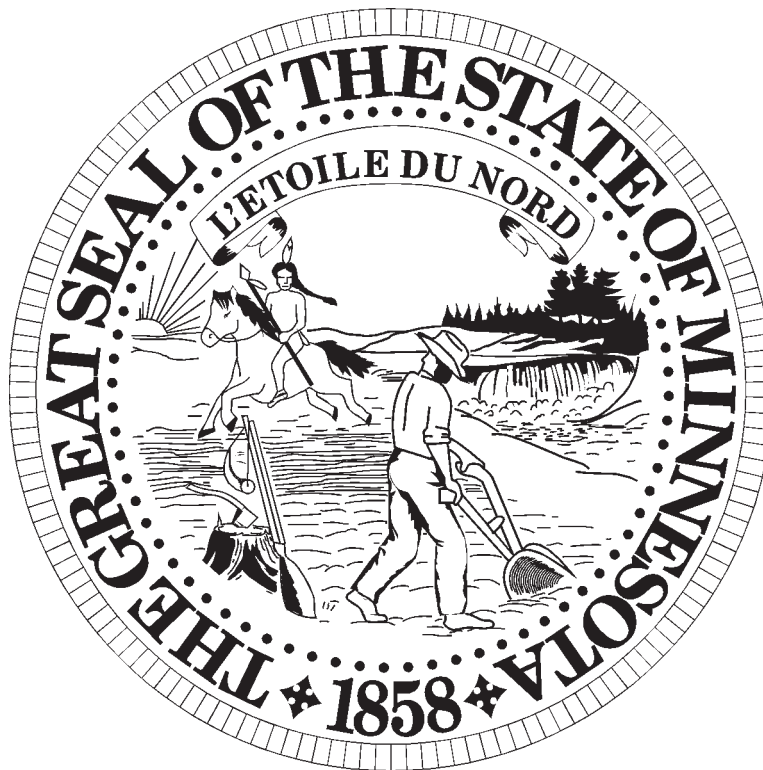


State of Minnesota

# State Register



**Rules, Executive Orders, Appointments,  
Commissioners' Orders, Revenue Notices, Official Notices, Grants,  
State Contracts & Loans, Non-State Bids, Contracts & Grants**  
Published every Monday (Tuesday when Monday is a holiday)

**Monday 4 December 2006  
Volume 31, Number 23  
Pages 717 - 734**

# State Register

## Judicial Notice Shall Be Taken of Material Published in the *State Register*

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

- proposed, adopted, exempt, expedited emergency and withdrawn rules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

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## Printing Schedule and Submission Deadlines

Vol. 31 Issue Number	PUBLISH DATE ( <b>BOLDFACE</b> shows altered publish date)		Deadline for: Emergency Rules, Executive and Commissioner's Orders, Revenue and Official Notices, State Grants, Professional-Technical-Consulting Contracts, Non-State Bids and Public Contracts		Deadline for Both Adopted and Proposed RULES
# 23	Monday	4 December	Noon Tuesday	28 November	<b>NOON TUESDAY 21 NOVEMBER</b>
# 24	Monday	11 December	Noon Tuesday	5 December	Noon Wednesday 29 November
# 25	Monday	18 December	Noon Tuesday	12 December	Noon Wednesday 6 December
# 26	<b>TUESDAY 26 DECEMBER</b>		Noon Tuesday	19 December	Noon Wednesday 13 December

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**House Public Information Services** (651) 296-2146  
State Office Building, Room 175,  
100 Rev. Dr. Martin Luther King Jr Blvd., St. Paul, MN 55155  
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## Minnesota State Court System

**Court Information Office** (651) 296-6043  
MN Judicial Center, Rm. 135, 25 Rev. Dr. Martin Luther King Jr Blvd.,  
St. Paul, MN 55155 **Website:** [www.courts.state.mn.us](http://www.courts.state.mn.us)

## Federal Register

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**Website:** [http://www.access.gpo.gov/su\\_docs/aces/aces140.html](http://www.access.gpo.gov/su_docs/aces/aces140.html)

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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, 660 Olive Street (one block east of I-35E and one block north of University Ave), St. Paul, MN 55155 (612) 297-3000, or toll-free 1-800-657-3757.

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## 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.

## Holy Mackerel - LINKS

Use our LINKS and you will quickly find what you need for your rules research. You receive MORE through a subscription than just viewing the *State Register* on our website. It's also E-MAILED to you. Open the *State Register* and click on Bookmarks in the upper right corner. You also receive ALL the current rules, with an INDEX, and previous years' indices. And you receive a summarized "Contracts & Grants" section to review. Subscriptions cost \$180 a year (normal cost \$260 - an \$80 savings). Here's what you'll get:

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## Department of Administration

### Information Policy Analysis Division

#### Notice of Intent to Consider Application for Temporary Classification of Data for Statewide Applicability

**NOTICE HEREBY IS GIVEN** that the Commissioner of Administration has received an application for temporary classification of data related to labor negotiation positions. The application was submitted by the City of Duluth. The Commissioner has determined that it is advisable to consider the application for statewide applicability under the authority vested in her by *Minnesota Statutes* section 13.06, subdivision 4. The Commissioner hereby gives notice of her intent to approve or disapprove, for the use of all government entities in the State of Minnesota, the classification of "protected nonpublic data not on individuals" for the following: An employer or union's position presented during Bureau of Mediation Services mediation and/or arbitration occurring as part of labor negotiations.

Any government entity, public or private association, or member of the public who wishes to submit comments on this application must do so within 30 days of the publication of this notice. Comments received after 30 days need not be considered by the Commissioner.

Comments should be submitted to:

Commissioner of Administration  
c/o Information Policy Analysis Division  
201 Administration Building  
50 Sherburne Avenue  
St. Paul, MN 55155  
**Fax:** (651) 205-4219  
**E-mail:** [info.ipad@state.mn.us](mailto:info.ipad@state.mn.us)

The application is available in electronic format at [www.ipad.state.mn.us/tempclass.html](http://www.ipad.state.mn.us/tempclass.html) and may be printed from that site. If you do not have access to the Internet and you need a copy of the application, contact the Information Policy Analysis Division at the above address, or call (651) 296-6733 or 1-800-657-3721.

## Board of Animal Health

### Notice of Quarterly Meeting on December 13, 2006

The Board of Animal Health will hold its quarterly meeting on Wednesday, December 13, 2006 at the Orville L. Freeman Office Building, Conference Room B555, 625 Robert St. N., Saint Paul, MN 55155.

# Official Notices

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## Minnesota Comprehensive Health Association

### Notice of Meeting of the Board of Directors December 14, 2006

**NOTICE IS HEREBY GIVEN** that a meeting of the Minnesota Comprehensive Health Association's (MCHA) Board of Directors will be held at 9:00 a.m. on Thursday, December 14, 2006, at the MCHA Executive Office, 5775 Wayzata Blvd., Suite 910, St. Louis Park, MN.

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

## Department of Labor and Industry

### Labor Standards Unit

### Notice of Correction to Highway / Heavy Prevailing Wage Rates for Electricians in Region 5

A correction has been made to the Highway/Heavy Prevailing Wage Rates certified 10/23/06, for **Labor Code 407, Electricians**, in Region 5.

Copies with the corrected 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](http://www.doli.state.mn.us). Charges for the cost of copying and mailing at \$.25 per page for the first 100 pages, \$.65 per page after that. Make check or money order payable to the State of Minnesota.

M. Scott Brener, Commissioner  
Department of Labor and Industry

## Metropolitan Council

### Invitation for Prequalification to Supply Programmable Controller Equipment to Be Used on Seneca and Blue Lake Wastewater Treatment Plant Improvements

Prequalification Submittal Documents (PSDs) are solicited by the Metropolitan Council ("Council") for the purpose of establishing a list of qualified vendors to supply the Council with Programmable Logic Controllers for the Council's Interceptor Sewer Collection System. The Council intends to procure replacements for the Blue Lake and Seneca Square D Programmable Logic Controllers to be installed between the third quarter of 2007 and the fourth quarter of 2010. The Council intends to use a two-step process to procure these programmable logic controllers. In this first step, vendors are invited to submit PSDs which will be evaluated based upon required specifications. In the second step, the Council will issue an Invitation for Bids only to Vendors whose PSD was determined to be acceptable, either initially or as a result of further discussions and investigation. Bids submitted by Vendors in the second step must be based on the vendor's approved PSD.

Vendors interested in obtaining an Invitation for Prequalification should contact:

Sunny Jo Emerson  
Senior Administrative Assistant  
Metropolitan Council  
230 East Fifth Street  
St. Paul, Minnesota 55101  
**Phone:** (651) 602-1499  
**Fax:** (651) 602-1083  
**E-mail:** [sunnyjo.emerson@metc.state.mn.us](mailto:sunnyjo.emerson@metc.state.mn.us)

The tentative schedule for this procurement is as follows:

<i>Invitation for Prequalification Issued</i>	<b>December 4, 2006</b>
<i>Due date of Prequalification Submittal</i>	<b>January 3, 2007</b>
<i>Notification of Successful Prequalification</i>	<b>January 22, 2007</b>
<i>Invitation for Bids</i>	<b>January 26, 2007</b>
<i>Due Date of Bids</i>	<b>February 7, 2007</b>
<i>Award of Contract</i>	<b>March 2007</b>
<i>Complete Delivery of Programmable Logic Controllers</i>	<b>June 2010</b>

## **Minnesota State Rehabilitation Council Application Sought for Appointments**

The Minnesota State Rehabilitation Council has immediate openings for a representative of the Statewide Independent Living Council; a Rehabilitation Counselor; an advocate, a community rehabilitation program service provider; a representative of an American Indian 121 project; current and former recipients of Vocational Rehabilitation services, and three openings representing business, labor or industry.

The State Rehabilitation Council participates in assessment of the State's Vocational Rehabilitation program and advises the VR program on its performance, goals and priorities. Members are appointed by the Governor. The council meets 10 times per year, typically on the fourth Wednesday of the month. A minimum of one meeting per year will be held in Greater Minnesota. Appointments are made to ensure representation of persons with disabilities and Vocational Rehabilitation Program consumers. For more information, contact Gail Lundeen, State Rehabilitation Council, Rehabilitation Services, 332 Minnesota Street, Suite E200, St. Paul, Minnesota 55101, (651) 296-5629 (800) 328-9095, or email her at [gail.lundeen@state.mn.us](mailto:gail.lundeen@state.mn.us). TTY: (800) 657-3973; (651) 296-3900. Applications can be obtained by calling the Secretary of State at (651) 296-5629 or on the web at <http://www.sos.state.mn.us/home/index.asp>.

## **State Grants & Loans**

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

## **Department of Human Services Aging and Adult Services**

### **Notice of Request for Proposals to Expand Home- and Community-Based Services For Older Adults**

The Minnesota Department of Human Services, Aging Initiative, is soliciting proposals for state fiscal year 2008 (FY 08) from qualified applicants to expand home- and community-based services for older adults as directed by *Minnesota Statutes*, sections 256.9754 and 256B.0917, subd.6 and 13. The goal of the Community Service/Community Services Development and Caregiver Support and Respite (CS/SD) grants awarded under this Request for Proposals (RFP) is to help communities rebalance their long-term care service system for persons age 65 years and older and support their families by: 1) Reducing reliance on nursing facility care; 2) Increasing the supply of home- and community-based services; 3) Integrating health and social services; 4) Supporting informal caregivers; and 5) Providing better consumer experiences and administrative efficiencies. DHS will give preference to proposals from communities that have had or will have a voluntary nursing facility closure after December 31, 2005.

DHS is seeking proposals that will: 1) Integrate family, informal and quasi-formal care systems, formal social service systems and  
(Cite 31 SR 723)

# State Grants & Loans

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health care services; 2) Increase the numbers of older Minnesotans using home- and community-based services in target communities; 3) Increase access to home- and community-based services in target communities; 4) Support families and other informal caregivers; and 5) Coordinate with existing services funded by State, Federal, and other sources. Non-profit agencies, for-profit entities, including nursing facilities, housing owners and service providers, and units of government are possible applicants for these grants.

DHS encourages coordination and collaborations among applicants. In some cases DHS requires the participation of an informal service provider, a county or counties, a health care provider and/or an Area Agency on Aging.

Applicant Conferences will be held via video conference Thursday, December 7, 2006 - 1:30 PM to 3:30 PM Central Time at the following locations:

Duluth	St Louis County Government Center	320 W 2nd St, Room 406
Grand Marais	County Courthouse	411 W 2nd St
Grand Rapids	Itasca County Courthouse	123 NE 4th St
Marshall	Lyon County Government Center	607 W Main St
Milaca	Mille Lacs Family Services	525 Second St SE
Moorhead	Clay County Family Services	715 Eleventh St N
Ortonville	Big Stone County Family Services	340 NW 2nd St
Park Rapids	Hubbard County Social Services	301 Court Ave
Rochester	Olmsted County Social Services	2116 Campus Dr SE
Roseau	Roseau County Courthouse	606 5th Ave SW, Room 20
St. Paul	DHS	444 Lafayette, Room 5-F
Winona	Winona County Office Building	202 W 3rd St

Friday, December 8, 2006 - 10:00 AM to 21:00 Noon Central Time the following locations:

Albert Lea	Freeborn County Human Services	203 W Clark St, Room 128
Alexandria	Douglas County Human Services	809 Elm St, Suite 1186
Anoka	Anoka County Government Center	2100 3rd Ave, Room 715
Brainerd	Crow Wing County Community Services	204 Laurel St, Room 31H
Buffalo	Wright County Human Services	1004 Commercial Dr
Crookston	Polk County Courthouse	612 N Broadway
International Falls	Koochiching County Courthouse	715 - 4th St
Mankato	Blue Earth County Human Services	410 S 5th St, Voyager Room
St. Paul	DHS	444 Lafayette Rd, Room 5-F
West St. Paul	Dakota County Northern Services Center	1 Mendota Rd W
Worthington	Nobles County Courthouse	315 Tenth St, 3rd Floor

Registration is required for each person attending. Register on-line to attend one of the video conferences by December 1, 2006 at:  
*<http://agingtraining.dhs.state.mn.us>*

The full text of the RFP, which includes requirements that must be met in order to submit a proposal, proposal evaluation criteria and application forms, is available on the Internet at:

*[http://www.dhs.state.mn.us/main/idcplg?IdcService=GET\\_DYNAMIC\\_CONVERSION&RevisionSelectionMethod=LatestReleased&dDocName=dhs16\\_136729](http://www.dhs.state.mn.us/main/idcplg?IdcService=GET_DYNAMIC_CONVERSION&RevisionSelectionMethod=LatestReleased&dDocName=dhs16_136729)*

or upon request by contacting:

Rolf Hage  
State Program Administrator, Principal  
Aging and Adult Services  
540 Cedar Street  
P.O. Box 64944  
St. Paul, MN 55164-0944  
**Phone:** (800) 882-6262  
**TTY:** (800) 627-3529  
**E-mail:** *[rolf.hage@state.mn.us](mailto:rolf.hage@state.mn.us)*

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## State Grants & Loans

Proposals submitted in response to this Request for Proposals must be physically received at

Attention: Rolf Hage  
Aging and Adult Services Division  
444 Lafayette Road N  
St. Paul, MN 55155

no later than 4:00 p.m. Central Standard Time on March 9, 2007. Late, faxed, and 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.

## 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.

**Requirements:** There are no statutes or rules requiring contracts to be advertised for any specific length of time, but the Materials Management Division strongly recommends meeting the following requirements:

\$0 - \$5000 does not need to be advertised. Contact the Materials Management Division: (651) 296-2600  
\$5,000 - \$25,000 should be advertised in the *State Register* for a period of at least seven calendar days;  
\$25,000 - \$50,000 should be advertised in the *State Register* for a period of at least 14 calendar days; and  
anything above \$50,000 should be advertised in the *State Register* for a minimum of at least 21 calendar days

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Obtain MORE and FASTER information. 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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- Early delivery, on Friday
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- E-mailed to you . . . its so easy
- Easy Access to *State Register* Archives
- Indexes to Vols. 30, 29, 28 and 27

And it's all E-mailed to you, at end-of-day on Friday, instead of waiting for the non-subscriber's issue released on Monday. Contact Cathy Hoekstra, our subscriptions manager, at (651) 297-8777, or **Fax:** (651) 297-8260, or **E-mail:** [cathy.hoekstra@state.mn.us](mailto:cathy.hoekstra@state.mn.us)

# State Contracts

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## Minnesota State Colleges and Universities (MnSCU)

### Anoka Technical College

### Academic Resource Center and Corporate Resource Center / Anoka Technical College Request for Bid

#### Project Scope:

Remodeling of interior library and computer lab space to accommodate an Academic Resource Center and the build out of unfinished interior space for a Corporate Resource Center.

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

- 1.) above named Project Architect/Engineer
- 2.) the following Builders Exchanges: Minneapolis, St. Paul, and St. Cloud
- 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:

Studio Five Architects, Inc.  
420 North 5th Street, Suite 1170  
Minneapolis, MN 55401  
(612) 339-0605

A deposit of \$150.00 is required for each set. Only one set of documents per Contractor will be available from the Architect. Additional sets will be available from Engineering Repro Systems, 3005 Ranchview Lane North, Plymouth, MN 55447, (763) 694-0376.

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 \$20.00 per set for shipping & handling (in addition to the \$150.00 deposit to the Architect. Such deposits and payments may be sent prior to December 1, 2006. Documents will be sent to street addresses only (P.O. Boxes not 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 Anoka Technical College, 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.

#### PreBid Meeting:

Vendors responding to bid will meet at:

Anoka Technical College  
1355 West Hwy 10  
Anoka, MN 55303  
on: Friday, December 8, 2006 at 10 am - Room 215

Please call to confirm appointment: (763) 576-4785 - Pamela Mogensen

**Sealed Bids** only to be delivered to:

Pam Mogensen  
Anoka Technical College  
1355 West Hwy 10  
Anoka, Minnesota 55303

**Bid Deadline:** Monday, December 18, 2006 at 2pm at which time the bids will be opened and publicly read aloud at Anoka Technical College, Room 215.

## **Minnesota State Colleges and Universities (MnSCU)**

### **Minnesota West Community & Technical College**

### **Advertisement for Bids for Multi-Purpose Classroom Remodel**

**Sealed Bids for:** Multi-Purpose Classroom Remodel  
Granite Falls Campus  
Minnesota West Community & Technical College  
Granite Falls, MN 56241

will be received by: Jeff Harms, Director of Facilities  
Minnesota West Community & Technical College  
Canby Campus  
Administrative Conference Room  
1011 First Street West  
Canby, MN 56220

until 2:00 pm, Wednesday, 03 January 2007, at which time the bids will be opened and publicly read aloud.

**Project Scope:** Remodel of approximately 1,732 square feet of classroom space to accommodate a multi-purpose classroom. Work includes demolition, new construction of walls, finishes, mechanical, electrical, life safety and lighting.

**Start of Work:** Approximately 10 January 2007.

**Substantial Completion:** Approximately 1 May 2007.

**Pre-Bid Meeting:** Meeting will be held at 11:00 am, Wednesday, 13 December 2006, in the Administrative Conference Room, 1593 - 11th Avenue, Granite Falls, MN 56241. Architect and Owner Representatives will review Bidding procedures, Bidding Documents, and other conditions with interested Bidders and answer questions.

**Bid Forms, Contract Documents, Drawings and Specifications** as prepared by the Architect, Hay Dobbs, PA, will be available on or about 04 December 2006 and are on file at the offices of:

1. )Hay Dobbs, PA, Minneapolis, Minnesota
- 2.) Following Builders Exchanges:  
Construction Market Data; Fargo-Moorhead Builders Exchange; Mankato Builders Exchange;  
Minneapolis Builders Exchange; St. Paul Builders Exchange; Southwest Builders Exchange;  
Sioux Falls Builders Exchange; Willmar Builders Exchange; Plains Builders Exchange.
- 3.) Reed Construction Data
- 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:

Hay Dobbs, PA  
220 South 6th Street – Suite 165  
Minneapolis, MN 55402  
**Telephone:** (612) 338-4590

Complete sets only of Bid Forms, Drawings, and Specifications to prospective Bidders and subcontractors for use by Bidders in submitting a bid may be obtained at the following address:

ERS Minneapolis  
2001 East 24th Street  
Minneapolis, Minnesota 55404  
**Telephone:** (612) 722-2303  
**Fax:** (612) 722-2958

# State Contracts

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For each complete set of Bidding Documents submit both a deposit check in the amount of \$200.00 and a non-refundable postage and handling check in the amount of \$25.00, made out to ERS Digital. Bidding Documents may be ordered via the Internet at [www.ersdigital.com](http://www.ersdigital.com). Click on the PlanWell icon, then the Public Plan Room icon.

Along with the deposit, furnish the company name, mailing address, street address, telephone and facsimile numbers, and type of Bidder. For example, General, Mechanical, Electrical Subcontractor to General, etc. Deposit checks will be returned to prime contractors who submit Bids to Owner and subcontractors for each set (including addenda) returned to ERS Digital in good condition within ten (10) calendar days of Award Date, subject to conditions of AIA Document A701. Returns will not be given if Bidding Documents are returned to Architect's office.

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.

## Metropolitan Emergency Services Board Advertisement for Government Relations Services

The Metropolitan Emergency Services Board (MESB) is seeking Government Relations services for the 2007 Minnesota State Legislative Session.

To obtain a Request for Proposal, please access the MESB website at [www.mn-mesb.org](http://www.mn-mesb.org) or call the MESB at (651) 643-8395. Deadline for submittals is Friday, December 15, 2006 at 4:00 p.m.

## Minnesota House of Representatives Budget and Accounting

### Notice of Request for Bid for Printing of Personalized Stationery, Envelopes and Business Cards for 2007-2008

**PUBLIC NOTICE IS HERBY GIVEN** that the Minnesota House of Representatives Budget and Accounting Office is seeking bids from qualified printers to provide printing services for the 134 Members of the Minnesota House of Representatives.

All work must be done in-house unless specifically approved by the House.

All bids must be submitted no later than December 18 at 2 p.m. on the forms accompanying the specifications in a sealed envelope and delivered to:

Paul Schweizer, Controller,  
Room 72, State Office Building,  
St. Paul, MN 55155-1298

Bid submittal will be opened publicly on that date and time.

A copy of the Request for Bid packet and specifications can be obtained by calling:

Paul Schweizer  
72 State Office Building  
(651) 296-3305

Other department personnel are NOT allowed to discuss the Request for Bid with anyone, including responders, before the proposal submission deadline.

**Department of Natural Resources  
Management Resources Bureau****Notice of Request for Proposals for a Land Records Management Process and  
System Needs Assessment**

The Minnesota Department of Natural Resources is requesting proposals for a Land Records Management Process and System Needs Assessment. Work is proposed to start after January 19, 2007.

The full Request for Proposals will be available free of charge by mail or by e-mail through January 5, 2007. A written request (by direct mail or e-mail) is required to receive the Request for Proposal. The request must include the direct mail and e-mail addresses of the requestor and be directed to:

Karl Olmstead  
Management Resources Bureau – Box 11  
500 Lafayette Road  
St. Paul, MN 55155-4011  
**E-mail:** *karl.olmstead@state.mn.us*

Proposals submitted in response to the Request for Proposals must be received at the address above no later than January 8, 2007, at 2:30 p.m., CST. 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.

**Minnesota State Retirement System****Notice of Availability of Contract for providing Web based Investment Education,  
Guidance Tools, Investment Advice and Managed Accounts**

The Minnesota State Retirement System is requesting proposals for the purpose of providing sound investment information/advice to participants based on their personal financial position. Personalized, unbiased tools will assist participants, from the novice to the sophisticated investor, to develop and maintain a realistic retirement plan and establish a proven investment strategy for their Deferred Compensation Account if they so choose.

Work is proposed to start after January 22, 2007.

A Request for Proposals will be available by mail from this office through December 18, 2006. **A written request (by direct mail or fax) is required to receive the Request for Proposal.** After December 18, 2006 the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Dave Bergstrom  
MSRS  
60 Empire Drive; Suite 300  
St. Paul, MN 55103  
**Fax:** 651-297-5238

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than January 22, 2007. **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.

# State Contracts

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## Supreme Court

### Trial Court

#### First Judicial District

### Notice of Request for Proposals for Technology Courtroom Upgrades for Two Courtrooms in the First Judicial District

The State of Minnesota, First Judicial District ("STATE") is using a competitive selection process (referred to herein as the "Request for Proposals" or "RFP") to select the vendor responsible for providing technology courtroom upgrades for one courtroom in Dakota County and one Courtroom in Sibley County. The desired upgrades for both counties are set forth in Appendix I to the RFP. The RFP is posted on the main state court web page ([www.mncourts.gov](http://www.mncourts.gov)) under the "News" section. This notice is not the actual RFP.

The RFP is not a bid but a request for a proposal that could become the basis for negotiations leading to a contract with a designated vendor to provide services as described in the RFP.

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

#### Inquiries:

Questions about the RFP must be directed in writing to:

Brian Jones  
Deputy Judicial District Administrator  
First Judicial District  
1560 West Highway 55, Hastings, MN 55033  
**E-mail:** [brian.jones@courts.state.mn.us](mailto:brian.jones@courts.state.mn.us)

Except as expressly provided in this RFP for arranging a courtroom view, other court personnel are not allowed to discuss the Request for Proposal with anyone, including responders, before the proposal submission deadline. Questions and answers to questions will be made available to the public.

#### DEADLINE:

Final written proposals must be received by Brian Jones at the above address no later than 4:00 p.m. local (i.e. Hastings, MN) time on December 19, 2006.

## 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.

## **Non-State Bids, 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.

### **University of Minnesota Notice of Availability of Request for Proposal (RFP) for Designer Selection for Science Teaching & Student Services Center (State Designer Selection Board Project No. 06-18)**

The State of Minnesota, acting for the Board of Regents of the University of Minnesota, is soliciting, through the State Designer Selection Board, proposals from interested, qualified consultants for architectural and engineering design services to design a classroom and student services facility. The facility of approximately 128,000 GSF will contain classrooms in a variety of sizes and configurations and space for consolidated student academic services.

A full Request for Proposals is available on the University of Minnesota, website: <http://www.cppm.umn.edu/rfp.html>, click on "Science Teaching & Student Services Center."

A mandatory pre-proposal informational meeting is scheduled for **1:30 pm, December 7, 2006** in **Room 318 Donhowe Building, 319 – 15<sup>th</sup> Avenue SE, Minneapolis, MN 55455**. Questions concerning the project should be referred to: Orlyn Miller, Capital Planning &

# Non-State Bids, Contracts & Grants

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Project Management, (612) 624-7501, [om@umn.edu](mailto:om@umn.edu) or Dean Carlson, (612) 624-9555, [carls064@umn.edu](mailto:carls064@umn.edu).

Proposals must be delivered to Mary Golike, Executive Secretary, State Designer Selection Board, in the State Architect's Office, 301 Centennial Office Building, 658 Cedar St., St. Paul, MN 55155-1625 not later than 1:00 P.M., Monday, December 18, 2006. Late responses will not be considered.

The University of Minnesota is not obligated to complete the proposed project and reserves the right to cancel the solicitation if it is considered to be in its best interest.

## 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.

## Minnesota's Bookstore

**660 Olive Street (Williams Hill Business Development), St. Paul, MN 55155**

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• 2-Book Set: **Landscaping for Wildlife and Woodworking for Wildlife**, Stock No.9-20, Price:\$18.50

• Poster: **Great Lakes Fishes**, Stock No.9-107, Price:\$5.00

• **The Street Where You Live**: Guide to the Place Names of St. Paul, Year: 2006, Stock No.17-23, Price:\$19.95

• **Minnesota Public Hunting Areas Map**, Year: 2005, Stock No.12-153, Price:\$5.95

## Great Books and Gifts for Your Reading Pleasure

• **The Dakota War of 1862** - Minnesota's Other Civil War, by Kenneth Carley, \$14.95

• **Minnesota Treasures** - Stories Behind the State's Historical Places, by Richard Moe, \$39.95

• **No More Gallant a Deed** - A Civil War Memoir of the First Minnesota Volunteers, by James A. Wright, edited by Steven J. Keillor, \$34.95

• **Minnesota's Indian Mounds and Burial Sites**: A Synthesis of Prehistoric and Early Historic Archaeological Data, by Constance M. Arzigian and Katherine P. Stevenson, \$44.95

• **Mike Lynch's Minnesota Starwatch** - The Essential Guide to Our Night Sky, \$24.95

• **Minnesota's State Capitol** - The Arts and Politics of a Public Building, \$16.95

• **A Birders's Guide to Minnesota**, by Kim R. Eckert, \$20.00

• **Celebrate Saint Paul** - 150 Years of History, \$49.95

• **Minnesota Guidebook to State Agency Services** - Owners manual for Minnesotans, \$14.95

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- **Minnesota's Indian Mounds and Burial Sites:** A Synthesis of Prehistoric and Early Historic Archaeological Data, by Constance M. Arzigian and Katherine P. Stevenson, \$44.95
- **Mike Lynch's Minnesota Starwatch** - The Essential Guide to Our Night Sky, \$24.95
- **Minnesota's State Capitol** - The Arts and Politics of a Public Building, \$16.95
- **A Birders's Guide to Minnesota**, by Kim R. Eckert, \$20.00
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