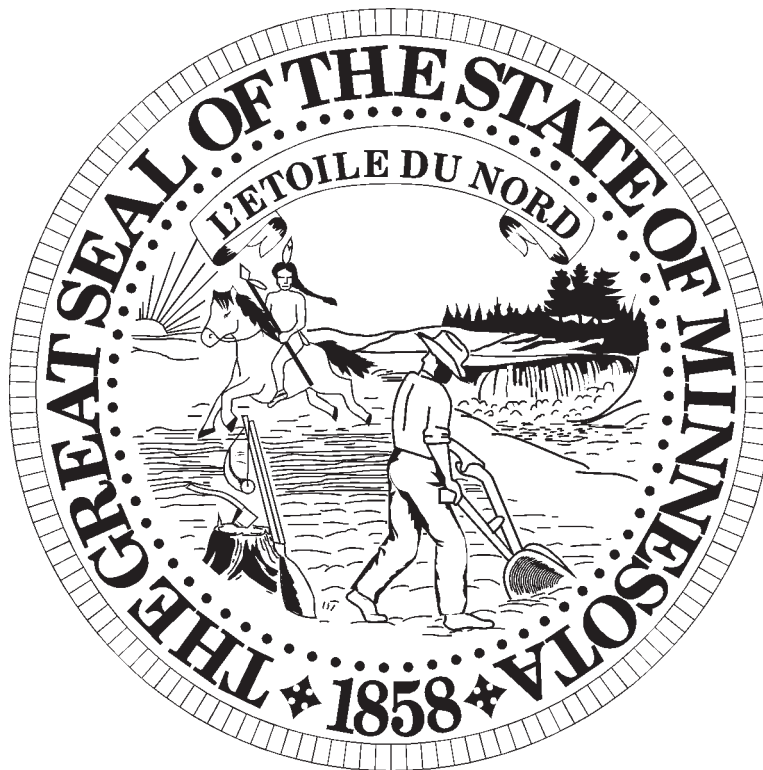


State of Minnesota

# State Register



**Rules and Official Notices Edition**

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by the Department of Administration – Communications Media Division

**Monday 22 May 2006**  
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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:

- proposed, adopted, exempt, expedited emergency and withdrawn rules
- executive orders of the governor
- appointments
- proclamations and commendations
- commissioners' orders
- revenue notices
- official notices
- state grants and loans
- contracts for professional, technical and consulting services
- non-state public bids, contracts and grants
- certificates of assumed name, registration of insignia and marks

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# 47	Monday 22 May	Noon Tuesday 16 May	Noon Wednesday 10 May
# 48	<b>TUESDAY 30 May</b>	Noon Tuesday 23 May	Noon Wednesday 17 May
# 49	Monday 5 June	Noon Tuesday 30 May	Noon Wednesday 24 May
# 50	Monday 12 June	Noon Tuesday 6 June	Noon Wednesday 31 May

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# Minnesota Rules: Amendments and Additions

## NOTICE: How to Follow State Agency Rulemaking in the State Register

The *State Register* is the official source, and only complete listing, for all state agency rulemaking in its various stages. State agencies are required to publish notice of their rulemaking action in the *State Register*. Published every Monday, the *State Register* makes it easy to follow and participate in the important rulemaking process. Approximately 80 state agencies have the authority to issue rules. Each agency is assigned specific **Minnesota Rule** chapter numbers. Every odd-numbered year the **Minnesota Rules** are published. The current 1999 set is a 13-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Generally speaking, proposed and adopted exempt rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

An agency must first solicit **Comments on Planned Rules** or **Comments on Planned Rule Amendments** from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency (*Minnesota Statutes* §§ 14.101). It does this by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, or within 60 days of the effective date of any new statutory grant of required rulemaking.

When rules are first drafted, state agencies publish them as **Proposed Rules**, along with a notice of hearing, or a notice of intent to adopt rules without a hearing in the case of noncontroversial rules. This notice asks for comment on the rules as proposed. Proposed emergency rules and withdrawn proposed rules are also published in the *State Register*. After proposed rules have gone through the comment period, and have been rewritten into their final form, they again appear in the *State Register* as **Adopted Rules**. These final adopted rules are not printed in their entirety in the *State Register*, only the changes made since their publication as Proposed Rules. To see the full rule, as adopted and in effect, a person simply needs two issues of the *State Register*, the issue the rule appeared in as proposed, and later as adopted. For a more detailed description of the rulemaking process, see the most current edition of the *Minnesota Guidebook to State Agency Services*.

The *State Register* features partial and cumulative listings of rules in this section on the following schedule: issues #1-13 inclusive; issues #14-25 inclusive; issue #26 cumulative for issues #1-26; issues #27-38 inclusive; issue #39, cumulative for issues #1-39; issues #40-51 inclusive; and issues #1-52 (or 53 in some years), cumulative for issues #1-52 (or 53). An annual subject matter index for rules was separately printed usually in August, but starting with Volume 19 now appears in the final issue of each volume. For copies or subscriptions to the *State Register*, contact Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155 (612) 297-3000, or toll-free 1-800-657-3757.

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## Adopted Rules

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

**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 Administration Rules Tracking

Obtain MORE and FASTER information on rulemaking. You receive much more with a subscription than viewing the *State Register* on our website. Subscribe and receive many LINKS to the *State Register*. Open the *State Register* and click on Bookmarks in the upper right corner. You will also receive ALL the current rules, with an INDEX, and previous years' indices. You also receive a summarized "Contracts & Grants" section to review. Subscriptions cost \$180 a year (normal cost \$260 - an \$80 savings). Here's what you receive:

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## Department of Agriculture Adopted Permanent Rules Relating to Hollow Heart Exempt Potatoes

The rules proposed and published at *State Register*, Volume 30, Number 37, pages 967-969, March 13, 2006 (30 SR 967), are adopted as proposed.

## 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 270C.07.

## Department of Revenue Revenue Notice # 06-05: Sales and Use Tax – Use Tax – Fractional Ownership Interests

### Background

When a sale of tangible personal property purchased for use in Minnesota occurs outside of Minnesota, no Minnesota sales tax is due but if the property is used in Minnesota, a use tax is imposed on the privilege of using, storing, distributing, or consuming tangible personal property in Minnesota. *Minnesota Statutes*, section 297A.63. More than one person or entity may purchase tangible personal property and share in the ownership of the property.

This Revenue Notice explains on what basis the Department of Revenue will assess use tax against fractional ownership interests.

### Statutory Authority

*Minnesota Statutes*, section 297A.61, subdivision 4(a) defines "retail sale" as "any sale, lease, or rental for any purpose other than resale, sublease, or subrent."

# Revenue Notices

*Minnesota Statutes*, section 297A.61, subdivision 3(b)(1) defines “sale and purchase” to include “any transfer of title or possession, or both, of tangible personal property, whether absolutely or conditionally, for a consideration in money or by exchange or barter.”

*Minnesota Statutes*, section 297A.63, imposes a use tax on the privilege of “using, storing, distributing, or consuming” tangible personal property in Minnesota, unless sales tax was paid on the tangible personal property or services, or the purchase meets the de minimis requirements in *Minnesota Statutes*, section 297A.67, subdivision 21.

*Minnesota Statutes*, section 297A.61, subdivision 6, defines “use” to include “the exercise of a right or power incident to the ownership of any interest in tangible personal property or services, purchased from a retailer, other than the sale of that property in the regular course of business.”

## Position

Use tax will be imposed on purchasers on the purchase price of their ownership interest if:

- 1) the purchaser buys a fractional ownership interest in tangible personal property that is used in Minnesota;
- 2) the purchaser does not hold the property solely for resale in the normal course of business;
- 3) the vendor has not collected Minnesota sales tax on the purchase or the purchaser has paid sales tax to another state at a rate less than the rate imposed under *Minnesota Statutes*, chapter 297A; and
- 4) the tangible personal property is used in Minnesota.

## Examples

Example 1: Y, a Minnesota company, purchases a fractional interest in an aircraft in Wisconsin. The vendor does not collect or remit sales tax to either Wisconsin or Minnesota on the purchase. Y’s ownership interest allows it the right to use the aircraft along with the other owners. Y flies the aircraft into and out of Minnesota. The use of the plane in Minnesota is the exercise of a right or power over the aircraft which creates nexus with Minnesota so that Y is subject to use tax on the purchase price of Y’s ownership interest.

Example 2: Z, a Minnesota resident, purchases a fractional interest in several aircraft from a vendor in Wisconsin. The vendor does not collect or remit sales tax to either Wisconsin or Minnesota on the purchase. The aircraft are part of a pool of aircraft owned by Z and others. The terms of Z’s ownership contract allows Z to use any of the aircraft in the pool. Z flies the aircraft into and out of Minnesota on several occasions. The use of the pooled aircraft in Minnesota is an exercise of Z’s right or power over the aircraft and Z is subject to use tax on the purchase price of Z’s fractional ownership interest in the aircraft flown into Minnesota.

Publication Date: May 22, 2006

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.

## Department of Commerce

### Energy and Telecommunications Division

### Office of Energy Assistance Programs

### Notice of Public Hearing and Comment Period for the FFY2007 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 2007 at a public hearing or through written comment. The hearing will be held June 28, 2006, from 3:00 p.m. to 5:00 p.m. in Hearing Room 5, State Office Building, 100 Rev. Martin Luther King, Jr., Blvd., St. Paul. Written comment must be received at the address below by 5:00 p.m. on June 28, 2006.

The FFY 2007 Energy Assistance Plan describes how federal Low Income Home Energy Assistance Program (LIHEAP) funds will be used to help low-income households pay home heating bills and conserve energy. Comments received at the public hearing and in writing



during the comment period will be considered in the development of the state plan. The proposed state plan is available May 26 for viewing or downloading at [www.commerce.state.mn.us](http://www.commerce.state.mn.us), the main site for the Minnesota Department of Commerce. In the right column, click on "Draft LIHEAP State Plan." The plan for FFY2007 modifies the FFY2006 LIHEAP State Plan.

Written comments may be sent to:

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

## Department of Labor and Industry Labor Standards Unit

### Notice of Additional Rate to Commercial Prevailing Wage Rates for Plasters in Faribault County

An additional rate has been added to the Commercial Prevailing Wage Rates certified 12/27/05, for **Labor Code 418** Plasterers, in Faribault County.

Copies with the additional certified wage rate for this County may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road North, St. Paul, Minnesota 55155-4306, or by calling (651) 284-5091, or accessing our web site at [www.doli.state.mn.us](http://www.doli.state.mn.us). Charges for the cost of copying and mailing are \$.25 per page. Make check or money order payable to the State of Minnesota.

M. Scott Brener  
Commissioner

## Board of Teaching

### Announcement of Adoption of Praxis II Examinations and Passing Scores for Teacher Licensure: **8710.4725 Teachers of Reading, and** **8710.3000 Teachers of Early Childhood Education**

The tests and required passing scores in this announcement become effective for all licensure applications postmarked on or after October 1, 2006. As required by *Minnesota Rules*, Part 8710.0500, subpart 4, the Minnesota Board of Teaching hereby notifies citizens of Minnesota that the following examinations have been adopted as requirement for first time applicants for the Teachers of Reading K-12 licensure or Early Childhood licensure in Minnesota.

The tests announced herein are *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 October 1, 2006, must take the Praxis II Reading Specialist Test, 0300, and achieve a minimum qualifying score of 620.

Applicants for the first license in Early Childhood must take one of the Praxis II: Principles of Learning and Teaching tests, and may take/select the newly adopted Principles of Learning and Teaching: Early Childhood Test, 0521, specified herein, and achieve a minimum qualifying score of 164.

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 examinations listed below are 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) 582-8885.

# Official Notices

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## Examination

Praxis II: Reading Specialist Test, Code 0300

Praxis II: Principles of Learning & Teaching: Early Childhood, Code 0521

## Passing Score

620

164

## Teachers Retirement Association

### Notice of Meeting June 7, 2006

The Board of Trustees, Minnesota Teachers Retirement Association will hold a meeting on Wednesday, June 7, 2006 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](http://www.mmd.admin.state.mn.us) for informal solicitation announcements.

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

## Department of Administration

### Business Expansion

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## Colleges and Universities, Minnesota State (MnSCU)

### Anoka-Ramsey Community College

### Request for Proposals to Demo Existing Library Space and Construct Office Suite

**RESPONSE TO THIS SOLICITATION IS DUE NO LATER THAN:** June 2, 2006 at 10:00 a.m. central time.

**PRE-BID MEETING DATE:** May 25, 2006 at 10:00 a.m. CST

**MEETING DETAILS:** Room SC200 on the Campus of Anoka-Ramsey Community College the Owner will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions



**CONTACT PERSON:** Jim Nieswaag

**CONTACT PHONE:** (763) 433-1213

**LOCATION OF WORK:** Anoka-Ramsey Community College

**DESCRIPTION:** Project Scope: Demo existing Library space and construct office suite.

**FURTHER DESCRIPTION :** Bid Forms, Contract Documents, Drawings and Specifications as prepared by the Project Architect, Hay Dobbs are on file at the offices of the following: 1.) Builders Exchanges: Minneapolis, St. Paul 2.) Reed Construction Data Electronic Plan Room. 3.) F.W. Dodge Plan Room. 4.) National Association of Minority Contractors Plan Room. Each bid which totals over \$15,000.00 must be accompanied by a bid bond or other security described here as a proposal guarantee that the bidder will enter into a contract if its bid is accepted. This security may be 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.

## Colleges and Universities, Minnesota State (MnSCU) Northland Community and Technical College Advertisement for Bids for Scotch Marine Boilers

**Sealed Bids for:**                   **Scotch Marine Boilers**  
Northland Community and Technical College  
East Grand Forks, Minnesota

**will be received by:**       Ms Karla Anderson  
Business Manager  
Northland Community and Technical College  
East Grand Forks, Minnesota

Until **2:00 p.m. CDT, June 6, 2006** at which time the bids will be opened and publicly read aloud.

**Project Scope:**                   Purchase and delivery of two 250 hp scotch marine hot water boilers. Proposals must be honored for sixty (60) days after June 6, 2006. A pre-bid meeting will not be held.

**Bid Forms, Contract Documents, Drawings** and Specifications as prepared by the Project Architect/Engineer, **Martin Mechanical Design Inc.**, are on file at the offices of the:

- 1.) above named Project Architect/Engineer.
- 2.) following Builders Exchanges: **Fargo, Minneapolis**
- 3.) Construction Market Data Plan Room.
- 4.) Dodge Plan Room.
- 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 address:

Northland Community and Technical College  
**Martin Mechanical Design Inc.**  
702 - 28<sup>th</sup> Avenue North  
Fargo, North Dakota 58102  
(701) 293-7957

A deposit of **\$25.00** is required for each set.

Prospective Bidders requesting that Bidding Documents (complete sets only) be mailed to them, may send a separate non-refundable payment (check made out to the Architect) for **\$7.00** per set for shipping & handling (in addition to the **\$25.00** deposit) to the Architect. Such deposits and payments may be sent prior to **May 30, 2006**. Documents will be sent to street addresses only (P.O. Boxes not

# State Contracts

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acceptable).

Each bid which totals over \$15,000.00 must be accompanied by a bid bond or other security described here as a proposal guarantee that the bidder will enter into a contract if its bid is accepted. This security may be 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.

## Department of Education

### Notice of Request for Proposals to Refugee Grant Needs Assessment

The Department of Education is soliciting proposals from qualified vendors to conduct a comprehensive needs assessment that will collect data to inform decisions regarding (1) the design and implementation of an array of training programs for key teachers, staff, and student counselors that include reflective pedagogical practices in the classroom as they relate to the Minnesota's English Language Proficiency Standards; and (2) the creation of a web-based resource kit to include instructional materials and tools such as classroom assessments, program review/quality indicator checklists, curriculum writing guidelines and other best practices.

The Department of Education has estimated the cost of this project should not exceed \$40,000.

The anticipated contract period is from September 2006 through August 2008.

For a complete copy of the Request for Proposals, please contact Bounlieng Phommasouvanh, Department of Education, 1500 Highway 36 West, Roseville, Minnesota 555113, telephone: (651) 582-8487, fax: (651) 582-8727, E-Mail:

*Bounlieng.Phommasouvanh@state.mn.us*

Responses are due no later **than 3:00 P.M. Central Time on June 30, 2006. Late proposals will not be considered.** Fax or E-Mail proposals will **NOT** be considered.

This request does not obligate the State to award a contract or complete the work contemplated in this notice. The State reserves the right to cancel this solicitation if it considered to be in its best interest. All expenses incurred in responding to this notice are solely the responsibility of the responder.

## Department of Education

### Notice of Request for Proposals for Refugee Grant Project Evaluation

The Department of Education is soliciting proposals from qualified vendors to collaboratively develop and implement a mixed methods project evaluation. The primary goal of the Refugee Grant project is to enhance the service capacity of school districts to address the rapidly increasing number of refugee students in the elementary and secondary schools in Minnesota.

To achieve this goal, the project consists of

- 1) a competitive subgrant program for local school districts within the Anoka, Hennepin, Olmsted, and Ramsey counties; and
- 2) the implementation of an array of training programs for key teachers, staff, and student counselors that include reflective pedagogical practices in the classroom as they relate to the Minnesota's English Language Proficiency Standards; and
- 3) the creation of a web-based resource kit to include instructional materials and tools such as classroom assessments, program review/quality indicator checklists, curriculum writing guidelines and other best practices.

The Department of Education has estimated the cost of this 24-month contract should not exceed \$165,000. The estimated cost of the entire project including the optional 2 year extension should not exceed \$330,000.

The anticipated contract period is from September 2006 through August 2008 with the possibility of 2 year contract extension. The contract extension will be based on continued funding and the evaluator ability to:

- (1) develop and implement data collecting tools;
- (2) prepare and submit reports in a timely manner ; and
- (3) adhere to the guidelines delineated by the steering committee.

For a complete copy of the Request for Proposals, please contact Bounlieng Phommasouvanh, Department of Education, 1500 Highway 36 West, Roseville, Minnesota 555113, **telephone:** (651) 582-8487, **fax:** (651) 582-8727, **E-Mail:**

*Bounlieng.Phommasouvanh@state.mn.us*

Responses are due no later **than 3:00 P.M. Central Time on June 30, 2006. Late proposals will not be considered.** Fax or E-Mail

proposals will **NOT** be considered.

This request does not obligate the State to award a contract or complete the work contemplated in this notice. The State reserves the right to cancel this solicitation if it considered to be in its best interest. All expenses incurred in responding to this notice are solely the responsibility of the responder.

### **Board of Medical Practice Call for Consultants to Provide Comprehensive Evaluation of Practitioners Regarding Their Ability to Practice Medicine Safely**

The Minnesota Board of Medical Practice retains consultants to provide a comprehensive evaluation of practitioners who are the subject of complaint investigations regarding their ability to practice medicine with reasonable skill and safety.

The work consists of:

1. Reviewing patient records and other information pertaining to the matter reported to the Board.
2. Reviewing medical literature concerning care and treatment of certain medical conditions, or concerning practice standards in specified areas of expertise.
3. Conducting intensive outpatient or partial hospital program assessment of the practitioner including, but not limited to neuropsychological testing, mental and physical examination and/or chemical dependency evaluation.
4. Professional services maybe provided for up to five days of evaluation if deemed necessary by the Board and consultant.
5. Providing a written report of the evaluation, along with conclusions and recommendations, within four to six weeks of receipt of the materials, or as determined by the Board.

If necessary, the consultant will be available to provide expert testimony to the Board's Complaint Review Committee, and as required to testify at an administrative disciplinary hearing on behalf of the Complaint Review Committee. Also, the consultants will meet and have telephone conferences with the Board's staff and attorneys, as deemed necessary.

The Board is currently expanding its consultant resource list. If you are interested in acting as a consultant for the Board, please request a copy of the complete proposal package from the contact below.

Board of Medical Practice  
Attn: Deb Milla  
2829 University Avenue SE, Suite 500  
Minneapolis, MN 55414-3246  
**Phone:** (612) 617-2153  
**E-mail:** [Debbie.Milla@state.mn.us](mailto:Debbie.Milla@state.mn.us)

In compliance with *Minnesota Statutes §16C.08*, the availability of this contracting opportunity is also being offered to state employees. All interested parties should submit their request for consideration. The board will continue to expand its list of resources for this type of service so this posting will remain open.

The Board will review the qualifications proposed and contact those individuals whose consultant services the board requires.

### **Board of Medical Practice Call for Consultants to Provide Specialized Coursework for Persons Regulated by the Board of Medical Practice**

The Board of Medical Practice retains consultants to provide specialized coursework for individuals under Board disciplinary and/or corrective action.

This coursework includes to medical record keeping, physician patient boundaries, pharmacology and physician interpersonal communication issues.

The consultant is required to provide the Board with a written report regarding course completion.

The individual(s) who attend the course(s) will be responsible for making payment to the consultant(s).

The purpose of this contract is to ensure that confidential or private data provided by the Board to the course providers is maintained in accordance with the Data Practices Act.

In compliance with *Minnesota Statutes §16C.08*, the availability of this contracting opportunity is being offered to state employees. State employees who are able and available to perform the aforementioned contract requirements should submit their request for

# State Contracts

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consideration. The board will continue to expand its list of resources for this type of service so this posting will remain open.

If you or your agency is interested in providing any coursework training on the above materials, please contact the Board. Please request a copy of the complete proposal package from the contact below.

Board of Medical Practice  
Attn: Deb Milla  
2829 University Avenue SE, Suite 400  
Minneapolis, MN 55414-3246  
**Phone:** (612) 617-2153  
**E-mail:** [Debbie.Milla@state.mn.us](mailto:Debbie.Milla@state.mn.us)

The Board will review the qualifications proposed and contact those individuals whose consultant services the board requires.

## Board of Medical Practice

### Call for Consultants to Provide Independent Case Review

The Minnesota Board of Medical Practice regularly retains consultants to provide an independent opinion regarding the care rendered by practitioners who are the subject of complaint investigations.

The work consists of reviewing patient records and other information pertaining to the matter reported to the Board. The consultant is expected to provide the Board with a written report of their review within four to six weeks of receipt of the materials.

The written report consists of:

- A summary of the care provided
- A statement of the expected or minimum standard of care
- An opinion as to whether the care provided met the minimum standard of care and, if not, how the care deviated from the minimum standard of care.

The consultants may expect to participate in a meeting of the Board's Complaint Review Committee, where the practitioner under investigation is present. The consultant may also be requested to testify at an administrative disciplinary hearing on behalf of the Complaint Review Committee.

The Board is currently expanding its consultant resource list. If you are interested in acting as a consultant for the Board, please request a copy of the complete proposal package from the contact below.

Board of Medical Practice  
Attn: Deb Milla  
2829 University Avenue SE, Suite 400  
Minneapolis, MN 55414-3246  
**Phone:** (612) 617-2153  
**E-mail:** [Debbie.Milla@state.mn.us](mailto:Debbie.Milla@state.mn.us)

In compliance with *Minnesota Statutes §16C.08*, the availability of this contracting opportunity is also being offered to state employees. All interested parties should submit their request for consideration. The board will continue to expand its list of resources for this type of service so this posting will remain open.

The Board will review the qualifications proposed and contact those individuals whose consultant services the board requires.

## Board of Medical Practice

### Call for Consultants to Provide Medical Expertise to Support Licensure/ Registration and Complaint Review functions of the Board of Medical Practice

The Minnesota Board of Medical Practice retains consultants to provide medical expertise to the Licensure and Complaint Review Units regarding review of applications for licensure/registration and assessment of medical information and records concerning complaints involving regulated practitioners.

The work consists of reviewing, analyzing and interpreting information pertaining to eligibility for licensure, complaint information, medical records, and responses by practitioners to board investigations. The consultant is expected to provide the Board the following services:

- (1) Written and/or oral interpretation of complaint data; an outline of pertinent medical issues, along with recommendations concerning obtaining additional information or utilizing consultants; review and interpretation of consultant reports; review and interpretation of medical information concerning compliance with disciplinary orders including, but not limited to supervising practitioner reports, support group reports, and toxicology information.
- (2) Review and assessment of medical and credentialing data related to an applicant's eligibility for licensure including but not limited to information on substance abuse, physical/mental illness or impairment, disciplinary action by a state or federal agency or professional association, and malpractice information.
- (3) Be available to the Complaint Review Committee, Board Staff, and AGO to discuss written and/or oral reports, recommendations and interpretations of medical information.

The consultant may expect to participate in a meeting of the Board's Complaint Review Committee, where the practitioner under investigation is present. The consultant may also be requested to testify at an administrative disciplinary hearing on behalf of the Complaint Review Committee, if deemed necessary by the Committee.

The Board is currently expanding its consultant resource list. If you are interested in acting as a consultant for the Board, please request a copy of the complete proposal package from the contact below.

Board of Medical Practice  
Attn: Deb Milla  
2829 University Avenue SE, Suite 500  
Minneapolis, MN 55414-3246  
**Phone:** (612) 617-2153  
**E-mail:** [Debbie.Milla@state.mn.us](mailto:Debbie.Milla@state.mn.us)

In compliance with *Minnesota Statutes §16C.08*, the availability of this contracting opportunity is also being offered to state employees. All interested parties should submit their request for consideration. The board will continue to expand its list of resources for this type of service so this posting will remain open.

The Board will review the qualifications proposed and contact those individuals whose consultant services the board requires.

## Department of Natural Resources

### Division of Lands and Minerals

#### Notice of Availability of Contract for Evaluation of Permitting Documents for Mine Waste Management and Reclamation for Sulfide Metal Mines

The Minnesota Department of Natural Resources, Division of Lands and Minerals, is seeking proposals from qualified individuals to assist in the evaluation of the aspects of PolyMet Mining, Inc.'s Permit to Mine application that address sulfide mine waste management at the proposed NorthMet open-pit mine and operating facilities near Hoyt Lakes, Minnesota. In particular, the successful responder will review the approach to mine waste management, evaluate the conceptual rationale, assess the integrity of supporting data and models, determine additional data needs, identify potential flaws, and identify reasonable alternative approaches that have been applied to attain environmentally sound management of mine wastes at similar operations.

The Request for Proposal can be obtained by mail or email from:

Jennifer Engstrom  
Mineland Reclamation Specialist Senior  
MN DNR, Division of Lands and Minerals  
500 Lafayette Road, Box 45  
St. Paul, MN 55155-4045  
**Phone:** (651) 259-5385  
**Fax:** (651) 296-5939  
**E-mail:** [jennifer.engstrom@dnr.state.mn.us](mailto:jennifer.engstrom@dnr.state.mn.us)

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than 2:30 pm, June 13, 2006. Late proposals will not be considered. Fax or emailed proposals will not be considered. Questions on this request for proposal should be directed to and proposals submitted to the above listed person.

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.

# State Contracts

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## Department of Public Safety (DPS)

### Office of Technical Support Services (OTSS)

#### Request for Proposals (RFP) for Security Systems Implementation Project

Professional/technical services are needed to provide the Minnesota Department of Public Safety, Office of Technical Support Services, with qualified and experienced technical staff to work on this project on site at the OTSS' central office located at 444 Cedar Street, Town Square, St. Paul, Minnesota.

The contractor staff assigned to this project will work with the department's Chief Information Security Officer and department's security staff to plan and implement new security tools including; a new Meta Directory, Intrusion Detection Systems, Identity Management systems, Application and Security Management systems, and Security auditing and reporting systems.

Minimum skills and experience required by respondents to this RFP include: strong experience in security policy development and implementation, 5-7 years experience in implementing and operating security technology and tools.

This contract is anticipated to begin on June 26, 2006 and be completed on January 5, 2007. Should additional services be needed by OTSS related to this project after January 5, 2007, and funds are available, OTSS will retain the option to extend the contract, with the contractor's consent, up to one (1) additional year.

Details are contained in a complete RFP which may be obtained by emailing: [Connie.Mattson@state.mn.us](mailto:Connie.Mattson@state.mn.us). All questions concerning this RFP should be emailed to Connie Mattson and should be received no later than 2:00 PM Central Daylight Time on June 1, 2006. Answers to questions will be emailed to all entities requesting a complete RFP on June 2, 2006. Final date for submitting proposals is 2:00 PM Central Daylight Time on June 12, 2006.

## Supreme Court

### Request for Proposals for Imaging of District Court Records for the First Judicial District

The First Judicial District of Minnesota will accept proposals for digital imaging of court records so that they may be stored and accessed from the Web. The project will include transportation of records for processing off-site, preparatory file purging and destruction of paper files following imaging. The completed project will be performed according to the specifications described in the detailed Request for Proposal document.

The First Judicial District reserves the right to accept or reject any and all proposals, waive defects in any bid proposal and to accept the proposal or any part thereof that appears in the opinion of the District, most advantageous to the objectives of the project.

#### Responder Inquiries

An initial inquiry period is set for all interested Responders to perform a detailed review of the court records scheduled for imaging and purging. Court records can be reviewed in seven county courthouses in the First Judicial District. Responders should discuss with on-site Court Administrators the nature and volume of records to be imaged at each site. Responders may submit any written questions relative thereto.

The First Judicial District will only consider written and timely communications from Responders. An authorized representative of the Responder shall submit inquiries in writing. Only those inquiries received by the established deadline shall be considered by the First Judicial District. Answers to questions that change or substantially clarify the solicitation shall be issued by addendum and provided to all perspective Responders.

Inquiries concerning this solicitation may be delivered by mail, express courier, e-mail, hand, or fax to:

Van Brostrom  
Dakota County Court Administrator  
Dakota County Judicial Center  
1560 Highway 55  
Hastings, MN 55033  
**Phone:** (651) 438-8182  
**E-mail:** [Van.Brostrom@courts.state.mn.us](mailto:Van.Brostrom@courts.state.mn.us)

Inquiry deadline no later than 4:30p.m. CST on Friday, May 19, 2006.



**Proposal Submission Deadline**

Final Written Proposals must be submitted to Van Brostrom at the address indicated above no later than 4:30p.m. CST on Friday, May 26, 2006

**Supreme Court****Request for Proposals for Imaging of District Court Records for the Third Judicial District**

The Third Judicial District of Minnesota will accept proposals for digital imaging of court records so that they may be stored and accessed from the Web. The project will include transportation of records for processing off-site, preparatory file purging and destruction of paper, micro fiche, and micro film roll files following imaging. The completed project will be performed according to the specifications described in the detailed Request for Proposal document.

The Third Judicial District reserves the right to accept or reject any and all proposals, waive defects in any bid proposal and to accept the proposal or any part thereof that appears in the opinion of the District, most advantageous to the objectives of the project.

**Responder Inquiries**

An initial inquiry period is set for all interested Responders to perform a detailed review of the court records scheduled for imaging and purging. Court records can be reviewed in ten counties/ten courthouses participating in the Third Judicial District project. Responders should discuss with on-site Court Administrators the nature and volume of records to be imaged at each site. Responders may submit any written questions relative thereto.

The Third Judicial District will only consider written and timely communications from Responders. An authorized representative of the Responder shall submit inquiries in writing. Only those inquiries received by the established deadline shall be considered by the Third Judicial District. Answers to questions that change or substantially clarify the solicitation shall be issued by addendum and provided to all perspective Responders.

Inquiries concerning this solicitation may be delivered by mail, express courier, e-mail, hand, or fax to:

Darlene Kuhlert  
Court Administrator  
Houston County Courthouse  
304 S. Marshall St.  
Caledonia, MN 55921  
**Telephone:** (507) 725-5806  
**E-mail:** [Darlene.Kuhlert@courts.state.mn.us](mailto:Darlene.Kuhlert@courts.state.mn.us)

Inquiry deadline no later than 4:30 p.m. CST on Friday, June 2, 2006.

**Proposal Submission Deadline:**

Final Written Proposals must be submitted to Darlene Kuhlert at the address indicated above no later than 4:30 p.m. CST on Friday, June 9, 2006.

**Minnesota Supreme Court****Request for Proposals for a Virtual Tape Library**

The solution should be turn-key, including the necessary hardware, software, and services to install, configure and integrate within our environment.

A full Request for Proposals is available on the Minnesota Supreme Court website: [www.courts.state.mn.us](http://www.courts.state.mn.us).

Proposals must be delivered to the following address by June 15, 2006 at 4:00 p.m.

State Court Administrator's Office  
Information Technology Division, Attention Virtual Tape Library RFP  
Minnesota Judicial Center, Suite 145  
25 Rev. Dr. Martin Luther King Jr. Boulevard  
St. Paul, MN 55155

# State Contracts

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Questions about the RFP or the selection process must be directed in writing by email to [vtl@courts.state.mn.us](mailto:vtl@courts.state.mn.us). Questions and answers will be posted on the Court's Web Site at: <http://www.courts.state.mn.us/VTLRFP>. Individual court personnel are not allowed to discuss the Request for Proposal with anyone, including responders, before the proposal submission deadline.

This request for proposal does not obligate the Minnesota Supreme Court to complete the proposed project, and the Minnesota Supreme Court reserves the right to cancel the solicitation if it is considered to be in its best interest.

## Department of Transportation (Mn/DOT)

### 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 Ron Bisek at (651) 296-1361 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:

Ron Bisek  
Consultant Services  
Office of Technical Support  
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 (Mn/DOT)

### 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.

## **Minnesota Zoological Garden**

### **Notice of Availability of Contract for "Minnesota Trail Upgrade"**

The Minnesota Zoo is requesting proposals for the purpose of providing architectural and engineering services for portions of this project.

Work is proposed to start after July 1, 2006 and is to be complete for opening in July of 2007.

A Request for Proposals will be available by mail from this office through June 14, 2006. **A written request (by direct mail, e-mail or fax) is required to receive the Request for Proposal.** After June 14, 2006 the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Kevin Henderson  
Minnesota Zoo  
13000 Zoo Blvd  
Apple Valley, MN 55124  
**Phone:** (952) 431-9491  
**Fax:** (952) 431-9490  
**E-mail:** *Kevin.Henderson@state.mn.us*

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than **10:30 AM, CDT, June 28, 2006** **Late proposals will not be considered.** Fax or e-mailed proposals will **not** be considered.

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

## **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.

## **Metropolitan Council - Metro Transit**

### **Request for Proposals for Design Services for Highway 100 and Duluth Street Park and Ride Facility**

**Procurement No. 7087**

**Contract No. 06P085/Project #63315**

Metro Transit, a division of the Metropolitan Council, is seeking proposals for design services for a park and ride facility at Highway 100 and Duluth Street in Golden Valley. The project will consist of a single level parking structure over the existing surface lot. The completed project shall provide an increase of 250 parking spaces for a site total 500 spaces.

The consultant services required are for design, pre-bid and bid activities, and construction support services.

A pre-proposal conference will be held at 10:00 AM on Wednesday, May 31, 2006 at Metro Transit Heywood Office, 1<sup>st</sup> Floor Chambers, 560 6<sup>th</sup> Avenue N., Minneapolis, MN 55411.

Proposals are due no later than 2:00 PM on Friday, June 9, 2006.

Firms interested in receiving the Request for Proposals document should contact:

Christopher Gran, Director of Purchasing  
Metro Transit  
515 N. Cleveland Avenue

# Non-State Contracts & Grants

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St. Paul, MN 55114  
**Phone:** (612) 349-5060  
**Fax:** (612) 349-5069  
**E-mail:** *christopher.gran@metc.state.mn.us*

## Metropolitan Council - Metro Transit

### Request for Proposals for Diesel Fuel Supply

#### Procurement #7085

Metro Transit, a division of the Metropolitan Council, is seeking sealed bids for supplying Metro Transit and Metro Mobility service providers with diesel fuel. The specified diesel fuel is an ultra-low sulfur diesel fuel with a five-percent biodiesel content. Approximately ten million gallons of diesel fuel will be required annually. Deliveries will be made to eight locations within the Minneapolis-St. Paul Metropolitan Area.

The contract term is for one year, effective July 1, 2006, with an option to extend the term an additional one year.

Bids are due by 2:00 p.m. on May 24, 2006.

Firms interested in receiving an Invitation for Bids document should contact:

Metro Transit Purchasing  
515 N. Cleveland Avenue  
St. Paul, MN 55114  
**Phone:** (612) 349-5070  
**Fax:** (612) 349-5069

## Metropolitan Council - Metro Transit

### Request for Proposals for Facility Mechanic Certification Program

#### Procurement #7082

Metro Transit, a division of the Metropolitan Council, is seeking the services of a firm to assist Metro Transit in developing a training and certification program for its facility mechanics. The services required will include an assessment of current skill and knowledge level and future requirements, identify specific training needs based on the assessment, design and deliver multi-model training, develop and deliver certification program in four areas: Electrical, Computer, HVAC, and General Facilities Skills.

Proposals are due by 2:00 p.m. on June 9, 2006.

Firms interested in receiving the Request for Proposals document should contact:

Christopher Gran, Director of Purchasing  
Metro Transit  
515 N. Cleveland Avenue  
St. Paul, MN 55114  
**Phone:** (612) 349-5060  
**Fax:** (612) 349-5069  
**E-mail:** *christopher.gran@metc.state.mn.us*

## University of Minnesota

### Center for Transportation Studies

### Requests for Information (RFI) for Professional Services for Organizational and Policy Development, Technical Assistance, and Evaluation of Research Projects

The Center for Transportation Studies at the University of Minnesota is seeking qualified vendors to provide the following professional services:

- RFI #1014: Organizational and Policy Development
- RFI #1015: Development and Delivery of Technical Assistance Materials
- RFI #1016: Evaluation of Implementation Potential of Completed Research Projects

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## Non-State Contracts & Grants

The purpose of these Requests for Information (RFI) is to gather information about the qualifications of contractors who perform these professional services, since CTS or the programs it administers may need to purchase these services in the future.

These RFIs are NOT a request for a proposal, bid, or quotation. The RFIs do not obligate the University of Minnesota to any particular vendor or dollar amount. Rather, the RFIs are simply intended to gather information regarding the services available in order to create a pool of potential contractors.

Interested contractors may download the RFIs from the CTS Web site at [www.cts.umn.edu/news/rfi](http://www.cts.umn.edu/news/rfi).

For administrative information, please contact:

Penny Harris  
Center for Transportation Studies  
200 Transportation and Safety Building  
511 Washington Ave. S.E.  
Minneapolis, MN 55455  
**Phone:** (612) 625-9246  
**E-mail:** [harri163@cts.umn.edu](mailto:harri163@cts.umn.edu)

CTS will begin to consider responses on June 12, 2006.

## University of Minnesota Subscribe to Bid Information Service (BIS)

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](http://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.



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

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Merchandise may be returned if it is in resalable condition.

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*State Register* and other subscriptions do not require sales tax or postage and handling fees.

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Subtotal	Add:
Up to \$25.00	\$3.00
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Attention			6½ % tax MN residents 7% St. Paul residents	
Address				
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American Express/VISA/MasterCard/Discover No.				<b>TOTAL</b>
Signature		Expiration Date		Telephone (During Day)

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