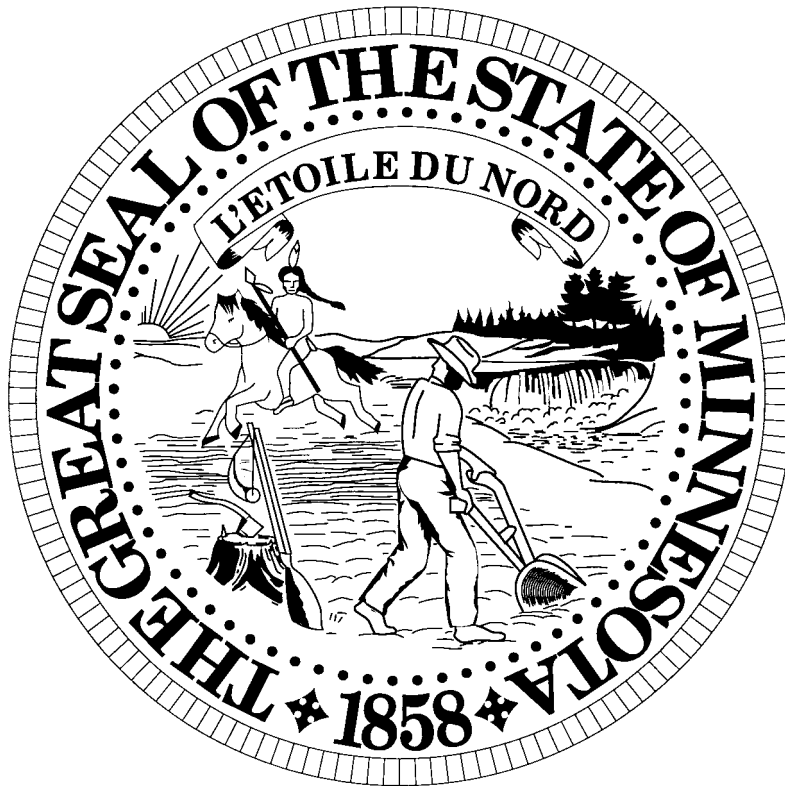


State of Minnesota

State Register

Rules and Official Notices Edition



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

Tuesday 20 January 2004
Volume 28, Number 29
Pages 903 - 918

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- proposed, adopted, exempt, expedited emergency and withdrawn rules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

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 \$14.40 per tenth 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.

SUBSCRIPTION SERVICES: Copies are available at Minnesota's Bookstore, 660 Olive Street, St. Paul, MN 55155. Order by phone: Metro area: (651) 297-3000 Toll free (800) 657-3757. TTY relay service phone number: (800) 627-3529. **NO REFUNDS.** Subscribers who do not receive a copy of an issue should notify the *State Register* Subscription Office immediately at (651) 297-8774. Copies of back issues may not be available more than two weeks after publication. Both editions are delivered postpaid to points in the United States, Periodicals Postage Paid for the *State Register* at St. Paul, MN, first class for the *Solicitation Announcements*.

POSTMASTER: Send address changes to Minnesota's Bookstore, 660 Olive Street, St. Paul, Minnesota 55155. See the *State Register* and *Solicitation Announcements* at **website:** <http://www.comm.media.state.mn.us> Click on "Minnesota's Bookstore."

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- **On-line subscription** – \$180, includes links, index, sidebar table of contents and *State Register* SENT TO YOU via Email.
- *Solicitation Announcements* -- State Register Supplement (published every Tuesday and Friday) One year subscription: \$135.00 via first class mail, \$150.00 via fax or through our website. Users agree not to redistribute without authorization.
- **13-week trial subscription** which includes both the *State Register* and *Solicitation Announcements* \$65.00
- **Single issues** are available for a limited time: *State Register* \$5.00, *Solicitation Announcements* \$1.00. Shipping is \$3.00 per order.

"Affidavit of Publication" costs \$10.00 and includes a notarized "Affidavit" and a copy of the issue.

Printing Schedule and Submission Deadlines

Vol. 28 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
#29	TUESDAY 20 JANUARY	Noon Tuesday 13 January	Noon Wednesday 7 January
#30	Monday 26 January	Noon Tuesday 20 January	Noon Wednesday 14 January
#31	Monday 2 February	Noon Tuesday 27 January	Noon Wednesday 21 January
#32	Monday 9 February	Noon Tuesday 3 February	Noon Wednesday 28 January

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Tim Pawlenty, Governor (651) 296-3391 Mike Hatch, Attorney General (651) 297-4272 Mary Kiffmeyer, Secretary of State (651) 296-2079
 Carol L. Molnau, Lt. Governor (651) 296-3391 Patricia Awada, State Auditor (651) 297-3670

Department of Administration: Communications Media Division: Robin PanLener, Editor (651) 297-7963
 Brian Lamb, Commissioner (651) 296-1424 Mary Mikes, Director (651) 297-3979 Jessie Rahmeyer, Subscriptions (651) 297-8774

Legislative Information

Senate Public Information Office (651) 296-0504
 State Capitol, Room 231, St. Paul, MN 55155
Website: www.senate.leg.state.mn.us/departments/secretary/seninfo.htm

House Information Office (651) 296-2146: State Office Building, Room 175,
 Rev. Dr. Martin Luther King Jr Blvd., St. Paul, MN 55155
Website: www.house.leg.state.mn.us/hinfo/hinfo.htm

Federal Register

Office of the Federal Register (202) 512-1530; or (888) 293-6498
 U.S. Government Printing Office – Fax: (202) 512-1262
Website: http://www.access.gpo.gov/su_docs/aces/aces140.html

Minnesota State Court System

Court Information Office (651) 296-6043
 Minnesota Judicial Center, Room 135, 25 Rev. Dr. Martin Luther King Jr Blvd.,
 St. Paul, MN 55155 **Website:** www.courts.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.

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Chiropractic Examiners Board

2500.0800 (adopted) 907

Higher Education Services Office

4830.0100; .0600; .7100; .7200; .7300; .7400; .7500; .7710; .7720;

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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.

Expedited and Emergency 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 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 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.

Board of Chiropractic Examiners

Adopted Permanent Rules Relating to License Transfer

The rules proposed and published at *State Register*, Volume 27, Number 49, pages 1759-1760, June 2, 2003 (27 SR 1759), are adopted with the following modifications:

2500.0800 APPROVAL OF EXAMINATION FROM ANOTHER STATE OR JURISDICTION.

A practitioner who can demonstrate a cumulative active practice record in another state or jurisdiction for at least five years prior to this application may request that the examination resulting in the practitioner's licensure in that state or jurisdiction be approved for Minnesota licensure. The board shall consider requests according to the requirements in items A to M.

H. If the licensing examination of the other state or jurisdiction is inadequate to meet the requirements of the Minnesota board, or if after initial licensure the applicant has failed a licensing examination administered by any chiropractic licensing board, the applicant may be required to take other exams, including the National Board of Chiropractic Examiners Practical Examination or the National Board of Chiropractic Examiners Special Purposes Examination in Chiropractic.

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 #04-01: Insurance Taxes – Negative Net Balances

Taxpayers under *Minnesota Statutes*, chapter 297I are required to pay taxes or surcharges on gross premiums received in a reporting period less premiums returned in the same reporting period. In the event that the return premiums exceed the gross premiums received during a reporting period, the department, upon the filing of a tax return showing a negative balance, subject to the requirements set forth in *Minnesota Statutes*, sections 297I.60 and 297I.70, will issue a refund to the taxpayer equal to the negative amount multiplied by the applicable tax or surcharge rate.

Raymond R. Krause, 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.

Department of Human Services

Authorization List – Newly Added Drugs Requiring Authorization

The following is a listing of added drugs to the current authorization list. The newly added drugs will require authorization on or after February 1, 2004. As authorized by *Minnesota Statutes*, section 256B.0625, subdivision 25, the following list includes all drugs that have been added as a condition of Minnesota Health Care Programs (MHCP) payment. The criteria used to develop this list are as follows:

- A. The health service could be considered, under some circumstances, to be of questionable medical necessity.
- B. Use of the health services needs monitoring to control the expenditure of program funds.
- C. Less costly, appropriate alternatives to the health services are generally available.
- D. The health service is newly developed or modified.
- F. The health service is of a continuing nature and requires monitoring to prevent its continuation when it ceases to be beneficial.
- G. The health service is comparable to a service provided in a skilled nursing facility or hospital but is provided in a recipient's home.
- H. The health service could be considered cosmetic.

These newly added or changed codes will require Authorization for services provided on or after February 1, 2004.

DRUGS

Added drugs

"In accordance with the recommendations of the Drug Formulary Committee, the following drugs are subject to authorization effective February 1, 2004. All Strengths and dosage forms will require PA unless otherwise noted".

Actiq (oral transmucosal fentanyl)
Subutex (buprenorphine)
Suboxone (buprenorphine with naloxone)
Medications for erectile dysfunction including Cialis (tadalafil), Viagra (sildenafil), Levitra (vardenafil)
Aloxi (palonosetron HCl)
Provigil (modafinil)

Department of Human Services

Public Notice of Submittal of Proposal for a Five-Year Child Welfare Demonstration

The Minnesota Department of Human Services has submitted a proposal to the U.S. Department of Health and Human Services Administration on Children, Youth and Families for a five-year Child Welfare Demonstration.

The U.S. Department of Health and Human Services requires that states notify the public that a child welfare demonstration project is being proposed and provide an opportunity for comment.

The Department of Human Services proposes a child welfare demonstration program to test the impact of a single benefit rate for foster care, relative custody assistance and adoption assistance. The goal of the single benefit demonstration is to increase the rate of permanency for children in long term foster care through a transfer of permanent legal custody or adoption.

Parties interested in receiving a copy of the proposal may contact:

Sue Hanes
Minnesota Department of Human Services
Children and Family Services
Sue.Hanes@state.mn.us

Comments concerning the proposal must be submitted in writing by one month from publication to:

Minnesota Department of Human Services
ATTN: Sue Hanes
444 Lafayette Road North
St. Paul, Minnesota 55155-3832

Or comments may be made directly to:

Children's Bureau
ATTN: Child Welfare Demonstration Projects
ACYF Room 2068
330 C Street S.W.
Washington, D.C. 20447

Section 1130 of the Social Security Act, as amended, provides the U.S. Department of Health and Human Services with authority to approve up to 10 State child welfare demonstration projects per year. The Child Welfare Demonstration Project authority was authorized by Congress in 1994 and then expanded and extended as part of the Adoption and Safe Families Act (ASFA) of 1997 (Public Law 105-89). These demonstration projects involve the waiver of certain requirements of Titles IV-E and IV-B, the sections of the Social Security Act that govern foster care and adoption assistance and related expenses for program administration, training and automated systems, as well as the Chafee Foster Care Independence Program, child welfare services, and the Promoting Safe and Stable Families program.

Department of Labor and Industry

Labor Standards Unit

Notice of Correction and Addition to Commercial Prevailing Wage Rates

A correction has been made to the Commercial Prevailing Wage Rates certified 12/29/03, for Labor Code 102, Laborer, Skilled-Assst Craft Journeymen, in Polk County.

Additional rates were added to Labor Code 424, Tile Setters, Labor Code 425, Drywall Taper, Labor Code 430, Wiring System Technician and Labor Code 431, Wiring System Installer, in Polk County.

Copies with the correction of the certified wage rates for this County 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) 284-5091, or accessing our web site at www.doli.state.mn.us. Charges for the cost of copying and mailing are \$.65 per page. Make check or money order payable to the State of Minnesota.

M. Scott Brener
Commissioner

Minnesota Department of Revenue

REQUEST FOR COMMENTS on Possible Amendment to Rules Governing Sales Tax, *Minnesota Rules*, Part 8130.5300

Subject of Rules. The Minnesota Department of Revenue requests comments on its possible amendment to rules governing sales and use tax on petroleum products. The current rule is outdated. The department is considering rule amendments to reflect a law change which is set forth in *Minnesota Statutes*, section 297A.68, subdivision 19, providing an exemption from the sales tax for "products upon which a tax has been imposed and paid under *Minnesota Statutes*, chapter 296A, and for which no refund has been or will be allowed."

Persons Affected. The amendment to the rules would likely affect purchasers of gasoline or diesel fuel used for off road purposes who paid a petroleum tax and later were given a credit or refund. It would apply primarily to construction equipment owners.

Statutory Authority. *Minnesota Statutes*, section 270.06 (14) grants general rulemaking authority to the Commissioner of Revenue.

Public Comment. Interested persons or groups may submit comments or information on these possible rules in writing until further notice is published in the *State Register* that the department intends to adopt or to withdraw the rules. By law, a notice of intent to adopt cannot be published sooner than 60 days following the publication of the request for comments. The department does not contemplate appointing an advisory committee to comment on the possible rules.

Rules Drafts. The department does not anticipate that a draft of the rules amendments will be available before the publication of the proposed rules.

Official Notices

Agency Contact Person. Written or oral comments, questions, and requests for more information on these possible rules should be directed to:

Patrick Finnegan
Appeals and Legal Services Division
Minnesota Department of Revenue
600 North Robert Street
St. Paul Minnesota, 55146-2220
(651) 556-4066
(651) 296-8229 (FAX)
pat.finnegan@state.mn.us
TTY users may call the Department of Revenue at TTY 711

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

Dated: December 31, 2003

Daniel A. Salomone, Commissioner
Department of Revenue

State Grants & Loans

In addition to requests by state agencies for technical/professional services (published in the State Contracts Section), the *State Register* also publishes notices about grants and loans available through any agency or branch of state government. Although some grant and loan programs specifically require printing in a statewide publication such as the *State Register*, there is no requirement for publication in the *State Register* itself. Agencies are encouraged to publish grant and loan notices, and to provide financial estimates as well as sufficient time for interested parties to respond.

Minnesota Department of Corrections

Notice of Availability of Funds for Sex Offender Specific Programming

The Minnesota Department of Corrections, Community Services Division, announces the availability of funds to provide sex offender specific programming to eligible juvenile and/or adult sex offenders as defined by *Minnesota Laws, 1996*, Stat. 241.67, Subd. 1, 3(b) and 8; and *Minnesota Statutes* 242.195, Subd. 1.

A total of \$922,000 is available for statewide grants for the twelve-month period of July 1, 2004 through June 30, 2005 projected \$922,000 for the following period of July 1, 2005 through June 30, 2006, with a maximum grant amount of \$45,000 per grant per year. These funds are available to private for-profit; 501 (c)(3) non-profit; public human service and community corrections act agencies; and American Indian tribal governments.

The state reserves the right to cancel this solicitation.

The deadline for proposal submission is February 9, 2004 at 4:30 p.m. To receive a copy of the request for proposal which describes in detail how to apply for this funding contract:

Lynda Davis
Minnesota Department of Corrections
Community & Juvenile Services Division
1450 Energy Park Drive, Suite 200
St. Paul, MN 55108-5219
Telephone: (651) 643-2533
TTY: (651) 643-3589
E-mail: *ldavis@co.doc.state.mn.us*

This RFP can be accessed on the DOC **website** at *www.doc.state.mn.us/publications*.

State Contracts

Informal Solicitations: 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 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

Office of Technology

Notice of Request for Proposal for Support and Operation Services Master Contracts

NOTICE IS HEREBY GIVEN that the Minnesota Office of Technology of the Department of Administration wishes to enter into master contracts with a wide variety of information technology contractors who can provide technology-related support and operations services to various state agencies. These services will provide additional technology-related resources to state agencies with the various skill sets that are required. The types of resources being sought are described in the Request for Proposal.

Current Master Contract holders that wish to add category types and/or revised published rates must also submit a response to the Request for Proposal.

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

Steve Gustafson
State of Minnesota
Office of Technology
658 Cedar Street, Fourth Floor
St. Paul, MN 55155
E-mail: Steve.Gustafson@state.mn.us

This is the only person designated to receive RFP requests and answer questions regarding the RFP.

Responses are due no later than 2:00 p.m. CST on Friday, February 20, 2004. Late responses will not be considered.

Administration Department

Take Advantage of the *State Register*

Take advantage of information on state contracts and grants. Have the *State Register* E-MAILED to you the afternoon it is published, on Friday. Be a step ahead of others, and be ready with your phone calls on Monday morning.

Also, receive TWO EXTRAS free-of-charge, available only to ON-LINE Subscriptions:

#1 - The CURRENT LOG -- of contracts, grants and loans -- as well as non-state contracts.

#2 - The INDEX, a growing list of the current issue's articles to quickly locate the information you need.

Each also has LINKS to the issue in which the article appeared, for fast reference.

Subscriptions are \$180 for an entire year (less than \$3.50 per issue), that's \$80 LESS than the cover price. Service, speed, accuracy, and on-time delivery with the *State Register* ON-LINE. FAX your credit card information: (651) 297-8260; or send in your check or credit card information to Minnesota's Bookstore, 660 Olive Street, St. Paul, MN 55155. Or, order today by calling (651) 297-8774 and charge your credit card, or **E-mail:** jessie.rahmeyer@state.mn.us for more information.

Colleges and Universities, Minnesota State (MnSCU)

Request for Bid: PRINTING, Brochure series

The Office of the Chancellor is requesting bids from qualified vendors for the 4-color printing of "Make College a Part of Your Future" brochure series, which will be printed in four languages.

Interested parties may download the Request for Bid and applicable forms from the **website**, <http://www.mnscu.edu/rfp> or request a paper copy by emailing deborah.thayer@so.mnscu.edu. Sealed bids must be received by Friday, January 30, 2004, 3:00 p.m. CST.

This request does not obligate Minnesota State Colleges and Universities to complete the proposed project, and the system reserves the right to cancel this solicitation if it is considered to be in its best interest.

State Contracts

Colleges and Universities, Minnesota State (MnSCU)

Dakota County Technical College

Request for Proposals for Two Used Mini Buses

NOTICE IS HEREBY GIVEN that Dakota County Technical College will receive proposals for two (2) used mini buses. Proposal specifications will be available January 12, 2004 from the Dakota County Technical College Purchasing Department, 1300 – 145th St. East, Rosemount, MN 55068. **Phone** (651) 423-8236. Sealed proposals must be received by Pat Adams at Dakota County Technical College, 1300 – 145th St. East, Rosemount, MN 55068 by 2:00 p.m., Monday, January 26, 2004.

Dakota County Technical College reserves the right to reject any or all proposals or portions thereof, or to waive any irregularities or informalities in proposals received.

Colleges and Universities, Minnesota State (MnSCU)

Winona State University

Request for Sealed Bids for an Analytical Chemistry Package

NOTICE IS HEREBY GIVEN that Winona State University will receive sealed bids for an Analytical Chemistry Package. Bid specifications will be available January 19, 2004 from the Winona State University Purchasing Department, PO Box 5838, 205 Somsen Hall, Winona, MN 55987 or by calling (507) 457-5067 or (507) 457-5419.

Sealed bids must be received by Sandra Schmitt at PO Box 5838, or at 175 W. Mark St., Somsen 205G, Business Office, Winona State University, Winona, MN 55987 by 3:00 p.m. February 3, 2004.

Winona State University reserves the right to reject any or all bids and to waive any irregularities or informalities in bids received.

Minnesota Department of Corrections

Grants and Subsidies Unit

Request for Proposals for Electric Monitoring – Revised

NOTICE IS HEREBY GIVEN that the RFP published on January 12, 2004 has been revised to include Global Positioning Services (GPS).

This RFP can be accessed on the DOC **website** at www.doc.state.mn.us/publications/requestforproposals.htm.

The State reserves the right to cancel this solicitation. All expenses incurred in responding to this notice are solely the responsibility of the responder.

Minnesota Higher Education Services Office

Notice of Availability of Contract for Audit Services

The Minnesota Higher Education Services Office (MHESO) is requesting proposals for the purpose of planning and performing an audit to obtain reasonable assurance whether the financial statements are free from material misstatement. The audit will result in the issuance of General Purpose financial statements, issued in compliance with Generally Accepted Auditing Standards and Government Accounting Standards. In addition, the audit will result in the issuance of Single Audit statement in accordance with the Federal Single Audit Act.

Work is proposed to start after July 1, 2004.

A complete Request for Proposal will be available by mail from this office through January 28, 2004. **A written request (by direct mail or fax) is required to receive the Request for Proposal.** After January 28, 2004, the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Timothy Geraghty
Director of Financial Services
MHESO
1450 Energy Park Drive Suite 350
St. Paul, MN 55108-5227
Fax: (651) 642-0675

Proposals submitted in response to the Request for Proposal in this advertisement must be received at the address above no later than 4:00 p.m. Central Time, February 12, 2004. **Late proposals will not be considered.** Faxed or e-mailed proposals will **NOT** be considered.

This request does not obligate the MHESO to complete the work contemplated in this notice. The MHESO reserves the right to cancel this solicitation. All expenses incurred in responding to this notice are solely the responsibility of the responder.

Minnesota Department of Natural Resources

Division of Parks and Recreation

Notice Concerning Professional/Technical Contract Opportunity for Design and Construction of Outdoor Interpretive Models

NOTICE TO ALL: The Minnesota Department of Natural Resources, Division of Parks and Recreation, is soliciting proposals for the design and construction of Outdoor Interpretive Models for Itasca State Park and Glacial Lakes State Park.

Description of Project

Design, artwork, fabrication and installation of an outdoor Mississippi River relief map model that is colored, texturized and touchable for the Mississippi Headwaters Visitor Center exhibits at Itasca State Park.

Design, artwork, fabrication and installation of a topographic relief map model that is colored, texturized, and touchable for the Glacial Lakes State Park contact station.

Deadline for submission of proposals is 4:30 p.m., February 6, 2004.

Interested persons should request a copy of the full Informal Solicitation.

Contact:

Bryce W. Anderson, Regional Interpretive Specialist
Minnesota Department of Natural Resources
Division of Parks and Recreation
2115 Birchmont Beach Road NE
Bemidji, Minnesota 56601
Phone: (218) 755-2869
Fax: (218) 755-4024
Email: bryce.Anderson@dnr.state.mn.us

Minnesota Racing Commission

Notice of Request for Proposal for Accounting Services

NOTICE IS HEREBY GIVEN that the Minnesota Racing Commission is requesting proposals from duly licensed certified public accountants to perform a thorough and comprehensive financial analysis and evaluation of the applicants for a racetrack license and racing license. The proposal must address the respondent's performance of an analysis, evaluation and opinion as to the applicant's financial ability to successfully own and operate a pari-mutual horse racing and card playing facility.

To obtain a copy of the complete Request for Proposal, free of charge, please contact:

Richard G. Krueger, Executive Director
Minnesota Racing Commission
1100 Canterbury Road
P.O. Box 630
Shakopee, MN 55379
(952) 496-7950

The deadline for submitting applications is Tuesday, February 17, 2004 at 4:00 p.m. Central Standard Time.

Department of Transportation

Engineering Services Division

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.

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.

State Contracts

Department of Transportation

Program Support Group

Notice of Potential Availability of Contracting Opportunities for a Variety of Highway Related Technical Activities (the "Consultant Pre-Qualification Program")

This document is available in alternative formats for persons with disabilities by calling Robin Valento at (651) 284-3622 for persons who are hearing or speech impaired by calling the Minnesota Relay Service at (800) 627-3529.

Mn/DOT, working in conjunction with the Consultant Reform Committee, the Minnesota Consulting Engineers Council, and the Department of Administration, has developed the Consultant Pre-Qualification Program as a new method of consultant selection. The ultimate goal of the Pre-Qualification Program is to streamline the process of contracting for highway related professional/technical services. Mn/DOT anticipates that most consultant contracts for highway-related technical activities will be awarded using this method, however, Mn/DOT also reserves the right to use RFP or other selection processes for particular projects. Nothing in this solicitation requires Mn/DOT to complete or use the Consultant Pre-Qualification Program.

Mn/DOT is currently requesting applications from consultants. Refer to Mn/DOT's Consultant Services web site, indicated below, to see which highway related professional/technical services are available at this time. Following the advertisement of a particular category of services, applications will be accepted on a continual basis.

All expenses incurred in responding to this notice will be borne by the responder. Response to this notice becomes public information under the Minnesota Government Data Practices.

Consultant Pre-Qualification Program information, application requirements and application forms are available on Mn/DOT's web site at <http://www.dot.state.mn.us/consult>

Send completed application material to:

Robin Valento
Pre-Qualification Administrator
Minnesota Department of Transportation
Consultant Services
395 John Ireland Boulevard, Seventh Floor North, Mail Stop 680
St. Paul, MN 55155

Note: DUE DATE: APPLICATION MATERIAL WILL BE ACCEPTED ON A CONTINUAL BASIS.

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 editor for further details.

Dakota County Community Services Administration

Notice of Request for Proposal for Employment Programs to Fulfill the Requirements of the Workforce Investment Act (Public Law 105-220) and Minnesota Statute 268.777

NOTICE IS HEREBY GIVEN that the Dakota County Employment and Economic Assistance/Workforce Services Unit and Dakota County Workforce Investment Board (WIB) is seeking qualified providers for services to workers dislocated from employment lay-offs of fewer than 50 individuals from a single workplace as well as unemployed or underemployed adults who are eligible to receive core, intensive and training services under Title I of the Workforce Investment Act. These services are funded by an allocation formula which apportions federal and state monies to Workforce Service Area (WSA)

Contracts may or may not arise as a result of submitting a Request for Proposal. Any contractual agreements are subject to approval by the Dakota County Workforce Investment Board and the Dakota County Board of Commissioners and funding availability.

A complete copy of the RFP is available through the Dakota County Internet website at www.co.dakota.mn.us click on *E-Government* and select *RFP* on the menu or by contacting obtained by contacting:

Non-State Contracts & Grants

Carla Skog, Contract Specialist
Dakota County Community Services
1 West Mendota Road, Suite 500
West Saint Paul MN 55118-4773
Phone: (651) 554-5807
Fax: (651) 554-5948
Email: Carla.Skog@co.dakota.mn.us

Deadline for responses is 2:00 p.m. (CST) on February 19, 2004. Late or incomplete proposals may not be considered.

Hennepin County Designer Selection Committee

Advertisement for Services to Provide Design and Construction Administration Services

Hennepin County will be selecting architectural/engineering firms to provide design and construction administration services for the following projects:

1. Osseo Maintenance Station Expansion
2. Medical Center: Crisis Intervention Center Expansion
3. Adult Corrections Facility: Work Release Building Renovation
4. Century Plaza Architectural and Mechanical Improvements
5. Government Center Vertical Mail Delivery System Replacement

To receive a Request for Proposal, firms should send a one-page letter of interest (no attachments), to the Hennepin County Designer Selection Committee, C/O Allen Rezac, Property Services A-2208 Government Center, Minneapolis, MN 55487. All letters should be received by 12:00 noon on Thursday, January 29, 2004. Firms are not to contact other Hennepin County staff for project information.

Metropolitan Council

Notice of Invitation for Bids (IFB) for the Furnishing and Delivery of Nitrate Salts and Related Services Used in Odor Control

Reference Number 03P031

Bids will be accepted for the Furnishing and Delivery of Nitrate Salts and Related Services used in Odor Control.

Issue Invitation for Bids

January 20, 2004

Bids Due

February 3, 2004

Award Contract

March 2004

All firms interested in submitting bids for this contract and desiring to receive an IFB package are invited to make a request either by e-mail, fax, mail or telephone to:

Sunny Jo Emerson
Contracts and Procurement Unit
Metropolitan Council
230 East Fifth Street
St. Paul, MN 55101
Phone: (651) 602-1499
Fax: (651) 602-1083
E-mail: sunnyjo.emerson@metc.state.mn.us

Minnesota Statutes, Sections 473.144 and 363.073, and *Minnesota Rules*, Parts 5000.3400 to 5000.3600 will be incorporated into any contract based upon the Bid 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.

Non-State Contracts & Grants

Metropolitan Council

Notice of Invitation for Bids (IFB) for the Repair of Process Control Unit Parts for the Metro Wastewater Treatment Plant

Reference Number 03P121

Bids will be accepted for the Repair of Process Control Unit Parts for the Metro Wastewater Treatment Plant.

<i>Issue Invitation for Bids</i>	January 20, 2004
<i>Bids Due</i>	February 10, 2004
<i>Award Contract</i>	March 2004

All firms interested in submitting bids for this contract and desiring to receive an IFB package are invited to make a request either by e-mail, fax, mail or telephone to:

Sunny Jo Emerson
Contracts and Procurement Unit
Metropolitan Council
230 East Fifth Street
St. Paul, MN 55101
Phone: (651) 602-1499
Fax: (651) 602-1083
E-mail: sunnyjo.emerson@metc.state.mn.us

Minnesota Statutes, Sections 473.144 and 363.073, and *Minnesota Rules*, Parts 5000.3400 to 5000.3600 will be incorporated into any contract based upon the Bid 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 for Minnesota River Oxygen Dynamics Assessment

RFP Number 03P099

NOTICE IS HEREBY GIVEN that the Metropolitan Council is soliciting proposals to conduct a comprehensive assessment of oxygen dynamics in the lower 40 miles of the Minnesota River. This assessment includes the field measurement and analysis of re-aeration, diffusion, community oxygen metabolism, water-column production and respiration, community substrate oxygen demand, and sediment oxygen demand rates. The results will be used to develop a water-quality model.

Fieldwork is dependent on summer low flow conditions and must be conducted as soon as conditions are favorable, that is, as early as summer 2004 but no later than summer 2006.

The *tentative* schedule for this process is:

<i>RFP Issue Date</i>	January 20, 2004
<i>Proposals Due</i>	February 19, 2004
<i>Consultant Selection</i>	February-March, 2004
<i>Contract Award</i>	March, 2004
<i>Contractor Preparation Complete</i>	May 31, 2004
<i>Earliest Fieldwork</i>	Summer 2004
<i>Latest Contract Completion</i>	December, 2006

The Metropolitan Council owns, operates and provides wastewater treatment services to the seven-county Twin Cities Metro Region.

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

Harriet Simmons, Sr. Administrative Assistant, Contracts and Procurement Unit
Metropolitan Council
Mears Park Centre
230 E. Fifth Street
St. Paul, MN 55101
Phone: (651) 602-1086
Fax: (651) 602-1138
E-mail: harriet.simmons@METC.state.mn.us

Non-State Contracts & Grants

Please provide the name of **ONE** contact person; complete company name; address/city/state/ zip along with phone/fax/cell phone and pager numbers as well as e-mail information if you wish to be placed on the Solicitation List. **All other inquiries** regarding this procurement shall be directed by e-mail to Hugh McConnell at: hugh.mcconnell@metc.state.mn.us. **Any other contact with Council employees on this matter throughout the entire solicitation process risks vendor disqualification.**

Mower County Human Services Department

Request for Proposals to Operate a Transit System

NOTICE TO BIDDERS

Sealed proposals for the project listed below will be received at the Mower County Human Services Department, 1005 North Main Street, Austin, MN 55912, until 1:00 P. M., February 9, 2004, at which time they will be opened publicly and read. Proposals may be considered by the Mower County Board of Commissioners at their regular meeting on February 10, 2004. The Board reserves the right to review the proposals at a later date if necessary to allow for further consideration prior to taking action.

REQUEST FOR PROPOSALS TO OPERATE TRANSIT SYSTEM

The Mower County Board of Commissioners hereby makes a Request For Proposals (RFP) from parties interested in entering into a contract with the County to operate Mower County Transit (MCT), for the period from March 1, 2004 through December 31, 2004.

MCT is a countywide, state subsidized public transportation system, which utilizes small buses and volunteer drivers to transport passengers. The annual budget is approximately \$512,000. However, this RFP is not intended to obligate the County to incur an expense equal to the foregoing amount.

The RFP documents and forms may be obtained, at no cost, at the office of the Mower County Highway Department, 1105 8th Avenue NE, Austin, MN 55912. The contact person for all communication involving the RFP is:

Michal J. Hanson, Mower County Engineer
1105 8th Avenue NE
Austin, MN 55912
(507) 437-7718

Other County personnel are not allowed to discuss the RFP with anyone, including potential responders, before the RFP submission deadline.

No proposal guaranty will be required.

Pursuant to Federal and State requirements, a Disadvantaged Business Enterprises (DBE) goal has been assigned for work under this RFP. The contract awarded under this RFP will include the following language, which the contractor must agree to:

“DISADVANTAGED BUSINESS ENTERPRISES CERTIFICATION: Our firm will meet a minimum goal of 1.2% of this contract to Disadvantaged Business Enterprises. **A bidder who fails to indicate a specific goal above must fulfill the goals indicated in this proposal.**”

The County Board of Commissioners reserves the right to reject any and all proposals, to waive defects therein, and to award to other than the lowest bidder if it is in the best interest of the County.

County of Mower, Minnesota
Craig Oscarson
County Coordinator

University of Minnesota

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

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

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



Admin MINNESOTA

Department of Administration

660 Olive Street • St. Paul, Minnesota 55155
Metro Area 651-297-3000; FAX 651-297-8260
Toll Free 1-800-657-3757

Web Site: <http://www.comm.media.state.mn.us>
Metro Area 651-282-5077 Greater MN 1-800-657-3706

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