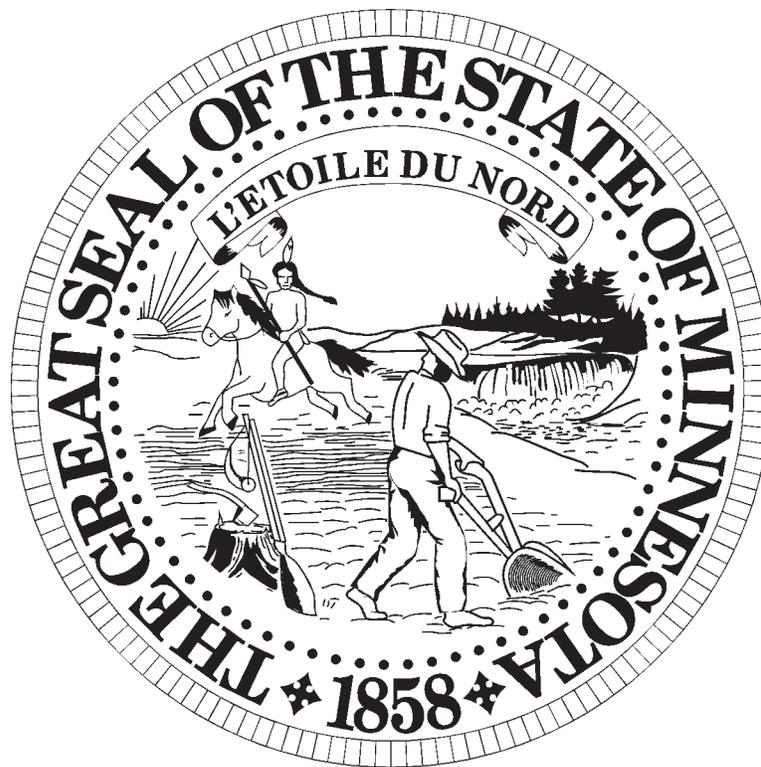


State of Minnesota

# State Register



**Rules and Official Notices Edition**

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# State Register

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# Minnesota Rules: Amendments and Additions

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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 Proposed emergency rules and withdrawn proposed rules are also published in the *State Register*.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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# Exempt Rules

Exempt rules are excluded from the normal rulemaking procedures (*Minnesota Statutes* §§ 14.386 and 14.388). They are most often of two kinds. One kind is specifically exempted by the Legislature from rulemaking procedures, but approved for form by the Revisor of Statutes, reviewed for legality by the Office of Administrative Hearings, and then published in the *State Register*. These exempt rules are effective for two years only.

The second kind of exempt rule is one adopted where an agency for good cause finds that the rulemaking provisions of *Minnesota Statutes*, Chapter 14 are unnecessary, impracticable, or contrary to the public interest. This exemption can be used only where the rules:

- (1) address a serious and immediate threat to the public health, safety, or welfare, or
- (2) comply with a court order or a requirement in federal law in a manner that does not allow for compliance with *Minnesota Statutes* Sections 14.14-14.28, or
- (3) incorporate specific changes set forth in applicable statutes when no interpretation of law is required, or
- (4) make changes that do not alter the sense, meaning, or effect of the rules.

These exempt rules are also reviewed for form by the Revisor of Statutes, for legality by the Office of Administrative Hearings and then published in the *State Register*. In addition, the Office of Administrative Hearings must determine whether the agency has provided adequate justification for the use of this exemption. Rules adopted under clauses (1) or (2) above are effective for two years only. The Legislature may also exempt an agency from the normal rulemaking procedures and establish other procedural and substantive requirements unique to that exemption.

**KEY: Proposed Rules** - Underlining indicates additions to existing rule language. ~~Strikeouts~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **Adopted Rules** - Underlining indicates additions to proposed rule language. ~~Strikeout~~ indicates deletions from proposed rule language.

## Department of Labor and Industry Occupational Safety and Health Division Proposed Exempt Permanent Rules Relating to Occupational Safety and Health; Adoption of Federal Standards by Reference Proposed Revisions to the Occupational Safety and Health Standards and Request for Comments

**NOTICE IS HEREBY GIVEN** that the Department of Labor and Industry, Occupational Safety and Health Division (Minnesota OSHA) proposes to adopt the following revisions to the Department of Labor and Industry, Occupational Safety and Health Rules, as authorized under *Minnesota Statutes* § 182.655 (2004). This notice proposes the adoption by reference of amendments to Occupational Safety and Health Standards that have already been proposed and adopted by the Federal Occupational Safety and Health Administration (Federal OSHA).

All interested or affected persons have 30 days from the date this notice is published in the *State Register* to submit, in writing, data and views on the proposed amendments to the rule. Comments in support of or in opposition to the proposed amendments are encouraged. Each comment should identify the portion of the proposed amendment addressed, the reason for the comment, and any proposed change. Any person may file with the Commissioner written objections to the proposed amendments stating the grounds for those objections and may request a public hearing. A public hearing will be held if 25 or more persons submit written requests for a public hearing on the proposed amendments within the 30-day comment period. Requests for hearing must include the name and address of the person submitting the request, define the reasons for the request, and discuss any proposed changes. If a public hearing is required, the Department will proceed according to the provisions of *Minnesota Statutes* § 182.655 and *Minnesota Rules* 5210.0020 to 5210.0100.

Written comments or requests for a public hearing should be sent to: Occupational Safety and Health Division, Department of Labor and Industry, 443 Lafayette Road, St. Paul, Minnesota 55155-4307.

M. Scott Brener, Commissioner

### SUMMARY OF CHANGES

The following is a brief summary of the proposed amendments. The listing of federal standards being proposed for adoption follow this summary. To review the complete *Federal Register* notices referenced below, visit [www.osha.gov](http://www.osha.gov).

(A) **“Standards Improvement Project – Phase II; final rule.”** Federal OSHA published a final rule in the January 5, 2005, *Federal Register*, on the second phase of its standards improvement project. The project addresses inconsistent, duplicative or outdated provisions in OSHA’s safety and health standards for general industry, maritime and construction.

The final rule revises or eliminates medical provisions in older standards that were once considered accepted practice, but have since been deemed obsolete or unnecessary in current medical practice. For example, annual rather than semi-annual medical examinations will now be required for long-term employees exposed to inorganic arsenic, coke oven emissions, and vinyl chloride. The final rule also eliminates reporting requirements that have failed to benefit employee health. For example, employers will no longer have to notify OSHA of all workplace releases for certain specified carcinogens. In addition, while employers are still required to establish regulated work areas

# Exempt Rules

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for vinyl chloride, inorganic arsenic, acrylonitrile, and for the 13 known occupational carcinogens, they will no longer be required to notify OSHA each time they do so. The final rule updates chemical exposure provisions by making them consistent in terms of the frequency of monitoring and the manner of employee notification of monitoring results. This final rule became effective at the federal level on March 7, 2005.

By this notice, Minnesota OSHA proposes to adopt the final rule as published in the *Federal Register* on January 5, 2005.

## Rules as Proposed

### 5205.0010 ADOPTION OF FEDERAL OCCUPATIONAL SAFETY AND HEALTH STANDARDS BY REFERENCE.

[For text of subs 1 and 1a, see M.R.]

Subp. 2. **Part 1910.** Part 1910: Occupational Safety and Health Standards as published in Volume 43, No. 206 of the *Federal Register* on October 24, 1978, and corrected in Volume 43, No. 216 on November 7, 1978, which incorporates changes, additions, deletions, and corrections made up to November 7, 1978; and subsequent changes as follows:

[For text of items A to AA, see M.R. ]

BB. *Federal Register*, Vol. 70, No. 3, pages 11121144, dated January 5, 2005: "Standards Improvement Project Phase II; final rule."

Subp. 3. **Part 1915.** Part 1915: Occupational Safety and Health Standards for Shipyard Employment as published in Volume 47, No. 76 of the *Federal Register* on April 20, 1982; all changes made prior to December 31, 1986, which consolidated Part 1915 and Part 1916; technical amendments and redesignations published in Volume 58, No. 125, of the *Federal Register* on July 1, 1993; and additional changes as follows:

[For text of items A to CC, see M.R.]

DD. *Federal Register*, Vol. 70, No. 3, pages 11121144, dated January 5, 2005: "Standards Improvement Project Phase II; final rule."

[For text of subs 4 and 5, see M.R. ]

Subp. 6. **Part 1926.** Part 1926: Construction Safety and Health Regulations as published in Part VII, Volume 44, No. 29 of the *Federal Register* on February 9, 1979, which incorporates changes, additions, deletions, and corrections made up to October 17, 1978, the incorporation and redesignation of the regulatory text of the General Industry Occupational Safety and Health Standards (29 CFR Part 1910) that have been identified as applicable to construction work as published in the *Federal Register*, Volume 58, No. 124, dated June 30, 1993, and corrected in Volume 58, No. 143, dated July 28, 1993; and additional changes as follows:

[For text of items A to R, see M.R. ]

S. *Federal Register*, Vol. 70, No. 3, pages 11121144, dated January 5, 2005: "Standards Improvement Project Phase II; final rule."

[For text of subp 7, see M.R.]

## 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 State Agricultural Society (Minnesota State Fair) Meeting of the Board of Managers

The board of managers of the Minnesota State Agricultural Society will meet at 9 a.m. Friday, April 1 at the Libby Conference Center on the State Fairgrounds. The Society is the governing body of the Minnesota State Fair. The session opens with a meeting of the board's sales committee, followed immediately by a general business meeting of the board. Agendas are available upon request; please phone the Minnesota State Fair at (651) 288-4400.

Minnesota State Fair 2005 will run Aug. 25 through Labor Day, Sept. 5.

## **Minnesota Comprehensive Health Association Notice of Meeting of the Board of Directors**

**NOTICE IS HEREBY GIVEN** that a meeting of the Minnesota Comprehensive Health Association's (MCHA) Board of Directors will be held at 9:00 a.m. on Thursday, April 7, 2005, at the MCHA Executive Office, 5775 Wayzata Blvd., Suite 910, St. Louis Park, MN. For additional information, please call Lynn Gruber or Mary McCaffrey at (952) 593-9609.

## **Governor's Residence Council Notice of Meeting**

**NOTICE IS HEREBY GIVEN** that the Governor's Residence Council will meet at 9:30 a.m. on Monday, April 11th, 2005, at the Minnesota State Arts Board, 400 Sibley Street, Suite 200, St. Paul, MN to consider matters which may properly come before the Council in accordance with *Minnesota Statutes*, section 16B.27.

## **Minnesota Housing Finance Agency Notice of Hearing on Bond Issues for Qualified Mortgage Bonds**

**NOTICE IS HEREBY GIVEN** that the Minnesota Housing Finance Agency (the "Agency") will hold a public hearing at 10:00 a.m. on Wednesday, April 13, 2005 at the Minnesota Housing Finance Agency, 400 Sibley Street, Suite 300, St. Paul, Minnesota 55101, for the purposes of taking public testimony regarding the issuance of qualified mortgage bonds, comprising one or more series, in an aggregate principal amount not exceeding \$250,000,000. The bonds will be issued as qualified mortgage bonds subject to the mortgage eligibility requirements of Section 143 of the Internal Revenue Code of 1986, as amended, and, after payment of expenses and funding of reserves, will provide approximately \$240,000,000 of mortgage loans to certain low and moderate income, first-time homebuyers of single family owner-occupied residences located throughout the State of Minnesota, which homebuyers qualify under the Agency's single family mortgage program and applicable federal tax law.

The Agency's single family mortgage program is further described in the MHFA Mortgage Program Procedural Manual, a copy of which may be obtained from the Agency. Said bonds may be issued either as refunding bonds to refund certain outstanding bonds of the Agency or as "new money" bonds using a portion of the Agency's state bond volume allocation, and may be issued either as short-term bonds, subject to refunding or remarketing at a subsequent date on a long-term, fixed or variable rate basis, or as long-term, fixed or variable rate bonds on original issuance. The bonds covered by this hearing notice, up to an aggregate principal amount not exceeding \$250,000,000, are anticipated to be issued periodically to fund the Program during the calendar years 2005 and 2006, until fully utilized.

Parties wishing to comment on the financing program may appear in person at the hearing or may submit written comments to the undersigned prior to the hearing, which comments will be considered at the hearing. Parties desiring additional information should contact Ms. Sharon Bjostad of the Agency (651) 282-2577.

Timothy E. Marx, Commissioner  
Minnesota Housing Finance Agency

## **Department of Labor and Industry Labor Standards Unit**

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

Additional rates have been made to the Commercial Prevailing Wage Rates certified 12/27/04, for Labor Code 101 Laborer, Common (Gen Labor Wrk), 102 Laborer, Skilled-Asst Crft Jrnymn, 104 Flagperson, 105 Watchperson, 106 Blaster, 107 Pipelayer (Water, Sewer & Gas), 108 Tunnel Miner in Becker, Big Stone, Chippewa, Clay, Grant, Ottertail, Stevens, Swift, Traverse and Wilkin Counties.

Copies with the additional certified wage rates for these Counties may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road North, St. Paul, Minnesota 55155-4306, or by calling (651) 284-5091, or accessing our web site at [www.doli.state.mn.us](http://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

# Official Notices

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## Minnesota Board of Teaching

### Adoption of Additional Praxis II Examination and Passing Score for Teachers of Reading K-12 Licensure

The test and required passing score in this announcement becomes effective for all licensure applications postmarked on or after September 1, 2005. As required by *Minnesota Rules*, Part 8710.0500, subpart 4, the Minnesota Board of Teaching hereby notifies citizens of Minnesota that the following examination has been adopted as requirement for first time applicants for the Teachers of Reading K-12 licensure in Minnesota.

The test announced herein is *in addition to* the already-required examinations in *Minnesota Rules* 8710,0500, subpart 1, item A & B.

Minnesota licensed classroom teachers *adding* the Teachers of Reading K-12 licensure field on or after September 1, 2005, must take the content test specified, but there shall be no minimum passing score enforced until 2006. The test and "Passing Score" listed below is the minimum projected passing score the Board will enforce for applications postmarked *on or after September 1, 2006*.

For purposes of this requirement, the term "classroom teacher license" does not include licenses as a Teachers of Parent and Family Education, School Counselor, School Social Worker, School Psychologist, Educational Speech-Language Pathologists, Teacher Coordinators of Work-Based Learning, or Teachers of Adult Basic Education.

Applicants prepared outside Minnesota shall be granted temporary licenses under the provisions of *Minnesota Rules* 8710.0500, subpart 11.

The examination listed below is from the Praxis II series of examinations by the Educational Testing Service (ETS). For information regarding Praxis examinations, applicants should contact their teacher preparation institution or the Minnesota Board of Teaching (651) 582-8833.

On or after September 1, 2006, each applicant for *first-time* Minnesota Teachers of Reading K-12 classroom teacher licensure must successfully complete:

<u>Examination</u>	<u>Projected Passing Score</u>
<i>Praxis II: Reading Specialist Test, Test Code 0300</i>	<i>570</i>

## Teachers Retirement Association

### Notice of Meeting Wednesday 20 April 2005

The Board of Trustees, Minnesota Teachers Retirement Association will hold a meeting on Wednesday, April 20, 2005 at 9:30 a.m. in Suite 400, 60 Empire Drive, St. Paul, MN to consider matters which may properly come before the Board.

# State Grants & Loans

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

## Department of Health

### Request for Proposals for Lead-Safe Housing Grants

The Minnesota Department of Health intends to award two-year grants totaling up to \$25,000 to one or more boards of health for provision of temporary lead-safe housing and relocation costs for families displaced by lead hazard reduction in their primary residence. Awards will be made by May 15, 2005, after which grant contracts must be executed by the Department of Health and the grantees. **An incomplete application will not be funded.** Additional information will **NOT** be accepted after the due date for applications.

Applications must be postmarked April 25, 2005, or hand delivered by 4:00 p.m. on April, 2005, to:

Daniel Locher  
Division of Environmental Health  
121 East Seventh Place, Suite 360  
PO Box 64975  
St. Paul, Minnesota 55164-0975

These grants are competitive and applicants for previous grants should be aware that each application must stand on its own merits. Information that may have been submitted in previous applications and Department staff's personal knowledge of the applicant will not be considered in scoring. Exception: an applicant who previously received a grant but who failed to fulfill the terms of that grant will not be considered for funding.

#### Eligible Applicants

Applicants must be boards of health with responsibility under Minnesota Statutes, section 144.9504, for responding to reports of elevated blood lead levels.

#### Eligible Costs

Eligible costs include moving costs and rent for a temporary residence for any low income resident temporarily relocated during lead hazard reduction. Eligible costs include the following:

1. inspection of housing prior to rental;
2. rental of temporary housing found by inspection to be free of deteriorating lead-based paint, bare lead-contaminated soil and dust, and lead-contaminated drinking water;
3. cleaning of the housing after occupancy;
4. moving expenses up to \$250 per family; and
5. staff training costs related to provision of lead-related health education to families using lead-safe, temporary housing.

#### Examples of Itemized Budget Line Items:

Administrative costs	Training	Transportation
Salary & fringe benefits	Inspection costs	
Apartment lease	Damage deposit	Motel room backup
Utilities	Cleaning	
	Exterminator services	
	Furnishings & supplies	
	Total cost	

The Department of Health cannot reimburse a grantee for any expenses incurred before a grant contract is fully executed. The Department will require in the grant contract that invoices must be submitted quarterly with narrative progress reports.

# State Grants & Loans

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## Application Contents

Applicants must include documentation that the board of health authorized the application. This documentation may be a board resolution specific to this application or a resolution that authorizes an individual to apply for grant applications on behalf of the board. The applicant must also state that no one under the age of 18 years will perform regulated lead work under this grant. Applicants must submit three copies of the application. The application must contain the items listed in the checklist below.

### \_\_\_ A. Project Narrative

- \_\_\_ 1. identify the board of health for which the application is submitted;
- \_\_\_ 2. provide a board resolution authorizing application;
- \_\_\_ 3. affirm that minors will not perform regulated lead work;
- \_\_\_ 4. describe the clientele and service area in terms of people living in an area of high risk for toxic lead exposure; and
- \_\_\_ 5. describe the service to be provided.

### \_\_\_ B. Itemized Budget

- \_\_\_ 1. describe documentation of expenditures for invoices;
- \_\_\_ 2. list line items and dollar amounts; and
- \_\_\_ 3. specify the total amount requested.

### \_\_\_ C. Schedule

- \_\_\_ 1. estimate the planned starting date;
- \_\_\_ 2. identify milestones; and
- \_\_\_ 3. estimate an end date.

## Department of Public Safety Office of Justice Programs Auto Theft Prevention Funding

**Purpose:** This funding is designed to reduce motor vehicle theft and its consequences in the State of Minnesota by funding programs that aid in the reduction of automobile thefts, increase education and awareness of the public, respond to automobile theft incidents, and prosecute offenders.

**Eligible Applicants:** State and local law enforcement agencies; county attorney offices; the judiciary; and neighborhood, community, and business organizations.

**Source of Funds and Legislative Authority:** *Minnesota Statutes*, Section 65B.84

**Funding Period:** July 1, 2004 to December 31, 2006

**Total Estimated Funding Available:** \$2,500,000 - \$3,000,000

**Anticipated Individual Grant Amounts:** \$5,000 - \$300,000

**Application Materials:** Available online at [www.ojp.state.mn.us](http://www.ojp.state.mn.us), or call the Office of Justice Programs - Criminal, Community and Juvenile Grants Section at (651) 284-3333.

**Application Process:** All applications must be postmarked no later than **Friday, April 29, 2005**. Delivered applications must be received by 4:30 P.M. the same day. Faxed or late applications will not be accepted. Notification of funding decisions is anticipated by May 31, 2005. Mail or deliver applications to:

Office of Justice Programs  
Attn: Auto Theft Prevention Applications  
444 Cedar Street, Suite 100  
St. Paul, MN 55101

**Auto Theft Prevention Program Contact:** Jocelyn Van Knight, (651) 284-3325 or [jocelyn.vanknight@state.mn.us](mailto:jocelyn.vanknight@state.mn.us)

## 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) Web site. Interested vendors are encouraged to monitor the P/T Contract Section of the MMD Web site at [www.mmd.admin.state.mn.us](http://www.mmd.admin.state.mn.us) for informal solicitation announcements.

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

## Colleges and Universities, Minnesota State (MnSCU)

### Bemidji State University

#### Notice of Request for Sealed Bids for Dining Furniture

NOTICE IS HEREBY GIVEN that Bemidji State University will receive sealed bids for dining furniture, including tables, chairs, and stools. Bid specifications will be available March 28, 2005, from the Bemidji State University Purchasing Office, 1500 Birchmont Drive NE, Bemidji, MN 56601, telephone (218) 755-2044, e-mail: [blindell@bemidjistate.edu](mailto:blindell@bemidjistate.edu)

Sealed bids must be received by Belinda Lindell, Director of Logistical Services, Bemidji State University, 1500 Birchmont Drive NE, Bemidji, MN 56601, by 2:00 PM, Tuesday, April 19, 2005.

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

## Department of Human Services

### Mental Health Division

#### Request for Proposals for Crisis Counseling and Emergency Services Training on Mental Health Services

The Minnesota Department of Human Services is soliciting proposals to:

1. create and implement a training package to educate mental health staff regarding the provision of mental health services following **disasters, terrorist strikes, and all hazard events**; and

2. to create and implement a training package to educate **emergency medical services personnel** regarding mental health issues that they may encounter in their daily work and how to provide appropriate services to people who are evidencing these mental health issues.

The selected provider(s) of these training efforts will organize and offer multiple training sessions throughout Minnesota. The cost for the training development, preparation, and delivery for **each** topic will not exceed \$20,000. If a provider is selected to provide both training types, the cost for training development, preparation, and delivery will not exceed \$40,000 for both. This request for proposal does not obligate the agency to spend the estimated dollar amount.

For a copy of the full request for proposal, contact:

Patti Luther  
Minnesota Department of Human Services  
444 Lafayette Road  
St. Paul MN 55155-3828  
(651) 296-4497

If you have further questions about the RFP or the process, please follow- the steps included in the RFP. Deadline for delivery of proposals is 4:00 p.m. Central Time, **May 13, 2005**.

# State Contracts

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## Department of Revenue

### Notice of Availability of Contract for Re-integration of Registration Systems

#### Release 1

The Minnesota Department of Revenue (DOR) is seeking Professional/Technical Services to augment existing development staff on development of an integrated taxpayer registration system. Services will include analysis, design, coding, delegated administration, bug fixing, enhancements and development of new features, database design and analysis, training/mentoring and other services needed for the successful completion and implementation of the project.

DOR is requesting proposals for the purpose of staff augmentation with five (5) specific roles and skills:

- up to two (2) Business Analysts
- one (1) Data Analyst /Database Administration Specialist
- up to two (2) Java Lead Developer/Technical Architects
- up to ten (10) Senior Application Developers
- one (1) Systems Architect

Responses to this request must be submitted by e-mail to DOR at the following address: *dor.rfp@state.mn.us*. Proposals submitted in response to the Request for Proposals must be received at the address above no later than 1:00 p.m., April 12, 2005. **Late proposals will not be considered.** Work is proposed to start after April 29, 2005.

A complete RFP can be requested from:

Larry Collette  
Administrative Management Division  
Minnesota Department of Revenue  
Mail Station 1400  
St. Paul, MN 55146-1400

Or at:

**E-mail:** *dor.rfp@state.mn.us*

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 Supreme Court

### State Court Administration

#### Request for Proposal for Internal Audit Services

**NOTICE IS HEREBY GIVEN** that the Judicial Branch is seeking qualified audit firms to provide internal audit services in 17 counties in North West Minnesota. This contract is for audit services which must be completed by June 30, 2005.

Qualified services providers shall be considered who have:

1. A license to do business or public accounting in Minnesota
2. Recent government audit experience in Minnesota

This contract does not obligate the state to any particular service provider nor to renewal, other than terms and conditions of the original contracting document.

For a copy of the full Request for Proposals, or more information, contact:

Mike Byzewski, Internal Auditor  
State Court Administrator's Office  
125-H Minnesota Judicial Center  
25 Rev. Dr. Martin Luther King, Jr. Blvd.  
St. Paul, MN 55155

**Phone:** (651) 284-4135

**Fax:** (651) 297-5636

**E-mail:** *Mike.byzewski@courts.state.mn.us*

**Deadline for proposals is 12:00 p.m. CST on Tuesday, April 19, 2005.** No late proposals will 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.

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 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](http://www.dot.state.mn.us/consult).

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

## Non-State Contracts & Grants

The *State Register* also serves as a central marketplace for contracts let out on bid by the public sector. The *State Register* meets state and federal guidelines for statewide circulation of public notices. Any tax-supported institution or government jurisdiction may advertise contracts and requests for proposals for 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 commodity, project or tasks; 4) cost estimate; and 5) final submission date of completed contract proposal. Allow at least three weeks from publication date (four weeks from the 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

#### Notice of Request for Proposals (RFP) for Architectural/Engineering Services for Roof Replacements on Martin J. Ruter Garage and Metro Transit Police Station and HVAC Replacement at Police Station

##### Contract Number 05P024

The Metropolitan Council is requesting proposals for architectural/engineering services for the design, and construction support services for the roof replacements of the M.J. Ruter Bus Garage at 6845 Shingle Creek Parkway in Brooklyn Center, and the Metro Transit Police Station at 2425 Minnehaha Avenue South in Minneapolis. Also included is removal and replacement of the rooftop HVAC system at the Police Station. Work will include review of existing roof specifications, suggest minor changes, and provide necessary details for removal of the existing roofs and installation of new built-up roofs. The firm will be required to base its design on Metro Transit's current BUR system standards.

*Issue Request for Proposals*

**March 28, 2005**

*Pre-proposal Conference*

**April 6, 2005**

*Receive Proposals*

**April 28, 2005**

*Contract negotiated, executed, NTP*

**May 31, 2005**

All firms interested in being considered for this project and desiring to receive a RFP package are invited to submit a Letter of Interest to:

Harriet Simmons, Senior 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) 602-1083  
**E-mail:** [harriet.simmons@metc.state.mn.us](mailto:harriet.simmons@metc.state.mn.us)

### University of Minnesota

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

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

Request 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, Minneapolis, Minnesota 55454.

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Turtles and Turtle Watching for the North Central States, 57 pages, Year: 2004, Stock No.9-92, Price:\$9.95

Field Guide to the Freshwater Mussels of Minnesota, 144 pages, Year: 2003, Stock No.9-90, Price:\$9.95

Lakescaping for Wildlife and Water Quality, 176 pages, Year: 1999, Stock No.9-53, Price:\$19.95

Landscaping for Wildlife, 150 pages, Year 1994, Stock No.9-15, Price:\$10.95

Woodworking for Wildlife, 112 pages, Year: 1992, Stock No.9-14, Price:\$9.95

Twin Cities Bike Map, Year: 2005, Stock No.12-168, Price:\$9.95

Superior National Forest Map, Year: 2003, Stock No.12-48, Price:\$7.50

Minnesota Highway and Recreational Atlas, 183 pages, Year: 2003, Stock No.12-163, Price:\$19.95

Minnesota State Mechanical, Fuel Gas and Plumbing Code, 372 pages, Year: 2004, Stock No.26-13, Price:\$70.00

NEW! Minnesota Contractor's Reference Manual, 372 pages, Year: 2003, Stock No.26-14, Price:\$55.00

National Electrical Code, 772 pages, Year: 2005, Stock No.26-19, Price:\$65.00

Sport Fish of North America Pocket Guide, 136 pages, Year: 2001, Stock No.19-189, Price:\$5.95

Chippewa National Forest Map, Year: 1985, Stock No.12-47, Price: \$4.00

Minnesota Atlas & Gazetteer, 96 pages, Year: 2003, Stock No.12-7, Price:\$19.95

Minnesota Guidebook to State Agency Services, 403 pages, Year: 2004, Stock No.1-1, Price:\$14.95

Strange Days, Strange Nights: Photos From the Speed Graphic Era, 224 pages, Stock No.17-60, Price:\$29.95

Mechanical Code: Minnesota Amendments , 66 pages, Year: 2004, Stock No.3-65, Price:\$8.95

Abundantly Wild: Collecting and Cooking Wild Edibles in the Upper Midwest, 440 pages, Year: 2004, Stock  
No.9-101, Price:\$22.95

Dragonflies of the North Woods, 203 pages, Year: 2003, Stock No.9-102, Price:\$18.95

Rock Picker's Guide to Lake Superior's North Shore, 43 pages, Year: 2000, Stock No.9-103, Price:\$9.95

Wildflowers of the BWCA and the North Shore, 105 pages, Year: 2003, Stock No.9-104, Price:\$14.95

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