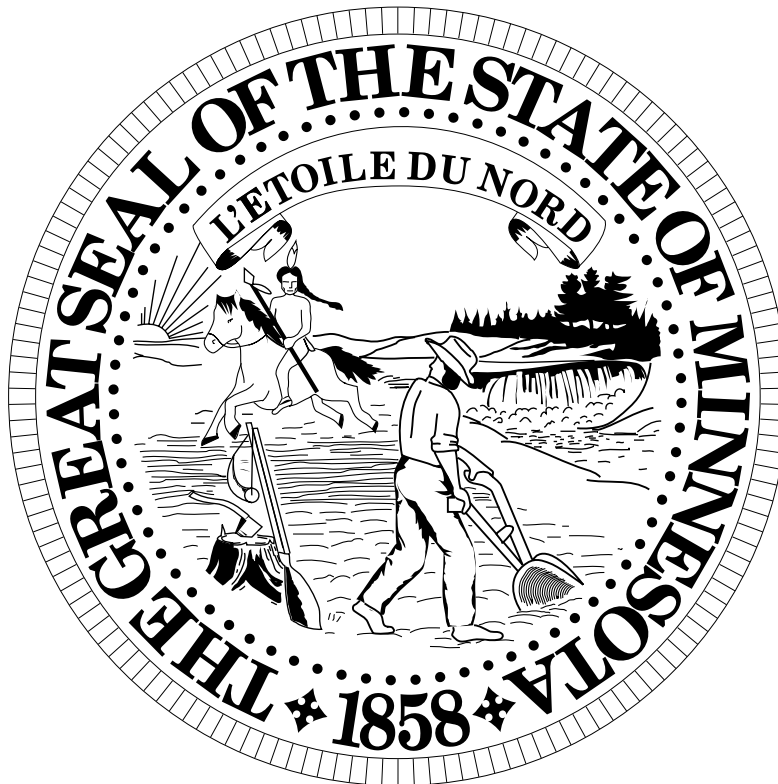


State of Minnesota

# State Register

Rules and Official Notices Edition



Published every Monday (Tuesday when Monday is a holiday) by the  
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Monday 4 November 2002  
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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- proposed, adopted, exempt, expedited emergency and withdrawn rules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
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### Printing Schedule and Submission Deadlines

Vol. 27 Issue Number	PUBLISH DATE	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	Deadline for both Adopted and Proposed RULES
#19	Monday 4 November	Noon Tuesday 29 October	Noon Wednesday 23 October
#20	<b>TUESDAY 12 NOVEMBER</b>	Noon Tuesday 5 November	Noon Wednesday 30 October
#21	Monday 18 November	Noon Tuesday 12 November	Noon Wednesday 6 November
#22	Monday 25 November	Noon Tuesday 19 November	Noon Wednesday 13 November

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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.

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## Revenue Notices

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

## Department of Revenue

### Revenue Notice # 02-19: Solid Waste Management Tax - Waste Generated by Campus School Housing

This revenue notice deals with the solid waste management taxes under *Minnesota Statutes* chapter 297H and whether waste generated by school housing units, including dormitories and apartments, should be considered waste generated by a commercial generator or a residential generator.

The department's position is that waste generated by school housing units is commercially generated waste. This position is based upon the reference to "school" in the definition of commercial generator set forth in *Minnesota Statutes*, section 297H.01, subdivision 2.

Jennifer L. Engh  
Assistant Commissioner

## Official Notices

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

## Minnesota Department of Trade and Economic Development (DTED)

## Minnesota Housing Finance Agency (MHFA)

## Minnesota Department of Children, Families and Learning (CFL)

### Notice of Draft Report Availability and Public Comment Period on the State of Minnesota Draft Consolidated Annual Performance and Evaluation Report for 2002

#### NOTICE OF DRAFT: MINNESOTA CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) for 2002

The State of Minnesota announces the publication of the draft of the *Consolidated Annual Performance and Evaluation Report* (CAPER). The state will make this draft available for public review and will accept comments from the public beginning 8:00 a.m. on Monday, November 18, 2002, until 4:30 p.m., on Friday, December 6, 2002.

The state submits its CAPER to the U.S. Department of Housing and Urban Development as one of the conditions of receiving federal funds under these programs: Community Development Block Grants, HOME Investment Partnerships, Emergency Shelter Grants, and Housing Opportunities for Persons with AIDS. The CAPER provides information to measure the state's progress during the past year in meeting assistance goals and priorities identified in the *Consolidated Housing and Community Development*

## Official Notices

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*Plan.* The CAPER includes a summary and analysis of updates to the state's *Analysis of Impediments to Fair Housing*, identifying actions that state agencies have taken to affirmatively further fair housing and overcome impediments to fair housing. (The complete step-by-step updates are available in the *2002 Statewide Analysis of Impediments to Fair Housing Choice*, available at the MHFA website address listed.)

Beginning November 18, the draft CAPER will be available on the Internet at: [www.mhfa.state.mn.us/about/about\\_reports.htm](http://www.mhfa.state.mn.us/about/about_reports.htm) or [www.dted.state.mn.us](http://www.dted.state.mn.us). Copies of the draft report also will be available at the depositories identified in the state's 2002 Citizen Participation Plan, which is available on the MHFA website. You may request a hard copy of the report by calling the MHFA at 1-800-657-3769 or (651) 296-7608; or call DTED at 1-800-657-3858 or (651) 297-4740. The draft may be made available in an alternative format upon request. Please submit written comments on the CAPER to:

CAPER  
Minnesota Housing Finance Agency  
400 Sibley Street, Suite 300  
St. Paul, MN 55101 or  
**Fax:** (651) 296-8139

Comments may be submitted electronically; however, to ensure consideration of comments, the subject line of the message must include the word CAPER. Emails should be sent to: [mhfa@state.mn.us](mailto:mhfa@state.mn.us)

The state will include a summary of comments from the public and the state's responses to those comments in the final CAPER.

## Minnesota Department of Human Services

### REQUEST FOR COMMENTS on Possible Amendment to Rules Governing Payment Limitation for Hospitalization for Mental Health, *Minnesota Rules*, Part 9505.0323, Subpart 1, Item U and Subpart 14

**Subject of Rules.** The Minnesota Department of Human Services requests comments on its possible amendments to rules governing payment limitations for partial hospitalization for mental health. The Department is considering amending subpart 1, item U and repealing subpart 14. The proposed amendments will increase the number of available providers of partial hospitalization and eliminate the payment limitations in subpart 14.

**Persons Affected.** The rule amendments would affect such individuals and groups as programs governed by the rules and program participants; counties; and health plan and health insurance companies. The proposed amendments ameliorate disparities between private pay patients and Medicaid recipients and makes these medically necessary services immediately accessible to Medicaid recipients and expands the available providers to Medicare certified community mental health centers. Partial hospitalization providers will have incentive to provide appropriate services and will no longer be faced with either absorbing the cost of admitting Medicaid recipients or denying admission and referring Medicaid recipients to less appropriate services such as day treatment programs. By expanding the available providers to include Medicare certified community mental health centers, counties currently paying for partial hospitalization services to those entities will experience a reduction in costs and will make partial hospitalization services more locally available to individuals who would otherwise need to travel extensive distances to receive these services.

**Statutory Authority.** *Minnesota Statutes*, section 256E.05, subdivision 1a permits the commissioner to review requirements of social services rules and adopt amendments that would simplify or streamline administering the rules. *Minnesota Statutes*, section 256B.04, subdivision 2 authorizes the department to adopt rules to carry out and enforce the provisions of that chapter.

**Public Comment.** Interested persons or groups may submit comments or information on these possible rules in writing or orally until further notice is published in the *State Register* that the Department intends to adopt or to withdraw the rules. While the Department does not contemplate appointing an advisory committee to comment on the possible rules, it has informed providers about the proposed amendments and will continue to communicate with them and other interested parties throughout the rulemaking process.

**Rules Drafts.** The Department has prepared a draft of the possible rule amendments.

**Agency Contact Person.** Written or oral comments, questions, requests for a rule draft of the rules and requests for more information on these possible rules should be directed to: Jon Hall, Department of Human Services, 444 Lafayette Road, St. Paul, MN 55155, **phone:** (651) 297-1485, **fax:** (651) 297-7949, and **email:** [jon.hall@state.mn.us](mailto:jon.hall@state.mn.us). **TTY** users may call the Department at (651) 296-7385.

**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 Jon Hall at the Department of Human Services at (651) 297-1485.

## State Board of Investment

### Meeting Notices of the State Board of Investment Administrative Committee

The State Board of Investment Administrative Committee will meet on Thursday, November 14, 2002 in the SBI Conference Room, Suite 355, 60 Empire Drive, St. Paul, MN at 2:00 p.m.

## Metropolitan Council

### Public Hearing on 2003 Unified Operating Budget and 2003-2012 Capital Improvement Program and 2003 Capital Budget

The Metropolitan Council will hold public hearing on the Council's proposed 2003 Unified Operating Budget, the 2003-2012 Capital Improvement Program and the 2003 Capital Budget. These hearings will be as follows:

- **Metropolitan Council 2003 Unified Operating Budget Public Hearing**  
5:00 p.m., Wednesday, December 11, 2002  
Metropolitan Council Chambers  
Mears Park Centre  
230 E. Fifth St.  
St. Paul, MN
- **Metropolitan Council 2003-2012 Capital Improvement Program and 2003 Capital Budget Hearing**  
5:30 p.m., Wednesday, December 11, 2002  
Metropolitan Council Chambers  
Mears Park Centre  
230 E. Fifth St.  
St. Paul, MN

All interested persons are encouraged to attend the hearing and offer comments. People may register in advance to speak by calling at: **phone** (651) 602-1390 or **TTY**: (651) 291-0904. Upon request, the Council will provide reasonable accommodations to persons with disabilities.

Comments may also be submitted as follows:

- Send written comments to: Beth Widstrom-Anderson, Chief Finance Officer, Metropolitan Council, Mears Park Centre, 230 E. Fifth St., St. Paul, MN 55101.
- **Fax** comments to Beth Widstrom-Anderson at: (651) 602-1871.
- Record comments on the **Council's Public Comment Line**: (651) 602-1500.
- Send comments electronically to: [data.center@metc.state.mn.us](mailto:data.center@metc.state.mn.us)

**Comments must be received by December 18, 2002.**

Free copies of the public hearing draft of the Council's proposed 2003 Unified Operating Budget, the 2003-2012 Capital Improvement Program and the 2003 Capital Budget may be obtained from the Council's Data Center by calling at: **phone** (651) 602-1140 or **TTY**: (651) 291-0904.

## 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

### Notice of Request for Proposals — Alternative Payment for Nursing Facility Services

*1995 Laws of Minnesota*, Chapter 207, Article 7, Section 32 (hereinafter *Minnesota Statutes* Section 256B.434) authorized the Commissioner of the Department of Human Services to establish a contractual alternative payment system as an alternative way to pay for nursing facility services under the Medical Assistance (MA) Program. In order to implement this legislation, the Department established the "Nursing Home Contract Project." The purpose of the Project was to explore a contract-based reimbursement system as an alternative to the current cost-based system for reimbursement of nursing facility services under *Minnesota Statutes* Section 256B.431.

*The 2000 Laws of Minnesota*, Chapter 245, Article 3, Section 25 established the authority for the Commissioner to implement a performance-based contracting system to replace the current method of setting operating cost payment rates under sections 256B.431 and 256B.434 and *Minnesota Rules*, parts 9549.0010 to 9549.0080 to be effective July 1, 2001. *2001 First Special Session*, Article 5, Section 35(d) states, Notwithstanding *Minnesota Statutes*, section 256B.435, the commissioner must not implement a performance-based contracting system for nursing facilities prior to July 1, 2003. The commissioner shall continue to reimburse nursing facilities under *Minnesota Statutes*, section 256B.431 or 256B.434, until otherwise directed by law. The commissioner will consider proposals from all nursing facilities that have payment rates established under section 256B.431. The commissioner may develop reasonable requirements which, in the judgment of the commissioner, are necessary to protect residents or ensure that the performance-based contracting system furthers the interests of the state of Minnesota. The nursing facility may be required to negotiate with the State any modifications to the proposal as required by the State to make the terms of the proposal more favorable to the State.

The purpose of this RFP is to solicit proposals from eligible nursing facilities to enter into contracts with the Department to provide nursing facility services to MA recipients. Facilities selected to participate in this project will be eligible to contract with the Department for one-year terms.

Requests for copies of the complete RFP, "Alternative Payment for Nursing Facility Services," should be directed to Bev Milotzky at **phone:** (651) 296-2673. The original and two (2) copies of the proposal in response to the RFP must be submitted to the Nursing Home Contract Project, Department of Human Services, 444 Lafayette Road, St. Paul, Minnesota 55155-3836, **no later than 4:00 p.m. on Monday, December 16, 2002.**

The State of Minnesota reserves the right to reject any and all proposals submitted.



# State Contracts

**Informal Solicitations:** Effective March 1, 2002, informal solicitations for professional/technical (consultant) contracts valued at over \$5,000 through \$50,000, may either be published in the *State Register* or posted on the Department of Administration, Materials Management Division's (MMD) website. Interested vendors are encouraged to monitor the P/T Contract section of the MMD website at [www.mmd.admin.state.mn.us](http://www.mmd.admin.state.mn.us) for informal solicitation announcements.

**Formal Solicitations:** Department of Administration procedures require that formal solicitations (announcements for contracts with an estimated value over \$50,000) for professional/technical contracts must be published in the *State Register*. Certain quasi-state agency and Minnesota State College and University institutions are exempt from these requirements.

## Department of Administration Division of State Building Construction

### Notice of Request for Proposals (RFP) for Move Coordinator Services for the New Department of Public Safety, Bureau of Criminal Apprehension Office and Forensic Laboratories Building, STATE Project No. 07002UNL

The State of Minnesota, Department of Administration through its Division of State Building Construction (STATE) is requesting proposals from qualified parties to provide move coordination services for the Minnesota Department of Public Safety's Bureau of Criminal Apprehension (BCA).

The RFP services include planning and coordination of the move and planning and coordination of the installation of existing and new furniture and equipment to a new 233,000 square foot building constructed at 1430 Maryland Avenue East, St. Paul, MN 55106 from the following locations in St. Paul:

- Approximately 260 employees from BCA headquarters located at 1246 University Avenue West, St. Paul, MN 55104.
- Approximately fourteen employees located at Griggs-Midway Building 1821 University Ave., Suite S-252, St. Paul, MN 55104.
- Approximately twenty-six employees located at Town Square, 444 Cedar St., Suite 140, St. Paul, MN 55101.

Furniture and equipment include, but are not limited to, forensic laboratory furniture, fixtures and equipment, specialized law enforcement computer equipment, law enforcement files/records, and staff office furniture, equipment, and files/records.

The Substantial Completion of the General Construction work on the building is scheduled for August 4th, 2003. Final completion is scheduled for 30 days after Substantial Completion. The General Contractor is expected to be working in the building beyond that date.

The physical move from the BCA buildings will start as agreed to by the General Contractor and BCA during the move planning phase. All work of the move should be complete within 30 calendar days after Substantial Completion of the General Construction.

Services are to begin upon completion of a fully executed contract that is anticipated to be the middle of January 2003. The anticipated conclusion of the move coordination services is December 31, 2003.

The full Request For Proposal and any addenda to the Request for Proposal are available at **website:** [www.dsb.admin.state.mn.us](http://www.dsb.admin.state.mn.us); select "Solicitation Announcements"; select RFP-BCA Move Coordinator. A mandatory informational meeting will be held on November 26, 2002 at 1:30 p.m. Only proposals from attendees of the mandatory informational meeting will be considered. All proposals must be received no later than **10:00 a.m., Central Standard Time, on December 12, 2002**, as indicated by a notation made by the receptionist on receipt of the proposal at the address noted in the full RFP.

**Late proposals will not be considered.**

Questions concerning the project must be emailed or faxed to the following person by December 3, 2002. A response to questions will be emailed or faxed to individuals attending the mandatory information meeting by December 6, 2002:

Bob Armbruster, STATE's Owner's Representative  
14099 Valley Creek Trail  
Afton, MN 55001  
**Site Office Phone:** (651) 793-5136  
**Fax:** (651) 772-4303  
**Afton Office Phone:** (651) 436-5133  
**Email:** [rcaafton@aol.com](mailto:rcaafton@aol.com)

## State Contracts

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### Colleges and Universities, Minnesota State (MnSCU)

#### Notice of Request for Proposal (RFP) for Construction Administration Consultant Services

The Director of Construction and Support Services, Office of the Chancellor, MnSCU is soliciting RFP's to assist in updating, writing and editing Construction Administration Procedures for MnSCU.

Firms interested in being considered for this project and desiring to receive a RFP are required to submit a Letter of Interest with point of contact name, title, company, phone, fax and email address to:

Bill Breyfogle  
1450 Energy Park Drive, Suite 300  
St. Paul, MN 55108-5227

Individuals or firms interested in this proposal must meet the following requirements:

1. Demonstrated expertise in current construction administration policies, practices, and procedures.
2. Demonstrated expertise with construction inspection/testing procedures, to include quality control and quality assurance.
3. Demonstrated expertise with stages of design and practices for both general contractor and construction management projects.
4. Demonstrated expertise with Microsoft Office Suite 2000 (or later) software to include Word, Excel, and Power Point. Also familiarity with MS Project Management. Ability to update website is a plus.

The consultant will work directly with the Director of Construction and Support Services and other designated staff to assist in updating, editing and writing polices and procedures which will be used for administration of both design and construction.

**Letters of Interest are due no later than 4:30 p.m., November 25, 2002.** Faxed or emailed letters will **NOT** be considered.

MnSCU reserves the right to award all, a part, or none of the above-described work. Inquiries and clarifications to Bill Breyfogle.

### Colleges and Universities, Minnesota State (MnSCU)

#### Dakota County Technical College

#### Request for Proposals for Electrical Maintenance

**NOTICE IS HEREBY GIVEN** that Dakota County Technical College is seeking proposals for electrical maintenance services on our campus. Deadline for receipt of proposals is **2:00 p.m., on Monday, November 11, 2002. Late bids will not be considered.** Copies of the complete Request for Proposals are available from:

Paul Demuth  
Dakota County Technical College  
1300 145th St. East  
Rosemount, MN 55068  
**Phone:** (651) 423-8370  
**Fax:** (651) 423-8781  
**Email:** *Paul.Demuth@dctc.mnscu.edu*

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

## **MINNCOR**

### **MINNCOR Industries Seeks Bidders for Steel Scraps**

MINNCOR Industries is soliciting vendors to bid on the sale of its steel scraps from the Stillwater facility. Interested bidders should contact Bob Burford at **phone:** (651) 603-6730 prior to November 7th, 10:00 a.m. for more information.

## **Minnesota Higher Education Facilities Authority**

### **Notice of Public Hearing on Revenue Obligations on Behalf of Concordia University, St. Paul**

**NOTICE IS HEREBY GIVEN** that a public hearing will be held by the Minnesota Higher Education Facilities Authority (the "Authority") with respect to a proposal to issue revenue bonds or other obligations on behalf of Concordia University, St. Paul, a Minnesota nonprofit corporation (the "University"), as owner and operator of the educational institution known as Concordia University, St. Paul, at the Authority's offices at Suite 450 Galtier Plaza, 380 Jackson Street, St. Paul, Minnesota on November 20, 2002 at 2:00 p.m. Under the proposal, the Authority would issue its revenue bonds or other obligations in an aggregate principal amount of up to approximately \$15,000,000 to finance all or a portion of the construction, acquisition and equipping of an approximately 45,000 square foot library and information technology center; the acquisition of approximately 4.73 acres of real property and the improvements thereon adjacent to the University campus at 289 Hamline Avenue, St. Paul, Minnesota 55104 and currently owned by St. Paul Regional Water Services; and other improvements and additions to the educational and related facilities of the University and to refinance all or a portion of certain existing debt of the University used to finance other improvements to the educational and related facilities of the University, all located on, or adjacent to, the University campus located at 275 Syndicate Street North, St. Paul, Minnesota 55104 (collectively, the "Project"). The University campus is located on Marshall Avenue between Snelling and Lexington, south of Interstate 94 in the City of St. Paul. The Project will be owned and operated by the University.

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

Dated: 4 November 2002

By Order of the  
Minnesota Higher Education Facilities Authority  
Marianne Remedios  
Executive Director

## **Minnesota Higher Education Facilities Authority**

### **Notice of Public Hearing on Revenue Obligations on Behalf of Macalester College**

**NOTICE IS HEREBY GIVEN** that a public hearing will be held by the Minnesota Higher Education Facilities Authority (the "Authority") with respect to a proposal to issue revenue obligations on behalf of Macalester College (the "College"), as owner and operator of Macalester College, at the Authority's offices at Suite 450 Galtier Plaza, 380 Jackson Street, St. Paul, Minnesota on November 20, 2002 at 2:00 p.m. Under the proposal, the authority would issue its revenue obligations in an aggregate principal amount of up to approximately \$17,250,000 to finance (a) refurbishing, refurnishing and data wiring upgrade of Doty residence hall, (b) renovation, refurnishing and data wiring upgrade of Wallace residence hall and adding capacity for 24 additional beds, (c) renovation, refurnishing and data wiring upgrade of Turck residence hall and expanding by approximately 14,000 square feet for 53 additional beds, and (d) acquisition and installation of fire sprinkler systems in Doty, Wallace, Turck, Bigelow, Dupre and Kirk residence halls (and, with related furnishings, equipment and site improvements, collectively, the "Project"), to be owned and operated by the College and located at 1600 Grand Avenue, St. Paul, Minnesota.

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

Dated: 4 November 2002

By Order of the  
Minnesota Higher Education Facilities Authorities  
Marianne Remedios  
Executive Director

## State Contracts

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### Legislature

#### Minnesota House of Representatives

#### House Public Information Services

#### Notice of Request for Bid for Mailing of the House Public Information Services publication *Session Weekly*

**PUBLIC NOTICE IS HEREBY GIVEN** that the Minnesota House of Representatives Public Information Services is seeking bids from qualified mail houses to provide mailing services for the publication *Session Weekly*.

The size of the publication will be 8-1/2" x 11" and it is mailed Periodicals Postage Rate.

All bids must be submitted on the forms accompanying specifications in a sealed envelope and delivered to Room 175, State Office Building, no later than **Tuesday, November 19, 2002 at 2:00 p.m.** Bid submittal will be opened publicly on that date and time.

A copy of the Request for Bid packet can be obtained by calling:

Paul Battaglia  
175 State Office Building  
St. Paul, Minnesota 55155-1298  
**Phone:** (651) 296-8904

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

### Legislature

#### Minnesota House of Representatives

#### House Public Information Services

#### Notice of Request for Bid for Printing of the House Public Information Services publication *Session Weekly*

**PUBLIC NOTICE IS HEREBY GIVEN** that the Minnesota House of Representatives Public Information Services is seeking bids from qualified printers to provide printing services for the publication *Session Weekly*.

The size of the publication is 8-1/2" x 11" with a minimum of 24 pages.

All work must be done in-house unless specifically approved by us.

All bids must be submitted on the forms accompanying the specifications in a sealed envelope and delivered to Room 175, State Office Building, no later than **Tuesday, November 19, 2002 at 2:00 p.m.** Bid submittal will be opened publicly on that date and time.

A copy of the Request for Bid packet can be obtained by calling:

Paul Battaglia  
175 State Office Building  
St. Paul, Minnesota 55155-1298  
**Phone:** (651) 296-8904

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

## Department of Transportation

### Program Support Group

#### Notice Concerning Professional/Technical Contract Opportunities

**NOTICE TO ALL:** The Minnesota Department of Transportation (Mn/DOT) is now placing additional public notices for professional/technical contract opportunities on Mn/DOT's Consultant Services **website** at: [www.dot.state.mn.us/consult](http://www.dot.state.mn.us/consult)

New public notices may be added to the website on a daily basis and be available for the time period as indicated within the public notice.

### 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

### Notice of Request for Proposals (RFP) for Engineering Services Dayton-Champlin Interceptor and Elm Creek Interceptor Extensions (Corcoran, Dayton - Hassan)

#### Project Number 801000 – Metropolitan Council Contract Number 01P124

The Metropolitan Council is requesting engineering service proposals for the Dayton - Champlin Interceptor and Elm Creek Interceptor Extensions to Southeast Corcoran, and Southwest Dayton, Southeast Hassan, and Northeast Corcoran. The project includes potential routes located in the cities of Maple Grove, Corcoran, Champlin, Dayton, and Hassan. Only the Dayton – Champlin Interceptor will require preparation of a Facility Plan. All the projects will require services for draft Environmental Assessment Worksheets, aerial mapping, geotechnical investigations, plans, specifications, easement acquisition, and construction engineering. The preliminary project schedules are shown below:

#### Dayton/Champlin Interceptor

<i>Issue Requests for Proposals</i>	<b>October 28, 2002</b>
<i>Receive Proposals</i>	<b>November 26, 2002</b>
<i>Metropolitan Council Authorization</i>	<b>December 18, 2002</b>
<i>Notice to Proceed</i>	<b>January 10, 2003</b>
<i>Complete Facility Planning</i>	<b>October 1, 2003</b>
<i>Complete Design</i>	<b>October 1, 2004</b>
<i>Complete Construction</i>	<b>July 1, 2006</b>

#### Elm Creek Interceptor Extensions (So. Corcoran, SW Dayton/Hassan)

<i>Issue Request for Proposals</i>	<b>October 28, 2002</b>
<i>Receive Proposals</i>	<b>November 26, 2002</b>
<i>Metropolitan Council Authorization</i>	<b>December 18, 2002</b>
<i>Notice to Proceed</i>	<b>January 10, 2003</b>
<i>Complete Design</i>	<b>November 1, 2003</b>
<i>Complete Construction</i>	<b>July 1, 2005</b>

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

Amanda Houston, Administrative Assistant, Contracts and Procurement Unit  
 Metropolitan Council Environmental Services  
 Mears Park Centre, 230 East Fifth Street  
 St. Paul, MN 55101

**Phone:** (651) 602-1585  
**Email:** [amanda.houston@metc.state.mn.us](mailto:amanda.houston@metc.state.mn.us)

## Non-State Contracts & Grants

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Inquiries regarding technical aspects of the project should be directed to Wayne Rikala, P.E. at **phone:** (651) 602-1127.

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

## Metropolitan Council

### Notice of Request for Proposals (RFP) Financial Advisory Services

#### Metropolitan Council RFP / Contract Number 02P140

The Metropolitan Council is requesting proposals for Financial Advisory Services. The Council is a regional agency authorized by the Minnesota Legislature to provide a full range of regional planning, including the areas of airports, housing, regional parks, transportation and water resources. In addition to its planning responsibilities, the Council has responsibilities for the operation of the region's transit system, wastewater treatment facilities and the metropolitan Housing and Redevelopment Authority (Metro HRA). The term of the contract will be three years.

The anticipated solicitation schedule is shown below.

**Issue Request for Proposals**  
**Receive Proposals**  
**Award of Contract**

**November 4, 2002**  
**2:00 p.m. on Tuesday, November 26, 2002**  
**December 2002**

All firms interested in receiving an RFP package are invited to submit an email or written request to:

Amanda Houston, 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.houston@metc.state.mn.us](mailto:amanda.houston@metc.state.mn.us)

**NOTE:** RFPs are **NOT** available in electronic form.

*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 – Metro Transit

### Sealed Bids Solicited for Transfer Cards

The Metropolitan Council is soliciting sealed bids for supplying the Council with Transfer Cards for use in Metro Transit service over the next two years. Test cards must be submitted to the Council by December 2, 2002. Qualifying suppliers will be invited to submit a sealed bid, which will be due at 2:00 p.m., on December 16, 2002.

Bids must be submitted in accordance with the Invitation for Bids document available from:

Metropolitan Council  
Metro Transit Purchasing Department  
515 N. Cleveland Avenue  
St. Paul, MN 55114  
**Phone:** (612) 349-5070

## Metropolitan Council – Metro Transit

### Snow Plowing at United Artist Theatre Woodbury 10

The Metropolitan Council is soliciting sealed bids for Snow Plowing at United Artist Theater Woodbury 10 in Woodbury, Minnesota. This will be a two-year contract with an option for a third year. Bids are due at **2:00 p.m., on November 11, 2002.**

Bids must be submitted in accordance with the Invitation for Bids document available from:

Metropolitan Council  
Metro Transit Purchasing Department  
515 N. Cleveland Avenue  
St. Paul, MN 55114  
**Phone:** (612) 349-5070

## 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.

## Western Wisconsin Technical College

### Request for Proposal to Conduct a Feasibility Study for a Health System Research Institute

Proposals from qualified applicants are being solicited to conduct a Feasibility Study for a Health Systems Research Institute. The Institute would be a part of the Medical Health Science Center (a partnership between three colleges and two medical centers) located in La Crosse, Wisconsin. The Feasibility Study should begin no later than January 1, 2003 and be completed by April or May 2003. Cost for completing the study should be inclusive and should not exceed \$ 45,000.

The Health Systems Research Institute is conceptually designed to become the next legacy of the Consortium partners. The Health Systems Research Institute will have three components: education, research, and biomedical technology development.

The Feasibility Study should provide answers to questions such as: 1) Is the creation of a Research Institute the right next step for the region to take in development of a high-tech economy segment, 2) Are there models of a Research Institute in communities without a major research university that can serve as a basis for similar development in this region, 3) What is the level of interest among potential community partners, 4) What are the challenges and barriers, 5) Are there opportunities to take advantage of our rural setting, 6) What is the target market, 7) What is the ability of the LMHSC to attract qualified staff and investment funds to a Research Institute and 8) How can operational issues best be addressed?

Proposals of ten pages or less should be submitted by **4:00 p.m. on Friday, November 15** and should include the following information:

- A. Qualifications of organization for conducting the study
- B. Method(s) to be employed to address the desired outcomes as stated below.
- C. Budget justification:
- D. Qualifications of key personnel
- E. Disclosure of any bias or conflict of interest
- F. References

For additional information or to receive a copy of the full Request for Proposal, please contact Art Marson, Director of Research and Planning, at **phone:** (608) 785-9199 or **email:** [marsona@wwtc.edu](mailto:marsona@wwtc.edu)

