Air Cargo Study problem: Awhen 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.**

Request for Proposals (RFP) are available by mail, email 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  
St. Paul, Minnesota 55155-1899  
**Fax:** (651) 282-5127

**NOTE:** This document is available in alternative formats for persons with disabilities by calling Calvin C. Robinson, or for persons who are hearing or speech impaired by calling the Minnesota Relay Service at (800) 627-3529.

**In order to obtain the RFP in time, requests for the RFP must be received on or before April 9, 2001. Requests made after that date must be in person.**

**NOTE: PROPOSALS WILL BE DUE ON FRIDAY, APRIL 20, 2001, AT 2:00 P.M., DAYLIGHT SAVINGS TIME.**

## 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 Airports Commission

#### Bids Sought for:

- A: ONE (1) NEW 36,000 GVWR TRUCK W/ATTACHMENTS
- B: TWO (2) DUMP BODIES AND PLOW ATTACHMENT, OSHKOSH, MODEL MPT CHASSIS
- C. FIVE (5) NEW, TANDEM AXLE CONVENTIONAL CAB AND TRUCK CHASSIS
- D. ONE (1) VAN TYPE TRUCK (18,000 GVWR)

Sealed bids will be received by the Metropolitan Airports Commission at its office at 6040 28th Avenue South, Minneapolis, MN 55450-2799, until **10:00 a.m., Local Time, Tuesday, April 17, 2001.**

At that time and place the bids will be publicly opened and read. 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.**

A **mandatory** pre-bid conference and site visit will be conducted on Tuesday, April 3, 2001, at 10:00 a.m. Failure to attend this meeting will result in rejection of the bid. Prospective Bidders will meet at the following location:

6040 - 28th Avenue South  
Minneapolis, Minnesota 55450

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: 21 March 2001

Metropolitan Airports Commission  
JoAnn Brown/Buyer-Administrator

### Metropolitan Airports Commission

#### Bids Sought for Crouse-Hinds Airfield Lighting Fixtures and Repair/Replacement Parts

Sealed bids will be received by the AIRPORTS PURCHASING GROUP at the Metropolitan Airports Commission in its office at 6040 - 28th Avenue South, Minneapolis, MN 55450-2799, until **2:00 p.m., Local Time, Thursday, April 12, 2001** for the procurement of Crouse-Hinds Airfield Lighting Fixtures and Repair/Replacement Parts.

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

Copies of the Specifications may be obtained at the office of the Commission, 6040 - 28th Avenue South, Minneapolis, Minnesota 55650, **phone:** (612) 726-8146.

Dated: 26 March 2001

Airport Purchasing Group  
Don Olson/Chairman Purchasing Alliance Committee

## Non-State Contracts & Grants

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### Metropolitan Council

#### Metro Transit

#### Notice of Request for Proposals for Southwest Corridor Scoping Services – Alternatives Analysis Contract No. 01P043/Project No. 63115

**NOTICE IS HEREBY GIVEN** that the Metro Transit, a division of Metropolitan Council (Council) is soliciting proposals from professional transportation consultants to provide scoping services to assist Metro Transit in developing a Corridor Alternatives Analysis, analyzing the potential for a busway in an area identified by the Council as the Southwest Corridor. The Southwest Corridor includes segments within Minneapolis, St. Louis Park, Hopkins, Minnetonka and Eden Prairie, and is one of three corridors identified for busway development in the Twin Cities Metropolitan Region. It contains several railroad rights-of-way and major trunk highway routes within the western Metropolitan District.

Metro Transit 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. The consultant shall conduct the alternatives analysis, document its methodology and findings, and report to a Project Management Team, comprised of the Council, Metro Transit, Hennepin County and Minnesota Department of Transportation. The Final Report shall be consistent with the New Starts Criteria and meet the requirements for a scoping study defined by NEPA.

The Tentative schedule for this process is:

<i>RFP proposed Issue Date</i>	<b>March 26, 2001</b>
<i>Pre-Proposal Meeting/Site Tour</i>	<b>April 13, 2001</b>
<i>Proposal Due Date</i>	<b>May 2, 2001</b>

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](mailto: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

#### Bids Sought for (72) Pneumatic Operator Assemblies and (72) Venturi Insertion Type Flow Element

**NOTICE IS HEREBY GIVEN** that the Metropolitan Council Environmental Services' Wastewater Division will receive and publicly open sealed bids for the Procurement of (72) Pneumatic Operator Assemblies and (72) Venturi Insertion Type Flow Element.

Shop drawings and other reference material from potential bidders is requested by April 19, 2001 for review. A sealed bid form must be submitted with the submittal materials under separate cover. The Council will open and review the submittal materials and if the submittal materials fail to demonstrate compliance with the specifications the bid will be considered non-responsive and the Bidder's sealed bid containing the bid form will not be opened and will be returned to the Bidder.

After review and evaluation of all submittal materials a bid opening is scheduled for April 26, 2001 at 2:00 p.m.

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## Non-State Contracts & Grants

Bidding documents may be obtained from the offices of the Metropolitan Council by calling Bea Villegas, **phone:** (651) 602-1032 or by **fax:** (651) 602-1083.

The Metropolitan Council shall consider all bids received and intends to award a contract to the responsive and responsible bidder submitting the lowest total cost per bid to the Council. However, 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.

Dated: 23 March 2001

By Order of the Metropolitan Council  
William G. Moore, General Manager/Division Director  
Metropolitan Council Environmental Services

## 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](http://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.

# Proclamations

The governor's office issues proclamations and certificates of commendation upon request. Proclamations are declared by the governor to designate a special day of celebration, remembrance, or attention to a given cause. Certificates of commendation may be requested for individuals, groups or organizations, schools, special projects, and public and private agencies that have made outstanding achievements in their field. *Minnesota Statutes* § 4.03 states, "All proclamations of the governor required or authorized by law shall be filed with the secretary of state." For assistance with proclamations or certificates, contact the governor's office at (651) 296-3391.

## Office of the Governor

### Proclaiming Sunday, April 22, 2001 to be Autism Awareness Day

**WHEREAS:** Autism is the third most common developmental disability in the United States affecting over 4,500 people in Minnesota and 500,000 nationwide; and

**WHEREAS:** Autism Spectrum Disorders are lifelong neurologically-based disorders that begin in the first three years of a child's life. Children and adults with Autism Spectrum Disorders typically have difficulties in verbal and non-verbal communication, social interactions, and leisure play activities; and

**WHEREAS:** Autism is a puzzling condition that is four times more prevalent in boys than girls and knows no racial, ethnic or social boundaries; and

**WHEREAS:** All individuals with ASD and their loved ones have the right to live happy lives unencumbered by limitations the disorders place on them; and

**WHEREAS:** The Twin Cities Autism Society exists to enhance the lives of individuals with Autism Spectrum Disorders through education, support, collaboration and advocacy for individuals and their families within the community.

**NOW THEREFORE, I, JESSE VENTURA,** Governor of Minnesota, do hereby proclaim, Sunday, April 22nd, 2001 shall be observed as:

### **Autism Awareness Day**

in the State of Minnesota.

Available at Minnesota Bookstore  
Order form on back page

## Minnesota Cold Relief:

Books and novelties to help you get beyond the cold of winter with a smile on your face!

*LAUGH YOUR HEAD OFF!*

### You Know You're a Minnesotan If...

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### Hotdish To Die For

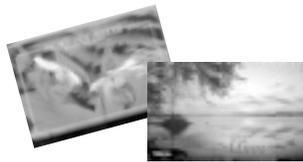
Award-winning humorist and writer, Pat Dennis' wit and humor sparkle in this collection of culinary mystery short stories that prove it's a crime to serve hotdish. Story titles include: "The Maltese Tater" and "The Elder Hostile." Includes 18 recipes. Softcover, 112pp. **Stock No. 19-36 \$9.95**

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*LAST CHANCE TO PLAY IN THE SNOW!*

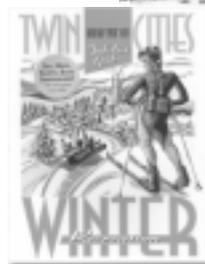
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**With Essays on Conservation from Round River**

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