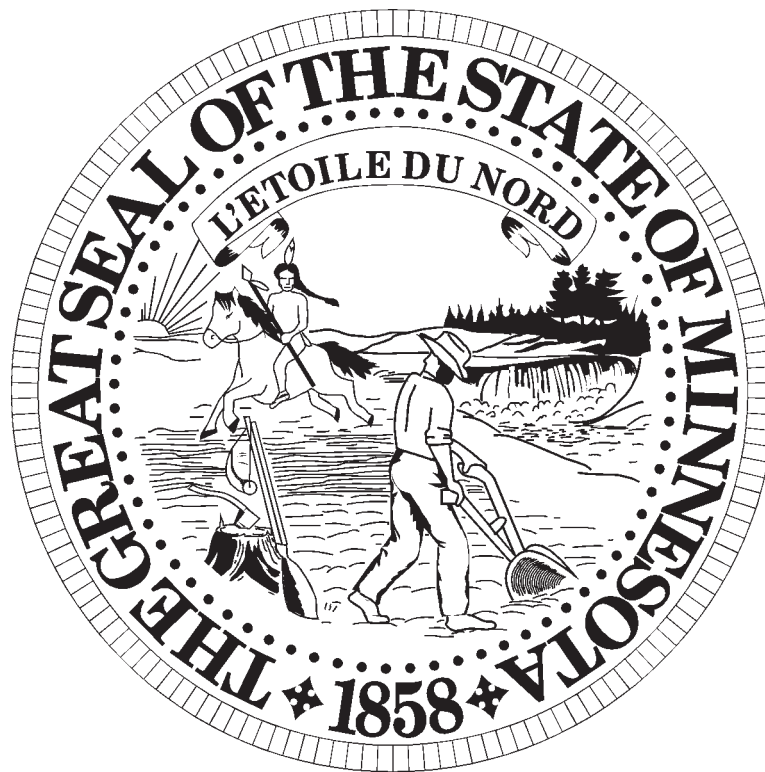


State of Minnesota

State Register



Rules and Official Notices Edition

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State Register

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

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#49	Monday 6 June	Noon Tuesday 31 May	Noon Wednesday 25 May
#50	Monday 13 June	Noon Tuesday 7 June	Noon Wednesday 1 June
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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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A rule becomes effective after the requirements of *Minnesota Statutes* §§ 14.05-14.28 have been met and five working days after the rule is published in the *State Register*, unless a later date is required by statutes or specified in the rule. If an adopted rule is identical to its proposed form as previously published, a notice of adoption and a citation to its previous *State Register* publication will be printed. If an adopted rule differs from its proposed form, language which has been deleted will be printed with strikeouts and new language will be underlined. The rule's previous *State Register* publication will be cited.

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.

Minnesota Housing Finance Agency

Adopted Permanent Rules Relating to Housing Finance

The rules proposed and published at *State Register*, Volume 29, Number 27, pages 779-783, January 3, 2005 (29 SR 779), are adopted with the following modifications:

4900.2440 URBAN AND RURAL HOMESTEADING PROGRAM.

Subp. 2. **Uses of grant money.** The grants must be used by eligible organizations to buy eligible properties and pay for the cost of acquiring and rehabilitating those properties, or acquiring and demolishing those properties and constructing new single-family homes. The agency may establish an allocation plan for the program to provide for the greater likelihood of awarding such grants among urban and rural properties. The agency may establish a priority that new construction is only permitted on a case-by-case review, as described in part 4900.2520, subpart 4. The agency may also establish requirements pertaining to maximum allowable administrative costs under the program, but in no instance may the administrative costs exceed ten percent of the amount awarded per eligible organization from funds appropriated for the program during the period of acquisition, rehabilitation, or as permitted, demolition and construction, and sale.

Minnesota Housing Finance Agency

Adopted Permanent Rules Relating to Housing Trust Fund

The rules proposed and published at *State Register*, Volume 29, Number 27, pages 784-792, January 3, 2005 (29 SR 784), are adopted with the following modifications:

4900.3705 DEFINITIONS.

Subp. 8a. **Gross income.** "Gross income" means total annual household income received by members age 18 and older from all sources, including, but not limited to wages, salaries, tips, interest, dividends, and self-employment, and subject to exclusions ~~such as military pay or public rental assistance~~ as approved by agency board members and available to applicants in writing.

4900.3710 ALLOCATION AND AVAILABILITY OF FUNDS.

Subp. 3. **Availability of funds.** The agency shall accept applications for housing trust fund program funding in every super request for proposals round in which funding is available. The agency may set aside funds and accept applications for housing trust fund program

Adopted Rules

funding outside the super request for proposals rounds under the following circumstances:

E. to modify existing awards and contracts of previously selected proposals according to policies established by the agency board members, and in a manner not detrimental to a project's financing.

Labor and Industry

Adopted Permanent Rules Relating to Workers' Compensation Vocational Rehabilitation

The rules proposed and published at *State Register*, Volume 29, Number 25, pages 685-696, December 20, 2004 (29 SR 685), are adopted with the following modifications:

5220.0107 SERVICE AND FILING OF REHABILITATION DOCUMENTS; COUNTING DAYS.

Subp. 2. **Filing with state.** A document is filed upon its receipt by the division by 4:30 p.m. on an open state business day. Documents received after 4:30 p.m. are considered filed on the next open state business day. A party is authorized to file a document with the division by facsimile if the document is 15 pages or less in length. A party may file a document by electronic transmission only as authorized by the division. The filed facsimile or authorized electronically transmitted information has the same force and effect as the original. Where the quality or authenticity of a document filed by facsimile or electronic transmission is at issue, the division may require the original document to be filed. When the quality or authenticity of a document filed by facsimile or electronic transmission is not at issue, the party shall not also file the original document.

Subp. 3. **Counting days.** References to "days" in parts 5220.0100 to 5220.1900 mean calendar days unless specified otherwise.

5220.0710 EMPLOYEE CHOICE OF QUALIFIED REHABILITATION CONSULTANT; CHANGE OF QUALIFIED REHABILITATION CONSULTANT.

Subp. 5. **Change of consultant not an exercise of choice by employee.** A change of assigned qualified rehabilitation consultant necessitated by circumstances outside the control of the employee is not a choice by the employee and does not exhaust the employee's right to choice. Such circumstances include, but are not limited to, the assigned qualified rehabilitation consultant leaving practice or the extended illness of the assigned qualified rehabilitation consultant.

If the assigned qualified rehabilitation consultant ~~transfers from one~~ leaves a firm to work for another firm or to start a solo practice, the employee may either choose to continue with the assigned qualified rehabilitation consultant or remain with the qualified rehabilitation consultant's former firm. Neither option will exhaust the employee's right to choice of a qualified rehabilitation consultant pursuant to subpart 1.

Disputes about changes shall be resolved according to subpart 3.

5220.1802 COMMUNICATIONS.

Subp. 3. **Copies of reports and records.** The assigned qualified rehabilitation consultant shall file all required rehabilitation reports with the commissioner, and provide copies to all parties and their attorneys as the reports are created by the consultant. The qualified rehabilitation consultant shall provide a copy of required progress records to the employee, the employee's attorney insurer, and their attorneys, and also to ~~any other party and their attorney~~ the employer upon that party's the employer's request. The qualified rehabilitation consultant may not charge for the initial copy or photocopy of required rehabilitation reports or required progress records. If additional copies are requested by any party, the qualified rehabilitation consultant is entitled to reasonable compensation for cost from the requesting party. A dispute about cost is not a basis for a provider to withhold required reports or records when requested.

The requesting party shall pay for reasonable costs incurred by a rehabilitation provider in creating a report not required by rule or requested by the commissioner or compensation judge.

Subp. 4. **Registered rehabilitation vendor reporting.** At least each 30 days, the registered rehabilitation vendor shall submit all required progress records, required rehabilitation reports and cost information on an employee's case directly to the assigned qualified rehabilitation consultant with copies to ~~all parties~~ the employee, the insurer, and their attorneys, and also to the employer upon the employer's request.

Expedited Emergency Rules

Provisions exist for the Commissioners of some state agencies to adopt expedited emergency rules when conditions exist that do not allow the Commissioner to comply with the requirements for emergency rules. The Commissioner must submit the rule to the attorney general for review and must publish a notice of adoption that includes a copy of the rule and the emergency conditions. Expedited emergency rules are effective upon publication in the State Register, and may be effective up to seven days before publication under certain emergency conditions.

Expedited emergency rules are effective for the period stated or up to 18 months. Specific *Minnesota Statute* citations accompanying these expedited emergency rules detail the agency's rulemaking authority.

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 Natural Resources

Adopted Expedited Emergency Game and Fish Rules: 2005 Moose and Elk Season Quotas and Dates

NOTE: The following rules were printed in the May 23, 2005 *State Register* at 29 SR 1451 without the attached notice. The rules and reprinted here with the notice.

NOTICE IS HEREBY GIVEN that the above entitled rules have been adopted through the process prescribed by *Minnesota Statutes*, section 84.027, subdivision 13 (b). The statutory authority for the contents of the rule is *Minnesota Statutes*, sections 97A.431, 97A.433, 97B.505 and 97B.515.

The emergency conditions that do not allow compliance with *Minnesota Statutes*, sections 97A.0451 to 97A.0459, are that population and harvest data needed prior to setting quotas and bag limits for moose and elk are not available until March. Quota numbers and bag limits are necessary so that harvests and populations can be managed and to allow applicants to evaluate where they want to apply. Because the elk season for 2005 will be divided (bull season and cow season), modifications to the application drawing procedure are needed to ensure fairness in the drawing between landowners and general hunters.

Dated: April 29, 2005

Gene Merriam
Commissioner of Natural Resources

6232.3855 QUOTAS FOR TAKING MOOSE.

The number of available licenses for the 2005 moose hunting season is 284. Licenses are distributed by zone as follows:

- A. Moose Zone 20: 25;
- B. Moose Zone 21: 6;
- C. Moose Zone 22: 9;
- D. Moose Zone 23: 5;
- E. Moose Zone 24: 8;
- F. Moose Zone 25: 5;
- G. Moose Zone 26: 10;
- H. Moose Zone 27: 10;
- I. Moose Zone 28: 6;
- J. Moose Zone 29: 7;
- K. Moose Zone 30: 10;
- L. Moose Zone 31: 16;
- M. Moose Zone 32: 7;
- N. Moose Zone 33: 8;
- O. Moose Zone 34: 9;
- P. Moose Zone 35: 5;
- Q. Moose Zone 36: 15;
- R. Moose Zone 60: 4;
- S. Moose Zone 61: 12;
- T. Moose Zone 62: 17;
- U. Moose Zone 63: 7;
- V. Moose Zone 64: 25;

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- W. Moose Zone 70: 6;
- X. Moose Zone 72: 8;
- Y. Moose Zone 73: 8;
- Z. Moose Zone 74: 8;
- AA. Moose Zone 76: 9;
- BB. Moose Zone 77: 10;
- CC. Moose Zone 79: 6; and
- DD. Moose Zone 80: 3.

6232.4300 SEASONS AND 2005 SEASON DATES AND QUOTAS FOR TAKING ELK.

Subpart 1. **General provisions.** Elk may be taken by a licensed hunter using a legal firearm or a legal bow and arrow during seasons authorized by the commissioner.

Subp. 2. **Season dates.** Licensed hunters may take elk during the following seasons:

A. Season A: September 17 to 25, 2005; and

B. Season B: December 3 to 11, 2005.

Subp. 3. **Quotas.** The number of available licenses for the 2005 elk hunting season is five, distributed as follows:

A. Season A: one license valid for a legal antlered bull elk; and

B. Season B: four licenses valid for legal antlerless elk only.

Subp. 4. **Open area.** Licenses are valid for taking elk within the primary elk zone prescribed in part 6232.4600, subpart 1.

6232.4400 GENERAL REGULATIONS FOR TAKING ELK.

Subpart 1. **License requirement.** The license is valid for a party of one or two persons and only for the season selected through the procedure described in part 6232.4500, subpart 3.

[For text of subs 2 to 7, see M.R.]

6232.4500 ELK LICENSE APPLICATION PROCEDURE.

Subpart 1. **General provisions.** The provisions in this part apply to the elk license application process.

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

E. An application fee of \$20 as prescribed in *Minnesota Statutes*, section 97A.433, subdivision 3, must accompany each application. Payment must be in the form of a cashier's check, money order, or personal check made payable to the Minnesota Department of Natural Resources must accompany each application of two hunters. Checks returned to the department for nonpayment will invalidate the application. Refunds of application fees will not be made for any reason.

F. Successful applicants will receive instructions for obtaining their licenses.

[For text of subp 2, see M.R.]

Subp. 3. **Drawing procedure.** If one or more qualified landowners apply, a drawing to select one landowner shall occur first. Four more parties will then be selected in a general drawing for a total of five successful parties. From this pool of five successful parties, a second drawing will take place to determine which party will receive the single Season A bull license. The remaining four parties will be issued antlerless licenses for Season B. The remaining landowner parties and ten parties from the general drawing will also be selected in case successful parties decide not to purchase their permit. Alternate parties will not be notified unless they may purchase an elk license. If no qualified landowners apply, all five licenses will be drawn from the general pool of applicants.

6232.4600 ELK ZONES.

Subpart 1. **Primary Elk Zone.** The Primary Elk Zone consists of that portion of the state lying within the following described boundary:

Beginning at the intersection of State Trunk Highway (STH) 89 and Marshall County Road (CR) 145; thence along CR 145 to County State Aid Highway (CSAH) 6, Marshall County; thence along CSAH 6 to CR 133, Marshall County; thence along CR 133 to the northwest corner of Section 16, Township 157 North, Range 39 West; thence north along the west line of Sections 9 and 4, Township 157 North, Range 39 West, to the Moose River; thence along the southerly shore of said river to CR 706, Beltrami County; thence along CR 706 to its intersection with the east line of Section 5,

Expedited Emergency Rules

Township 157 North, Range 38 West; thence along the east line of Sections 5 and 8, Township 157 North, Range 38 West to County Highway (CH) 701, Beltrami County; thence along CH 701 to the northwest corner of Section 5, Township 156 North, Range 38 West; thence along the line between Township 156 North and Township 157 North to the northeast corner of Section 2, Township 156 North, Range 39 West; thence along an unnumbered township road, Marshall County, that coincides with the line between Township 156 North and Township 157 North, to CSAH 53, Marshall County; thence along CSAH 53 to the southeast corner of Section 31, Township 157 North, Range 39 West; thence along the line between Township 156 North and Township 157 North to STH 89; thence along STH 89 to the point of beginning.

[For text of subp 2, see M.R.]

EFFECTIVE PERIOD. Minnesota Rules, part 6232.3855, expires December 31, 2005. The emergency amendments to Minnesota Rules, parts 6232.4300, 6232.4400, 6232.4500, and 6232.4600 expire December 31, 2005. After the emergency amendments expire, the permanent rules as they read prior to those amendments again take effect, except as they may be amended by permanent rule.

Revenue Notices

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

Underlining shows new language, ~~strikeouts~~ show deleted or replaced language.

Department of Revenue

Modification of Revenue Notice # 1992-07

Revenue Notice # 1992-07: Powers of Attorney – Acceptance of Faxes, Electronic Images and Photocopies

Effective the date of this notice, the Minnesota Department of Revenue will accept either the original or a copy of a power of attorney. A copy of a power of attorney received by facsimile transmission (FAX), or by electronic transmission as an imaged attachment in a format that cannot be altered, also will be accepted.

Publication Date: ~~May 31, 2005~~

Publication Date: May 31, 2005

/s/
Michael E. Boekhaus

Department of Revenue

Revenue Notice # 05-03: Sales and Use Tax – Telecommunications Services – Voice over Internet Protocol (VoIP) Service

This Revenue Notice sets forth the department's position on the sales tax treatment of Voice over Internet Protocol (VoIP) services.

Statutory Authority

Minnesota Statutes, section 297A.61, subdivision 3(i), provides that the furnishing for consideration of telecommunications services constitutes a sale or purchase for purposes of the Minnesota sales tax. *Minnesota Statutes*, section 297A.61, subdivision 24, provides that

Revenue Notices

“telecommunications services” means “the transmission, conveyance, or routing of voice, data, audio, video, or any other information or signals to a point, or between or among points, by or through any electronic, satellite, optical, microwave, or other medium or method now in existence or hereafter devised, regardless of the protocol used for such transmission, conveyance, or routing.”

Paragraph (c)(3) of subdivision 24 provides that telecommunications services do not include information services which are defined in paragraph (d) of subdivision 24 as “the offering of the capability for generating, acquiring, storing, transforming, processing, retrieving, utilizing, or making available information.”

Department Position

VoIP is a telecommunications service as defined in *Minnesota Statutes*, section 297A.61, subdivision 24 that is subject to the Minnesota state sales and use tax. For purposes of the Minnesota sales and use tax, VoIP is not an information service since it uses computer processing applications solely for the management, control or operation of a telecommunications system or the management of a telecommunications service. Although VoIP uses Internet protocol that allows the transmission of packeted data across a network, it merely serves to address and route the voice, data, or audio.

Publication Date: May 31, 2005

John H. Mansun, Assistant Commissioner
for Tax Policy and External Relations

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 Fairgrounds

Meeting of the Board of Managers Tuesday, June 7, 2005 at 9:00 a.m.

The board of managers of the Minnesota State Agricultural Society will meet at 9 a.m. Tuesday, June 7 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.

Department of Commerce

Energy and Telecommunications Division

Office of Energy Assistance Programs

Notice of Public Hearing and Comment Period for the 2006 Energy Assistance Program, Minnesota Department of Commerce

THE PUBLIC IS INVITED TO COMMENT on the proposed Minnesota state plan for the Energy Assistance Program for federal fiscal year 2006 at a public hearing or through written comment. The hearing will be held Thursday, June 30, 2005, from 3:00 p.m. to 5:00 p.m., Hearing Room 5, State Office Building, 100 Rev. Dr. Martin Luther King Jr. Blvd., St. Paul, Minnesota. Written comment must be received at the address below by 5:00 p.m. on Thursday, June 30, 2005.

The FY 2006 Energy Assistance Plan describes how federal LIHEAP funds will be used to help low-income households pay home heating bills and conserve energy. Comments received at the public hearings and in writing during the comment period will be considered in the development of the state plan. The proposed state plan will be available for viewing or downloading on Monday, June 6, 2005, at www.state.mn.us, the main site for the State of Minnesota. Type “Energy Assistance” in the search field, top right. Select Provider

Resources (from the list on the left)>State Plan>DRAFT LIHEAP State Plan FY 2006.

Written comments may be sent to:

John Harvanko, Director
Office of Energy Assistance Programs
Department of Commerce
85 7th Place East, Suite 500
St. Paul, MN 55101-2198
Telephone: (651) 284-3275
Fax: (651) 284-3277
E-mail: john.harvanko@state.mn.us

Department of Employee Relations Request For Information from Long-term Care Insurance Vendors

NOTICE IS HEREBY GIVEN that the Minnesota Department of Employee Relations is requesting information from vendors to provide optional long-term care insurance coverage to current and former State of Minnesota employees and their dependents. A complete Request For Information containing further details may be obtained by contacting:

Paul Strebe, Project Coordinator
E-mail: paul.strebe@state.mn.us
Telephone: (651) 282-2438

Interested vendors must give notice of their intent to respond and send any questions by 3 pm CST, Tuesday, June 7th. Responses are due by 3 pm CST, Wednesday, June 29th.

Department of Employment and Economic Development Job Opportunity Building Zones (JOBZ) Modifications #14

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

West Central Minnesota JOBZone: City of Melrose.

Melrose Subzone 108 was decreased by 2.07 acres.
Melrose Subzone 108.2 was created using 2.07 acres.

Southern Minnesota JOBZone Alliance: City of Lake City.

Lake City Subzone 83 was decreased by 13.2 acres.
Lake City Subzone 85 was decreased by 1.0 acre.
Lake City Subzone 83.1 was created using 14.2 acres.

Southwest Regional JOBZone: City of Worthington.

Worthington Subzone 72 was decreased by 0.28 acres.
Worthington Subzone 72.1 was created using 0.28 acres.

Upper Minnesota Valley (Region 6W) JOBZone: City of Montevideo.

Montevideo Subzone 57 was decreased by 6.0 acres.
Montevideo Subzone 57.1 was created using 6.0 acres.

Northeast Minnesota JOBZone: City of Hibbing.

Hibbing Subzone 87 was decreased by 22.06 acres.
Hibbing Subzone 87.1 was created using 22.06 acres.

Dated: May 3, 2005

Commissioner Matt Kramer

Official Notices

Department of Employment and Economic Development Job Opportunity Building Zones (JOBZ) Modifications #15

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

Northeast Minnesota JOBZone: City of Hibbing.

Hibbing Subzone 87.1 was decreased from 22.06 to 20.06.

Hibbing Subzone 87 was increased from 183.94 to 185.94.

West Central Minnesota JOBZone: City of Fergus Falls.

Fergus Falls Subzone 54 was decreased by 3.29 acres.

Fergus Falls Subzone 54.5 was created using 3.29 acres.

Land of Dancing Sky JOBZone: City of Roseau.

Roseau Subzone 63 was decreased by 0.5 acres.

Roseau Subzone 63.1 was created using 0.5 acres.

Region Five JOBZone: City of Crosby.

Crosby Subzone 56 was decreased by 0.25 acres.

Crosby Subzone 56.1 was created using 0.25 acres.

Southwest Regional JOBZone: City of Willmar.

Willmar Subzone 165 was decreased by 96.00 acres.

Willmar Subzone 165.1 was created using 96.00 acres.

West Central Minnesota JOBZone: City of Detroit Lakes.

Detroit Lakes Subzone 9 was decreased by 8 acres.

Detroit Lakes Subzone 9.1 was created using 8 acres.

Dated: May 19, 2005

Commissioner Matt Kramer

Executive Council State Board of Investment Investment Advisory Council Official Notice of Meetings of the Executive Council, State Board of Investment and Investment Advisory Council

The Executive Council and the State Board of Investment will meet on Wednesday, June 8, 2005 at 9:00 A.M. in Room 123, State Capitol, St. Paul, MN.

The Investment Advisory Council will meet on Tuesday, June 7, 2005 at 1:00 P.M. at the State Board of Investment, Board Room (Main Floor), 60 Empire Drive, St. Paul, MN.

Department of Human Services Child Safety and Permanency Division Notice of Availability of Citizen Review Panel Report

The federal Child Abuse Prevention & Treatment Act requires states to establish at least three citizen review panels to evaluate how well state and local agencies are fulfilling their child protection responsibilities. The Minnesota Citizen Review Panels have completed their second year of operation. Their 2004 annual report is now available. The report provides an overview of the work of four panels in Chisago, Ramsey, Washington and Winona Counties. For a copy of the report contact:

Laura Beilke
Department of Human Services
Child Safety and Permanency Division
444 Lafayette Road North
St. Paul, MN 55155-3830
Telephone: (651) 215-1284

Department of Labor and Industry Labor Standards Unit

Notice of Correction to Highway/Heavy Prevailing Wage Rates for Group 2, Labor Code 304

A correction has been made to the Highway/Heavy Prevailing Wage Rates certified 10/11/04, for Group 2, Labor Code 304, 4 or More Axle, Straight Body Truck in Region 1.

Copies with the correction of the certified wage rate for this Region may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road North, St. Paul, Minnesota 55155-4306, or by calling (651) 284-5091, or accessing our web site at www.doli.state.mn.us. Charges for the cost of copying and mailing are \$.65 per page. Make check or money order payable to the State of Minnesota.

M. Scott Brener, Commissioner

Department of Labor and Industry Labor Standards Unit

Notice of Correction of Truck Rental Rate

As a result of a correction to the Prevailing Wage component, a correction has been made to the Highway/Heavy Truck Rental Rate certified 12/20/04 for Region 1, Four or more axle units, straight body trucks. The rate should be \$64.97, and as of May 1, 2005, \$65.82.

Copies with the correction of the certified Truck Rental wage rates for this Region may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road North, St. Paul, Minnesota 55155-4306, or by calling (651) 284-5091, or accessing our web site at www.doli.state.mn.us. Charges for the cost of copying and mailing are \$.65 per page. Make check or money order payable to the State of Minnesota.

M. Scott Brener, Commissioner

Teachers Retirement Association

Notice of Meeting of the Board of Trustees Wednesday 15 June 2005

The Board of Trustees, Minnesota Teachers Retirement Association will hold a meeting on Wednesday, June 15, 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 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 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 Agriculture Farm Advocate Program

Notice of Availability of Contracts for Minnesota Farm Advocates

The Minnesota Department of Agriculture announces the availability of contracts for farm advocates for the period of July 1, 2005 through June 30, 2006. Applicants must be farmers or former farmers; be familiar with or experienced in farm financial planning (cash flows through financial statements); be knowledgeable of farmers' borrowers rights and responsibilities with the ability to comprehend state and federal rules and regulations governing agricultural credit; have good communication skills (written, oral and listening); and have compassion for and interest in helping other farmers. Resumes will be accepted through June 14, 2005.

For more information, contact:

Bruce Lubitz
Farm Advocate Program
52168 - 450th Street
Perham, MN 56573
Phone (218) 334-3276

Colleges and Universities, Minnesota State (MnSCU) St. Cloud Technical College & Work Force Center

Notice of Request for Bids for a Two Story Addition and a Renovation of Existing Space

Bids will be received until 2:00 p.m., Tuesday, June 21, 2005 at St. Cloud Technical College by Natalie Ennis in Room #1-102 at which time the bids will be opened and publicly read aloud in Room #1-307.

Project Scope: This Project consists of a 46,763 SF two story addition and a 39,725 SF renovation of existing space. The work will be completed in two phases under one contract. The existing building will be occupied by SCTC during Phase I (addition) construction. In Phase II, SCTC will vacate the space to be renovated, and move into Phase I. Work includes: Building Demolition, Site Clearing, Site Paving, Utility Installation, Construction of Steel and Concrete Superstructure, Exterior Shell, Interior Fit-out, Mechanical and Electrical Construction, and Landscaping.

A pre-bid meeting will be held at 10:00 a.m., Thursday, June 2, 2005 in Room #1-258 at St. Cloud Technical College.

Bid Forms, Contract Documents, Drawings and Specifications as prepared by the Project Architect Perkins + Will, are on file at:

- 1.) Perkins + Will - 84 Tenth Street South, Minneapolis, MN
- 2.) Following Builders Exchanges: Minneapolis, St. Cloud, St. Paul
- 3.) Reed Construction Data Plan Room
- 4.) McGraw Hill Construction
- 5.) National Association of Minority Contractors of Upper Midwest

Complete sets only of bid forms and Drawings and Specifications for use by Bidders in submitting a bid may be obtained at the following addresses:

Engineering Repro Systems
3005 Ranchview Lane North
Plymouth, MN 55447
(763) 694-5900

Engineering Repro Systems
1139 Franklin Avenue, Suite 4
Sauk Rapids, MN 56379
(320) 251-3670

A deposit of \$350.00 is required for each set, to be presented at the time you pick up drawings at Engineering Repro. Deposit checks are to be made out to the order of St. Cloud Technical College.

Colleges and Universities, Minnesota State (MnSCU)**Winona State University****Sealed Bids Sought for Pasteur Hall - Phase II**

NOTICE IS HEREBY GIVEN that Winona State University will receive sealed bids for Pasteur Hall - Phase II until 2:00 p.m., June 14, 2005 at which time the bids will be opened and publicly read aloud.

Project Scope: This Project consists of the renovation of an existing lab science building as defined in Drawings and Specifications. It is located on Project site currently bounded by Stark Hall (which houses associated programs in Engineering and Nursing) and the New Science Facility (Phase I). Work includes Building Demolition, Site Clearing, Construction of Steel Framed Penthouse Level, Exterior Shell, Interior Fit-out, Mechanical and Electrical Construction, and Landscaping.

A **Pre-bid Meeting** was held at 11:00 a.m., Wednesday, May 25, 2005 in the Cafeteria of Kryzsko Commons in Dining Rooms C and D (parking available in the North Kryzsko Silver Lot 19 between Kryzsko and Sheehan Commons) at Winona State University. **Attendance was encouraged, but not required** for all bidding Prime Contractors and major Subcontractors. The Architect/Engineer and Owner Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

Bid Forms, Contract Documents, Drawings and Specifications as prepared by the Project Architect/Engineer; Perkins + Will, are on file at the offices of the:

1. above named Project Architect/Engineer
2. following Builders Exchanges:

- | | | |
|--------------------------------------|------------------------------------|---------------------------|
| • Eau Clair Plan Room (WI) | • La Crosse Plan Room (WI) | • Austin Plan Room |
| • Rochester Plan Room | • Construction Bulleting Plan Room | • National Association of |
| • Construction Market Data Plan Room | • Dodge Plan Room | Minority Contractors of |
| • Milwaukee Plan Room (WI) | • Mankato Plan Room | Minnesota |
| • Minneapolis Plan Room | • Albert Lea Plan Room | • St. Paul Plan Room |

Complete sets only of bid forms and Drawings and Specifications for use by Bidders in submitting a bid may be obtained at the following addresses:

Engineering Reproduction Systems
3005 Ranchview Lane North
Minneapolis, MN 55447
(763) 694-5900

Prior to obtaining the set, a deposit check in the amount identified must be sent, or delivered to:

Perkins + Will
84 Tenth Street South, Suite 200
Minneapolis, MN 55403
(612) 851-5000

A deposit of \$350.00 is required for each set. Prime Contractors will receive 1 free set. Two more may be obtained for a refundable deposit. Subcontractors may obtain 1 set for a refundable deposit. Additional sets may be purchased directly from the printer - Engineering Repro. As a condition of the deposit to be refunded, sets must be returned to the Architect within ten working days of the bid date, and must be complete and in reusable condition.

Deposit checks are to be made out to the order of Winona State University.

Prospective Bidders requesting that Bidding Documents (complete sets only) be mailed to them may make arrangements directly with Engineering Reproductions, after submissions of the deposit check to Perkins + Will.

Each bid which totals over \$15,000.00 must be accompanied by either a certified check, payable to Minnesota State Colleges and Universities, in the sum of not less than five percent (5%) of the total base bid or a corporate surety bond for the same amount by a surety company authorized to do business in the State of Minnesota.

State Contracts

Department of Commerce Unclaimed Property Unit

Request for Proposals for Special Audit Services

The Minnesota Department of Commerce, Unclaimed Property Unit, is seeking proposals from individuals or organizations qualified to perform special audit services. The services consist of identifying holders of unclaimed property who are subject to the Minnesota unclaimed property law, auditing their records, preparing reports of reportable unclaimed property, and collecting reportable unclaimed property.

For a copy of the complete Request for Proposal contact:

Sandy Mackenthun
Minnesota Department of Commerce
Unclaimed Property Division
85 7th Place East, Suite 600
St. Paul, MN 55101-3165
Voice: (651) 297-4630
Fax: (651) 282-2568
Email: sandy.mackenthun@state.mn.us

The deadline for proposal submittal is June 22, 2005, 3:30 p.m. CDT.

Minnesota Historical Society

Notice of Request for Proposals for Insurance Brokerage Services - Property and Casualty Coverages

The Minnesota Historical Society is seeking proposals from qualified firms to provide a full range of brokerage and risk management services, including marketing and placement of several insurance coverages and advice on coverage issues and self-insurance operations.

The Request for Proposals is available by calling or writing Mary Green Toussaint, Contracting & Purchasing Assistant, Minnesota Historical Society, 345 Kellogg Boulevard West, St. Paul, MN 55102. She can be reached via **telephone** at (651) 297-7007, or via **e-mail** at mary.green-toussaint@mnhs.org.

The current schedule provides for a proposal deadline of 2:00 p.m., Local Time, Wednesday, June 15, 2005, late bids will not be considered, although this deadline may be extended. The Request for Proposals will contain the final, updated deadline.

Dated: May 31, 2005

Minnesota Historical Society

Notice of Request for Bids for Printing Services – Christmas in Minnesota

The Minnesota Historical Society (Society) is seeking bids from qualified firms for the printing of 8,000 books, titled *Christmas in Minnesota* (8,000 casebound books, plus additional 1,000s and 1,300 flat-trimmed jackets to ship to warehouse with bulk).

The schedule is, as follows: August 1, 2005 - all to printer; October 1, 2005 - finished books at the Society's warehouse and Press.

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

Bids must be received no later than 2:00 p.m., Local Time, Tuesday, June 21, 2005. No late bids will be accepted.

Dated: May 31, 2005

Minnesota Housing Finance Agency Consolidated Request for Proposals • Single Family RFP

The Minnesota Housing Finance Agency (MHFA), the Greater Minnesota Housing Fund, the Metropolitan Council, the Family Housing Fund and the Minnesota Department of Corrections announce the availability of funds through a Consolidated Request for Proposals (RFP). Funds are available to assist in the development, construction, acquisition, demolition, or rehabilitation of affordable homeownership, home improvement, housing activities for low and moderate-income residents of Minnesota.

The Consolidated RFP represents an effort to coordinate the resources available within the agency, and to address communities' comprehensive housing efforts.

Eligible applicants are invited to submit proposal(s) for the Single Family RFP. Refer to the Important Dates section at the end of this RFP for application deadlines.

Amount of Funds Available:

Fund availability is listed individually under the Single Family RFP section.

Eligible Locations:

MHFA funds are generally available statewide; while respective RFP partners' funds are available only in the Twin Cities Metropolitan area or Greater Minnesota depending upon the specific funding partner.

Eligible Applicants:

In general, eligible applicants for the majority of resources include Minnesota Cities, for-profit organizations, nonprofit organizations, private developers, natural persons, Indian tribes or tribal housing corporations, public housing agencies, joint powers board established by two or more cities, and cooperative housing corporations.

Habitat for Humanity organizations are **not eligible** to apply for funding from the Community Revitalization Fund (CRV) Program as the primary applicant under the "traditional Habitat model," but are eligible to be secondary partners with those applicants previously mentioned.

SINGLE FAMILY RFP

Limited Fund Program Information:

The Limited Fund programs are highly competitive. The funding partners anticipate having approximately \$1.1 million available this round depending on fund availability based on legislative action. If fund availability increases, information will be posted on MHFA's web site. Limited Fund proposals will be presented to a Selection Committee for evaluation, scoring and funding consideration. The Selection Committee is comprised of MHFA staff, representatives from the various funding partners and staff from the Minnesota Department of Employment and Economic Development (DEED).

I. Programs Available:

- **Greater Minnesota Housing Fund (GMHF):** 1) *New Construction* – Under its Building Better Neighborhoods (BBN) Program, GMHF provides gap financing (interest-free, deferred loans) for homebuyers and/or below-market (2% interest, three-year term) interim financing for the developer that are available for land acquisition, infrastructure or construction. In addition, limited GMHF funds for other single-family new construction projects not meeting BBN guidelines may be awarded. For both programs, additional funds are available to support projects with employer assistance. 2) *Housing Rehabilitation* - GMHF also provides zero- or low-interest, deferred loans on a limited basis to non-profit and for-profit organizations and local government agencies to facilitate the rehabilitation of affordable (not exceeding 80% statewide median income, preference given to 50% SMI) owner-occupied housing. GMHF's funding priorities include substantial rehab of aging, owner-occupied single-family housing, in conjunction with a larger community revitalization effort. Local leverage is required. GMHF's maximum assistance per unit is \$15,000.

Program Contact:

Jeremy LaCroix (651) 221-1997

jlacroix@gmhf.com

- **Community Revitalization Fund (CRV).** The Family Housing Fund, Metropolitan Council, GMHF and MHFA provide funds for this program. The CRV is the umbrella name for a variety of limited funding resources that are provided under one fund. Funding resources include the Economic Development and Housing Challenge Program (Challenge Program), internal interim construction financing programs and the Urban Indian Housing Program (UIHP). Funds are provided in the form of a construction loan or deferred loan, repayable to the funder. Under certain circumstances and justification a grant may be provided. Generally, if an activity may be addressed through a loan rather than a grant, a loan will be provided.

Program Contact:

Nancy Slattsveen (651) 296-7994

nancy.slattsveen@state.mn.us

State Contracts

Terry Hanna (651) 296- 9567 *terry.hanna@state.mn.us*

Indian Housing: Rick Smith (651) 297-4060 *smith.rickp@state.mn.us*
Ed Niewinski (651) 297-3130 *ed.niewinski@state.mn.us*

• **Minnesota Urban and Rural Homesteading Program (MURL).** The MHFA provides grant funds to eligible organizations to acquire, rehabilitate, and then sell the houses to first time homebuyers who are “at-risk” on a zero percent contract for deed. Applications received from Community Housing Development Organization’s (CHDO) certified by the Minnesota Housing Finance Agency will receive priority in selections.

Program Contact: Donna Dimatteo (651) 297-3132 *donna.dimatteo@state.mn.us*

• **Local Housing Incentive Account (LHIA).** The Metropolitan Council provides funds for this program. Funds from this account are awarded as grants that must be matched on a dollar-for-dollar basis by the municipality receiving the funds. These grant funds may be used for costs associated with projects that help municipalities meet their negotiated housing goals, including, but not limited to acquisition, rehabilitation and construction of permanent affordable and life-cycle housing.

Program Contact: Linda Milashius (651) 602-1541 *linda.milashius@metc.state.mn.us*

II. Types of Funds Available:

The type, terms and conditions of assistance provided will vary depending upon the needs outlined in each application and the availability of funding resources.

The contributing partners strongly encourage communities to leverage funds with the resources available through this RFP to address the local housing need(s) identified in their comprehensive housing plan.

III. Funding Partners Program Income Limits/Guidelines:

Please refer to each of the program concepts for specific income limits/guidelines.

- Greater Minnesota Housing Fund only serves households with incomes that do not exceed 80% of the statewide median income adjusted by household size.
- Family Housing Fund only serves households with incomes that do not exceed 80% of the Twin Cities metropolitan area median income with priority given to households with incomes at or below 50% - 60% of area median income.
- Metropolitan Council’s LHIA serves households with incomes that do not exceed 80% of the Twin Cities metropolitan area median income with preference for proposals with a significant component serving households at 60% or below. Rehabilitation and redevelopment programs in areas of low valued, blighted or substandard properties where the local government is engaged in a redevelopment and neighborhood improvement effort to which they have community matching funding, may serve households up to 115% of area median income.
- The Minnesota Department of Corrections - Institution Community Work Crew Affordable House Building Program serves households with incomes at or below 80% of greater of state or area median income. In certain areas households with incomes of up to 115% of state median may also be served. Homes must be priced so as not to compete with the private residential construction industry.
- Minnesota Housing Finance Agency only serves households with incomes that are at or below 115% of the greater of state or area median income.

Ongoing Program Information

Your agency may apply for any of these programs at any time during the year. Please contact the Program Manager listed below to obtain a program application. Ongoing applications are not included in this RFP.

• Community Activity Set Aside Program (CASA)

The Community Activity Set Aside Program supports partnerships between lenders, local governments, and nonprofit housing organizations by providing access to pools of MHFA mortgage revenue bond funds and second mortgage funds. CASA assists those partnerships in meeting the homeownership objectives and housing credit needs of their communities by providing first time homebuyer loans with a subsidized interest rate and deferred, interest free Homeownership Assistance Fund (HAF) loans of up to \$14,440 per household. Specifically, the program supports initiatives that target funds toward underserved populations, increasing the stock of affordable housing or addressing a community specific housing credit need. Partnerships apply for CASA funds. Partnerships consist of a MHFA contract lender or lender consortia and a community partner. The application materials are on the MHFA website at www.mhfa.state.mn.us

Program Contact: Barb Collins (651) 297-3122 *barb.collins@state.mn.us*

Edward Niewinski (651) 297-3130
Tonya Taylor (651) 296-8844
Toll Free (800) 710-8871

ed.niewinski@state.mn.us
tonya.taylor@state.mn.us
Fax (651) 296-8292

- **Community Fix-up Fund (CFUF)**

Encourages partnership efforts between local lenders, nonprofit organizations, local governments, and community organizations by providing funds to assist a designated community in addressing its specific home improvement needs or objectives. Applications must be submitted by participating MHFA Fix-up Fund lenders (or participating lender consortia), in partnership with a nonprofit organization delivering housing programs, or a city.

Program Contact: Susan Ude (651) 297-3656 *susan.ude@state.mn.us*
Kathy Aanerud (651) 297-3121 *kathy.aanerud@state.mn.us*
Donna Dimatteo (651) 297-3132 *donna.dimatteo@state.mn.us*
Toll free (800) 710-8871 Fax (651) 296-8292

- **Entry Cost Homeownership Opportunity Program (ECHO)**

Supports community lending initiatives developed by private and public sector mortgage lenders in partnership with community representatives. The program provides funds to low and moderate-income borrowers for down payment and closing cost assistance and can address minor property repairs. Partnerships may apply for this program on a pipeline or ongoing basis.

Program Contact: Edward Niewinski (651) 297-3130 *ed.niewinski@state.mn.us*
Barb Collins (651) 297-3122 *barb.collins@state.mn.us*
Tonya Taylor (651) 296-8844 *tonya.taylor@state.mn.us*
Toll free (800) 710-8871 Fax (651) 296-8292

- **Institution Community Work Crew (ICWC) Affordable House Building Program**

The Minnesota Department of Corrections (MNDOC) may provide assistance through the Institution Community Work Crew (ICWC) Affordable House Building Program. ICWC Affordable House Building Program can provide interest-free interim construction financing, but only to non-profit entities. A letter from the MNDOC must be attached to your proposal indicating if an ICWC program is or will be available in the area you have identified. Contact the Program Manager for future availability of funds.

Program Contact: Ron Solheid at MNDOC (651) 603-0010, *rsolheid@co.doc.state.mn.us*
Fax (651) 642-0457

APPLICATION PROCESS

Access application materials as follows:

- The Single Family application is available on the MHFA website at www.mhfa.state.mn.us/rfp_sf.htm in a pdf format. If you are unable to access our website call (651) 297-3118, or Toll Free: 1-800-710-8871 to obtain a hard copy.

RFP TRAINING AND TECHNICAL ASSISTANCE SESSIONS:

- Please check the MHFA website at www.mhfa.state.mn.us/rfp.htm for Single Family technical assistance dates, times and locations, and registration information. Technical assistance is tentatively planned for mid June 2005.

IMPORTANT DATES:

- **Submit one original and two copies** of your application/proposal to:
Minnesota Housing Finance Agency
400 Sibley Street, Suite 300
St. Paul, MN 55101
Attn: Single Family RFP Application
- **Applications/proposals** must be received by MHFA on or before 5:00 p.m. on Thursday, July 14, 2005.
- **Faxed, emailed, incomplete, or late applications** will *NOT* be accepted.

NOTE: Applications determined to be incomplete will be returned to the applicant.

State Contracts

MHFA Board Approval:

Single Family RFP funding recommendations will be made at the September 2005 MHFA Board meeting.

Fund Notification:

• Notification of approved selected proposals will be posted on the MHFA website www.mhfa.state.mn.us after the Board meeting noted above and Loan/Grant Agreements will be mailed within 20 working days of the approval.

This Consolidated Request for Proposal is subject to all applicable federal, state, and municipal laws, rules, and regulations. MHFA reserves the right to modify or withdraw this RFP at any time and is not able to reimburse any applicant for costs incurred in the preparation or submittal of proposals.

It is the policy of the Minnesota Housing Finance Agency (MHFA) to further fair housing opportunity in all Agency programs and to administer its housing programs affirmatively, so that all Minnesotans of similar income levels have equal access to Agency programs regardless of race, color, creed, religion, national origin, sex, sexual orientation, marital status, status with regard to receipt of public assistance, disability, or family status.

Department of Military Affairs

Notice of Request for Proposals for Professional Services to Provide a Complete and Comprehensive Voice/Data Distribution Site Development Plan for the Camp Ripley Cantonment Area that Will Meet the Needs of Camp Ripley for at Least Ten (10) Years (Project No. 04705)

Scope of services shall consist of:

1. Investigative and Site Development Plan Phase: Working with the National Guard staff the Consultant will analyze the existing cantonment system and review and revise (as needed) the Air National Guard plan for the "backbone" concept for Areas 1, 3, 5, 6, 7, 8, 9, 10, 21, 22 and 23. Then the Consultant will develop at least two options for the overall cantonment area (to include the other areas of the cantonment area - Areas 2, 11, 13, 14, 15, 16, 17, 18, 19, 20 and 24).

The Site Development Plan options should contain a flexible system of conduit (Inner duct or cellular), cable, manholes and hub buildings for each area. Included in the overall plan options will be additional conduit capacity for future expansions. The Site Development Plan could involve direct-burial of cable, directional boring, pedestals and splicing and the restoration of any property.

A draft report and drawings (three paper copies) for review by the Owner, including a detailed cost estimate for each option, will be required to be completed by this Consultant. These estimates will be used by the Owner to help select the desired option and determine how to stage the design and construction phases (future phases) of the project.

A determination should be made as to whether to remove or abandon the existing telephone wiring system in place. All NFPA and any applicable codes must be met.

2. Final Report Submission: The final report submission for each option must contain (at a minimum) a cost estimate for the work, operating costs, maintainability, and a summary providing future capacity of the system. Include a recommendation as to which option is preferable. Three (3) copies of the report, in both paper and electronic format, must be submitted in AutoCAD version 2000 or 2004 and Word format.

This consultant is required to have and provide the following: 1) Be a Registered Communication Distribution Designer (RCDD). 2) Have an Outside Plant Specialist (RCDD/OSP) designation or equivalent (list any degrees, experience and training that is directly related to cabling/outside plant engineering). 3) Must list at least three (3) similar projects in their proposal giving their size, scope, completion dates and contact person information of the Owner. State how these projects related to the requirements in this Request for Proposal (RFP).

A pre-proposal meeting will be held at the Facilities Management Office on June 15, 2005, at 11:00 a.m., to answer any questions prior to the submission of the proposals. A written memo of this meeting will be sent to all known holders of the Request for Proposals (RFP).

The Request for Proposals is available by writing or calling Ms. Anna Swoboda, Minnesota Department of Military Affairs, Facilities Management Office, Camp Ripley, 15000 Highway 115, Little Falls, MN 56345-4173, Telephone 320.616.2630, or e-mail Anna.Swoboda@mn.ngb.army.mil.

Proposals must be submitted in the format provided in the Request for Proposals. Proposals must be received not later than 2:00 p.m. Central Time, June 24, 2005. No late proposals will be accepted.

Office of the Revisor of Statutes

Notice of Request for Computer Development Services

NOTICE IS HEREBY GIVEN that the Office of the Revisor of Statutes intends to enter into contracts to continue the development of an XML-based computer system. The development of the new system has been ongoing since January 1, 2003 and requires development of an application that integrates a commercially available XML editor, relational database, and composition engine. The operating environment will include both Linux and Windows servers. The Revisor's Office is seeking technical consulting services for the development period of July 1, 2005 to December 31, 2006. Because the development is in progress, existing contractors will be given preference. Assistance is sought in the following areas:

- Development project management
- Senior developer
- Developer
- Oracle database consultant

For more detail, see the website at: www.revisor.leg.state.mn.us and click on "Employment Opportunities."

All responses must include a cover letter and resume, together with hourly rates and references. Please indicate which area(s) is of interest.

Responses must be received no later than 4:30 p.m. on Wednesday, June 15, 2005. The Revisor's office reserves the right to award all, a part, or none of the above-described contracts. Inquiries and responses may be directed to:

Michele Timmons, Revisor of Statutes
Office of the Revisor of Statutes
700 State Office Building
100 Dr. Martin Luther King Blvd.
St. Paul, MN 55155-1297
Telephone: (651) 296-2868
TTY use State Relay Services 1-800-627-3529
Website: www.revisor.leg.state.mn.us

Department of Transportation (MnDOT)

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

State Contracts

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 (MnDOT)

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 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.

Lower Rum River Watershed Management Organization Request for Interest Proposal for Professional Services for Legal Consultant and Engineering Consultant Services

Pursuant to *Minnesota Statutes Annotated* 103B.227, Subd 5, the Lower Rum River Watershed Management Organization hereby solicits interest proposals for legal consultant and engineering consultant services for the fiscal years 2005 and 2006.

Written proposals (five copies) setting forth the experience of the individuals who would be interested in performing professional services for the Lower Rum River Watershed Management Organization should be sent to:

Attention: Carla Wirth, Administrative Secretary
The Lower Rum River Watershed Management Organization
28601 Hub Drive
Madison Lake, MN 56063

Proposals shall be submitted on or before June 14, 2005.

Please set forth in your written proposal the experience of the individual who proposes to perform services for this organization and the resumes of support staff who would assist the individual in providing the contractual services. Rates and individuals should be provided for both a principal engineer and a wetlands specialist/scientist. The proposal should contain a statement on the firm's ability to provide the necessary insurance. The Board will review said proposals and reserves to itself the right to take such action as it deems in the best interest of the Lower Rum River Watershed Management Organization.

Non-State Contracts & Grants

Metropolitan Council - Metro Transit

Invitation for Sealed Bids for Cleaning, Jetting and Disposal Services for Sumps and Trench Drains

The Metropolitan Council is soliciting sealed bids to procure Cleaning, Jetting and Disposal Services for Sumps and Trench Drains. Bids are due at 2:00 p.m., Monday, June 20, 2005. Bids must be submitted in accordance with the Invitation for Bids document available from:

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

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 free. Visit our website at bidinfo.umn.edu or call the BIS Coordinator at (612) 625-5534.

Request for Bids/Proposals are also available to the public 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.

