

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)

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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:

- rules of state agencies
- commissioners' orders
- state grants and loans
- executive orders of the governor
- revenue notices
- contracts for professional, technical and consulting services
- non-state public bids, contracts and grants
- appointments
- official notices

### Printing Schedule and Submission Deadlines

Vol. 32 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 Proposed, Adopted and Exempt RULES
# 48	<b>TUESDAY 27 MAY</b>	Noon Tuesday 20 May	Noon Wednesday 14 May
# 49	Monday 2 June	Noon Tuesday 27 May	Noon Wednesday 21 May
# 50	Monday 9 June	Noon Tuesday 3 June	Noon Wednesday 28 May
# 51	Monday 16 June	Noon Tuesday 10 June	Noon Wednesday 4 June

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 Mary Mikes, Manager (651) 297-3979

*State Register:*  
 Robin Panlener, editor (651) 297-7963  
 John Mikes, assistant editor (651) 297-4616  
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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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# Expedited Emergency Rules

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

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

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

## Department of Natural Resources

### Adopted Expedited Emergency Game and Fish Rules: Prohibited Big Game Feeding

#### Northwest Minnesota Deer Feeding Restriction

NOTICE IS HEREBY GIVEN that the above entitled rules have been adopted through the process prescribed by *Minnesota Statutes*, section 84.027, subdivision 13 (b). The statutory authority for the contents of the rules is *Minnesota Statute* 97A.045, subd. 11 as amended by *Minnesota Session Laws for 2006*, chapter 218, article 5, section 1.

The emergency conditions that do not allow compliance with *Minnesota Statutes*, sections 97A.0451 to 97A.0459, are: 1) 2006 session law requires the implementation of a deer feeding restriction in northwest Minnesota, and 2) the United States Department of Agriculture requested this action in August 2006, as part of a larger interagency plan to regain bovine tuberculosis accredited free status for Minnesota livestock producers. As of 2008, the Minnesota has not regained bovine tuberculosis-free accreditation by the U.S. Department of Agriculture. In addition to concurrent regulatory changes in state livestock disease management, regaining bovine tuberculosis-free accreditation from the U.S. Department of Agriculture will require a continuation of this prohibition on deer feeding.

Dated: May 1, 2008

/s/ Mark Holsten, Commissioner  
Department of Natural Resources

#### **6232.4800 FEEDING DEER AND ELK PROHIBITED.**

Subpart 1. **Definition.** "Feed" means grains, fruits, vegetables, nuts, hay, or other food that is capable of attracting or enticing deer or elk. Liquid scents, salt, and minerals are not feed.

Subp. 2. **Prohibition.** Except as provided in subparts 3 and 4, a person may not place or distribute feed in an area frequented by deer or elk or knowingly allow another person to place or distribute feed on property under the person's ownership or lease in the area of the state lying within the following boundary: Beginning at State Trunk Highway (STH) 89 and the Canadian border to longitudinal reference 95 degrees, 09 minutes, 11 seconds; thence due south; thence along the Canadian border to the shore of Lake of the Woods; thence along the shore of Lake of the Woods to County Road (CR) 17; thence along CR 17 to STH 11; thence along STH 11 to STH 72; thence along STH 72 to the north shore of Upper Red Lake; thence along the north shore of Upper Red Lake to the boundary of the Red Lake Indian Reservation; thence along the boundary of the Red Lake Indian Reservation to STH 89; thence along STH 89 to STH 1; thence south along STH 1 to the Clearwater County line; thence along the Clearwater County line to the Pennington County line; thence due west to the intersection of CR 27 and CR 3; thence along CR 3 to CR 24; thence along CR 24 to STH 1; thence along STH 1 to STH 32; thence along STH 32 to STH 11; thence along STH 11 to CR 115; thence along CR 115 to STH 89; thence along STH 89 to the point of beginning.

Subp. 3. **Wildlife feeding.** Wildlife feeding is allowed if:

- A. the feed is placed in such a manner as to exclude access to deer and elk; or
- B. the feed is placed at least six feet above the ground.

Subp. 4. **Exceptions.** The prohibition in subpart 2 does not include feed that is:

- A. present solely as a result of normal agricultural, forest management, or wildlife food planting practices; or

# Expedited Emergency Rules

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B. for agricultural or livestock purposes if:

- (1) placed for domestic livestock that are present and actively consuming the feed on a daily basis;
- (2) covered to deter deer or elk from gaining access to the feed; or
- (3) stored consistent with normal agricultural practices.

Subp. 5. **Cleanup.** In addition to any other penalties imposed, a person charged with a violation of this part shall immediately remove any feed placed. Failure to comply with this subdivision may result in additional legal action.

## 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

### Executive Order #08-08: Directing Agency Actions Related to Federal Real I.D.

I, **TIM PAWLNTY, GOVERNOR OF THE STATE OF MINNESOTA**, by virtue of the authority vested in me by the *Minnesota Constitution* and applicable statutes, do hereby issue this Executive Order:

**WHEREAS**, the federal REAL I.D. Act of 2005, Public Law 109-13 ("REAL ID Act") reflects the recommendations of the 9/11 Commission and was passed by Congress on a bipartisan basis and signed into law by the President; and

**WHEREAS**, the REAL I.D. Act requires states to enact minimum security features in state driver's licenses for the purpose of enhancing homeland security, reducing identity fraud and reducing illegal immigration; and

**WHEREAS**, if Minnesota fails to implement mandatory provisions of the federal REAL I.D. Act, Minnesotans will be prohibited from using their driver's license as identification for air travel or for entering federal buildings; and



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## Executive Orders

**WHEREAS**, the federal REAL I.D. Act raises significant issues for states including the need to ensure that Minnesota continues to maintain control over its state driver's license program and that the personal privacy of individuals is respected and protected; and

**WHEREAS**, these concerns as well as funding concerns need to be addressed before Minnesota can commit to implementing the requirements of the REAL I.D. Act.

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

1. The Commissioner of Public Safety may not implement the federal REAL I.D. Act, before June 1, 2009 unless implementation is authorized by the Legislature.
2. Notwithstanding Paragraph 1, the Commissioner of Public Safety may take actions to enhance the security of Minnesota driver's licenses, state identification cards, and the systems and databases that relate to these programs, if the Commissioner of Public Safety determines that the security enhancements are necessary, appropriate and are pursued to serve the interests of Minnesota.
3. Pursuant to Paragraph 2, the Commissioner of Public Safety may apply for and receive any federal grants that allow Minnesota to plan for and implement enhancements to the security of its state driver's licenses, state identification cards and systems and databases that relate to these programs, provided that acceptance of the federal grant does not obligate Minnesota to fully implement the REAL I.D. Act.
4. The Commissioner of Public Safety will take appropriate actions to ensure that before the Commissioner, or the Division of Driver and Vehicle Services, enters into any agreement that would provide for the multi-state or national storing or sharing of driver's license or identification card information pursuant to the requirements of the Real ID Act, the Commissioner shall certify to the Governor that the driver's license, state identification card, database, records facility, computer system, and the department's personnel screening and training procedures:
  - a. Are consistent with the requirements of Minnesota law;
  - b. Include security measures to protect the privacy of Minnesota residents including, but not limited to, measures that comply with the privacy protections contained in the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13;
  - c. Include safeguards to protect against unauthorized disclosure of personal information; and
  - d. Identify the costs associated with record-keeping and the source of funding for those costs.

Pursuant to *Minnesota Statutes 2008*, Section 4.035, Subdivision 2, this Executive Order will be effective fifteen (15) days after publication in the *State Register* and filing with the Secretary of State and will remain in effect until rescinded by proper authority or until it expires in accordance with *Minnesota Statutes 2008*, Section 4.035, Subdivision 3.

**IN TESTIMONY WHEREOF**, I have set my hand this 17<sup>th</sup> day of May, 2008.

Signed: **TIM PAWLENTY**  
Governor

Filed According to Law

Signed: **MARK RITCHIE**  
Secretary of State

## 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.

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## Minnesota Environmental Quality Board (EQB) Request for Comments on Proposed Amendments to Rules Governing the Environmental Review Program, *Minnesota Rules*, chapter 4410

**Subject of Rules.** The Minnesota Environmental Quality Board (EQB) is considering four minor amendments to the Environmental Review Program rules which it intends to add to the group of amendments for which a Request for Comments was published in the State Register on August 7, 2006. This group of amendments has been termed the "Phase 2" amendments of the Environmental Review program. These are the rules under which Environmental Assessment Worksheets (EAWs), Environmental Impact Statements (EISs), and other environmental review documents are prepared.

The EQB has recently identified four errors in the chapter 4410 rules that have not yet been addressed. The errors occur in the following four rule provisions: 4410.0400, subpart 4; 4410.1000, subpart 5; 4410.1700, subpart 5; and 4410.4600, subpart 7. The proposed corrections are explained in the document described under "Rule Drafts" below.

**Persons Affected.** The proposed amendments may specifically affect project developers, local units of government and state agencies, citizens groups, and environmental groups. However, changes to the rules governing the Environmental Review Program may directly or indirectly affect all citizens of the state. The four changes covered by this notice would have very little if any effect, however, other than to reduce uncertainties or confusion about the interpretation of the rules.

**Statutory Authority.** *Minnesota Statutes*, sections 116D.04 & 116D.045, establish the Environmental Review Program and authorize the EQB to adopt administrative rules governing its operation.

**Public Comment.** Interested persons or groups may submit comments or information on possible rule amendments in writing or orally until 4:30 p.m. on Monday, June 23, 2008.

**Rule Drafts.** A description of the amendments being considered by EQB is available at the EQB website, [www.eqb.state.mn.us](http://www.eqb.state.mn.us), and from the EQB contact person noted below.

**Agency Contact Person.** Written or oral comments, questions, requests to be appointed to an advisory group, requests to receive the preliminary draft of the proposed amendments, or requests for more information on these possible amendments to rules should be directed to:

Gregg Downing



Environmental Quality Board  
300 Centennial Building  
658 Cedar Street  
St. Paul, MN 55155  
**Telephone:** (651) 201-2476  
**Fax:** (651) 296-3698  
**E-mail:** [gregg.downing@state.mn.us](mailto:gregg.downing@state.mn.us)  
**TTY** users may call the Board at 800-627-3529.

**Alternative Format.** Upon request, this Request for Comments can be made available in an alternative format, such as large print, Braille, or cassette tape. To make such a request, please contact the agency contact person at the address or telephone number listed above.

**NOTE:** Comments received in response to this notice will not necessarily be included in the formal rulemaking record submitted to the administrative law judge when a proceeding to adopt rules is started. The agency is required to submit to the judge only those written comments received in response to the rules after they are proposed. If you submitted comments during the development of the rules and you want to ensure that the administrative law judge reviews the comments, you should resubmit the comments after the rules are formally proposed.

Dated: May 15, 2008

Jonathan Bloomberg, Vice-Chair  
Environmental Quality Board

## **Executive Council State Board of Investment Land Exchange Board Investment Advisory Council**

### **Official Notice of Meetings of the Executive Council, State Board of Investment, Land Exchange Board on June 20, 2008 and the Investment Advisory Council on June 3, 2008**

The Executive Council, State Board of Investment and the Land Exchange Board will meet on Friday, June 20, 2008 at 10:30 A.M. in Room 123, State Capitol, St. Paul, MN.

The Investment Advisory Council will meet on Tuesday, June 3, 2008 at 2:00 P.M. at the State Board of Investment, Board Room (Main Floor), 60 Empire Drive, St. Paul, MN.

## **Minnesota Department of Health Division of Community and Family Health Request for Comments on Possible Amendment to Rules Governing the Special Supplemental Nutrition Program for Women, Infants and Children (WIC Program), *Minnesota Rules*, 4617.0002, 4617.0067, 4617.0068, 4617.0084, 4617.0088, 4617.0090, 4617.0100, 4617.0121, and 4617.0176**

**Subject of Rules.** The Minnesota Department of Health (MDH) requests comments on its possible amendment to rules governing WIC vendors and the approval process for WIC foods. This planned amendment responds to recent changes in the federal regulations that substantially revise the WIC foods that are provided to WIC participants. These changes, which must be implemented no later than October 1, 2009, are intended to increase WIC program participants' consumption of fruits, vegetables and whole grains, while decreasing consumption of saturated fat. To respond to these food changes, the Department seeks input on the following issues:

- What are the minimum stock requirements that stores must meet to comply with the new federal regulations?

# Official Notices

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- What foods will be authorized for purchase with WIC vouchers?
- What modifications should MDH make to the rule for the food approval process?
- Will farmers participating in the Farmers Market Nutrition Program be allowed to accept WIC Program Cash Value Vouchers for fruits and vegetables?
- Should pharmacy vendors only redeem vouchers for special infant formula?
- Should MDH implement an expedited, internal appeal process for applicant and participant appeals?

The changes in the federal regulations could result in modifications to the following subjects in existing rules: definitions; vendor eligibility requirements; vendor operating requirements; vendor sanctions; maximum prices of vouchers; rejection of vouchers and reimbursement by vendors; appeals by vendors, vendor applicants, local agencies and local agency applicants; transition period; and approval process for WIC foods other than infant formula.

**Persons Affected.** The amendments would directly affect WIC vendors and applicants to become WIC vendors. Other persons who might be indirectly affected are WIC participants and potential WIC participants, food manufacturers, retail food wholesalers and local WIC agencies.

**Statutory Authority.** *Minnesota Statutes*, section 144.894(k), requires the Department to adopt all rules necessary to carry out the provisions of sections 145.891 to 145.897 (the Maternal and Child Nutrition Act of 1975). *Minnesota Statutes*, section 144.11, authorizes the Department to promulgate reasonable rules necessary to carry out the provisions of section 144.10.

**Public Comment.** Interested persons or groups may submit comments or information on these planned rules in writing until 4:30 p.m. on July 31, 2008. The Department will seek comment on the planned rules from its recently established WIC Vendor Advisory Group. The Department hopes that the WIC Vendor Advisory Group will complete its review of the planned rules by the end of July 2008.

**Rules Drafts.** The Department has not yet prepared a draft of the planned rule amendments.

**Agency Contact Person.** Written comments, questions, requests to receive a draft of the rules when it has been prepared, and requests for more information on these planned rules should be directed to: Rick Chiat at the Minnesota Department of Health, WIC Program, 85 East Seventh Place, P.O. Box 64882, St. Paul, Minnesota 55164-0882, **phone:** (651) 201-4401, **fax:** (651) 215-8951, **e-mail:** [rick.chiat@health.state.mn.us](mailto:rick.chiat@health.state.mn.us). **TTY** users may call the Department at (651) 201-5797.

**Alternative Format.** Upon request, this Request for Comments can be made available in an alternative format, such as large print, Braille, or cassette tape. To make such a request, please contact the agency contact person at the address or telephone number listed above.

**NOTE:** Comments received in response to this notice will not necessarily be included in the formal rulemaking record submitted to the administrative law judge if and when a proceeding to adopt rules is started. The agency is required to submit to the judge only those written comments received in response to the rules after they are proposed. If you submitted comments during the development of the rules and you want to ensure that the Administrative Law Judge reviews the comments, you should resubmit the comments after the rules are formally proposed.

Dated: May 14, 2008

Patricia M. Adams, Assistant Commissioner  
Department of Health

## Department of Human Services

### Provider Relations Division

#### Notice of Availability of the Minnesota Health Care Programs Provider Participation List [*Minnesota Rules*, Parts 9505.5200 to 9505.5240, Also Known as DHS Rule 101-provider Compliance List]

**NOTICE IS HEREBY GIVEN** that the Minnesota Health Care Programs provider participation list for **March 2008** is now available. The provider participation list is a compilation of health care providers who are in compliance with DHS Rule 101 (*Minnesota Rules*, Parts 9505.5200 to 9505.5240). If a provider name is not on the list, the Department considers the provider non-compliant. The list of  
**Page 2096** *State Register*, **TUESDAY 27 May 2008** (Cite 32 SR 2096)

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## Official Notices

providers is separated by provider type, each section is in alphabetical order by provider name, and there is no additional information on the list other than the provider's name. This list is distributed on a quarterly basis to the Department of Employee Relations, the Department of Labor and Industry, and the Department of Commerce. To obtain the list, contact Julie Hervas, Rule 101 Specialist, at (651) 431-2704 or toll-free at 1-800-366-5411. You may fax your request to (651) 431-7462 or mail to the Department of Human Services, PO Box 64987, St. Paul, MN 55164-0987.

Cal Ludeman, Commissioner  
Department of Human Services

### Labor and Industry Department Labor Standards

#### **CORRECTION: Notice of Addition to Commercial Prevailing Wage Rates for Labor Code #420 - Roofers - in Various Counties**

The notice published in the May 12, 2008 *State Register*, Vol. 32, #46, on page 2026, incorrectly listed the Labor Code as #430. It should be #420 - Roofers - in various counties.

### Department of Labor and Industry Labor Standards Unit

#### **Notice of Correction to Commercial Prevailing Wage Rates for Labor Code 101, 404, 406, 420, and 421 in Various Counties**

Corrections have been made to the Commercial Prevailing Wage Rates certified 3/03/08, for Labor Code 101 in Becker and Cass Counties, Labor Code 404 in Ottertail County, Labor Code 406 in Ottertail and Wadena County, Labor Code 420 in Cass, Ottertail and Todd Counties and Labor Code 421 in Becker County.

Copies with the corrected certified wage rates for these Counties may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road North, St. Paul, Minnesota 55155-4306, or by calling (651) 284-5091, or accessing our web site at [www.doli.state.mn.us](http://www.doli.state.mn.us). Charges for the cost of copying and mailing are \$.25 per page for the first 100 pages, \$.65 per page after that. Make check or money order payable to the State of Minnesota.

Steve Sviggum, Commissioner  
Labor and Industry Department

### Department of Revenue Official Notice: Cigarette Sales Tax – Rate Change

Pursuant to *Minnesota Statutes*, section 297F.25, the current cigarette sales tax rate is 26.0 cents per pack of 20 cigarettes. The Commissioner of Revenue has determined that the new tax rate will be 27.4 cents per pack of 20 cigarettes. For packs of cigarettes with other than 20 cigarettes, the tax must be adjusted proportionally. This rate is effective for sales on or after August 1, 2008.

Publication Date: May 27, 2008

# 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.

## Minnesota Housing Finance Agency (MHFA) Consolidated Request for Proposals - Single Family RFP

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

Funding is also available for the acquisition of land for future development that includes affordable housing and is consistent with a community's projected affordable housing needs and strategic growth goals.

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

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

### Amount of Funds Available:

Based upon legislative approval, approximately \$5 million will be available.

### Eligible Locations:

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

### Eligible Applicants:

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

If the proposed community revitalization activity is located in Dakota County, Kandiyohi County or the City of Brooklyn Park, contact the local partnering entity participating in the Pilot Performance project.

City of Brooklyn Park	Jason Aarsvold	(763) 493-8087
Dakota County	Cheryl Jacobson	(651) 675-4433
Kandiyohi County	Jill Bengston	(320) 235-8637

## SINGLE FAMILY RFP

### Limited Fund Program Information:

The Limited Fund programs are highly competitive. Limited Fund proposals will be presented to a Selection Committee for evaluation, scoring and funding consideration. The Selection Committee is comprised of Minnesota Housing staff, representatives from the various funding partners and staff from the Minnesota Department of Employment and Economic Development (DEED).

### I. Programs Available:

**Greater Minnesota Housing Fund (GMHF):** 1) New Construction/Purchase Rehabilitation –GMHF provides gap financing (interest-free, deferred loans) for homebuyers and/or below-market interim financing for the developer that are available for land acquisition, infrastructure, construction and purchase and/or rehabilitation of existing homes. Financing for the creation of homes in new subdivisions

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## State Grants & Loans

must meet the Building Better Neighborhoods criteria. Additional funds are available to support projects with employer assistance. 2) Owner Occupied Housing Rehabilitation - GMHF also provides zero- or low-interest, deferred loans on a limited basis to non-profit and for-profit organizations and local government agencies to facilitate the rehabilitation of affordable (not exceeding 80% statewide median income, preference given to 50% SMI) owner-occupied housing. GMHF's funding priorities include substantial rehab of aging, owner-occupied single-family housing, in conjunction with a larger community revitalization effort. Local leverage is required. GMHF's maximum assistance per unit is \$15,000. GMHF housing rehabilitation funding is limited to families with dependent children. 3) Minnesota Green Communities –GMHF also may provide additional gap and/or matching funds for priority projects that meet the Green Communities Criteria through Minnesota Housing's Spring and Fall Super RFPs (Single-Family and Multifamily). GMHF will prioritize their traditional deferred loan and grant products for green developments. Pre-approved GMHF's Building Better Neighborhoods (BBN) program plans addressing Green housing standards are available from Greater Minnesota Housing Fund free of charge at: [www.gmhf.com](http://www.gmhf.com)

**BBN and Rehab Program Contact:** Amy McCulloch (651) 221-1997 [amcculloch@gmhf.com](mailto:amcculloch@gmhf.com)

**MN Green Program Contact:** John Harrington (651) 221-1997 [jharrington@gmhf.com](mailto:jharrington@gmhf.com)

- **Family Housing Fund (The Fund):** The Fund, through Minnesota Green Communities provides special grants for green projects. Funds are available for ownership and rental housing. The Fund will also prioritize its traditional deferred loan and grant products for green developments. Eligible applicants must meet the Green Communities Criteria.

**Program Contact:** The Fund (612) 375-9644  
Janne Flisrand (651) 221-1997 [janne@mngreencommunities.org](mailto:janne@mngreencommunities.org)

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

**Program Contact:** Terry Hanna (651) 296-9567 [terry.hanna@state.mn.us](mailto:terry.hanna@state.mn.us)  
Nancy Slattsveen (651) 296-7994 [nancy.slattsveen@state.mn.us](mailto:nancy.slattsveen@state.mn.us)  
Robert Russell (651) 296-9804 [robert.russell@state.mn.us](mailto:robert.russell@state.mn.us)

**Indian Housing:** Rick Smith (651) 297-4060 [smith.rickp@state.mn.us](mailto:smith.rickp@state.mn.us)

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

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

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

**Program Contact:** Ron Solheid (651) 361-7123 [ron.solheid@state.mn.us](mailto:ron.solheid@state.mn.us)

## II. Types of Funds Available:

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

# State Grants & Loans

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

### III. Funding Partners Program Income Limits/Guidelines:

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

- **Greater Minnesota Housing Fund** serves families with children with incomes that do not exceed 80% of the statewide median income. Funding preference will be given for projects that use green building techniques and focus on closing the homeownership gap for emerging markets.

- **Family Housing Fund** only serves households with incomes that do not exceed 80% of the Twin Cities metropolitan area median income with priority given to households with incomes at or below 50% - 60% of area median income. Funding preference will be given to projects that promote successful homeownership for first-time homebuyers, first-generation homebuyers, and for communities of color, and/or propose taking action to counter the effects of foreclosures. Preference will also be given to projects that promote and preserve a full range of workforce housing choices for families and that link the housing to other regional systems.

- **Metropolitan Council's LHIA** serves households with incomes that do not exceed 80% of the Twin Cities metropolitan area median income with preference for proposals with a significant component serving households at 60% or below. Rehabilitation and redevelopment programs in areas of low valued, blighted or substandard properties where the local government is engaged in a redevelopment and neighborhood improvement effort to which they have community matching funding, may serve households up to 115% of area median income.

- **The Minnesota Department of Corrections - Institution Community Work Crew Affordable House Building Program** serves households with incomes at or below 80% of greater of state or area median income. In certain areas households with incomes of up to 115% of state median may also be served. Homes must be priced so as not to compete with the private residential construction industry.

- **Minnesota Housing Finance Agency** only serves households with incomes that are at or below 115% of the greater of state or area median income.

### Ongoing Program Information

Organizations may apply for any of the following Minnesota Housing programs at any time during the year. Applications for these programs are not included in the SF RFP but information can be obtained by contacting a Minnesota Housing staff person listed below.

- **Community Activity Set Aside Program (CASA)** - GMHF's BBN projects are automatically eligible for first mortgages and enhancements from the Minnesota Housing's CASA program.

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

**Twin Cities Metropolitan Region: Any Representative Listed Below**

Central Region: Jonathan Stanley (651) 297-3656

Northeast Region: Devon Pohlman (651) 296-8255

Northwest Region: Chuck Callender (651) 296-8843

Southeast Region: Cheryl Rice (651) 297-3124

Southwest Region: Ruth Simmons (651) 297-5146

West Central Region: Michael Nguyen (651) 296-97620

*Stanley, JonathanA@state.mn.us*

*devon.pohlman@state.mn.us*

*chuck.callender@state.mn.us*

*cheryl.rice@state.mn.us*

*ruth.simmons@state.mn.us*

*michael.nguyen@state.mn.us*

### APPLICATION PROCESS

Access application materials as follows:

- **The Single Family** application will be available on Tuesday, June 3, 2008 Minnesota Housing's website at: <http://www.mnhousing.gov/resources/apply/rfp/index.aspx> in a fillable format.

If you are unable to access our website call (651) 297-3118, or Toll Free: 1-800-710-8871 to obtain a hard copy.



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# State Grants & Loans

## **RFP TRAINING AND TECHNICAL ASSISTANCE SESSIONS:**

· Please check the Minnesota Housing website at <http://www.mnhousing.gov/resources/apply/rfp/index.aspx> for Single Family technical assistance dates, times and locations, and registration information. Technical assistance is tentatively planned for June 2008.

## **IMPORTANT DATES:**

- **Submit one original and two copies** of your application/proposal to:  
Minnesota Housing Finance Agency  
400 Sibley Street, Suite 300  
St. Paul, MN 55101  
Attn: Single Family RFP Application
- **Applications/proposals must be received by Minnesota Housing on or before 5:00 p.m. on Tuesday, July 15, 2008.**
- **Faxed, emailed, incomplete, or late applications will NOT be accepted.**

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

## **Board Approval:**

Recommendations for Minnesota Housing's Single Family proposal selections will be made at the October 2008 Minnesota Housing Board meeting. Funding partner's single-family proposal recommendations will be presented at their individual board meetings.

## **Fund Notification:**

- Notification of approved selected proposals will be posted on the Minnesota Housing's website:  
<http://www.mnhousing.gov/resources/apply/rfp/index.aspx>

after the Board meeting noted above and Loan/Grant Agreements will be mailed within 20 working days of the approval. If you have been awarded funds from a Minnesota Housing funding partner, you will be notified from the appropriate funding partner directly, after each of their respective board meetings.

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

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

# 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

## How to Work with Contracts

A summarized "Contracts & Grants" section of all contracts and grants open for bid is available only to subscribers. Obtain MORE and FASTER information with a SUBSCRIPTION to the *State Register*. You also receive LINKS to the *State Register*. Open the *State Register* and click on Bookmarks in the upper left corner. You will see a list of the contents of the current issue, with an INDEX, and previous years' indices. You also receive "Contracts & Grants." Here's what you receive via e-mail:

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## Department of Administration

### Real Estate and Construction Services

### Notice of Availability of Request for Proposal for AutoCAD Services and Drawings

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Administration is requesting proposals from interested, qualified consultants for the purpose of creating AutoCAD drawings of State owned facilities throughout the State of Minnesota, consisting of approximately 6,500,000 square feet of space.

The entire Request for Proposal is available on the Department of Administration's Real Estate and Construction Services website:

<http://www.admin.state.mn.us/recs/cs/cs.html> Click on "Solicitation Announcements"

Work is proposed to start after execution of a contract.

Questions regarding the Request for Proposal must be in writing and submitted by 2:30 p.m. on Friday, May 30, 2008 to:

Fred J. Anderson  
Minnesota Department of Administration  
Real Estate and Construction Services  
50 Sherburne Avenue, Room 309  
St. Paul, MN 55155  
**Fax:** (651) 215-6245  
**E-mail:** [Fred.J.Anderson@state.mn.us](mailto:Fred.J.Anderson@state.mn.us)

Proposals submitted in response to the Request for Proposal in this advertisement must be received at the address above no later than 2:30 p.m., Central Time, Tuesday, June 10, 2008. **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.

### Department of Administration Real Estate Management Division Notice of State Real Property in Gilbert, Minnesota for Sale

**NOTICE IS HEREBY GIVEN** that the Department of Administration is offering for sale by sealed bid the real property located at 115 Florida Avenue West in Gilbert. The property includes a two-bedroom, one-bath, one-story house with a two-car detached garage. The minimum bid is \$50,500. To obtain a copy of the complete bid package, visit [www.admin.state.mn.us/recs/sas/sas-psl.html](http://www.admin.state.mn.us/recs/sas/sas-psl.html), send an **e-mail**: to [susan.maki@state.mn.us](mailto:susan.maki@state.mn.us), or call (651) 201-2549. Written bids must be received no later than 2:30 p.m. on Thursday, June 19, 2008.

### Department of Administration Notice of Availability of Request for Proposal (RFP) for Designer Selection for: New Intake and Receiving Building- MCF Faribault (State Designer Selection Board Project No. 08-03)

The State of Minnesota, Department of Administration is soliciting proposals from interested, qualified consultants for architectural and engineering design services for the above referenced project.

A full Request for Proposals is available on the Department of Administration's Real Estate and Construction Services website:  
<http://www.admin.state.mn.us/recs/cs/cs.html>,

click on "Solicitation Announcements."

A copy of the pre-design is available for review at the Real Estate and Construction Services offices at 309 Administration Building 50 Sherburne Ave, St. Paul, MN.

A mandatory informational meeting is tentatively scheduled for **10:00 Monday May 19, 2008 at MCF Faribault**. All firms interested in this meeting should contact Bruce Reiser, MCF-FRB Project Manager to sign up to attend the meeting. When attending the meeting bring a driver's license for identification. Participants will be required to walk through a metal detector; no cell phones, knives, firearms, lighters, tobacco products will be allowed.

Proposals must be delivered to Alisha Cowell, Executive Secretary, State Designer Selection Board, 200 Administration Building in the Commissioner's Office, 50 Sherburne Ave., St. Paul, MN 55155; phone: (651) 201-2627 not later than 1:00 P.M., Tuesday, May 27, 2008. Late responses will not be considered.

The Department of Administration 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.

# State Contracts

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## State Department of Administration

### University of Minnesota

### Minnesota State Colleges and Universities

#### Notice of Availability of Request for Proposal (RFP) for Designer Selection for: Livingston Lord Library State Designer Selection Board Project No. 08-04

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Minnesota State University Moorhead, through the State Designer Selection Board, is soliciting proposals from interested, qualified consultants for architectural and engineering design services for the above referenced project.

A full Request for Proposals is available on the Minnesota State Colleges Universities website,  
<http://www.finance.mnscu.edu/facilities/index.html> click on "Announcements."

A copy of the pre-design is available for review at <http://www.finance.mnscu.edu/facilities/index.html>. An informational meeting is scheduled for 10:00 AM, Tuesday May 27, 2008 in Owens Hall, Room 201, on the Minnesota State University Moorhead campus, 1104 7th Ave South, Moorhead, MN 56563 All firms interested in this meeting should contact Gwen Johanson , at (218) 477-2074 or [johansgw@mnstate.edu](mailto:johansgw@mnstate.edu) to sign up to attend the meeting. Project questions will also be taken by this individual.

Proposals must be delivered to Alisha Cowell, Executive Secretary, State Designer Selection Board, 200 Administration Building in the Commissioner's Office, 50 Sherburne Ave., St. Paul, MN 55155, phone: (651) 201-2627) not later than 1:00 P.M., June 3, 2008. Late responses will not be considered.

Minnesota State Colleges and Universities 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.

## Minnesota State Colleges and Universities (MnSCU)

### Anoka-Ramsey Community College, Coon Rapids Campus

#### Notice of Intent is to Request Bids for 2008 Parking Lots 1, 2, and 3 Lighting Upgrade at Anoka Ramsey Community College, Coon Rapids Campus

**Project Description:** Upgrade lighting in Parking Lots 1, 2, and 3 at ARCC in Coon Rapids by providing 31 new parking lot lighting poles, the associated light fixtures, concrete bases, conduit and wire. Provide a new panelboard and relays for lighting control. Remove approximately 24 existing lighting poles, fixtures and concrete bases. Modify mounting poles for existing surveillance camera system.

**Sealed Bids to:** Mirela Gluhic, Business Office  
Anoka Ramsey Community College,  
Room C140, College Services Building  
11200 Mississippi Boulevard Northwest  
Coon Rapids, Minnesota 55433

**Pre-Bid Meeting:** 1:30 PM, Tuesday, June 3, 2008  
Room SC200, Riverview Room, Student Center Building

**Bid Date & Time:** 1:30 PM, Tuesday, June 10, 2008  
Room SC200, Riverview Room, Student Center Building  
All bids will be opened and publicly read aloud

**Bid Documents:** Bidding Documents as prepared by the Project Architect/Engineer; *Parking Lot Lighting, Larson Engi-*

neering, Inc. are on file at the offices of the:

- 1) Above named Project Engineer
- 2) Builders' Exchanges: St. Cloud, St. Paul and Minneapolis
- 3) Reed Construction Data Plan Room
- 4) McGraw Hill Construction Plan Room
- 5) MEDA Minority Contractors Plan Room

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

Larson Engineering, Inc  
3524 Labore Road  
White Bear Lake, MN 55110  
(651) 481-9120

A deposit of \$50.00 is required for each set.

Each bid which totals over \$15,000.00 shall be accompanied by a certified check, payable to **Minnesota State Colleges and Universities**, in the sum of not less than 5% of the total base bid; or a corporate surety bond of a surety company duly authorized to do business in the state of Minnesota in the same amount; which is submitted as bid security, conditioned upon the Bidder entering into a contract with Minnesota State Colleges and Universities in accordance with the terms of the bid.

## **Minnesota State Colleges and Universities (MnSCU) Office of the Chancellor Request for Bids for PRINT and FULFILLMENT of Go Places Publications**

The Office of the Chancellor is requesting bids from qualified vendors for the printing and fulfillment of Go Places publications.

Specifications are available by visiting the website: [www.mnscu.edu/goplacesrfb](http://www.mnscu.edu/goplacesrfb) or by contacting Christine McGing, Minnesota State Colleges and Universities, Wells Fargo Place, 30 - 7<sup>th</sup> St. E., Suite 350, St. Paul, Minnesota 55101, **phone:** (651) 297-2720, or **e-mail:** [christine.mcging@so.mnscu.edu](mailto:christine.mcging@so.mnscu.edu)

Sealed bids must be received by FRIDAY, MAY 30, 2008, 2:00 pm CST.

This request does not obligate Minnesota State Colleges and Universities to complete the proposed project, and the system reserves the right to cancel this solicitation if it is considered to be in its best interest.

The Minnesota State Colleges and Universities system is an Equal Opportunity employer and educator.

## **Minnesota State Colleges and Universities Request for Proposal for Hosted Student and Alumni Electronic Mail and Productivity System**

**NOTICE IS HEREBY GIVEN** that proposals are being solicited to select one or more vendors to host student and alumni electronic mail and productivity systems (hosted systems) that: 1) support native directory synchronization; 2) meet all identified technical functional requirements; 3) provide a directory that permits access via single authentication (single sign-on to the network) through existing Minnesota State Colleges and Universities directories; and 4) support multiple interfaces (fax, unified messaging, and instant messaging). MnSCU and the Office of the Chancellor, the System's central office, seek the services of one or more vendors.

# State Contracts

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To obtain a copy of the Request for Proposal, please contact:

Kevin Marsh, Director of Financial Planning  
Minnesota State Colleges and Universities  
30 7<sup>th</sup> Street East, Suite 350  
St. Paul, MN 55101-7804  
**Telephone:** (651) 296-7506  
**E-mail:** *Kevin.Marsh@so.mnscu.edu*

Sealed proposals will be due at the Office of the Chancellor by 4:00 p.m. CT on Friday, June 13, 2008.

This notice and the Request for Proposal do not obligate the State of Minnesota, the Minnesota State Colleges and Universities system or its institutions, or the Office of the Chancellor to award a contract.

## Minnesota State Colleges and Universities Minneapolis Community & Technical College Request for Bids for One Getinge-Castle 522LS Gravity Micro-computer Controlled Steam Sterilizer/Autoclave

**NOTICE OF INTENT** to request bids for one Getinge-Castle 522LS Gravity micro-computer controlled steam sterilizer/autoclave (or demonstrated equal, Note: Alternative equipment bid must meet exact specifications for plumbing, ventilation, electrical and functional requirements.)

**Bid Questions:** Trevor Gould – (612) 659-6123 or by email  
*Trevor.gould@minneapolis.edu*

**Deadline for Bids:** 10:00am Tuesday June 3, 2008

**Submit bids:** Trevor Gould – Biology  
Minneapolis Community and Technical College  
1501 Hennepin Avenue  
Minneapolis, MN 55403

## Minnesota State Colleges and Universities, (MnSCU) St Cloud Technical College SECOND NOTICE: Formal Request for Bid (RFB) for Two International Eagle Trucks that Meets Specific Specs

RESPONSE DUE DATE AND TIME: Monday, June 2, 2008 by 1:00 PM Central Time

The complete Request for Bid will be available on Monday, May 12, 2008 on the website <http://www.sctc.edu/rfp>

GEOGRAPHIC LOCATION REQUIREMENTS: Equipment must not be more than 400 Miles from St. Cloud MN.

RESPONSES MUST BE RECEIVED AT THE LOCATION LISTED BELOW:

St. Cloud Technical College  
1540 Northway Drive



St. Cloud MN 56303

Contact Name:	Susan Meyer Room 1-401	Question: Diane Denne-Morgan
Phone:	(320) 308-5973	(320) 308-6522
Fax:	(320) 308-5027	(320) 308-5027
E-mail:	<i>smeyer@sctc.edu</i>	<i>dmorgan@sctc.edu</i>

Your response to this Request for Bid (RFB) must be returned sealed. Sealed responses must be received no later than the due date and time specified above, at which time the names of the vendors responding to this RFB will be read. **Late responses** cannot be considered and the responses will be rejected.

The laws of Minnesota and MnSCU Board of Trustees policies and procedures apply to this RFB.

All attached General RFB Terms and Conditions, Specifications and Special Terms and Conditions are part of this RFB and will be incorporated into any contract(s) entered into as a result of this RFB.

All responses to this RFB must be prepared as stated herein and properly signed. **Address all correspondence and inquiries regarding this RFB to the Contact person named above. This is a request for responses to an RFB and is not a purchase order.**  
**Equipment requested:**

Tractor Requirements:

International Eagle – looking for two tractors with the specs below

- 2001 or newer
- Any make engine 300 Horse Power minimum
- Make: International 72" Mid Roof, Raised roof or condo sleeper with sleeper removed and three seat installed with seat belts,
- Dual Air, Brake System
- Power Steering and disk wheels prefer 11R22.5 hub pilot rims
- Wheel Base not more than 240– prefer shorter wheel base with setback axel
- Transmission: 10 speed or 13 speed
- Mileage: Under 700,500 and in good running condition
- Air Conditioning
- DOT Compliant
- Must submit maintenance records and pass an inspection by a St Cloud Technical College mechanic

St. Cloud Technical College Payment Policy: Payment will be made upon receipt of title and equipment.

## Minnesota State Colleges and Universities (MnSCU)

### St. Cloud Technical College

#### **SECOND NOTICE: Request for Bid (RFB) for Refurbished Sonography Machine**

RESPONSE DUE DATE AND TIME: Monday, June 2<sup>nd</sup>, 2008 2:00 p.m.

TITLE OF FORM REQUEST FOR BID: Refurbished Sonography Machine Bid Request

THE COMPLETE REQUEST FOR BID WILL BE AVAILABLE ON: Monday, May 19, 2008 on the Website: <http://www.sctc.edu/rfp>.

GEOGRAPHIC LOCATION REQUIREMENTS: Delivery to St. Cloud Technical College, 1540 Northway Drive, St. Cloud, MN 56303

RESPONSES MUST BE RECEIVED AT THE LOCATION LISTED BELOW:

Agency:	St. Cloud Technical College
Address:	1540 Northway Drive
City, State Zip:	St. Cloud, MN 56303

# State Contracts

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Contact Name: Susan Meyer Room 1-401  
Phone: (320) 308-5973  
Fax: (320) 308-5027  
E-mail: *smeyer@sctc.edu*

Questions: Jeff Gunderson  
Phone: (320) 308-0971  
Fax: (320) 308-5027  
E-mail: *jgunderson@sctc.edu*

Your response to this Request for Bid (RFB) must be returned sealed. Sealed responses must be received no later than the due date and time specified above, at which time the names of the vendors responding to this RFB will be read. **Late responses** cannot be considered and the responses will be rejected.

The laws of Minnesota and MnSCU Board of Trustees policies and procedures apply to this RFB.

All attached General RFB Terms and Conditions, Specifications and Special Terms and Conditions are part of this RFB and will be incorporated into any contract(s) entered into as a result of this RFB.

All responses to this RFB must be prepared as stated herein and properly signed. **Address all correspondence and inquiries regarding this RFB to the Contact person named above. This is a request for responses to an RFB and is not a purchase order.**

## Refurbished Ultrasound Machine Bid Request

Minimum Specifications:

- All digital 9,216 Channel System with Broad Band Beam forming
- PW/CW Doppler, Color Doppler/Color Power Angio
- Triplex, Dual and Duplex capabilities
- Sono CT Realtime Compound Imaging
- XRES Adaptive Imaging Processing
- Sector array transducer with ability to be shared between general Sonography and Echocardiography
- Linear array transducer to be used for superficial structures and vascular systems
- Curved array transducer to be used for abdomen and OB/GYN scanning
- Continuous dynamic focus on all transducers
- Tissue harmonic imaging
- 3D imaging
- Adjustable control panel and monitor
- Multi session CD/RW drive
- Cardiac, Vascular and General Imaging OB/GYN SW application
- Operator Manual
- 12 month warranty on parts and labor
- Black and White Thermal Printer

Installation and/or set up charges should be a separate line item.

Shipping/Delivery cost must be included as a separate line item.

Estimate delivery time expressed as number of days.

## **Minnesota Historical Society**

### **Notice of Request for BIDs for Minnesota History Center Parking Area Modifications in St. Paul, Minnesota**

The Minnesota Historical Society is seeking bids from qualified firms to provide all labor, materials, equipment, and supplies to remove existing cashier booth, concrete island, concrete curbs, concrete sidewalks; and install new cashier booth, concrete island, concrete curbs, concrete sidewalks and asphalt pavement along south edge of existing parking lot at the Minnesota History Center in St. Paul, Minnesota (the Site). The work will also consist of removal and relocation of several signs, removal and relocation of PARCS equipment, removal of two trees, maintenance of a temporary access drive to parking lot during construction, temporary use of existing cashier booth at temporary access drive, restoring underground sprinkler system to working order within remaining landscape area, and grading and sodding of disturbed landscape area. All work must be completed and the Site must be cleaned by Friday, August 15, 2008.

The Request for Bids is available by calling or writing Mary Green-Toussaint, Purchasing Coordinator, Minnesota Historical Society, 345 Kellogg Boulevard West, Saint Paul, MN 55102. **Telephone** is (651) 259-3175; **e-mail** is [mary.green-toussaint@mnhs.org](mailto:mary.green-toussaint@mnhs.org).

Please also note that there will be a **pre-bid meeting** for all interested parties on Monday, June 9, 2008, at 2:00 p.m. Local Time at the Project Site.

Bids must be received no later than 2:00 p.m., Local Time, **Tuesday, June 17, 2008**. A public bid opening will be conducted at that time. No late bids will be accepted.

Dated: May 27, 2008

## **Minnesota House of Representatives**

### **Request for Bid (RFB) for Financial Audit for Fiscal Year 2008**

The Minnesota House of Representatives is requesting proposals to audit the financial statements of the House for the fiscal year ending June 30, 2008. The audit is to be performed by an independent certified public accounting firm licensed to do business in the State of Minnesota.

The deadline for receipt of proposals is 1:00 p.m., Tuesday, June 24, 2008. Copies of the RFB are available from:

Minnesota House of Representatives  
Room 40, State Office Building  
100 Rev. Dr. Martin Luther King Jr. Blvd  
St. Paul, MN 55155-1298  
Attention: Helen Arend  
**Phone:** (612) 296-3572  
**E-mail:** [helen.arend@house.mn](mailto:helen.arend@house.mn)

## **Department of Natural Resources**

### **Notice of Availability of Contract for Bear Lake**

**Amount of proposed contract: \$49,000**  
**CERTIFICATION # 15472**

The Minnesota Department of Natural Resources (DNR) is requesting proposals for the purpose of seeking information to better understand the relationship between surface and sub-surface water; specifically, the relationship between Bear Lake (PWI 24-28, Sec., 7,8, 16-21, T101N, R2W) water levels and soil moisture levels in the surrounding uplands and the Winnebago watershed of Freeborn County, Minnesota.

# State Contracts

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Work is proposed to start after June 23, 2008.

A Request for Proposal will be available by mail from this office through June 4, 2008. **A written request (by direct mail or fax) is required to receive the Request for Proposal.** After June 4, 2008, the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Paul Hansen, Assistant Regional Wildlife Manager, Region IV  
Department of Natural Resources, Section of Wildlife  
261 Highway 15 South,  
New Ulm, MN 56073  
**Fax:** (507) 359-6018  
**E-mail:** *Paul.Hansen@dnr.state.mn.us*

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than 3:00 p.m., Central Daylight Time, June 10, 2008. **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 Department of Public Safety Bureau of Criminal Apprehension Request for Information on the Functionality of Software Programs

### Purpose

The Bureau of Criminal Apprehension (BCA) is seeking information from vendors regarding the functionality of software programs. Specifically, the BCA is interested in case management system (CMS) software that can be used to manage investigations and investigative information. The purpose of this request is to assure the BCA has explored as many options as possible in the preliminary decision-making process for the direction and scope of a possible project. This is not a formal request for proposal; it is an informal request for information and may not lead to any formal process to acquire a product or professional expertise. The information will be used to evaluate available CMS software according to pre-defined requirements and priorities so BCA is to gather information about tools and programs in existence as a solution to this possible project.

### Background

The BCA is considering software options for maintaining investigations and investigative data for its law enforcement division. A series of requirements have been developed and prioritized, highlighting key expectations for a solution. As part of this effort, the requirements are being made available to vendors for review and response. Requirements with a "High" priority are mandatory and are a necessary part of a solution; requirements with a "Medium" priority are highly desirable; and requirements with a "Low" priority are preferred.

### Responses

To be included in this informal consideration, vendors may request and complete a table of the requirements and submit a supplemental response of 10 single-side pages or less addressing how their product(s) do or will address the mandatory "High" requirements, and to what extent the product(s) do or will meet the "Medium" and "Low" requirements. Please keep the XLS spreadsheet in the same format it is in when you receive it. Any additional information you would like to provide may be submitted in the supplemental pages in Word or PDF. Only provide one hard copy and a CD with your response.

To receive the list of requirements and priorities, please send an email to *crimnet.support@state.mn.us* by Tuesday, June 3. Responses are requested by Friday, June 27. Responses received after that date may not be considered. Responses will be evaluated to determine if feasible solutions exist. If you do not have products and services that do or will meet the "High" priority requirements, please do not respond to this request. This is an informal request. If the BCA finds it feasible to post an RFP in the future, all vendors will be open to apply and the Request for Proposal will be posted in the State Register. Not providing a response will not eliminate any vendor from

consideration should an RFP be created in the future.

Questions about the requirements and the process will be accepted until June 3; email questions to [crimnet.support@state.mn.us](mailto:crimnet.support@state.mn.us). Answers to the questions will be shared with all organizations that requested the requirements.

### 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 Juanita Voigt at (651) 366-4774 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 are 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:

Juanita Voigt  
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.

# State Contracts

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## State Department of Transportation

### Notice of Availability of Request for Proposal (RFP) for Designer Selection for:

#### MNDOT / Carver County: Chaska Truck Station

#### State Designer Selection Board Project No. 08-02

The State of Minnesota, Department of Transportation is soliciting proposals from interested, qualified consultants for architectural and engineering design services for the above referenced project.

A full Request for Proposals is available on the Minnesota Department of Transportation: Office of Consultant Services website: [www.dot.state.mn.us/consult](http://www.dot.state.mn.us/consult) click on "P/T Notices."

An mandatory informational meeting is scheduled for 1:00 pm on June 4, 2008 at the MNDOT Cedar Avenue Truck Station at 66<sup>th</sup> Street and Cedar Avenue on the west side of the airport. All firms interested in this meeting should contact Ronald Lagerquist 651.366.3561, at e-mail: [ron.lagerquist@dot.state.mn.us](mailto:ron.lagerquist@dot.state.mn.us) to sign up to attend the meeting. Project questions will also be taken by this individual by email only.

Proposals must be delivered to Alisha Cowell, Executive Secretary, State Designer Selection Board, 200 Administration Building in the Commissioner's Office, 50 Sherburne Ave., St. Paul, MN 55155, **Phone:** (651) 201-2627) not later than 1:00 P.M., June 10, 2008 Late responses will not be considered.

The Minnesota Department of Transportation 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.



## 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 Intent to Procure Polymer IFB 08P068

The Metropolitan Council Environmental Services Division (MCES) hereby serves Notice of Intent to Procure Polymer for the Empire and Eagles Point Wastewater Treatment Plants. The MCES will request bids from qualified companies for polymers used in the dewatering process.

Preliminary bench testing will begin in June 2008 and based on those results, Full Scale testing will be in July 2008. If you believe your Company can supply the required polymer(s) and would like to request an IFB package, please contact:

Miriam Lopez-Rieth  
Metropolitan Council Environmental Services  
390 North Robert Street  
St. Paul, MN 55101  
**Phone:** (651) 602-1095  
**Fax:** (651) 602-1083  
**E-mail:** [miriam.lopez-rieth@metc.state.mn.us](mailto:miriam.lopez-rieth@metc.state.mn.us)

### Metropolitan Council Notice of Request for Proposals (RFP) for Voluntary Benefits Contract 07P076A

The Metropolitan Council is requesting proposals for vendor(s) for voluntary benefits (offered to employees at full cost). These benefits will include STD and LTD, Accident and Sickness, Vision, and Auto and Homeowner/Renter plans. The term of the contract will be three years.

A tentative schedule for the project is as follows:

<i>Issue Request for Proposals</i>	<b>May 19, 2008</b>
<i>Receive Proposals</i>	<b>June 23, 2008</b>
<i>Contract negotiated, executed, NTP</i>	<b>July 28, 2008</b>

NOTE: This is a reissue of the RFP

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

Miriam Lopez-Rieth  
Contracts and Procurement Unit  
Metropolitan Council  
390 North Robert Street  
St. Paul, MN 55101-1805

# Non-State Bids, Contracts & Grants

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**Phone:** (651) 602-1095  
**Fax:** (651) 602-1183  
**E-mail:** *Miriam.Lopez-Rieth@metc.state.mn.us*

Inquiries regarding technical aspects of the project should be directed to Gordon Backlund (651) 602-1801.

## Metropolitan Council - Metro Transit Invitation for Bids for Cleaning, Jetting, and Disposal Services for Sumps and Drains

**Procurement Number 7731**  
**Contract Number 08P061**

Metro Transit, a division of the Metropolitan Council, is seeking the services of a qualified firm for Cleaning, Jetting, and Disposal Services for Sumps and Drains at various Metro Transit garages.

The IFB will be issued May 20, 2008.

A Site Visit will be held at 12:00 PM on Friday, May 23, 2008 at the Metro Transit Fred T. Heywood Garage, 570 Sixth Ave. N, Minneapolis, MN 55411.

Bidders are encouraged to attend and participate in the Site Visit.

Bids are due by 2:00 p.m. on June 2, 2008.

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

Metropolitan Council  
Metro Transit Purchasing Department  
Attn: Candace Osiecki  
515 N. Cleveland Avenue  
St. Paul, MN 55114  
**Phone:** (612) 349-5070  
**Fax:** (612) 349-5069  
**E-mail:** *candace.osiecki@metc.state.mn.us*

## Metropolitan Council - Metro Transit Solicitation of Proposals for 5 Forty-Five Foot Coach Buses

Metropolitan Transportation Services, a division of the Metropolitan Council, is soliciting proposals for the manufacture and delivery of 5 forty-five foot, diesel powered coach buses. This contract will include an option for the purchase of up to 25 additional coach buses.

A pre-proposal meeting will be held on June 9, 2008 at 9:00 AM at the Metro Transit Overhaul Base, 515 N. Cleveland Ave., St. Paul, MN 55114. Proposals are due by 2:00 PM on June 24, 2008.

To obtain the Solicitation Package, contact:

Candace Osiecki  
Metro Transit  
515 N. Cleveland Avenue  
St. Paul, MN 55114

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# Non-State Bids, Contracts & Grants

**Phone:** (612) 349-5070  
**Fax:** (612) 349-5069  
**E-mail:** *Candace.osiecki@metc.state.mn.us*

## University of Minnesota Twin Cities Campus Request for Proposal for a Urban Design & Master Planning Consultant

### I. NOTICE OF REQUEST FOR PROPOSAL

#### Background

The East Gateway District of the Twin Cities Campus is an area in transformation. Previously the site of a few relatively isolated research buildings and a large surface parking complex, the district has become the most rapidly developing area of campus. The TCF Bank Football Stadium and another research facility, the Medical Bioscience Building, are currently under construction. Related street and utility infrastructure has been constructed. The Stadium Village Station of the Central Corridor LRT line, currently in preliminary engineering, will be located at the eastern edge of the district.

Recent authorization by the Minnesota State Legislature of bonding for the Biomedical Science Research Facilities Program commits the University of Minnesota to the construction of four additional research buildings over the next 5 year period. This amount of construction will create a new face for the Twin Cities Campus in the East Gateway District.

The University of Minnesota recognizes this unique opportunity and desires to achieve a development pattern that optimizes the use of the land, provides a supportive academic environment and contributes to positive effects on city building in areas adjacent to the campus.

#### Project Purpose

The University of Minnesota intends to contract with a urban design/master planning consultant to prepare an urban design plan, development framework, and design guidelines for the future development of the East Gateway District. The plan must build on the existing building and infrastructure in the area and must advance the guiding principles of the campus master.

This RFP is posted on the Capital Planning and Project Management Request for Proposal Website for viewing and downloading. The address is <http://www.cppm.umn.edu/purchasing/rfp.html>

### II. CONTACT FOR RFP INQUIRIES:

Refer questions to:

#### **PURCHASING SERVICES:**

Chip Foster  
Capital Planning Purchasing  
400 Donhowe Building  
319 15th Ave. SE  
Minneapolis, MN 55455-1082  
**E-mail:** foste048@umn.edu  
**Phone:** (612) 626-6080  
**Fax:** (612) 624-5796

### III. TENTATIVE SCHEDULE OF EVENTS

(Be advised that these dates are subject to change as University deems necessary.)

# Non-State Bids, Contracts & Grants

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- Release of RFP May 21, 2008
- Pre-proposal information meeting May 29, 2008, 9:30 am
- Deadline for questions to UM Purchasing June 3, 2008, 4:00 pm
- Submittal of proposals to UM Purchasing June 10, 2008, 3:00 pm
- Anticipated notification to short-listed candidates June 13, 2008
- Interviews (if required) June 20, 2008
- Anticipated notice of award June 24, 2008
- Anticipated project kick-off Week of June 30, 2008
- Preliminary recommendations September 2008
- Project completion/publication of report December 2008

The University reserves the right, in its sole discretion, to reject any and all proposals, accept any proposal, waive informalities in proposals submitted, and waive minor discrepancies between a proposal and these proposal instructions, as it deems to be in its best interest. Any waiver of the University with respect to the requirements of these proposal instructions shall apply only to the particular instance for which it was made or given, and no such waiver shall constitute a permanent or future waiver of such requirements.

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

The University of Minnesota offers 24-hour/day, 7-day/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.

## Washington County Regional Railroad Authority Request for Proposals for Red Rock Corridor Commuter Bus Feasibility Study

Request for Proposals will be received until 1:00 pm, Wednesday, June 11, 2008, by Michael Rogers, Senior Transportation Planner, Washington County Regional Railroad Authority, 11660 Myeron Road North, Stillwater, MN 55082 for the following:

The Red Rock Corridor Commission is seeking consultant services for the completion of a Red Rock Corridor Commuter Bus Feasibility Study. This Study would develop a service plan for the implementation of the short-term recommendations of the 2007 Alternatives Analysis Study.

RFP specifications may be examined and secured online by going to: [www.co.washington.mn.us](http://www.co.washington.mn.us) then clicking on "Inquire About Open Bids & RFPs" or in person at the office of the Washington County Engineer, 11660 Myeron Road North, Stillwater, MN 55082.

The Red Rock Corridor Commission reserves the right to reject any or all proposals and waive any defects therein.

# **Minnesota's Bookstore**

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

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- **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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**Fishing/Hunting Maps**

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# Admin Minnesota


DEPARTMENT OF ADMINISTRATION

660 Olive Street • St. Paul, Minnesota 55155  
 Metro Area 651-297-3000; FAX 651-297-8260  
 Toll Free 1-800-657-3757

Web Site: <http://www.comm.media.state.mn.us>  
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\$50.01 - \$100.00	\$7.00
\$100.01 - \$1,000.00	\$10.00



**Prices subject to change without notice.**

Please allow about 6 weeks for delivery.  
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Name or Company			<b>Subtotal</b>	
Attention			6½% tax MN residents 7% St. Paul residents	
Address				
City	State	Zip	Add Shipping Charges from chart at left.	
American Express/VISA/MasterCard/Discover No.			<b>TOTAL</b>	
Signature		Expiration Date	Telephone (During Day)	

**If tax exempt, please provide ES number or send completed exemption form.**

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