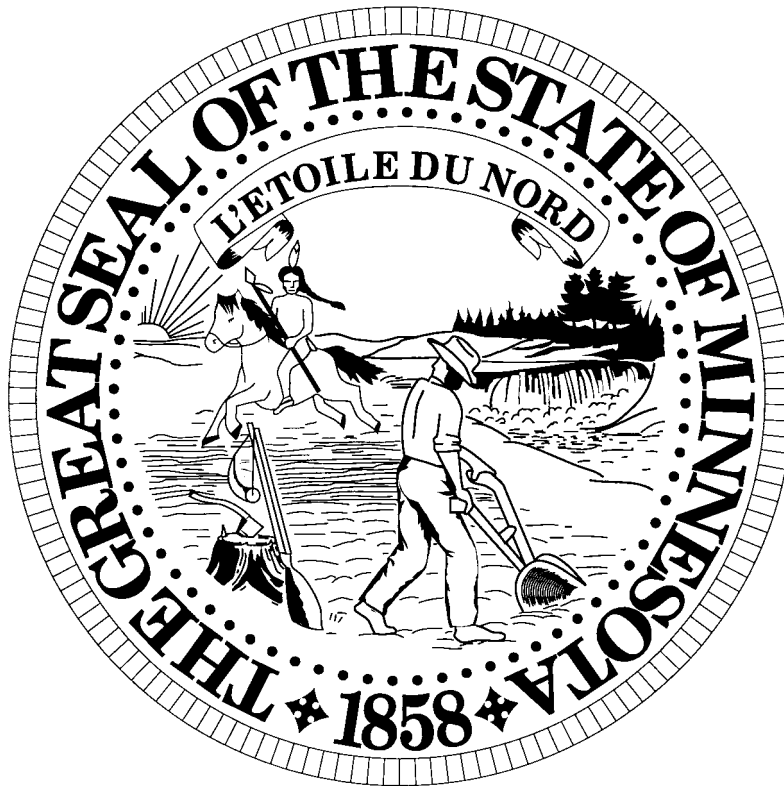


State of Minnesota

State Register

Rules and Official Notices Edition



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State Register

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- 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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#43	Monday 26 April	Noon Tuesday 20 April	Noon Wednesday 14 April
#44	Monday 3 May	Noon Tuesday 27 April	Noon Wednesday 21 April
#45	Monday 10 May	Noon Tuesday 4 May	Noon Wednesday 28 April
#46	Monday 17 May	Noon Tuesday 11 May	Noon Wednesday 5 May

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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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Various agency commissioners are authorized to issue "commissioner's orders" on specified activities governed by their agency's enabling laws. See the *Minnesota Statutes* governing each agency to determine the specific applicable statutes. Commissioners' orders are approved by assistant attorneys general as to form and execution and published in the *State Register*. These commissioners' orders are compiled in the year-end subject matter index for each volume of the *State Register*.

Department of Natural Resources

Commissioner's Scientific and Natural Area Order No. 168 Lake Alexander Scientific and Natural Area

WHEREAS, certain lands in Morrison County, Minnesota, described as:

Tract 1

The South Half of the Northeast Quarter (S 1/2 NE 1/4), and the Northwest Quarter of the Northeast Quarter (NW 1/4 NE 1/4), and the West Half of the Northeast Quarter of the Northeast Quarter (W 1/2 NE 1/4 NE 1/4), ALL IN Section Fifteen (15), Township One Hundred Thirty-One (131), Range Thirty-One (31)

And

The North Half of the Southeast Quarter (N 1/2 SE 1/4) and the Southwest Quarter of the Southeast Quarter (SW 1/4 SE 1/4) of Section 15, Township 131, Range 31

And

The Southwest Quarter (SW 1/4) and the Northwest Quarter (NW 1/4) all in Section 15, Township 131, Range 31

And

The Southeast Quarter (SE 1/4), Section Nine (9), Township 131, Range 31

And

The Southwest Quarter of the Southwest Quarter (SW 1/4 SW 1/4), the Southeast Quarter of the Southwest Quarter (SE 1/4 SW 1/4), the Northeast Quarter of the Southwest Quarter (NE 1/4 SW 1/4), the Southeast Quarter of the Southeast Quarter (SE 1/4 SE 1/4), ALL IN Section Ten (10), Township 131, Range 31

And

Lot One (1), the Northeast Quarter (NE 1/4), the North Half of the Northwest Quarter (N 1/2 NW 1/4), the Southeast Quarter of the Northwest Quarter (SE 1/4 NW 1/4) and the Southwest Quarter (SW 1/4), ALL IN Section 9, Township 131, Range 31.

Tract 2

That part of Government Lot Four (4), Section Twenty-eight (28), Township One Hundred Thirty-two (132) North, Range Thirty-one (31) West and the vacated portion of the plat of HELEN PARK on file and of record in the Morrison County Recorder's Office, lying easterly of the west line of Lot Five (5), Block One (1), HELEN PARK, projected northerly parallel to the westerly line of said Government Lot 4; lying westerly of the east line of Lot Nine (9), Block I, HELEN PARK, projected northerly parallel to the westerly line of said Government Lot 4; lying southerly of Ham Lake and lying northerly of the centerline of Thoroughfare Road. Said centerline of Thoroughfare Road is described as follows:

Commencing at the northwest corner of said Section 28 from which the north quarter corner of said Section 28 bears South 89 degrees 27 minutes 34 seconds East, bearing assumed, 2623.22 feet; thence South 00 degrees 48 minutes 18 seconds East 1941.35 feet along the west line of said Section 28 to the centerline of said Thoroughfare Road; thence North 64 degrees 28 minutes 22 seconds East 133.51 feet; thence North 75 degrees 36 minutes 07 seconds East 73.43 feet to the intersection of said centerline and the west line of Lot 5, Block I, HELEN PARK, projected northerly parallel to the westerly line of said Government Lot 4 and the point of beginning; thence North 78 degrees 43 minutes 39 seconds East 76.92 feet; thence easterly along a tangential curve concave to the south having a radius of 374.03 feet, a central angle of 27 degrees 33 minutes 02 seconds, and an arc length of 179.86 feet to the intersection with the east line of Lot 9, Block I, HELEN PARK, projected northerly parallel to the westerly line of said Government Lot 4 and there terminating.

Tract 3 - Acquisition 119390

That part of Government Lot Four (4), Section Twenty-eight (28), Township One Hundred Thirty-two (132) North, Range Thirty-one (31) West and the vacated portion of the plat of HELEN PARK on file and of record in the Morrison County Recorder's Office, lying easterly of the east line of Lot Nine (9), Block One (I), HELEN PARK, projected northerly parallel to the westerly line of said Government Lot 4; lying southerly of Ham Lake and lying northerly of the centerline of Thoroughfare Road. Said centerline of Thoroughfare Road is described as follows:

Commissioner's Orders

Commencing at the northwest corner of said Section 28 from which the north quarter corner of said Section 28 bears South 89 degrees 27 minutes 34 seconds East, bearing assumed, 2623.22 feet; thence South 00 degrees 48 minutes 18 seconds East 1941.35 feet along the west line of said Section 28 to the centerline of said Thoroughfare Road; thence North 64 degrees 28 minutes 22 seconds East 133.51 feet; thence North 75 degrees 36 minutes 07 seconds East 73.43 feet; thence North 78 degrees 43 minutes 39 seconds East 76.92 feet; thence easterly along a tangential curve concave to the south having a radius of 374.03 feet, a central angle of 27 degrees 33 minutes 02 seconds, and a arc length of 179.86 feet to the intersection with the east line of Lot 9, Block I, HELEN PARK, projected northerly parallel to the westerly line of said Government Lot 4 and the point of beginning; thence continuing easterly along said tangential curve having a central angle of 31 degrees 42 minutes 25 seconds, and an arc length of 206.98 feet; thence South 42 degrees 00 minutes 54 seconds East along said centerline tangent to said curve 282.72 feet; thence southeasterly along a tangential curve concave to the north having a radius of 538.28 feet, a central angle of 19 degrees 34 minutes 40 seconds, and an arc length of 183.93 feet; thence South 61 degrees 35 minutes 34 seconds East along said centerline tangent to said curve 222.75 feet; thence South 67 degrees 42 minutes 28 seconds East along said centerline 177.53 feet to the east line of said Government Lot 4 and there terminating.

Tract 4

The South Half of the Southeast Quarter (S 1/2 SE 1/4) of Section Twenty-eight (28), and the Northwest Quarter of the Northeast Quarter (NW 1/4 NE 1/4) of Section Thirty-three (33), ALL IN Township One Hundred Thirty-two (132) North, Range Thirty-one (31) West.

Tract 5

The Northwest Quarter of the Southwest Quarter (NW 1/4 SW 1/4) of Section Ten (10), Township One Hundred Thirty-one (131) North, Range Thirty-one (31) West, Morrison County.

Tracts 6 & 7

Government Lot 4, Section 29, Township 132 North, Range 31 West, and Government Lot 1, Section 32, Township 132 North, Range 31 West, and that part of Government Lot 7, Section 28, Township 132 North, Range 31 West lying west of a line drawn parallel with the north and south line between Government Lot 4 in Section 29, Township 132 North, Range 31 West and Government Lot 7, Section 28, Township 132 North, Range 31 West, and 162 1/2 feet east of said line and that part of Government Lot 1, Section 33, Township 132 North, Range 31 West, lying east of the line between Government Lot 1, Section 32, Township 132 North, Range 31 West and Government Lot 1, Section 33, Township 132 North, Range 31 West and 162 1/2 feet east of said line.

Also

Those parts of Government Lot 7, Section 28, and Government Lot 1, Section 33, all in Township 132, Range 31, Morrison County, Minnesota, lying northerly of the creek or thoroughfare connecting said Fish Trap Lake to Lake Alexander and easterly of the following described line:

Commencing at the northeast corner of said Government Lot 7; thence South 89 degrees 49 minutes 35 seconds West, assigned bearing, 835.38 feet along the north line of said Government Lot 7 to a point 628 feet, more or less, easterly from the shoreline of Fish Trap Lake, the point of beginning of said line; thence South 0 degrees 10 minutes 25 seconds East 1291.63 feet to the south line of said Government Lot 7, being also the north line of said Government Lot 1; thence continuing South 0 degrees 10 minutes 25 seconds East 1320 feet, more or less, to the creek or thoroughfare connecting said Fish Trap Lake to Lake Alexander, and said line there terminating.

Together with and subject to a 16 foot wide easement for ingress and egress over and across Government Lot 6 in said Section 28, and said Government Lot 7, the centerline of which is described as follows:

Commencing at said northeast corner of Government Lot 7 and retaining the same basis of bearing; thence South 89 degrees 49 minutes 35 seconds West 748.01 feet along said north line of Government Lot 7; thence North 18 degrees 28 minutes 24 seconds East 64.43 feet; thence northerly along a tangential curve concave to the west, having a radius of 266.76 feet, central angle of 57 degrees 03 minutes 10 seconds, and an arc length of 265.63 feet; thence North 38 degrees 34 minutes 46 seconds West, tangent to said curve, 75.29 feet; thence northerly along a tangential curve concave to the east, having a radius of 130.25 feet, central angle of 45 degrees 47 minutes 09 seconds, and an arc length of 104.08 feet; thence North 7 degrees 12 minutes 23 seconds East, tangent to said curve, 74.49 feet to the southerly line of Lawrence Drive in the plat of Crow Point in said Morrison County, the point of beginning of said centerline; thence South 7 degrees 12 minutes 23 seconds West 74.49 feet; thence southerly along a tangential curve concave to the east, having a radius of 130.25 feet, central angle of 45 degrees 47 minutes 09 seconds, and an arc length of 104.08 feet; thence South 38 degrees 34 minutes 46 seconds East, tangent to said curve, 75.29 feet; thence along a tangential curve concave to the west having a radius of 266.76 feet, cen-

tral angle of 57 degrees 03 minutes 10 seconds, and an arc length of 265.63 feet; thence South 18 degrees 28 minutes 24 seconds West, tangent to said curve, 91.39 feet; thence South 3 degrees 00 minutes 43 seconds West 566.49 feet; thence South 1 degrees 11 minutes 38 seconds East 279.19 feet; thence along a tangential curve concave to the west having a radius of 530.66 feet, central angle of 25 degrees 19 minutes 20 seconds, and an arc length of 234.53 feet; thence along a compound curve concave to the northwest, having a radius of 70.72 feet, central angle of 80 degrees 37 minutes 30 seconds, and an arc length of 99.51 feet; thence North 75 degrees 14 minutes 48 seconds West, tangent to said curve, 313.32 feet; thence North 75 degrees 14 minutes 33 seconds West 280.02 feet; thence South 54 degrees 38 minutes 26 seconds West 285.56 feet; thence South 64 degrees 00 minutes 54 seconds West 241.65 feet; thence North 89 degrees 20 minutes 58 seconds West 135.97 feet; thence North 77 degrees 56 minutes 44 seconds West 256.54 feet; thence North 52 degrees 02 minutes 25 seconds West 135.09 feet, more or less, to the east line of the West 162.50 feet of said Government Lot 7 and there terminating. The sidelines of said easement shall be lengthened or shortened to terminate on said southerly line of Lawrence Drive and said east line of the West 162.50 feet of Government Lot 7.

Also

That part of Government Lot 6, Section 28, Township 132 North, Range 31 West, lying easterly of the easterly line of Lawrence Drive in the plat of Crow Point as filed for record in the Morrison County recorder's office, and that part of said Government Lot 6 lying westerly of the westerly line of said Lawrence Drive and lying northerly of the following described line:

Commencing at the northeast corner of said Government Lot 6; North 89°32' 43" West, assigned bearing, 676.77 feet along the north line of said Government Lot 6 to the westerly line of Lawrence Drive; thence South 17°44' 26" East 40.36 feet along said westerly line of Lawrence Drive, thence continuing southerly along said westerly line of Lawrence Drive along a tangential curve concave to the west having a radius 1194.16 feet, a central angle of 11°14' 28", and an arc distance of 234.29 feet to the point of beginning of said line; thence North 79°17'39" West 383.35 feet; thence South 88°06'36" West 411.71 feet; thence South 70°01'22" West 160 feet, more or less, to the shoreline of Fish Trap Lake and there terminating.

Except that part lying northerly of the following described line:

Commencing at an iron pipe monument located 2544.60 feet South 12°03' 16" East of the northeast corner of Government Lot 3 of said Section 28 (which iron pipe monument is the easterly most point of Lot 10, Block H of the plat of Helen Park as filed for record in the Morrison County recorder's office); thence South 61°19' 04" West a distance of 259.48 feet, more or less, to the shore of Fish Trap Lake and there terminating.

The grantors reserve a 20 foot wide easement for ingress over and across said Government Lot 6, the centerline of which is described as follows:

Commencing at said northeast corner of Government Lot 6 and retaining the same basis of bearing; thence North 89 degrees 32 minutes 43 seconds West 1373.98 feet along said north line of Government Lot 6 to the point of beginning of said centerline; thence South 22 degrees 43 minutes 09 seconds West 92.73 feet; thence South 13 degrees 12 minutes 29 seconds East 131.38 feet to the north line of the above described tract and there terminating. The sidelines of said easement shall be lengthened or shortened to terminate on said north line of Government Lot 6, and on said north line of the above described tract.

Also

Government Lot 8, Section 28, Township 132 North, Range 31 West, containing 27.60 acres, more or less, except that portion of said Government Lot 8 lying north of the road commonly called "The Lowry Road", the exception containing one acre more or less.

Also

Lot 8, Block 1, Crow Point, according to the plat thereof on file and of record in the office of the Morrison County Recorder.

Tract 8

Those parts of Governments Lots 2 and 3, Section 29 Township 132 North, Range 32 West, which were prior to the order vacating a portion of the plat of Piney Ridge dated May 23, 1942, and was described as follows:

- a.) Lot B;
- b.) Blocks 9, 10, 11, 12 and 13;
- c.) The Lane between Blocks 12 and 13;
- d.) That part of the Road lying westerly of Lot B and Blocks 10 and 11 on one side and easterly of Blocks 9, 12 and 13 on the other side, between a line connecting the southerly corner of Lot 1, Block 11 and the southerly corner of Lot 21, Block 13 and the easterly line of the town road between Lot B and Block 9;
- e.) All of the road between Blocks 9 and 12 easterly of a line drawn from the westerly end of the north line of Lot 2, Block

Commissioner's Orders

9 to the westerly end of the south line of Lot 5, Block 12; All of Piney Ridge according to the recorded plat thereof;

EXCEPT

That part of Government Lots Two (2) and Three (3), Section 29, Township 132, Range 31, described as follows:

Commencing at the northeast corner of said Section 29 from which the north quarter corner of said Section 29 bears North 88 degrees 54 minutes 01 seconds West, bearing assumed, 2625.25 feet; thence South 00 degrees 48 minutes 18 seconds East 1941.35 feet along the east line of said Section 29 to the centerline of Thoroughfare Road; thence South 69 degrees 06 minutes 57 seconds West 507.68 feet to a 3/4 inch by 24 inch iron rod with a cap that reads "MN DNR PROPERTY MONUMENT" hereinafter referred to as a DNR MONUMENT and the point of beginning; thence North 02 degrees 58 minutes 24 seconds East 249.28 feet to a DNR MONUMENT; thence North 40 degrees 00 minutes 00 seconds East 26 feet, more or less, to the water's edge of Ham Lake; thence easterly along said water's edge 440 feet, more or less, to the east line of said Section 29; thence South 00 degrees 48 minutes 18 seconds East 172 feet, more or less, along said east line to the centerline of Thoroughfare Road; thence continuing South 00 degrees 48 minutes 18 seconds East 360 feet, more or less, along said east line to the water's edge of Fish Trap Lake; thence southwesterly along said water's edge 260 feet, more or less, to a line which bears South 41 degrees 07 minutes 50 seconds East from the point of beginning; thence North 41 degrees 07 minutes 50 seconds West 10 feet, more or less, to an iron pipe with a plastic cap stamped with RLS #16097; thence continuing North 41 degrees 07 minutes 50 seconds West 384.89 feet to the point of beginning.

ALSO EXCEPT

That part of Government Lots Two (2) and Three (3), Section 29, Township 132, Range 31, described as follows:

Commencing at the northeast corner of said Section 29 from which the north quarter corner of said Section 29 bears North 88 degrees 54 minutes 01 seconds West, bearing assumed, 2625.25 feet; thence South 38 degrees 03 minutes 04 seconds West 1487.50 feet to the centerline of Thoroughfare Road as it crosses the creek that runs from Ham Lake into Fish Trap Lake; thence South 08 degrees 33 minutes 31 seconds West 228.22 feet to the point of beginning; thence South 88 degrees 30 minutes 20 seconds East 32.37 feet to an iron pipe with a plastic cap stamped with RLS #16097 (capped iron pipe); thence continuing South 88 degrees 30 minutes 20 seconds East 199.96 feet to a capped iron pipe; thence South 01 degree 28 minutes 49 seconds West 149.97 feet to a capped iron pipe; thence North 88 degrees 29 minutes 35 seconds West 200.09 feet to a capped iron pipe; thence North 80 degrees 08 minutes 51 seconds West 100.00 feet, more or less, to a corner fence post; thence North 76 degrees 41 minutes 58 seconds West along the existing fence line 21 feet, more or less, to the northwesterly line of Block 9 of the plat of Piney Ridge which was prior to the vacating a portion of said plat dated May 23, 1942; thence northeasterly 120 feet, more or less along said northwesterly line of said Block 9 to the centerline of Thoroughfare Road; thence North 08 degrees 33 minutes 31 seconds East 40 feet, more or less, to the point of beginning.

Tract 9

That part of the Northwest Quarter (NW 1/4) lying northeasterly of the highway right-of-way conveyed to the State of Minnesota by an Easement Deed recorded May 1, 1941 in Book Q-4 of Misc., page 8; the West Half of the Northeast Quarter (W 1/2 NE 1/4); and the Northeast Quarter of the Northeast Quarter (NE 1/4 NE 1/4), ALL IN Section Five (5), Township One Hundred Thirty-one (131) North, Range Thirty-one (31) West.

Tract 10

Government Lot 3, Section Eight (8), Township One Hundred Thirty-one (131) North, Range Thirty-one (31) West. are under the control and possession of the Department of Natural Resources; and

WHEREAS, such lands contain a significant mesic Oak Forest community surrounded by natural vegetation which support the following rare threatened or endangered plant and animal species: Bald Eagle (*Haliaeetus leucocephalus*), Red-shouldered Hawk (*Buteo lineatus*) and Bog bluegrass (*Poa paludigena*); and

WHEREAS, the most effective means by which such lands can be protected and perpetuated in their natural state and used for educational and research purposes in such a manner as will leave them conserved for future generations is by designation as a Scientific and Natural Area;

NOW THEREFORE, I, GENE MERRIAM, Commissioner of Natural Resources, pursuant to authority vested in me by *Minnesota Statutes* §§ 84.033, 86A.05, subd. 5, 97A.093 and other applicable law, do hereby designate the above-described lands as Lake Alexander Scientific and Natural Area. Furthermore, the Lake Alexander Scientific and Natural Area is designated as a Public Use unit, open to the public for nature observation and general education and research activities.

IT IS FURTHER ORDERED that the provisions of *Minnesota Rules* 6136.0100 through 6136.0600 shall apply to the above-designated area.

Commissioner's Orders

Dated at St. Paul, Minnesota, this 26 day of April, 2003.

GENE MERRIAM, Commissioner
Department of Natural Resources

APPROVED AS TO FORM AND EXECUTION:

MIKE HATCH
Attorney General

By: _____

JERILYN AUNE HANOLD
Assistant Attorney General

Department of Natural Resources

Commissioner's Scientific and Natural Area Order No. 176 Blanket Flower Prairie Scientific and Natural Area

WHEREAS, certain lands in Clay County, Minnesota, described as:

The North Half of the Northeast Quarter, the Southwest Quarter of the Northeast Quarter, and the Northeast Quarter of the Northwest Quarter of Section 14, Township 137 North, Range 44 West, Clay County, Minnesota.

Also the South Half of the South Half of Section 11, Township 137 North, Range 44 West, EXCEPTING THEREFROM the following described tract of land:

Beginning at the southeast corner of said South Half of the South Half, from which the northeast corner thereof bears, based on the Clay County Coordinate System of 1983, North 00 degrees 25 minutes 09 seconds East 1324.26 feet; thence North 83 degrees 44 minutes 40 seconds West 121.05 feet to a 3/4 inch rebar with plastic cap stamped MN DNR SURVEY MARKER (DNR MON); thence North 00 degrees 01 minutes 41 seconds East 336.11 feet to a DNR MON; thence North 70 degrees 13 minutes 09 seconds West 308.11 feet to a DNR MON; thence North 00 degrees 02 minutes 49 seconds West 369.44 feet to a DNR MON; thence North 89 degrees 35 minutes 41 seconds West 344.94 feet to a DNR MON; thence North 04 degrees 32 minutes 57 seconds West 499.57 feet to the north line of said South Half of the South Half and a DNR MON; thence North 89 degrees 56 minutes 42 seconds East along the north line of said South Half of the South Half 804.64 feet to the northeast corner thereof; thence South 00 degrees 25 minutes 09 seconds West along the east line of said South Half of the South Half 1324.26 feet to the point of beginning. Said exception contains 14.1 acres.

The above conveyance contains 307.5 acres,

are under the control and possession of the Department of Natural Resources; and

WHEREAS, such lands contain a high quality native prairie and habitat for rare plant species; and

WHEREAS, the most effective means by which such lands can be protected and perpetuated in their natural state and used for educational and research purposes in such a manner as will leave them conserved for future generations is by designation as a Scientific and Natural Area;

NOW THEREFORE, I, Gene Merriam, Commissioner of Natural Resources, pursuant to authority vested in me by *Minnesota Statutes* §§ 84.033, 86A.05, subd. 5, 97A.093, and other applicable laws, do hereby designate the above-described lands as Blanket Flower Scientific and Natural Area. Furthermore, this area is designated as a Public Use unit, open to the public for nature observation and general educational and research activities.

IT IS FURTHER ORDERED that the provisions of *Minnesota Rules* 6136.0100 through 6136.0600 shall apply to the above-designated area.

Dated at St. Paul, Minnesota, this 26 day of April, 2003.

GENE MERRIAM, Commissioner
Department of Natural Resources

APPROVED AS TO FORM AND EXECUTION:

MIKE HATCH
Attorney General

Commissioner's Orders

By: _____

JERILYN AUNE HANOLD

Assistant Attorney General

Department of Natural Resources

Commissioner's Scientific and Natural Area Order No. 177 Sedan Brook Prairie Scientific and Natural Area

WHEREAS, certain lands in Stearns County, Minnesota, described as:

The Southwest Quarter of the Northeast Quarter (SW1/4 NE1/4) of Section Seventeen (17), Township One Hundred Twenty-four (124) North, Range Thirty-five (35) West,

AND

The Southeast Quarter of the Northwest Quarter (SE1/4 NW1/4) of Section Seventeen (17), Township One Hundred Twenty-four (124) North, Range Thirty-five (35) West,

AND

That part of the South Half of the Northwest Quarter and the North Half of the Southwest Quarter of Section 16 and that part of the East Half of the Northeast Quarter of Section 17, Township 124 North, Range 35 West, lying southerly and westerly of the following described line:

Commencing at a 3/4 inch x 24 inch rebar with a plastic cap stamped "MNDNR SURVEY MARKER" (DNR MON) marking the southwest corner of said East Half of the Northeast Quarter of Section 17; thence on a bearing based on the Stearns County Coordinate System of 1983, 1996 adj., of North 00 degrees 04 minutes 28 seconds West along the west line of said West Half 1649.68 feet to the point of beginning; thence North 89 degrees 55 minutes 41 seconds East 33.00 feet to the centerline of the existing road; thence South 22 degrees 07 minutes 25 seconds East 104.12 feet along said centerline; thence South 41 degrees 58 minutes 57 seconds East 116.02 feet along said centerline; thence South 49 degrees 04 minutes 09 seconds East 178.48 feet along said centerline; thence South 60 degrees 19 minutes 54 seconds East 217.19 feet along said centerline; thence South 63 degrees 33 minutes 46 seconds East 1153.24 feet along said centerline; thence South 65 degrees 17 minutes 37 seconds East 232.01 feet along said centerline to "Point A"; thence continuing South 65 degrees 17 minutes 37 seconds East 469.11 feet along said centerline; thence South 56 degrees 16 minutes 59 seconds East 165.22 feet along said centerline; thence South 51 degrees 33 minutes 22 seconds East 334.65 feet along said centerline; thence South 45 degrees 46 minutes 51 seconds East 413.16 feet along said centerline; thence South 43 degrees 48 minutes 47 seconds East 1248.02 feet along said centerline; thence South 46 degrees 03 minutes 24 seconds East 325.42 feet along said centerline; thence South 66 degrees 22 minutes 13 seconds East 4.42 feet along said centerline to the east line of said Northeast Quarter of the Southwest Quarter of Section 16; thence South 00 degrees 09 minutes 28 seconds West 33.00 feet along said east line to the southeast corner of said North Half of the Southwest Quarter of Section 16 and there terminating,

AND

The Southwest Quarter of the Southwest Quarter (SW1/4 SW1/4) of Section Sixteen (16), in Township One Hundred Twenty-four (124) North of Range Thirty-five (35) West of the Fifth Principal Meridian,

are under the control and possession of the Department of Natural Resources; and

WHEREAS, such lands contain high quality native prairie and habitat for rare plant species; and

WHEREAS, the most effective means by which such lands can be protected and perpetuated in their natural state and used for educational and research purposes in such a manner as will leave them conserved for future generations is by designation as a Scientific and Natural Area;

NOW THEREFORE, I, Gene Merriam, Commissioner of Natural Resources, pursuant to authority vested in me by *Minnesota Statutes* §§ 84.033, 86A.05, subd. 5, 97A.093, and other applicable laws, do hereby designate the above-described lands as Sedan Brook Prairie Scientific and Natural Area. Furthermore, the area is designated as a Public Use unit, open to the public for nature observation and general educational and research activities.

IT IS FURTHER ORDERED that the provisions of *Minnesota Rules* 6136.0100 through 6136.0600 shall apply to the above-designated area.

Commissioner's Orders

Dated at St. Paul, Minnesota, this 26 day of April, 2003.

GENE MERRIAM, Commissioner
Department of Natural Resources

APPROVED AS TO FORM AND EXECUTION:

MIKE HATCH
Attorney General

By: _____

JERILYN AUNE HANOLD
Assistant Attorney General

Department of Natural Resources

Commissioner's Scientific and Natural Area Order No. 178 Zumbro Falls Scientific and Natural Area; Superseding Scientific and Natural Area Order No. 146

WHEREAS, certain lands in Wabasha County, Minnesota, described as:

The Southwest Quarter (SW 1/4); the West Half of the Northwest Quarter (W 1/2 NW 1/4); and that part of the Southeast Quarter of the Northwest Quarter (SE 1/4 NW 1/4), lying westerly of the Zumbro River, of Section Eight (8), Township One Hundred Nine (109) North, Range Thirteen (13) West, Wabasha County, Minnesota, EXCEPTING THEREFROM that part described as follows:

Beginning at the southwest corner of said West Half of the Northwest Quarter, being an in-place Wabasha County Monument with an aluminum cap; thence on a bearing based on the Wabasha County Coordinate System of 1983, of North 00 degrees 36 minutes 45 seconds West along the west line of said West Half of the Northwest Quarter 471.16 feet to a 3/4" x 24" rebar with a plastic cap stamped "DNR PROPERTY MONUMENT" (DNR MON); thence South 87 degrees 48 minutes 32 seconds East 304.40 feet to a DNR MON; thence South 17 degrees 15 minutes 54 seconds East 306.61 feet to a DNR MON; thence South 02 degrees 44 minutes 15 seconds East 92.44 feet to a DNR MON; thence North 89 degrees 29 minutes 47 seconds West 58.83 feet to a DNR MON; thence South 02 degrees 46 minutes 33 seconds East 95.19 feet to a DNR MON; thence South 89 degrees 22 minutes 33 seconds East 58.75 feet to a DNR MON; thence South 02 degrees 43 minutes 47 seconds East 641.06 feet to a DNR MON; thence North 89 degrees 22 minutes 40 seconds West 428.52 feet to the west line of said Southwest Quarter and a DNR MON; thence North 00 degrees 05 minutes 55 seconds West along the west line of said Southwest Quarter 656.53 feet to the point of beginning. Said exception contains 10.01 acres.

Together with a perpetual easement for ingress and egress over and across the South 16.5 feet of the West 342 feet of the Southwest Quarter of the Northwest Quarter and the North 16.5 feet of the West 342 feet of the Northwest Quarter of the Southwest Quarter of Section 8, Township 109 North, Range 13 West;

AND

That part of the West Half of the Southeast Quarter (W1/2 SE1/4), lying westerly of the Zumbro River, of Section Eight (8), Township One Hundred Nine (109) North, Range Thirteen (13) West, Wabasha County, Minnesota;

AND

The Northeast Quarter of the Northwest Quarter (NE1/4 NW1/4), Section Eight (8), Township One Hundred Nine (109), Range Thirteen (13);

AND

The Northwest Quarter of the Northeast Quarter (NW1/4 NE1/4), Section Eight (8), Township One Hundred Nine (109), Range Thirteen (13);

AND

That part of the Southwest Quarter (SW1/4) of Section Five (5), Township One Hundred Nine (109) North, Range Thirteen (13) West, lying South of the Zumbro River;

AND

That portion of the Southwest Quarter of the Northeast Quarter (SW1/4 NE1/4) of Section Eight (8), Township One Hundred Nine (109) North, Range Thirteen (13) West, Wabasha County, Minnesota, lying southerly and westerly of the Zumbro River;

AND

Commissioner's Orders

The South Half of the Southwest Quarter and the South Half of the South Half of the North Half of the Southwest Quarter of Section 5, Township 109 North, Range 13 West, Wabasha County, Minnesota. EXCEPTING THEREFROM that part lying south of the Zumbro River and also EXCEPTING THEREFROM that part described as follows:

Commencing at the northwest corner of said South Half of the South Half of the North Half of the Southwest Quarter; thence on a bearing based on the 1983 Wabasha County Coordinate System (1986 Adjustment), of South 00 degrees 47 minutes 51 seconds East 201.06 feet along the west line of said South Half of the South Half of the North Half of the Southwest Quarter; thence North 89 degrees 12 minutes 09 seconds East 50.00 feet to a line 50.00 feet easterly of, as measured at right angles to, the west line of the Southwest Quarter of said Section 5 and a 3/4 inch by 24 inch rebar with a plastic cap stamped "MN DNR LS 17003" (DNR MON) and the point of beginning; thence South 89 degrees 37 minutes 32 seconds East 1328.90 feet to a DNR MON; thence South 00 degrees 48 minutes 23 seconds East 615.69 feet to a DNR MON; thence South 28 degrees 00 minutes 23 seconds West 214.63 feet to a DNR MON; thence North 48 degrees 15 minutes 39 seconds West 373.58 feet to a DNR MON; thence North 25 degrees 55 minutes 17 seconds West 243.32 feet to a DNR MON; thence South 76 degrees 42 minutes 29 seconds West 139.94 feet to a DNR MON; thence South 51 degrees 07 minutes 36 seconds West 159.04 feet to a DNR MON; thence South 82 degrees 31 minutes 00 seconds West 588.90 feet to a point 50.00 feet easterly of, as measured at right angles to, the west line of the Southwest Quarter of said Section 5 and a DNR MON; thence North 00 degrees 47 minutes 51 seconds West on a line parallel with and 50.00 feet easterly of the west line of said Southwest Quarter 555.00 feet to the point of beginning.

ALSO, EXCEPTING THEREFROM all of the right-of-way of the Chicago, Milwaukee, St. Paul and Pacific Railroad Company's line of railroad, now abandoned, between Midland Junction and Zumbro Falls, Minnesota, as the same was established across the South Half of the Southwest Quarter of Section, 5, Township 109 North, Range 13 West, and conveyed to Wabasha County.

The grantors, for themselves, their heirs and assigns, reserve a perpetual easement for ingress and egress over and across the North 351 feet of the West 50 feet of said South Half of the South Half of the North Half of the Southwest Quarter and the Southwest Quarter of the Southwest Quarter,

are under the control and possession of the Department of Natural Resources; and

WHEREAS, such lands contains a large expanse of oak forest and oak savanna/brushland natural communities and the presence of the following rare, threatened or endangered plant species: Jewelled Shooting-Star (*Dodecatheon amethystinum*) and Smooth Rock Cress (*Arabis laevigata*); and

WHEREAS, the most effective means by which such lands can be protected and perpetuated in their natural state and used for educational and research purposes in such a manner as will leave them conserved for future generations is by designation as a Scientific and Natural Area;

NOW THEREFORE, I, GENE MERRIAM, Commissioner of Natural Resources, pursuant to authority vested in me by *Minnesota Statutes* §§ 84.033, 86A.05, subd. 5, 97A.093 and other applicable law, do hereby designate the above-described lands as Zumbro Falls Scientific and Natural Area. Furthermore, this area is designated as a Public Use unit, open to the public for nature observation and general educational and research activities.

IT IS FURTHER ORDERED that the provisions of *Minnesota Rules* 6136.0100 through 6136.0600 shall apply to the above-designated area.

IT IS FURTHER ORDERED that Zumbro Falls Scientific and Natural Area Order No. 146 is hereby superseded.

Dated at St. Paul, Minnesota, this 26 day of April, 2003.

GENE MERRIAM, Commissioner
Department of Natural Resources

APPROVED AS TO FORM AND EXECUTION:

MIKE HATCH
Attorney General

By: _____
JERILYN AUNE HANOLD
Assistant Attorney General

Appointments

Minnesota Statutes, Section 15.06, Subd. 5 requires a notice of the designation of a commissioner or acting commissioner, or the assumption of office by a temporary commissioner, shall be filed with the president of the senate and the speaker of the house with a copy delivered to the secretary of state and published in the next available edition of the *State Register*.

Department of Public Safety

Notice of Appointment of Acting Commissioner Michael Campion

NOTICE IS HEREBY GIVEN, pursuant to *Minnesota Statutes*, Section 15.06, Subd. 5, that Governor Tim Pawlenty appointed Michael Campion Acting Commissioner of the Minnesota Department of Public Safety effective April 16, 2004. He succeeds Commissioner Richard Stanek appointed February 3, 2003.

This appointment carries with it all rights, powers, duties, and emoluments granted by law and pertaining to this position until this appointment is superseded or annulled. The laws and rules governing the Department of Public Safety are:

- *Minnesota Statutes*, Chapters 12, 168-71, 299A-299I, 340
- *Minnesota Rules* 7400-7599

Acting Commissioner Michael Campion resides at 4236 Rice Street, Vadnais Heights, Minnesota 55126, Ramsey County, Congressional District Four.

He can be reached at the Minnesota Department of Public Safety, North Central Life Tower, Suite 1000, 445 Minnesota Street, St. Paul, MN 55101. Telephone (651) 296-6642. Internet home page: <http://www.dps.state.mn.us>

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

Emergency Executive Order #04-05: Providing for Assistance to the Minnesota Interagency Fire Center

I, TIM PAWLENTY, GOVERNOR OF THE STATE OF MINNESOTA, by virtue of the authority vested in me by the Constitution and applicable statutes, do hereby issue this emergency executive order:

WHEREAS, the fire danger rating is extreme in southwestern Minnesota and very high in central Minnesota; and

WHEREAS, a wildfire over 1,000 acres in size in Lac Qui Parle, Swift, and Big Stone counties is threatening property between the towns of Odessa and Correll; and

WHEREAS, Lac Qui Parle, Swift and Big Stone counties do not have adequate local resources for fighting this fire; and

WHEREAS, State agencies, the State Emergency Operations Center, the DNR, and the Minnesota Interagency Fire Center (MIFC) do not have adequate aviation resources for widespread wildfire suppression; and

WHEREAS, MIFC has requested fire suppression assistance from the Minnesota National Guard.

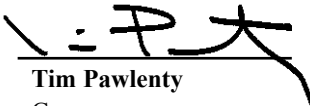
NOW, THEREFORE, I hereby order that:

1. The Adjutant General of Minnesota order to state active duty on or about April 15, 2004, in the service of the State, such personnel and equipment of the military forces of the State as required and for such period of time as necessary to assist and support wildfire suppression in West Central Minnesota.
2. The Adjutant General is authorized to purchase, lease, or contract goods or services necessary to accomplish the mission.
3. The cost of subsistence, transportation, fuel, pay, and allowances of said individuals shall be defrayed from the general fund of the State, as provided for in *Minnesota Statutes* 2002, Sections 192.49, Subds. 1 and 2; 192.52, 192.54 and as otherwise permitted by law.

Executive Orders

Pursuant to *Minnesota Statutes* 2002, Section 4.035, Subd. 2, this Order is effective immediately and shall remain in effect until such date as elements of the military forces of the State are no longer required.

IN TESTIMONY WHEREOF, I have set my hand this 15th day of April, 2004.


Tim Pawlenty
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.

Minnesota Comprehensive Health Association

Notice of Meeting of the Actuarial Committee

NOTICE IS HEREBY GIVEN that a meeting of the Minnesota Comprehensive Health Association's (MCHA) Actuarial Committee will take place **Wednesday, April 28, 2004, 3:00 p.m. at the MCHA Executive Office, 5775 Wayzata Blvd., Suite 910, St. Louis Park.**

For additional information, please call Lynn Gruber at (952) 593-9609.

Minnesota Comprehensive Health Association

Notice of Meeting of the Finance Committee

NOTICE IS HEREBY GIVEN that a meeting of the Minnesota Comprehensive Health Association's (MCHA), Finance Committee will be held at 9:30 a.m. on Monday, May 3, 2004. The meeting will take place at the MCHA executive office located at 5775 Wayzata Blvd., Suite 910, St. Louis Park, MN.

For additional information, please call Lynn Gruber at (952) 593-9609.

Department of Employment and Economic Development

Job Opportunity Building Zones (JOBZ) Modifications

Pursuant to *Minnesota Statutes* § 469.320, Subd. 3, the following modifications were made to the Job Opportunity Building Zones:

Southwest Zone -	Litchfield Subzone 131 was increased by 3.25 acres
	Chandler Subzone 116 was reduced by 1.15 acres
	Chandler Subzone 111 was increased by 0.4 acres
	Chandler Subzone 112 was increased by 0.75 acres
	Olivia Subzone 133 was reduced by 2.34 acres
	Olivia Subzone 135 was increased by 2.34 acres
	Luverne Subzone 120 was reduced by 9 acres

	Luverne Subzone 120.1 was added at 9 acres
Region 5 Zone -	Long Prairie Subzone 97 was reduced by 3.7 acres
	Long Prairie Subzone 97.1 was added at 1.97 acres
	Long Prairie Subzone 89 was reduced by 2 acres
	Long Prairie Subzone 89.1 was added at 1.61 acres
Northeast Zone -	Proctor Subzone 94 was reduced by 6.5 acres
	Proctor Subzone 93.1 was added at 6.5 acres

April 9, 2004

Commissioner Matt Kramer

Department of Human Services

Authorization List

The following is a listing of added drugs to the current authorization list. The newly added drugs will require authorization on or after May 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 May 1, 2004.

DRUGS

Added drugs

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

Nasarel (flunisolide)
Nasalide (flunisolide)
Flunisolide Nasal Spray (flunisolide)
Nasonex (mometasone)
Aerobid (flunisolide)
Aerobid M (flunisolide)
Foradil (formoterol)

Department of Human Services

Notice of Availability of the Minnesota Health Care Programs Provider Participation List [Also Known as DHS Rule 101 Provider Compliance List]

NOTICE IS HEREBY GIVEN that the Minnesota Health Care Programs provider participation list for April 1, 2004 is now available. The provider participation list is a compilation of health care providers who are in compliance with DHS Rule 101. If a provider name is not on the list, the Department considers the provider non-compliant. The list of providers is separated by provider type, each section is in alphabetical order by provider name, and there is no additional information on the list other than the provider's name. This list is distributed on a quarterly basis to the Department of Employee Relations, the Department of Labor and Industry, and the Department of Commerce. To obtain the list, contact Kelly Crawford, Rule 101 Specialist, at (651) 296-0766 or toll-free at 1-800-366-5411. You may fax your request to (651) 296-5690 or mail to the Department of Human

Official Notices

Services, 444 Lafayette Road, St. Paul, MN 55155-3856.

Kevin Goodno, Commissioner
Department of Human Services

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

State Architect's Office

Notice of Availability of Request for Proposals for Material Testing and Inspection Services for the New Minnesota Department of Agriculture and Minnesota Department of Health Laboratory Building and Office Building Project SAO Project No. 02279SPL and 02280SPX

The State of Minnesota through its Department of Administration, State Architect's Office ("State") is soliciting proposals for the services of material testing and inspection for CP-4 Building and Security work, which includes but is not limited to steel, masonry, precast, curtainwall, for the new Minnesota Department of Agriculture and Minnesota Department of Health Laboratory Building and Office Building.

The full Request for Proposals is available on **Web Site** www.sao.admin.state.mn.us, click on "Solicitation Announcements", click on "RFP for Material Testing and Inspection Services for MDA/MDH Laboratory and Office Building for State Project Nos. 02279SPL and 02280SPX". Responses must be received no later than 2:00 p.m., Central Time, on Tuesday, May 18, 2004. RFP clarifications or changes, if any, will also be available on **Web Site** www.sao.admin.state.mn.us, click on "Solicitation Announcements", click on "RFP for Material Testing and Inspection Services for MDA/MDH Laboratory and Office Building for State Project Nos. 02279SPL and 02280SPX". Late responses will not be considered.

Questions may be **emailed** to attention of Glenn Metz, State Project Manager, at Glenn.Metz@state.mn.us. Questions must be received no later than 4:00 p.m. on Monday, May 10, 2004 and response to questions will be available by Wednesday, May 12, 2004 on the above-referenced Web Site. This is the only person authorized to respond to questions.

Department of Administration

State Architect's Office

Notice of Availability of Request for Proposals (RFP) for "Roof Inspection Services" for the New Minnesota Department of Agriculture and Minnesota Department of Health Laboratory Building and Office Building (State Project Nos. 02279SPL and 02280SPX)

The State of Minnesota through its Department of Administration, State Architect's Office ("State") is soliciting proposals for the services of roof inspection for CP-4 Building and Security Construction Documents for the new Minnesota Department of Agriculture and Minnesota Department of Health Laboratory Building and Office Building.

The full Request for Proposals is available on **Web Site** www.admin.state.mn.us, click on "Solicitation Announcements", click on "RFP for Roof Inspection Services for MDA-MDH Laboratory and Office Building for State Project Nos. 02279SPL and 02280SPX". Responses must be received no later than 2:00 p.m., Central Time, on Tuesday, May 18, 2004. RFP clarifications or changes, if any, will also be available on **Web Site** www.sao.admin.state.mn.us, click on "Solicitation Announcements", click on "RFP for Roof Inspection Services for MDA-MDH Laboratory and Office Building for State Project Nos. 02279SPL and 02280SPX". Late responses will not be considered.

Questions may be **emailed** to attention of Glenn Metz, State Project Manager, at *Glenn.Metz@state.mn.us*. Questions must be received no later than 4:00 p.m. on Monday, May 10, 2004, and response to questions will be available by Wednesday, May 12, 2004 on the above-referenced Web Site. This is the only person authorized to respond to questions.

Department of Administration

State Designer Selection Board

Request for Proposals for Designer Selection for Asset Preservation -

- **Minnesota Veterans Home, Minneapolis (Project 04-04)**
- **Minnesota Veterans Home, Hastings (Project 04-05)**

To Minnesota Registered Design Professionals:

The State of Minnesota (State) through its State Designer Selection Board has been requested to select design teams for the above projects. Proposals from interested firms must be received by, **1:00 p.m. Monday, May 10, 2004** to:

Terry Lewko, Executive Secretary
State Designer Selection Board
Department of Administration
State Architect's Office
301 Centennial Office Building
658 Cedar Street
St. Paul, Minnesota 55155
(651) 297-1545

PROPOSALS RECEIVED AFTER THE SUBMISSION DEADLINE WILL NOT BE CONSIDERED.

Questions concerning procedures, or schedule are to be referred to the Executive Secretary at (651) 297-1545. Questions relating to the project are to be referred to the project contact(s) in Item 1.j.

1. PROJECT DESCRIPTION

The Department of Administration of the State of Minnesota intends to provide Asset Preservation repairs and improvements for the Minnesota Veterans Home Board (MVHB) at the Minnesota Veterans Homes in Minneapolis and Hastings. The projects may include, but are limited to, design and construction of:

Project 04-04 - Minneapolis Veterans Home

- Roof replacement, Building 14
- Window replacement, Buildings 14A and 17
- Bathroom remodeling, Buildings 6, 9, and 17
- Dayroom and dining room remodeling, Building 17
- Nurse call and access control systems, Building 17

Project 04-05 - Hastings Veterans Home

- Roof replacement, Buildings 23, 24
- Window replacement, Building 23, 33
- Exterior envelope repairs, Buildings 20, 30, 33
- Electrical service upgrades, Buildings 34, 36
- Fire alarm and access control systems, campus-wide

The entire projects (design & construction) are to be funded through the Capital Building Project Request process, FY 2004. The designer selection process is being initiated to insure the project process can begin upon notice of funding of the projects. It is the intent of the State to award the contract to the selected designer if, and only if, funding is obtained for the project in the current legislative session. It is expected that the level of funding, if any, will be determined as early as mid-May, 2004 or as late as mid-July, 2004.

It is the goal of this RFP to solicit proposals from qualified designers for pre-selection (shortlisting) by the State Designer Selection Board. The Board intends to conduct detailed interviews with the pre-selected designers before making a final selection. The Board intends to select a separate Consultant Designer for each project.

b. REQUIRED CONSULTANT SERVICES:

Basic Services shall be delivered in accordance with the Basic Services Agreement and Consultant Designers Procedures Manual (Cite 28 SR 1343)

State Contracts

(available at the SAO **web site:** www.sao.admin.state.mn.us). Provide the following:

1. Schematic Design.
2. Design Development.
3. Construction Documents.
4. Construction Administration.
5. Post Construction/Warranty Period.

Additional services shall be provided in accordance with the Basic Services Agreement, Exhibit C as follows:

6. Survey and documentation of existing facilities and conditions.
7. Services associated with multiple bid packages and/or construction phasing, if required to meet the project schedule and budget.
8. Value engineering, to the extent required to meet the project schedule and budget.
9. Full-time on-site observation of roofing construction.

c. SERVICES PROVIDED BY OTHERS:

The Owner may contract directly for, or arrange to provide:

1. Site survey, geo-technical, environmental and other materials testing programs.
2. Construction Documents quality control review consultation.
3. Owner's Representative Services.

d. SPECIAL CONSIDERATIONS: Design Team Requirement:

1. Prior experience with design and construction of nursing care and/or hospital facilities preferred.
2. Prior experience with remodeling and repair of building components in an occupied facility.
3. Design teams are to include qualified specialists or sub-consultants for the following specialties:
 - Construction cost estimating and scheduling
 - Masonry restoration
 - Roofing design and construction observation.
 - Mechanical & Electrical engineering
 - Communications and access control system design

e. PROJECT BUDGET/FEES:

The project budget will be determined upon final funding approved by the legislature. Possible project cost range for each project is approximately \$2,000,000 - \$4,500,000 depending upon the authorized funds.

Fees for Basic and required Additional Services shall be a lump sum, estimated at ten percent (10%) of the construction cost, established at the end of the Design Development Phase. Reimbursable expenses will be limited to printing and distribution of bidding documents; all other expenses will be included in the lump sum fee.

f. PROJECT SCHEDULE:

The Project Schedule will be dependent upon the date of final approval of funding by the legislature and the date of final execution of the consultant contract by the Department of Administration. The following scheduled dates are preliminary:

<i>Schematic Design Phase:</i>	July 19, 2004 - September 17, 2004
<i>Design Development Phase:</i>	September 20, 2004 - November 19, 2004
<i>Construction Document Phase:</i>	November 22, 2004 - February 20, 2005
<i>Bidding Period:</i>	February 23, 2005 - April 23, 2005
<i>Construction Phase:</i>	April 23, 2005 - April 2006

g. PROJECT PRE-DESIGN INFORMATION: Not applicable

f. PROJECT INFORMATIONAL MEETING/SITE VISIT:

Informational meetings are scheduled for Monday, May 3, 2004, as follows:

10:00 a.m. - Hastings Veterans Home, 1200 E. 18th Street, Hastings, Minnesota 55033. Meet at Building 20, 2:00 p.m. - Minneapolis Veterans Home, 5101 Minnehaha Avenue South, Minneapolis, Minnesota 55417.

Each meeting will include a tour of the proposed project areas and review of the scope of work. After the meeting, questions can be submitted via e-mail or fax to the SAO Project Manager by noon on May 4, 2004 and will be answered by noon on May 5, 2004.

i. STATE DESIGNER SELECTION BOARD SCHEDULE:

<i>Project Information Meeting and/or Site Visit:</i>	Monday, May 3, 2004
<i>Project Proposals Due:</i>	Monday, May 10, 2004, by 1:00 p.m.
<i>Project Shortlist:</i>	Tuesday, May 25, 2004
<i>Project Interviews and Award:</i>	Tuesday, June 8, 2004

j. PROJECT CONTACT (S)

Questions concerning the project should be referred to the Project Manager:

Clifford N. Buikema, AIA, State Architect's Office
301 Centennial Office Building
658 Cedar Street
St. Paul, MN 55155-1625
Phone: (651) 296-4445
Fax: (651) 296-7650
E-mail address: cliff.buikema@state.mn.us

k. SAMPLE CONTRACT:

The successful responder will be required to execute the State's Basic Services Agreement which contains the State's standard contract terms and conditions, include insurance requirements and compliance with Designer Procedures Manual, Design Guidelines and Computer Aided Drafting (CAD) Guidelines. Copies are available on Web Site www.sao.admin.state.mn.us.

2. PROPOSAL REQUIREMENTS

- a. 12 copies
- b. 8 ½ X 11, soft bound, portrait format
- c. Maximum 20 faces (excluding front and back covers, blank dividers, affidavit of non-collusion, and affirmative action data page)
- d. All pages numbered

3. PROPOSAL CONTENTS

a. COVER

- Project name and number
- Prime firm name, address, telephone number, fax number
- Contact person, telephone number, fax number, and email address

b. COVER LETTER

Single face letter with original signature in ink (on at least one copy) of principal of prime firm, including:

- Brief overview of proposal
- Statement that proposal contents are accurate to the best knowledge of signatory

c. INFORMATION ON FIRM (S)

For prime firm and each consultant firm provide brief description including:

- Name and location
- Year established
- Legal status
- Ownership
- Staffing by discipline
- For firms with multiple offices briefly summarize for each office

d. PROJECT TEAM

- Brief statement of team's past or present working relationships

For each team member provide:

- Name and position in firm, include name of firm
- Home base (if in multi-office firm)
- Responsibility on this project
- Years of experience
- Relevant recent experience (if in another firm, so note)

State Contracts

- Registration (including specialty if engineer)

e. TEAM ORGANIZATION

If planning or design consultants are a part of the team explain how they will be utilized (e.g. major role during design, absent during construction, etc). Matrix or chart *may* be used.

f. PROJECT EXPERIENCE

For architectural, planning, and/or landscape architecture firms, provide examples of relevant projects recently completed or in progress including:

- Photographs, sketches and/or plans
- Name and location
- Brief description (e.g. size, cost, relevance)
- Firm of record
- Involvement of proposed project team members (*may* be separate matrix; if in another firm so note)
- Completion date or current status

For engineering or technical firms provide examples of relevant projects recently completed or in progress including the above except that photographs, sketches and/or plans are to be for only that portion of the work for which firm was responsible.

g. APPROACH/METHODOLOGY

Describe your understanding of the project, significant issues to be addressed and your *specific* approach to the planning, design and construction process for *this* project.

h. UNIQUE QUALIFICATIONS

Briefly summarize your team's unique qualifications for this project.

i. OTHER REQUIREMENTS

- A statement of commitment to enter into the work promptly, if selected, by engaging the consultants and assigning the persons named in the proposal along with adequate staff to meet requirements of the work.
- A statement indicating that consultants listed have been contacted and have agreed to be a part of the team.
- A complete Affidavit of Non-collusion. (Not counted as part of the 20 faces)
- If appropriate, provide a list of all entities that create a conflict of interest (see 5.b.)
- A completed Affirmative Action Data Page regarding compliance with Minnesota Human Rights Requirements. A copy of the form is available on Web Site www.sao.admin.state.mn.us, click on forms. (Not counted as part of the 20 faces)
- A list of all State and Minnesota State Colleges and Universities 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 Minnesota State Colleges and Universities operating funds, or by funding raised from the private sector or individuals by state/user agencies or the Minnesota State Colleges and Universities; (2) awarded as a result of the State Designer Selection Board process or awarded directly by state/user agencies or the Minnesota State Colleges and Universities without employing the State Designer Selection Board process; or (3) related to design-bid-build or design/build project delivery systems.

The prime firm(s) shall list and total all gross fees associated with the above projects and studies, whether the fees have been received or are anticipated. In addition, the prime firm(s) shall indicate the amount of fees listed which were paid, or are anticipated to be paid, to engineering or other specialty consultants employed, or anticipated to be employed, on the projects and studies listed pursuant to the above. The prime firm(s) shall subtract consultant fees from gross fees to determine total net fees using the format below.

PROJECT	(A) GROSS FEES	(B) SUBDESIGNERS PORTION	(C) NET TOTAL PROJECT FEE
TOTAL			

(The total shown in column (A) shall equal the sum of those shown in columns (B) and (C).

4. SELECTION CRITERIA

Criteria for selection shall be as stated in the project description. Technical and aesthetic experience and capabilities are paramount. In addition, the Board seeks equitable distribution of fees among qualified firms and gives consideration to geographical location of firms with respect to project site.

5. CONTRACT REQUIREMENTS

a. AFFIDAVIT OF NONCOLLUSION

Each responder must attach a completed Affidavit of Noncollusion. A copy of the form is available on Web Site www.sao.admin.state.mn.us, click on forms.

b. CONFLICTS OF INTEREST

Responder must provide a list of all entities with which it has relationships that create, or appear to create, a conflict of interest with the work that is contemplated in this request for proposals. The list should indicate the name of the entity, the relationship, and a discussion of the conflict.

c. DISPOSITION OF RESPONSES

All materials submitted in response to this RFP will become property of the State and will become public record in accordance with *Minnesota Statutes* 13.591 after the evaluation process is completed. If the responder submits information in response to this RFP that it believes to be trade secret materials, as defined by the Minnesota Government Data Practices Act, *Minnesota Statutes* § 13.37, the responder must:

- clearly mark all trade secret materials in its response at the time the response is submitted,
- include a statement with its response justifying the trade secret designation for each item, and
- defend any action seeking release of the materials it believes to be trade secret, and indemnify and hold harmless the State, its agents and employees, from any judgments or damages awarded against the State in favor of the party requesting the materials, and any and all costs connected with that defense. This indemnification survives the State's award of a contract. In submitting a response to this RFP, the responder agrees that this indemnification survives as long as the trade secret materials are in possession of the State.

The State will not consider the prices submitted by the responder to be proprietary or trade secret materials.

Responses to this RFP will not be open for public review until the State decides to pursue a contract and that contract is awarded.

d. CONTINGENCY FEES PROHIBITED

Pursuant to *Minnesota Statutes* Section 10A.06, no person may act as or employ a lobbyist for compensation that is dependent upon the result or outcome of any legislation or administrative action.

e. ORGANIZATIONAL CONFLICTS OF INTEREST

The responder warrants that, to the best of its knowledge and belief, and except as otherwise disclosed, there are no relevant facts or circumstances that could give rise to organizational conflicts of interest. An organizational conflict of interest exists when, because of existing or planned activities or because of relationships with other persons, the responder is unable or potentially unable to render impartial assistance or advice to the State, or the responder's objectivity in performing the contract work is or might be otherwise impaired, or the responder has an unfair competitive advantage. The responder agrees that, if after award, an organizational conflict of interest is discovered, an immediate and full disclosure in writing must be made to the Assistant Director of the Department of Administration's Materials Management Division, 112 Administration Building, 50 Sherburne Avenue, St. Paul, MN 55155, which must include a description of the action which the contractor has taken or proposes to take to avoid or mitigate such conflicts. If an organization conflict of interest is determined to exist, the State may, at its discretion, cancel the contract. In the event the responder was aware of an organizational conflict of interest prior to the award of the contract and did not disclose the conflict to the contracting officer, the State may terminate the contract for default. The provisions of this clause must be included in all subcontracts for work to be performed similar to the service provided by the prime contractor (consultant), and the terms "contract," "contractor (consultant)," and "contracting officer" modified appropriately to preserve the State's rights.

f. STATE EMPLOYEES

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

State Contracts

g. HUMAN RIGHTS REQUIREMENTS

For all contracts estimated to be in excess of \$100,000, responders are required to complete the attached Affirmative Action Data page and return it with the response. As required by *Minnesota Rules* 5000.3600, "It is hereby agreed between the parties that *Minnesota Statutes* § 363.073 and *Minnesota Rules* 5000.3400 - 5000.3600 are incorporated into any contract between these parties based upon this specification or any modification of it". A copy of *Minnesota Statutes* § 363.073 and *Minnesota Rules* 5000.3400 - 5000.3600 are available on Web Site www.sao.admin.state.mn.us.

h. Any changes in team members for the project requires approval by the State.

i. All costs incurred in responding to this RFP will be borne by the responder. This RFP does not obligate the State to award a contract or complete the project, and the State reserves the right to cancel the solicitation if it is considered to be in its best interest.

Administration Department

Communications Media Division

CORRECTION and Subscriptions

Please note that due to an error, our Web site has mistakenly presented the *State Register* with LINKS and other access aids, including those for Contracts and Grants, and the Index. We are sorry for this error. These special features are meant only for subscribers to the E-mail *State Register*. They will no longer be available to viewers of the *State Register* on-line.

Printed (hard) copies of *State Register* will ***no longer*** be available after Vol. 28, #52. Only subscriptions to E-mail will be available, beginning with Vol. 29, #1 - July 6, 2004. Have the *State Register* E-MAILED to you the afternoon it is published, on Friday.

With an E-mail subscription, you will receive THREE EXTRAS free-of-charge:

#1 - CONTRACTS & GRANTS - contracts, grants and loans, and non-state contracts.

#2 - INDEX - growing with each issue of current volume for information you need.

#3 - LINKS are provided in the above for fast reference and to save you time and effort.

Subscriptions are \$180 for one year, \$80 ***less*** than the cover price. FAX your credit card information: (651) 297-8260; or send in your check/credit card information to: Minnesota's Bookstore, 660 Olive Street, St. Paul, MN 55155. Or, call (651) 297-8774 and charge your credit card. E-mail: jessie.rahmeyer@state.mn.us for more information.

Colleges and Universities, Minnesota State (MnSCU)

Winona State University

Request for Sealed Bids for Physics Department Miscellaneous Equipment and Supplies

NOTICE IS HEREBY GIVEN that Winona State University will receive sealed bids for miscellaneous equipment and supplies for their Physics Department.

Bid specifications will be available April 26, 2004 from the Winona State University Purchasing Department, P.O. Box 5838, 205 Somsen Hall, Winona, MN 55987 by calling (507) 457-5067.

Sealed bids must be received by Sandra Schmitt at P.O. Box 5838, or at 175 W. Mark St., Somsen 205G, Business Office, Winona State University, Winona, MN 55987 by 3:00 p.m., May 11, 2004.

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

Department of Finance

Notice of Request for Proposals for Financial Advisor Services for the Advance/Current Refunding of State of Minnesota General Obligation Bonds

The Minnesota Department of Finance is seeking proposals from financial advisors to review outstanding general obligation bond issues to determine the potential for refunding the bonds and to assist in the sale of the refunding bonds.

To receive a complete Request for Proposal and background information, please call or write:

Susan E. Gurrola
Treasury Division
658 Cedar Street - 4th Floor
St. Paul, MN 55155
(651) 296-8373
email - sue.gurrola@state.mn.us

NOTE: Details concerning submission requirements, including due dates are included in the Request for Proposal. No other personnel are authorized to discuss the project with responder before the submittal of the proposal.

Deadline for submission of the Proposal is no later than **2:00 PM, Tuesday, May 18, 2004.**

Minnesota Historical Society

Notice of Request for Proposals for Consulting Services for Audience Research

The Minnesota Historical Society is seeking consulting services for a price not to exceed \$25,000 to conduct audience research at the Minnesota History Center, in Saint Paul, Minnesota. This research will study museum and historic site visitors who do not attend the History Center, determine potential audiences, and recommend strategies to reach those potential audiences. Work must be completed no later than ninety (90) days from when consultant receives the notice to proceed.

Please note that this notice is being republished because the response to the original was deemed inadequate.

The Request for Proposals, which has been revised from the original, is available by calling or writing Mary Green Toussaint, Contracting & Purchasing Assistant, Minnesota Historical Society, 345 Kellogg Blvd. W., St. Paul, MN 55102. **Telephone:** (651) 297-7007 or **e-mail:** mary.green-toussaint@mnhs.org.

All proposals must be received no later than 2:00 P.M., Local Time, Tuesday, May 18, 2004. Late proposals will not be considered.

Dated: April 26, 2004

Minnesota Housing Finance Agency

Notice of Request for Proposals for Administrators for the Homeownership Education, Counseling and Training Fund (HECAT)

The Minnesota Housing Finance Agency (MHFA) announces that it is accepting Requests for Proposals for an anticipated limited funds availability under the Homeownership Education, Counseling and Training Fund (HECAT) for pre- and post-purchase homebuyer training, home equity conversion counseling, along with foreclosure prevention assistance and financial counseling. The purpose of this RFP is to provide financial support to eligible non-profit organizations to deliver a variety of homebuyer education, counseling and training services to Minnesotans.

Proposals are hereby solicited from community-based nonprofit organizations as defined in *Minnesota Statutes* 1992, section 462A.03, subdivision 22.

The original application and all attachments plus four (4) copies of the application and all attachments must be **received by** the MHFA on or before 4:00 p.m., Wednesday, June 2nd, 2004. Faxed, emailed, or late applications will **not** be accepted. All proposals will be evaluated in accordance with documented threshold requirements and strategic selection priorities.

Interested applicants should obtain a proposal packet that contains specific information and instructions for proposal submission from the Minnesota Housing Finance Agency **web site** at www.mhfa.state.mn.us or by contacting the Minnesota Housing Finance Agency, 400 Sibley Street, Suite 300, St. Paul, Minnesota 55101-1998, Attention: Fran Gustafson, or by calling (651) 296-8215 or 1-800-710-8871. The TDD number is (800) 297-2361. Proposal packets will be available on the web site in a PDF format on approximately May 3rd, 2004.

Department of Human Services

Notice of Availability of Request for Proposal (RFP) for Medical Review Agent to Perform Authorization Services and Disability Determinations

The Minnesota Department of Human Services is requesting proposals to provide professional and technical services as a Professional Review Organization (PRO)-like medical review agent for the Medical Assistance (MA), General Assistance Medical

State Contracts

Care (GAMC), and MinnesotaCare Programs.

- Serve as the medical review agent, responsible for determining whether certain specified health services should be authorized for persons enrolled in those programs, using criteria listed in Minnesota rules. Services requiring authorization include medical procedures and treatments, all inpatient admissions to long term care hospitals or patients admitted to Medicare rehabilitation distinct part or unit, mental health contract inpatient beds, drugs, psychiatric and neurobehavioral services at Minnesota's Regional Treatment Centers (RTCs), and review of skilled nurse and home care service authorizations.
- Serve as the State Medical Review Team (SMRT), responsible for making disability determinations for applicants seeking Medical Assistance eligibility based on disability.
- Establish a computer system and communications interface with the Department's MMIS II computer system.

Work is proposed to start on July 1, 2004.

Detailed specifications are contained in the Request for Proposal (RFP). Interested parties may download the RFP at the DHS website, www.dhs.state.mn.us, or obtain a paper copy by contacting Martha Beckwith, (651) 296-7584.

Proposals submitted in response to the RFP must be received in accordance with the details outlined in the RFP and no later than 4:00 p.m. on May 28, 2004. **Late proposals will not be considered.** Fax or e-mailed proposals will **NOT** be considered.

There will be an information session to be held on Monday, May 3, 2004, at 10:00 a.m. in Room 2B at the Minnesota Department of Human Services, 444 Lafayette Road, St. Paul, MN 55155. You must contact Martha Beckwith, (651) 296-7584, if you are planning on attending.

This request does not obligate the State to complete the work contemplated in this notice. 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 Departments of Human Services and Administration

Retail Food Service Market Research for Cedar Street State Building

Overview

The Department of Human Services, in coordination with the Department of Administration, is seeking a firm with extensive, documented experience in retail food service market research to conduct a market analysis and determine the feasibility of including a retail food service venue in the building to be constructed.

Goal

The goal is to determine the market viability of a retail food venue for the building that will provide appropriate food service and menu options for employees and visitors to the building as well as residents, businesses and other organizations in the neighborhood. If this approach is determined to be viable, a second phase of the project may be to create a Request for Proposal for food service and criteria to be used in evaluating the proposals received.

Request for Proposal

Persons interested in receiving a copy of the complete Request for Proposal must contact:

Tom Bailey, Property & Facilities Manager
Management Services Division
Minnesota Department of Human Services
444 Lafayette Rd N
St Paul MN 55155-3807
Phone: (651) 296-2945
Email: tom.bailey@state.mn.us

All proposals must be received by Tom Bailey, 444 Lafayette Rd N, St Paul MN 55155-3807 not later than 12:00 PM, Central Time, Tuesday, June 1, 2004. Hand delivered proposals will be time-stamped by the Information Desk in the building lobby.

Late proposals will not be considered.

This request does not obligate the State to complete the work contemplated in this notice. The State reserves the right to cancel this solicitation. All costs incurred in responding to this Request for Proposal will be borne by the responder. **Fax and e-mail proposals will not be considered.**

Minnesota State Lottery

Request for Information (RFI) for Public Relation Services

This Request for Information (RFI) is issued by the Minnesota State Lottery.

There will **NOT** be a contract issued as a result of this RFI. The Minnesota State Lottery is considering issuing a Request for Proposal (RFP) for public relations and communications services to assist the Lottery in its current public relations efforts. The Lottery's goal is to increase the number of overall positive impressions of the Lottery's games, accomplishments, and the beneficiaries of its proceeds. The purpose of this RFI is to collect information for the use in the drafting of an RFP for Public Relations services.

The Minnesota State Lottery has a Public Relations department that conducts winner awareness, Lottery beneficiary awareness, and otherwise promotes the Lottery in general through a variety of communications methods. General information relating to the Lottery and its public relations efforts can be found in its **web page** at: www.mnlottery.com.

Responses to this RFI should include the types of services offered by the Vendor and the cost for those services. Responses to this RFI are requested by May 21, 2004. Responses should be sent to:

Carolyn Ross, Purchasing Manager
2645 Long Lake Road
Roseville, MN 55113
Phone: (651) 635-8102
Fax: (651) 635-8188
E-mail: carolyn_r@mnlottery.com

Public Employees Retirement Association

Notice of Request for Proposal (RFP) for Medical Advisor Services

The Public Employees Retirement Association of Minnesota (PERA) requests proposals from qualified vendors to serve as PERA's medical advisor to make recommendations used by PERA to determine qualification for disability benefits.

Established by the Minnesota Legislature in 1931, PERA administers three defined benefit plans and one defined contribution plan. PERA's membership includes over 60,000 retirees, survivors and dependents; 33,000 inactive members; and 155,000 active members.

It is the medical advisor's responsibility to select a physician or physicians and conduct an independent medical exam, review all the medical and health care reports submitted by the applicant and make a recommendation as to whether or not the member is medically disabled as per the statutes, determine if the disability is duty or non duty related, if applicable, and submit a written report to PERA. This report must contain the recommendation of the medical advisor as to whether or not the person is disabled, documentation to support the reason for making that determination, and the frequency that the account should be reevaluated for continued eligibility for disability benefits.

To receive a complete copy of the RFP, please mail or fax your request to:

Sandy Stolt, Administrative Secretary
Public Employees Retirement Association
60 Empire Drive, Suite 200
St. Paul, MN 55103-2088
(651) 296-8392 (fax)

Proposals must be received no later than 2:00 p.m. on May 21, 2004. Late proposals will not be considered.

Department of Transportation

Engineering Services Division

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.

State Contracts

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.

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.

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.

Metropolitan Council - Metro Transit

CCTV Installation and Repair

Procurement No. 6587

Metro Transit, a division of the Metropolitan Council, is soliciting sealed bids for installation and repair of CCTV systems located at facilities throughout the Minneapolis - St. Paul metropolitan area. The contract term is two years for work on an as-needed basis.

Sealed bids are due by 2:00 p.m. on May 6, 2004. Bids must be submitted in accordance with the Invitation for Bids document available from:

Metropolitan Council
Metropolitan Transit Purchasing Department
515 N. Cleveland Avenue
St. Paul, MN 55114
(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 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.

660 Olive Street
St. Paul, MN 55155

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New Building Industry Code Books Now Available

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Includes definitions, basic principles, general materials, joints and connections, traps/cleanouts, interceptors/separators plus inspection/test/maintenance, plans, exams, and fees. Looseleaf, 154 pages plus 22 tabs.
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MN Rules Chapters 1300 - 1303, 1305, 1307, 1309, 1311, 1315, 1325, 1335, 1346, 1350, 1360, 1361, and 1370. State Building Code amends the 2000 International Building Code. Looseleaf, 377 pages plus 26 reinforced tabs.
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