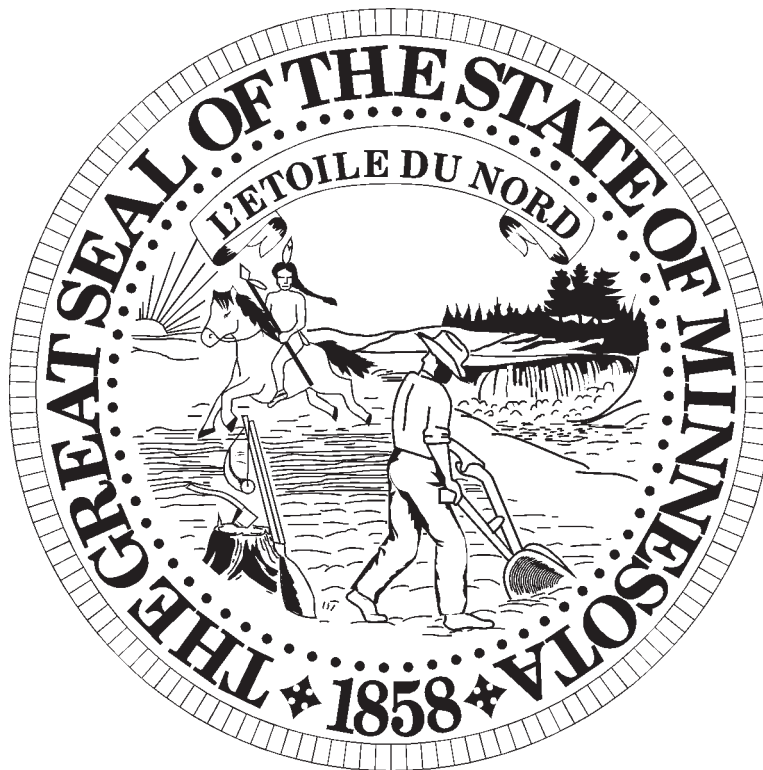


State of Minnesota

# 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 14 May 2007  
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# State Register

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

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

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

## Minnesota Board of Pharmacy

### Adopted Permanent Rules Relating to Pharmacy Regulations

The rules proposed and published at *State Register*, Volume 31, Number 14, pages 429-445, October 2, 2006 (31 SR 429), are adopted with the following modifications:

#### 6800.0100 DEFINITIONS.

Subp. 4a. Assisted living facility. For the purposes of this chapter, the term "assisted living facility" means a registered housing with services establishment, as defined in Minnesota Statutes, section 144D.01, subdivision 4, that provides central storage of medications for residents.

#### 6800.1500 CONTINUING PHARMACY EDUCATION.

Subp. 2. **Minimum hours required; reporting.** Beginning March 4, 1975, no annual license renewal shall be issued to a pharmacist under *Minnesota Statutes*, section 151.13, until the pharmacist has submitted to the board satisfactory evidence that the pharmacist has completed at least 30 hours of approved continuing education during the previous two-year period. Thereafter, a pharmacist shall submit the evidence every two years. Pharmacists exempted from the payment of all renewal fees and from the filing of any application for renewal under *Minnesota Statutes*, section 326.56, subdivision 2, shall also be exempted from the requirements of this subpart for a concurrent period of time. Beginning with the 1981-1983 reporting period, participation in continuing education shall be reported on October 1 of each even-numbered year. The board may grant a pharmacist, on application, an extension of time not to exceed one year to comply with the requirements of this subpart. The extension shall not relieve the pharmacist from complying with the continuing education requirements for any other two-year period. ~~The requested extension requires a payment of \$100 and will require the pharmacist to show documentation of the completed 30 credits.~~ Each pharmacist is responsible for maintaining a complete record of the pharmacist's continuing education participation during each continuing education reporting cycle.

#### 6800.2700 RETURN OF DRUGS AND DEVICES.

Subp. 2. **Drugs from nursing homes and assisted living facilities.** Drugs from nursing homes and assisted living facilities may be returned to the dispensing pharmacy ~~and~~. The returned drugs may be redispensed if:

D. the integrity of such packaging remains intact (no reconstituted drugs, drugs requiring refrigeration, or controlled substances may be so returned); and

E. the drugs are received by the pharmacy in the original manufacturer's packaging or pharmacist packager's unit-dose, unit-of-use, or strip packaging with each tablet or capsule individually wrapped and labeled, or in blister cards, which indicate the drug name and strength, the packager's name, and the manufacturer's or packager's lot or batch number. Drugs packaged by a pharmacy may be returned only if the pharmacy can demonstrate to the board that its packaging material and procedures will provide a package that will meet or exceed the



# Adopted Rules

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criteria for class B packaging established by the *United States Pharmacopeia*, (United States Pharmacopeial Convention, Inc., Rockville, Maryland), and that procedures have been developed and implemented to prevent the commingling of dosage units of different lot numbers or beyond-use dates; ~~and~~.

~~F. the pharmacy ensures that patients who may receive returned drugs, are notified that the pharmacy accepts and redispenses drugs returned from approved facilities.~~

## **6800.3100 COMPOUNDING AND DISPENSING.**

Subp. 3b. **Notice required.** A pharmacy utilizing ~~services from~~ a central service pharmacy ~~must notify its patients that the pharmacy outsources prescription filling to another pharmacy to provide dispensing functions, drug utilization review, packaging, labeling, delivery of a prescription product, or other services must notify the pharmacy's patients of that fact.~~

## **6800.3200 PREPACKAGING AND LABELING.**

Subpart 1. **Prepackaging.** Pharmacies may prepackage and label drugs in convenient quantities for subsequent complete labeling and dispensing according to *United States Pharmacopeia*, chapter 1146. Such drugs shall be prepackaged by or under the direct supervision of a pharmacist. The supervising pharmacist shall cause to be prepared and kept a packaging control record containing the following information:

Subp. 2. **Labeling.** Each prepackaged container shall bear a label containing the following information:

~~F. after July 1, 2008, a physical description, including any identification code that may appear on tablets and capsules; or a bar code based on the National Drug Code (NDC). Such a description does not need to be placed on individual unit-doses, provided that the pharmacy dispenses the unit-doses in outer packaging that contains a physical description of the drug or the pharmacy dispenses less than a 72-hour supply of the unit-doses.~~

## **6800.3400 PRESCRIPTION LABELING.**

Subp. 4. **Veterinary prescription drug label.** A veterinary prescription drug label must include:

- ~~A. the name and address of the prescribing veterinarian;~~
- ~~B. the name of the client;~~
- ~~C. B. identification of the species for which the drug is prescribed or ordered;~~
- ~~D. C. the name, strength, and quantity of the drug, except when specified by the prescriber to the contrary. In the case of combining premanufactured drug products, the names of the products, or category of use may suffice;~~
- ~~E. D. the name of the manufacturer or distributor of the finished dosage form of the drug;~~
- ~~F. E. the date of issue;~~
- ~~G. F. directions for use;~~
- ~~H. G. withdrawal time, excluding nonfoodproducing animals;~~
- ~~I. H. cautionary statements if appropriate for the drug; and~~
- ~~J. I. when the veterinary drug is in the manufacturer's original package and the information that is required on the label includes the drug or drugs, strength of the drug or drugs, directions for use, withdrawal time for food-producing animals, and cautionary statements, a label will be required on each individual bottle or package.~~

## **6800.3450 LABELING OF OUTPATIENT INTRAVENOUS ADMIXTURE DRUGS.**

Subpart 1. **Requirements applicable to intravenous admixture drugs.** Intravenous admixture drugs dispensed to or for a patient, other than a hospitalized patient, shall be labeled according to the requirements of part 6800.3400, subpart 1, items A to J, and in addition shall contain the following:

- ~~E. administration times and, administration frequency, or both; and~~

## **6800.4075 CENTRALIZED PRESCRIPTION PROCESSING AND FILLING.**

Subpart 1. Licensure.

A. A central service pharmacy located in another state that provides any services listed in part 6800.0100, subpart 1c, to a pharmacy located in this state shall be licensed as a nonresident pharmacy according to *Minnesota Statutes*, section 151.19, subdivision 2.

B. A central service pharmacy located in this state that provides any services listed in part 6800.0100, subpart 1c, to a pharmacy located in any state shall be licensed as a pharmacy according to *Minnesota Statutes*, section 151.19, subdivision 1.

Subp. 2. Requirements; policy and procedures.

A. A pharmacy may perform or outsource centralized prescription filling or centralized prescription processing services provided:

(1) the parties have the same owner or have a written contract outlining the services to be provided and the responsibilities and accountabilities of each party in fulfilling the terms of said contract in compliance with federal and state laws and regulations;

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## Adopted Rules

(2) the parties share a common electronic file or have appropriate technology to allow access to sufficient information necessary or required to fill or refill a prescription drug order;

(3) the central service pharmacy is licensed according to part 6800.0300; and

(4) the parties provide the board with a copy of the policy and procedures manual described in item B at least 30 days before centralized prescription processing services begin.

B. The parties performing or contracting for centralized prescription processing services shall maintain a policy and procedures manual and documentation that operations are occurring in a manner consistent with the manual. The manual shall be made available to the board for review upon request and shall include, at a minimum, the following:

(1) a description of how the parties will comply with federal and state laws and regulations;

(2) the maintenance of appropriate records to identify the responsible pharmacist in the dispensing and counseling processes;

(3) the maintenance of a mechanism for tracking the prescription drug order during each step in the dispensing process;

(4) the maintenance of a mechanism to identify on the prescription label all pharmacies involved in dispensing the prescription drug order;

(5) the provision of adequate security to protect the integrity and prevent the illegal use or disclosure of protected health information; and

(6) the maintenance of a continuous quality improvement program for pharmacy services designed to objectively and systematically monitor and evaluate the quality and appropriateness of patient care, pursue opportunities to improve patient care, and resolve identified problems.

### Subp. 3. Certification and counseling.

A. A pharmacist or pharmacist intern at the pharmacy that dispenses, delivers, mails, or ships the completed prescription to the patient is responsible for certifying the completed prescription.

B. A pharmacist or pharmacist intern at the pharmacy that dispenses, delivers, mails, or ships the completed prescription to the patient is responsible for counseling the patient according to part 6800.0910.

Subp. 4. Notification. A pharmacy utilizing a central service pharmacy to provide dispensing functions, drug utilization review, packaging, labeling, delivery of a prescription product, or other services must notify its patients of that fact.

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# Executive Orders

The governor has the authority to issue written statements or orders, called Executive Orders, as well as Emergency Executive Orders. The governor's authority is specified in the *Constitution of the State of Minnesota*, Article V, and in *Minnesota Statutes* § 4.035. Emergency Executive Orders, for protection from an imminent threat to health and safety, become effective immediately, are filed with the secretary of state, and published in the *State Register* as soon as possible after they are issued. Other Executive Orders become effective 15 days after publication in the *State Register* and filing with the secretary of state. Unless otherwise specified, an executive order expires 90 days after the date the governor who issued the order vacates office.

## Office of the Governor

### Emergency Executive Order # 07-05: Providing for Fire Suppression Assistance to the Minnesota Department of Natural Resources

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

**WHEREAS**, by April 29, 2007, the fire danger in the northern two-thirds of Minnesota had escalated to extreme; and

**WHEREAS**, continued dry conditions and high winds have put much of Minnesota into a Red Flag warning category; and

**WHEREAS**, the Minnesota Department of Natural Resources ("DNR") and the Minnesota Interagency Fire Center ("MIFC") have requested the availability of additional resources for providing air wildfire suppression; and

**WHEREAS**, the Minnesota DNR has requested that the Minnesota National Guard have equipment and personnel available on stand to assist as needed in fire suppression missions.

**NOW, THEREFORE**, I hereby order that:

1. The Adjutant General of Minnesota order to state active duty on or about April 29, 2007, in the service of the State, such personnel and equipment of the military forces of the State as required and for such period of time as necessary to assist and support air wildfire suppression in Northern Minnesota.

2. The Adjutant General is authorized to purchase, lease or contract goods or services necessary to accomplish the mission.

3. The cost of subsistence, transportation, fuel, pay and allowances of said individuals shall be defrayed from the general fund of the State, as provided for in *Minnesota Statutes* 2006, Sections 192.49, 192.52 and 192.54.

Pursuant to *Minnesota Statutes* 2006, Section 4.035, Subdivision 2, this Order is effective immediately and shall remain in effect until such date as elements of the military forces of the State are no longer required.

**IN TESTIMONY WHEREOF**, I have set my hand this 7th day of May.

Signed: TIM PAWLENTY  
Governor

Filed According to Law:

Signed: Mark Ritchie  
Secretary of State



# Commissioners' Orders

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

## Department of Natural Resources

### Division of Parks and Recreation

#### COMMISSIONER'S ORDER: Approved Firewood Required

Dated: 5/3/07

The 2007 *Minnesota Statutes* 89.551 Approved Firewood Required, Sec. 2 Subd. 3b, authorizes the Commissioner of Natural Resources by written order to publish in the *State Register*, firewood that will be approved on land administered by the commissioner. Approved firewood shall consist of any one of the four options listed below:

- 1) Firewood offered for sale by vendors currently under contract with Minnesota Department of Natural Resources.
- 2) Firewood offered for sale by vendors who have successfully completed an application process which requires that two conditions shall be met:
  - a. Wood must have originated on lands within Minnesota AND within 100 miles of the unit in which it is to be used.
  - b. A proof of purchase will be provided to customers.
- 3) Firewood offered for sale by vendors that is documented to have been treated by one of the following three methods to insure that it is free of Emerald Ash Borer (*Agrilus planipennis*): 1) removal of bark and outer ½" of sapwood, 2) kiln-drying of firewood to USDA specifications, 3) heat-treating of firewood to USDA specifications.
- 4) Kiln dried wood such as unpainted and unstained dimension lumber or kindling that is free of any metal or foreign substance.

By this order, I Mark Holsten, Commissioner of Natural Resources, do hereby approve these firewood restrictions on all department lands.

APPROVED: Dated: 5/3/07

Mark Holsten - Commissioner

## 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.

## Fecal Coliform Bacteria and Turbidity Load Study

See page 1683, or SUBSCRIBE and use our LINKS. You will quickly find what you need for your research. You receive MORE with a subscription to the *State Register*. 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 Agriculture

### Minnesota Rural Finance Authority

#### Notice of Public Hearing on the Issuance of an Agricultural Development Revenue Bond under *Minnesota Statutes*, Chapter 41C on Behalf of Nathan Duane Morland

**NOTICE IS HEREBY GIVEN** that a public hearing will be held on June 4, 2007, at 9:00 a.m., Department of Agriculture Building, Agricultural Finance Division, 625 Robert Street North, Saint Paul, Minnesota, on a proposal that the Minnesota Rural Finance Authority (the Authority) issue its revenue bond under Minnesota Statutes, Chapter 41C, in order to finance the purchase of 154.18 acres of bare land located two miles north of Clarkfield, MN on U.S. Highway 59, turn west on 290<sup>th</sup> Avenue, located SW of intersection; Section 31, Lisbon Township, Yellow Medicine County, Minnesota on behalf of Nathan Duane Morland, (the Borrower/s).

The maximum aggregate face amount of the proposed bond issue is \$241,900.00. The revenue bond will be a limited obligation of the Authority, payable solely from the revenue pledged to the payment thereof.

No holder of such revenue bond will ever have the right to compel any exercise of the taxing power of the State of Minnesota to pay the bond or the interest thereon, nor to enforce payment against any property of the Authority or the State of Minnesota, except the revenues specifically pledged to the payment thereof. Before issuing the revenue bond, the Authority will enter into an agreement with the Borrower whereby the Borrower will be obligated to make payments at least sufficient at all times to pay the principal of and interest on such revenue bond when due.

All persons interested may appear and be heard at the time and place set forth above, or may file written comments with the Executive Director of the Authority prior to the date of the hearing set forth above.

Dated: May 2, 2007

Jim Boerboom, Director  
Minnesota Rural Finance Authority

## Department of Employment and Economic Development

### Public Hearing Notice Regarding State Plan for Independent Living

**What:** The Minnesota Department of Employment and Economic Development and the Statewide Independent Living Council (SILC) invite public comments in the proposed State Plan for Independent Living (SPIL). The SPIL guides the direction and expansion of IL programs and Services statewide.

**Why:** To remain eligible for Federal IL funds, the State of Minnesota must develop and submit to the U.S. Department of Education,

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## Official Notices

Rehabilitation Services Administration, a new SPIL every three years. The deadline for submitting this SPIL is June 30, 2007. With final approval from the Rehabilitation Services Administration, this SPIL will be effective from October 1, 2007 through September 30, 2009.

**When:** June 13, 2007 from 2:00 p.m. to 6:00 p.m.

**Where:** Roseville Public Library,  
2180 Hamline Ave N.  
Roseville, 55113  
**Phone:** (651) 628-6803

**For More Information:** or to obtain an alternative formatted copy of the SPIL prior to the public hearing, phone: (800) 328-9095, or (651) 297-2705, or TTY (651) 296-3900, e-mail: [brad.westerlund@state.mn.us](mailto:brad.westerlund@state.mn.us)

You may also submit written comments regarding the SPIL, by sending them to: [brad.westerlund@state.mn.us](mailto:brad.westerlund@state.mn.us)

Alternative format copies of the proposed SPIL will also be available at the public hearing. ASL interpreters will be present at the public hearing. The public hearing site is fully accessible to people with physical disabilities.

## Department of Human Services

### Health Care Purchasing and Delivery

### Authorization List of All Drugs That Have Been Added Requiring Authorization as a Condition of Minnesota Health Care Programs (MHCP) Payment

The following is a listing of added drugs to the current authorization list. The newly added drug codes will require authorization on or after June 1, 2007.

As authorized by *Minnesota Statutes*, section 256B.0625, subd 25, the following list includes all drugs that have been added requiring authorization as a condition of MHCP payment. The criteria used to develop this list are as follows:

- A. The health service could be considered, under some circumstances, to be of questionable medical necessity.
- B. Use of the health service needs monitoring to control the expenditure of program funds.
- C. Less costly, appropriate alternatives to the health service are generally available.
- D. The health service is investigative.
- E. The health service is newly developed or modified.
- F. The health service is of a continuing nature and requires monitoring to prevent its continuation when it ceases to be beneficial.
- G. The health service is comparable to a service provided in a skilled nursing facility or hospital but is provided in a recipient's home.
- H. The health service could be considered cosmetic.

These newly added non preferred drugs will require Authorization for services provided on or after June 1, 2007.

#### DRUGS

Lunesta  
Sonata  
Rhinocort Aqua  
ProAir HFA  
Ventolin HFA  
Maxair Autohaler  
Famvir  
Sporonox  
Itraconazole

Please contact Mary Claire Wohletz at (651) 431-2510, if you have any questions or concerns.

# Official Notices

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## State Board of Investment

### Meeting Notice of the State Board of Investment Administrative Committee May 23, 2007

The State Board of Investment Administrative Committee will meet on Wednesday, May 23, 2007 at 1:30 P.M. in the State Board of Investment Conference Room, 60 Empire Drive, Suite 355 St. Paul, MN.

## Department of Labor and Industry

### Labor Standards Unit

### Notice of Corrections to Both Highway/Heavy and Commercial Prevailing Wage Rates

A correction has been made to the Highway/Heavy Prevailing Wage rates certified 10/23/06, for Group 6, in Region 6 and Region 7. A correction has been made to the Commercial Prevailing Wage rates certified 02/12/07, for Group 6, in Nicollet County.

Copies with the corrected certified wage rate for these Regions or 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 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

### Transportation Advisory Board (TAB)

### Public Hearing on the Proposed 2008-2011 Transportation Improvement Program (TIP) for the Twin Cities Metropolitan Area

The Transportation Advisory Board (TAB) of the Metropolitan Council will hold a public hearing on June 20, 2007 to receive public reaction to the proposed 2008-2011 Transportation Improvement Program (TIP) for the Twin Cities Metropolitan Area. The program will include highway, transit, bikeway and pedestrian enhancements and air quality projects that are proposed for federal funding in the seven-county metropolitan area in the next four years. The TIP includes the recommended projects selected through the 2005 Regional Solicitation process for federal transportation funds. The program is prepared annually in accordance with federal requirements and must contain all projects that are to be implemented with federal transportation funding assistance. This TIP also contains Metropolitan Council's program of projects (POP) which includes transit projects for Metro Transit, Metro Mobility, contracted services and Opt Outs. This hearing fulfills Federal Transit Administration's (FTA) public participation requirements for the POP.

#### Public Hearing for comments on TIP

Wednesday, June 20, 2007 – 3:00 p.m.

Metropolitan Council Chambers

390 North Robert Street

St. Paul, Minnesota

The TIP is prepared jointly by the Metropolitan Council and the Minnesota Department of Transportation. Projects contained in the TIP reflect the region's priorities and help implement the region's transportation plan. All specific projects are assumed to have independent utility and are fully funded unless noted otherwise in the project description. The projects in aggregate have been analyzed to determine impact on regional air quality. Progress made on implementing the region's transportation plan will be reported in the TIP and at the public hearing. The program will be adopted by the Transportation Advisory Board and approved by the Metropolitan Council. Upon request, the Council will provide reasonable accommodations to persons with disabilities. In addition to providing oral or written comments at the public hearing, comments may be made several ways:

- Written comments to: Kevin Roggenbuck, Metropolitan Council  
390 North Robert St., St. Paul, MN 55101
- Fax comments to Kevin Roggenbuck, (651) 602-1739
- Record comments on the Council's Public Information Line: (651) 602-1500

- Send comments electronically to : [data.center@metc.state.mn.us](mailto:data.center@metc.state.mn.us)

**Comments** must be received by **4:00 p.m., Monday, July 2, 2007**. Free copies of the draft 2008-2011 Transportation Improvement Program will be available on May 16, 2007, at the Council's Regional Data Center. Call (651) 602-1140 or TTY (651) 291-0904 to request a copy. The main body of the TIP will be available for review on May 18, 2007 at the Metropolitan Council's website at [www.metrocouncil.org/services/transportation.htm](http://www.metrocouncil.org/services/transportation.htm). Schematic location maps are included on the website of the regionally recommended projects to be programmed in 2009 and 2010 with federal funds and the major transportation projects funded in the TIP. Other background materials describing the Council's transportation planning and programming efforts also are available.

**Questions** about the hearings or transportation assumptions and technical materials may be directed to Kevin Roggenbuck, (651) 602-1728, or Carl Ohrn (651) 602-1719, Metropolitan Council, 390 North Robert St., St. Paul, MN 55101.

## **Minnesota Department of Natural Resources**

### **Notice of Proposed Classification of State Forest Lands in Becker, Clay, Douglas, Hubbard, Otter Tail, Pope, Todd, and Wadena Counties with Respect to Motor Vehicle Use**

**NOTICE IS HEREBY GIVEN** that the Commissioner of the Minnesota Department of Natural Resources proposes to classify state forest lands in Becker, Clay, Douglas, Hubbard, Otter Tail, Pope, Todd, and Wadena Counties with respect to the operation of motor vehicles. The proposal is to classify most state forest lands under the authority of the Commissioner that are located in Becker, Clay, Douglas, Hubbard, Otter Tail, Pope, Todd, and Wadena Counties to one of the following classes:

1. **"Limited"** in which forest roads are open to motor vehicle use unless posted closed and forest trails are closed to motor vehicle use unless posted open, or
2. **"Closed"** in which forest roads are open to motor vehicles licensed for highway use. No OHVs are permitted, except that OHVs may operate on frozen public waters. Snowmobiles may operate on designated trails.

*Minnesota Laws 2003*, Chapter 128, Article 1, Section 167 as amended and *Minnesota Rules* Chapter 6100.1950 govern the classification of state forest with respect to motor vehicle use.

This proposal covers Huntersville State Forest in Wadena and Hubbard Counties, Lyons State Forest in Wadena County, Smoky Hills and Two Inlets State Forests in Becker County, and scattered forest lands under the authority of the Commissioner located **OUTSIDE** of State Forest boundaries in Clay, Douglas, Otter Tail, Pope, Todd, and Wadena Counties. In total, just less than 62,000 acres of state forest land, and 326 miles of roads, trails, and non-designated routes were evaluated with respect to motor vehicle use. In conjunction with the proposed classification, the DNR has developed a road and trail designation proposal that identifies: 1) routes on state forest lands that will be open to motorized vehicle use; 2) routes to be designated as non-motorized trails; and 3) Areas with Limitations on Off-trail and Non-designated Trail Use.

The DNR will hold **TWO** public meetings on this proposal.

- The first will be held on Tuesday, July 17, 2007 from 6:00 to 8:30 p.m. at the Menahga School, 216 Aspen Avenue SE, Menahga, MN 56464. DNR's Planning Team and Area Staff familiar with Huntersville and Lyons State Forests, and scattered state forest lands in the planning unit, will be attending.
- The second will be held on Thursday, July 19, 2007 from 6:00 to 8:30 p.m. at the Detroit Lakes Middle School, 500 - 11th Avenue South, Detroit Lakes, MN 56501. DNR's Planning Team and DNR Area Staff familiar with Smoky Hills and Two Inlets State Forests, and scattered state forest lands in the planning unit, will be attending. Staff from Becker County Land Department and White Earth Natural Resources will also be present.

The first hour of each meeting will allow attendees to informally review the draft plan, maps, and other summary materials. DNR and other cooperating government agencies will be on hand to answer questions regarding motorized access planning in terms of forest classification and proposed designations for public forest lands in these counties. During the remainder of the meeting, the DNR staff will present information, respond to questions, and receive public comments on the proposals. Written comments will also be accepted.

The classification proposal, draft road and trail designation plan, and related maps are available on the DNR website at [www.dnr.state.mn.us](http://www.dnr.state.mn.us).

Copies of the documentation can also be obtained from:

# Official Notices

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Bill Johnson, Planner  
Minnesota Department of Natural Resources  
500 Lafayette Road, Box 52  
St. Paul, MN 55155-4052  
**Phone:** (651) 259-5643  
**E-mail:** [bill.johnson@dnr.state.mn.us](mailto:bill.johnson@dnr.state.mn.us)

Written comments on the proposal can also be submitted to the above address until 4:30 p.m. on August 1, 2007.

Laurie H. Martinson, Deputy Commissioner  
Minnesota Department of Natural Resources

## Minnesota Department of Natural Resources

### Notice of Proposed Classification of the Sturgeon River State Forest and Adjacent State Lands in St. Louis County, Minnesota with Respect to Motor Vehicle Use

**NOTICE IS HEREBY GIVEN** that the Commissioner of the Minnesota Department of Natural Resources (DNR) proposes to classify all State Forest Lands within the Sturgeon River State Forest in St. Louis County, and adjacent state forest lands under the authority of the DNR Commissioner, with respect to motor vehicle operation. The proposal is to assign all state lands under the authority of the Commissioner, to one of the following classes: (pursuant to *MN Rules Chapter 6100.1950*).

1. **“Managed”**, in which forest roads and trails are open for motor vehicle use unless posted closed;
2. **“Limited”**, in which forest roads are open to motor vehicle use unless posted closed, and forest trails are closed to motor vehicle use unless posted open, or
3. **“Closed”**, in which forest roads are open only to motor vehicles licensed for highway use. No off-highway vehicles are permitted, except for operation on frozen public waters. Snowmobiles may operate on designated trails only in closed forests.

This proposal covers the Sturgeon River State Forest, and scattered forest lands under the authority of the Commissioner located **outside** of State Forest boundaries in Northwest St. Louis County. In total, just over 61,000 acres of state forest land, and 180 miles of roads, trails and non-designated routes were evaluated with respect to motor vehicle use. In conjunction with the proposed classification, the DNR has developed a road and trail designation proposal that identifies those routes on state forest lands that will remain open to motorized vehicle use.

Coincident with forest classification, the DNR also proposes to amend the current Taconite State Trail Master Plan to permit motorized use of 4.7 miles of this existing 163-mile state snowmobile trail (Ely to Grand Rapids) in an effort to complete a nearly 24-mile trail loop in the forest. This plan amendment must be approved separately from the forest classification and route designation process currently underway based upon comments received during this shared 60-day public comment period.

The DNR will hold a public meeting on this proposal on Tuesday July 10 at the Ironworld Discovery Center which is located approximately 1.5 hours north of Duluth, and west of Virginia at 801 SW Highway 169 in Chisholm, Minnesota. The meeting will run from 6:00 p.m. to 8:30 p.m.

The first hour of the meeting will allow interested persons to informally review the plan, maps and other summary materials. DNR, USFS and St. Louis County Land Department representatives will be on hand to answer questions regarding motorized access planning for public forest lands in the county. During the remainder of the meeting, the DNR will present its proposal and respond to questions and comments. Written comments will also be accepted.

The DNR's Forest Classification & Route Designation Proposal, supporting maps and other materials, are available at [www.dnr.state.mn.us](http://www.dnr.state.mn.us). Copies of the documents may also be viewed at the DNR's Tower Area Office located at 650 Highway 169 in Tower, MN or are available upon request from:

Brian McCann, Planner  
Minnesota Department of Natural Resources  
Box 52, 500 Lafayette Road  
St. Paul, MN 55155-4052  
**Phone:** (651) 259-5627 or Toll Free 1-888-MINNDNR  
**E-mail:** [brian.mccann@dnr.state.mn.us](mailto:brian.mccann@dnr.state.mn.us)



Written comments on both the forest classification proposal, and the plan to amend the Taconite State Trail Plan, will be accepted at the above address until 4:30 p.m. on Friday, July 20, 2007.

Laurie H. Martinson, Deputy Commissioner  
Minnesota Department of Natural Resources

### Minnesota Pollution Control Agency Regional Division

#### Notice of Availability of Draft Pipestone Creek Fecal Coliform Bacteria and Turbidity Total Maximum Daily Load Report and Request for Comment

**Public Comment Period Begins: May 14, 2007**

**Public Comment Period Ends: June 15, 2007**

The Minnesota Pollution Control Agency (MPCA) is requesting comments on the draft Pipestone Creek Fecal Coliform Bacteria and Turbidity Total Maximum Daily Load (TMDL) Report. The MPCA identified three stream reaches in the Pipestone Creek watershed in Pipestone County as exceeding Minnesota water quality standards for both fecal coliform bacteria (a human health concern that limits recreational use of the water) and turbidity (a measure of cloudiness of water that affects aquatic life). Following the comments, the MPCA will revise the draft TMDL Report and submit it to the U.S. Environmental Protection Agency (EPA) for approval. The draft TMDL report is available on the MPCA **Web site** at: <http://www.pca.state.mn.us/water/tmdl/index.html>. Comments must be sent to the MPCA contact person listed below by June 15, 2007.

Required by the Federal Clean Water Act, a TMDL is a scientific study that calculates the maximum amount of a pollutant that a waterbody can receive and still meet water quality standards for that pollutant. It is a process that identifies all the sources of the pollutant causing impairment and allocates allowable loads among them. This multi-year effort results in a pollution reduction plan and engages stakeholders and the general public. An approved TMDL is followed by implementation activities for achieving the necessary reductions.

It is estimated that the overall magnitude of reduction needed to meet water quality standards for these impairments is approximately 77 percent and 54 percent for current fecal coliform bacteria and turbidity levels, respectively. The primary contributing sources to fecal coliform bacteria are believed to be livestock on overgrazed riparian pasture, surface-applied manure on cropland and feedlots lacking adequate runoff controls. The primary contributing sources to the turbidity impairments appear to be soil erosion in the riparian zone from livestock, streambank erosion/slumping from livestock and increased flow related to land use, upland soil loss from row cropland and possibly nutrient additions leading to algae growth.

**Agency Contact Person.** Written or oral comments, petitions, questions, or requests to receive a draft of the TMDL Reports, and requests for more information should be directed to:

Chris Zadak  
Minnesota Pollution Control Agency  
520 Lafayette Road North  
St. Paul, MN 55155-4194  
**Phone:** (651) 297-8613 (direct)  
**Minnesota Toll Free:** 1-800-657-3864  
**Fax:** (651) 297-8676  
**E-mail:** [chris.zadak@pca.state.mn.us](mailto:chris.zadak@pca.state.mn.us)  
TTY users may call the MPCA teletypewriter at (651) 282-5332 or 1-800-657-3864.

**Preliminary Determination on the draft TMDL Report:** The MPCA Commissioner has made a preliminary determination to submit this TMDL Report to the EPA for final approval. A draft TMDL Report and fact sheet are available for review at the MPCA office at the address listed below, and at the MPCA Web site: <http://www.pca.state.mn.us/water/tmdl/index.html>. Suggested changes will be considered before the final TMDL Report is sent to the EPA for approval.

**Written Comments:** You may submit written comments on the conditions of the draft TMDL Report or on the Commissioner's preliminary determination.

Written comments must include the following:

1. A statement of your interest in the draft TMDL Report;
2. A statement of the action you wish the MPCA to take, including specific references to sections of the draft TMDL that you

# Official Notices

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believe should be changed; and

3. The reasons supporting your position, stated with sufficient specificity as to allow the Commissioner to investigate the merits of your position.

**Petition for Public Informational Meeting:** You also may request that the MPCA Commissioner hold a public informational meeting. A public informational meeting is an informal meeting that the MPCA may hold to solicit public comment and statements on matters before the MPCA, and to help clarify and resolve issues.

A petition requesting a public informational meeting must include the following information:

1. A statement identifying the matter of concern;
2. The information required under items 1 through 3 of "Written Comments," identified above;
3. A statement of the reasons the MPCA should hold a public informational meeting; and
4. The issues that you would like the MPCA to address at the public informational meeting.

**Petition for Contested Case Hearing:** You also may submit a petition for a contested case hearing. A contested case hearing is a formal evidentiary hearing before an administrative law judge. In accordance with *Minnesota Rules* 7000.1900, the MPCA will grant a petition to hold a contested case hearing if it finds that: (1) there is a material issue of fact in dispute concerning the application or draft TMDL Report; (2) the MPCA has the jurisdiction to make a determination on the disputed material issue of fact; and (3) there is a reasonable basis underlying the disputed material issue of fact or facts such that the holding of the contested case hearing would allow the introduction of information that would aid the MPCA in resolving the disputed facts in making a final decision on the draft TMDL Report. A material issue of fact means a fact question, as distinguished from a policy question, whose resolution could have a direct bearing on a final MPCA decision.

A petition for a contested case hearing must include the following information:

1. A statement of reasons or proposed findings supporting the MPCA decision to hold a contested case hearing according to the criteria in *Minnesota Rules* 7000.1900, as discussed above; and
2. A statement of the issues proposed to be addressed by a contested case hearing and the specific relief requested or resolution of the matter.

In addition and to the extent known, a petition for a contested case hearing should also include the following information:

1. A proposed list of prospective witnesses to be called, including experts, with a brief description of proposed testimony or summary of evidence to be presented at a contested case hearing;
2. A proposed list of publications, references, or studies to be introduced and relied upon at a contested case hearing; and
3. An estimate of time required for you to present the matter at a contested case hearing.

**MPCA Decision:** You may submit a petition to the Commissioner requesting that the MPCA Citizens' Board consider the TMDL Report approval. To be considered timely, the petition must be received by the MPCA by 4:30 p.m. on the date the public comment period ends, identified on page one of this notice. Under the provisions of *Minnesota Statutes* § 116.02, subd 6(4), the decision whether to submit the TMDL Report and, if so, under what terms will be presented to the Board for decision if: (1) the Commissioner grants the petition requesting the matter be presented to the Board; (2) one or more Board members request to hear the matter before the time the Commissioner makes a final decision on the TMDL Report; or (3) a timely request for a contested case hearing is pending. You may participate in the activities of the MPCA Board as provided in *Minnesota Rules* 7000.0650.

The written comments, requests, and petitions submitted on or before the last day of the public comment period will be considered in the final decision on this TMDL Report. If the MPCA does not receive written comments, requests, or petitions during the public comment period, MPCA staff as authorized by the Board, will make the final decision on the draft TMDL Report.

## State Register Binders

**Specially designed binders with the State Register logo for storing your State Registers.  
Two binders typically hold one-year's subscription. Order Stock # 91-8, \$12.00 + tax**

# 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

### Child Safety and Permanency Division

#### Notice of Request for Proposals (RFP) for the Strengthening Families Child Abuse and Neglect Prevention Program

The Department of Human Services seeks qualified grantee(s) to develop, operate and/or expand community-based, family support programs to reduce the risk of child abuse and neglect by promoting protective factors that strengthen and support families.

The Department of Human Services through its Children's Trust Fund is seeking proposals from qualified responders to improve the safety and well-being of children. Participation in a program funded by the Children's Trust Fund will result in the development of protective factors considered essential to strengthen and support families in order to reduce the likelihood of child abuse and neglect. Grants will be awarded to qualified responders throughout the state to serve communities that have high rates of child abuse and neglect and/or other risk indicators associated with the incidence of child maltreatment.

Public and private non-profit organizations in Minnesota are eligible to apply for the Strengthening Families Child Abuse and Neglect Prevention Grants.

The term of any resulting contract is anticipated to be for three years, from September, 2007 – September 2010, with the option of two one-year extensions contingent on availability of funds and satisfactory performance.

Questions concerning this request for proposal should be directed to:

Joanne Mooney  
Department of Human Services  
Children's Trust Fund  
Child Safety and Permanency  
P.O. Box 64962  
St. Paul, MN 55164 – 0962  
**Phone:** (651) 431-3879  
**E-mail:** [joanne.mooney@state.mn.us](mailto:joanne.mooney@state.mn.us)

Joanne Mooney is the authorized State staff to respond to all questions concerning this RFP.

A Request for Proposal packet can be obtained by going to: [http://www.dhs.state.mn.us/main/id\\_000102](http://www.dhs.state.mn.us/main/id_000102) Or by contacting:

Lori Ellingson  
Department of Human Services  
Children's Trust Fund  
Child Safety and Permanency  
P.O. Box 64962  
St. Paul, MN 55164-0962  
Phone: (651) 431-3881  
**E-mail:** [Lori.ellingson@state.mn.us](mailto:Lori.ellingson@state.mn.us)

To be considered, submitted proposals must be received (not postmarked) no later than 4:00 p.m. Central Time on June 25, 2007. Late proposals will **not** be considered. Faxed 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

**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

## Contract Available for Web Site Rebuilding

See page 1689, or obtain MORE and FASTER information with a SUBSCRIPTION to the *State Register*. 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:

- Word Search Capability
- LINKS, LINKS, LINKS
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- Updates to Index to Vol. 31
- "Contracts & Grants" Open for Bid
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- E-mailed to you . . . its so easy
- Indexes to Vols. 30, 29, 28 and 27

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)

## Minnesota Department of Agriculture Notice of Availability of Requests for Proposals (RFPs) for On-Farm Environmental Quality Assessments

The Minnesota Department of Agriculture is soliciting proposals from interested, qualified parties to develop templates for on-farm environmental quality assessments and to complete on-farm environmental quality assessments for bovine and non-bovine species.

An "environmental quality assessment" is a review of a livestock operation to evaluate the operation's performance regarding certain environmental quality criteria and applicable laws. The selected contractor will: 1) develop the form or worksheet that is to be used to conduct the on-farm environmental quality assessments (the "environmental quality assessment template"); 2) use the environmental quality assessment template to conduct the on-farm assessments for willing domestic bovine and non-bovine producers who operate within impaired watersheds (completed or nearly completed TMDL watersheds); and 3) analyze the results of the on-farm assessments by priority area and provide a summary of the results in a written report.

There are two separate RFPs: one for bovine species, and another for non-bovine species. The estimated dollar amount for each contract is \$95,000.

To obtain a copy of the full RFPs contact Pat Shier at (651) 201-6610, Commissioners Office, Minnesota Department of Agriculture, 625 Robert Street North, St. Paul, MN 55155-2538, or [pat.shier@state.mn.us](mailto:pat.shier@state.mn.us). The RFP can be sent to you via e-mail or by US mail.

Project questions will be taken by Pat Shier at [pat.shier@state.mn.us](mailto:pat.shier@state.mn.us) or faxed to (651) 201-6118, and must be received by 1:00 p.m. May 25, 2007. Answers to questions submitted by May 25, 2007 will be sent via e-mail to all prospective responders by Tuesday, May 29, 2007. Answers to questions submitted will be provided in alternative formats if requested. Questions submitted after 1:00 p.m. Friday, May 25, 2007 cannot be answered.

Proposals must be delivered to Pat Shier, Commissioners Office, Minnesota Department of Agriculture, 625 Robert Street North, St. Paul, MN 55155-2538, (651) 201-6610, not later than 2:30 p.m., Central Daylight Time, June 4, 2007. Late proposals will not be considered.

The State of Minnesota is not obligated to award a contract or complete the project, and reserves the right to cancel the solicitation if it is considered to be in its best interest.

### Minnesota State Colleges and Universities (MnSCU)

#### Bemidji State University

#### Notice of Request for Proposals for Long Distance Service

**NOTICE IS HEREBY GIVEN** that Bemidji State University will receive sealed proposals for long distance service. Specifications will be available May 14, 2007, via email request to: [blindell@bemidjistate.edu](mailto:blindell@bemidjistate.edu) or telephone request to Belinda Lindell, (218) 755-2043.

Sealed bids must be received by Belinda Lindell, Director of Logistical Services, Bemidji State University, Deputy 204, Box 8, 1500 Birchmont Drive NE, Bemidji, MN 56601, by 2:00 PM, May 29, 2007.

Bemidji State University reserves the right to reject any or all proposals and to waive any irregularities or informalities in proposals received. This Request for Proposal does not obligate the University to complete a proposed contract, and the University reserves the right to cancel the solicitation if it is considered to be in its best interest.

### Minnesota State Colleges and Universities (MnSCU)

#### Office of the Chancellor

#### Notice of Request for Proposal (RFP) for an Analysis of the Education Needs of Adults in the Twin Cities Metropolitan Area

**NOTICE IS HEREBY GIVEN** that the Office of the Chancellor of the Minnesota State Colleges and Universities is seeking proposals for a contract to conduct and analysis of the education needs of adults in the Twin Cities Metropolitan Area. Proposal specifications will be available Monday, May 14, 2007 by contacting Leo Christenson, System Director for Planning, Minnesota State Colleges and Universities by e-mail at: [leo.christenson@so.mnscu.edu](mailto:leo.christenson@so.mnscu.edu) or by calling (651) 297-4575. Sealed proposals must be received by Leo Christenson, System Director for Planning, Minnesota State Colleges and Universities, 30 7<sup>th</sup> Street East, Suite 350, St. Paul, MN 55101 by 3:00 PM CST Monday June 11, 2007. The Minnesota State Colleges and Universities reserves the right to reject any or all proposals and to waive any irregularities or informalities in proposals received.

### Minnesota State Colleges and Universities (MnSCU)

#### Metropolitan State University and Minneapolis Community and Technical College

#### Request for Proposals for *Master Facilities Plan*

##### Executive Summary

This Request for Proposals is offered by the Minnesota State Colleges and Universities System: sent on behalf of Metropolitan State University (Metro State) and Minneapolis Community and Technical College (MCTC). Metro State University and MCTC seek the services of a consulting team to jointly update their campus master facilities plan. Currently, each institution has an individual master plan and they were developed jointly in 2002. This proposal assumes that each of the jointly developed Master Facility Plans will be updated for each institution. However, the Project Scope, Fees, Work Schedule, Required Proposal Information, and Request for Proposal Offering Form will be considered for one service. The following paragraphs provide a brief description of each institution:

An update to the Metro State and MCTC master plans is needed to reflect facility and property changes that have occurred during the past several years and to reprioritize future facility projects. The plan should define current and future space needs, reflecting short and long-term demographics and enrollment projections, existing physical plant capacity and infrastructure.

Proposals are due by 3:00 pm on May 29th, 2007. Mail or deliver proposals to:

Mr. Daniel Kirk  
Associate Vice President for Administration and Finance  
Suite 321 Founders Hall  
Metropolitan State University  
700 East 7<sup>th</sup> Street  
Saint Paul, MN 55106-5000

Electronically transmitted proposals are not acceptable. Proposals received after this time will be returned unopened. Proposals must be clearly marked in the lower left hand corner: **"Metropolitan State University and Minneapolis Community and Technical**  
(Cite 31 SR 1687)

# State Contracts

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## College Master Plan Proposal.”

To obtain a complete copy of this RFP, please contact

Jean Alaspa  
Metropolitan State University  
700 East 7th Street  
Room 321 Founders Hall  
St. Paul, Minnesota 55106  
(651) 793-1700

## Project Scope

The Updated Master Plan shall include the current and future capital projects addressing deferred maintenances, space utilization, and dealing with multi-campus concerns. The final product should clearly describe the adequacy of current space in the support of the academic mission of the college. It should also recommend changes in the space usage that can better enhance and align academic and support areas across the university and college in light of the changing academic and student services vision in the 21<sup>st</sup> century and growing metro area needs. Since the campuses have multiple locations; analysis of the full usage and goals for those locations is an integral part of this project.

The consulting team shall meet with the Master Planning Taskforce (which includes representation from each institution) and representatives of academic and administrative areas, faculty and students, and community constituents, as appropriate, to assess current utilization and future space needs. The consultant shall also receive department input along with marketing and institutional data by recommending options that are in the best interests of the college and/or the university.. The consultant shall consider the following options for the college, but shall not be limited to:

- Multi-campus issues; program delivery to physical plant fit
- Multi-buildings and location analysis for the Minneapolis and Saint Paul campuses
- Consolidation and possible relocation of programs to better serve students
- Incremental plans to modernize for enhanced program efficiency and effectiveness
- Remodeling
- New construction
- Vehicle and Pedestrian circulation

A major challenge facing the institutions in the future is creating an array of options to address the ever-changing educational needs of our students. The institutions have estimated a budget for Consultants fees between \$45,000 and \$60,000. The consulting team shall:

- Prepare a master facility plan as outlined in the ‘Master Plan Update Review Form’ in MnSCU Guide for Updating Campus Master Plan [www.facilities.mnscu.edu](http://www.facilities.mnscu.edu)
- Collaborate with a Master Planning Taskforce to develop and update long-term facility needs of the University and the College.
- Compile and analyze data from previous studies and plans to ensure a consistent plan for the University and the College (**i.e. space utilization, deferred maintenance analysis of reinvestment module, facilities condition index (FCI), academic plan**).
- Present the plan and recommendations to senior administration. Provide each institution with 12 bound copies of the final plan plus one unbound copy ready for reproduction.
- Present the plan with the President and university and/or college administration to the Office of the Chancellor.



**Minnesota State Colleges and Universities (MnSCU)****Normandale Community College****Information Technology Services (ITS) Department****Notice of Intent to Solicit Bid for Fine Arts Voice/Data Cabling**

**NOTICE IS HEREBY GIVEN** that Normandale Community College is requesting bids for the installation of voice/data cabling in the Fine Arts building. Subject to compliance with requirements, voice/data cabling proposal must not exceed One Hundred Thousand no/100 Dollars (\$100,000.) This bid does not obligate Normandale Community College to spend the estimated dollar amount. For entire bid package, including prints and specifications, contact Matthew Netland. See contact information below:

Matthew Netland  
Normandale Community College (ITS) Department  
9700 France Avenue South  
Bloomington, MN 55431  
**Voice:** (952) 487-8167  
**Fax:** (952) 487-8101  
**Email:** *matthew.netland@normandale.edu*

Bids must be received by Monday, June 4th, 2007 12:00 p.m.

Send sealed bids to:

Matthew Netland  
Normandale Community College (ITS Department)  
9700 France Avenue South  
Bloomington, MN 55431

**Department of Employment and Economic Development****Notice of Availability of Contract for Web Site Evaluation and Rebuilding Project**

The Minnesota Department of Employment and Economic Development is requesting proposals to evaluate DEED's current web activities, make a needs assessment, create a design to guide development of the agency's future web presence, and build a new agency web site that meets the needs of the department and its customers.

Work is proposed to start after July 1, 2007.

A Request for Proposals will be available by mail from this office through Friday, May 25, 2007. **A written request (by direct mail or fax) is required to receive the Request for Proposal.** After Friday, June 1, 2007, the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

John Fisher, Project Coordinator  
Department of Employment and Economic Development  
1<sup>st</sup> National Bank Building  
332 Minnesota Street, Suite E200  
St. Paul, MN 55101  
**Telephone:** (651) 259-7163  
**E-mail:** *john.d.fisher@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 Friday, June 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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## Minnesota Historical Society

### Notice of Request for Proposals for “MINNESOTA 150” Exhibit Casework Construction, Painting, & Delivery Services

The Minnesota Historical Society is seeking proposals from qualified and experienced vendors for casework construction, finishing, painting, and delivery services for a new exhibit at the Minnesota History Center in Saint Paul. The new exhibit is called “*MINNESOTA 150 – One Hundred and Fifty People, Places, Ideas, or Things that Changed Minnesota, or the World*” and must be completed in time for an October 2007 opening to the public in the History Center’s Gallery C.

The Request for Proposals (which will also serve as the Project Manual) is available from Mary Green-Toussaint, Purchasing Coordinator, Minnesota Historical Society, 345 Kellogg Boulevard West, Saint Paul, Minnesota 55102. **Telephone:** (651) 259-3175; **e-mail:** [mary.green-toussaint@mnhs.org](mailto:mary.green-toussaint@mnhs.org).

All proposers should note that a MANDATORY PRE-PROPOSAL MEETING will be held on Wednesday, May 23, 2007 at 1:30 P.M. Local Time at the History Center. Complete information is included in the Request for Proposals.

All proposals must be received no later than 2:00 P.M., Local Time, Tuesday, June 5, 2007. Late proposals will not be considered.

Dated: May 14, 2007

## Department of Human Services

### Notice of Availability of Contract for Workforce Planning Consultation

The Minnesota Department of Human Services, through its Office of the Chief Information Officer, is requesting proposals for the purpose of analyzing survey and other data and research strategies and tools to support a future productive IT workforce.

#### Delivery and an Implementation Plan.

Work is proposed to start after July 2, 2007.

A Request for Proposals will be available by mail from this office through **May 11, 2007**. **A written request (by direct mail or fax) is required to receive the Request for Proposal.** After **May 11, 2007**, the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Gwen Wildermuth  
Office of the Chief Information Officer  
Department of Human Services  
State of Minnesota  
444 Lafayette Road N  
St. Paul MN 55164  
Mail Stop 0239  
**Fax Number:** (651) 431-7521

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than **May 29, 2007, 4:00 P.M. CDT**. **Late proposals will not be considered.** Faxed 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.

## Office of Enterprise Technology

### IT Standards and Resource Management

### Final Request for Proposal for an Enterprise Solution for E-mail and Calendaring for the State of Minnesota

**NOTICE IS HEREBY GIVEN** that the State of Minnesota is releasing the final RFP for an Enterprise Solution for E-mail and Calendaring for the State of Minnesota on May 14, 2007.

If you are interested in obtaining the final RFP, and have not yet sent a request, please send an e-mail to [oet.rfp@state.mn.us](mailto:oet.rfp@state.mn.us). The final RFP will be released to all requestors via e-mail at the same time. RFP responses are due by 3:00 PM CDT on June 4, 2007.

**Department of Transportation (Mn/DOT)****Engineering Services Division****Notice of Potential Availability of Contracting Opportunities for a Variety of Highway Related Technical Activities (“Consultant Pre-Qualification Program”)**

This document is available in alternative formats for persons with disabilities by calling Brad Hamilton at (651) 366-4626 for persons who are hearing or speech impaired by calling Minnesota Relay Service at (800) 627-3529.

Mn/DOT, worked in conjunction with the Consultant Reform Committee, the American Council of Engineering Companies of Minnesota (ACEC/MN), and the Department of Administration, to develop 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 awards most of its consultant contracts for highway-related technical activities using this method, however, Mn/DOT also reserves the right to use Request for Proposal (RFP) or other selection processes for particular projects. Nothing in this solicitation requires Mn/DOT to 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 for application. Applications are 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 applications forms are available on Mn/DOT’s Consultant Services web site at: <http://www.dot.state.mn.us/consult>.

Send completed application material to:

Brad Hamilton  
Consultant Services  
Office of Technical Support  
Minnesota Department of Transportation  
395 John Ireland Blvd. Mail Stop 680  
St. Paul Minnesota 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.

### Metropolitan Council

#### Notice of Invitation for Bids (IFB) for Build and Assembly of a Tank Truck

##### Reference Number 07P064

The Metropolitan Council is requesting bids for a custom built 5,200 gallon 3 plus tandem axle tank truck.

*Issue Invitation for Bids*

**May 14, 2007**

*Questions Due*

**May 23, 2007**

*Bids Due*

**June 5, 2007 at 2:00 P.M.**

*Award Contract*

**July 2007**

All firms interested in submitting bids for this contract and desiring to receive an IFB package are invited to make a written request either by e-mail, fax or mail request to:

Sunny Jo Emerson  
Administrative Assistant, Contracts and Procurement Unit  
Metropolitan Council  
390 North Robert Street  
St. Paul, MN 55101  
**Phone:** (651) 602-1499  
**Fax:** (651) 602-1083  
**E-mail:** [sunnyjo.emerson@metc.state.mn.us](mailto:sunnyjo.emerson@metc.state.mn.us)

### Metropolitan Council

#### Notice of Invitation for Bids (IFB) for Citrix Hardware and Software

##### Contract Number 07P039A

The Metropolitan Council is requesting bids for the procurement of Citrix Hardware and Software.

*Issue Invitation for Bids*

**May 14, 2007**

*Bids Due*

**June 5, 2007**

*Award Contract*

**June 2007**

All firms interested in submitting bids for this contract and desiring to receive an IFB package are invited to make a written request either by e-mail, fax or mail to:

Sunny Jo Emerson  
Administrative Assistant, Contracts and Procurement Unit  
Metropolitan Council  
390 North Robert Street  
St. Paul, MN 55101  
**Fax:** (651) 602-1083  
**E-mail:** [sunnyjo.emerson@metc.state.mn.us](mailto:sunnyjo.emerson@metc.state.mn.us)

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## Non-State Bids, Contracts & Grants

### University of Minnesota

#### Notice of Availability of Request for Proposal (RFP) for Designer Selection for: University of Minnesota-Duluth Civil Engineering Addition State Designer Selection Board Project No. 07-02

The State of Minnesota, acting through its Board of Regents for the University of Minnesota through the State Designer Selection Board, is soliciting proposals from interested, qualified consultants for architectural and engineering design services

A full Request for Proposals is available on the University of Minnesota website: <http://www.cppm.umn.edu/rfp.html>, click on "Civil Engineering Addition" under the Duluth subheading.

A copy of the pre-design is available for review at the University of Minnesota website, <http://www.cppm.umn.edu/rfp.html>. An informational meeting is tentatively scheduled for **1:30 pm on May 17th, 2006 in the Darland Administration Building - 1<sup>st</sup> floor lobby, 1049 University Drive, Duluth, MN**. All firms with questions about this meeting should contact John Rashid at [jrashid@d.umn.edu](mailto:jrashid@d.umn.edu). Project questions will also be taken by this individual.

Proposals must be delivered to Mary Golike, Executive Secretary, State Designer Selection Board, 301 Centennial Office Building in the State Architect's Office, 658 Cedar St., St. Paul, MN 55115-1625, (651) 201-2372 not later than 1:00 P.M., Friday, June 1, 2007. 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

#### Notice of Availability of Request for Proposal (RFP) for Designer Selection for: University of Minnesota-Morris Community Services Building State Designer Selection Board Project No. 07-01

The State of Minnesota, acting through its Board of Regents for the University of Minnesota-Morris and through the State Designer Selection Board, is soliciting proposals from interested, qualified consultants for architectural and engineering design services.

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

An informational meeting is tentatively scheduled for **10:00 am, May 17<sup>th</sup> in Room 10, Camden Hall, University of Minnesota-Morris campus**. Any questions regarding the pre-proposal meeting or the RFP should be directed to Chip Foster at [foste048@umn.edu](mailto:foste048@umn.edu). Proposals must be delivered to Mary Golike, Executive Secretary, State Designer Selection Board, 301 Centennial Office Building in the State Architect's Office, 658 Cedar St., St. Paul, MN 55115-1625, **Telephone:** (651) 201-2372 not later than **1:00 P.M., Friday, May 25, 2007**. 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.

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