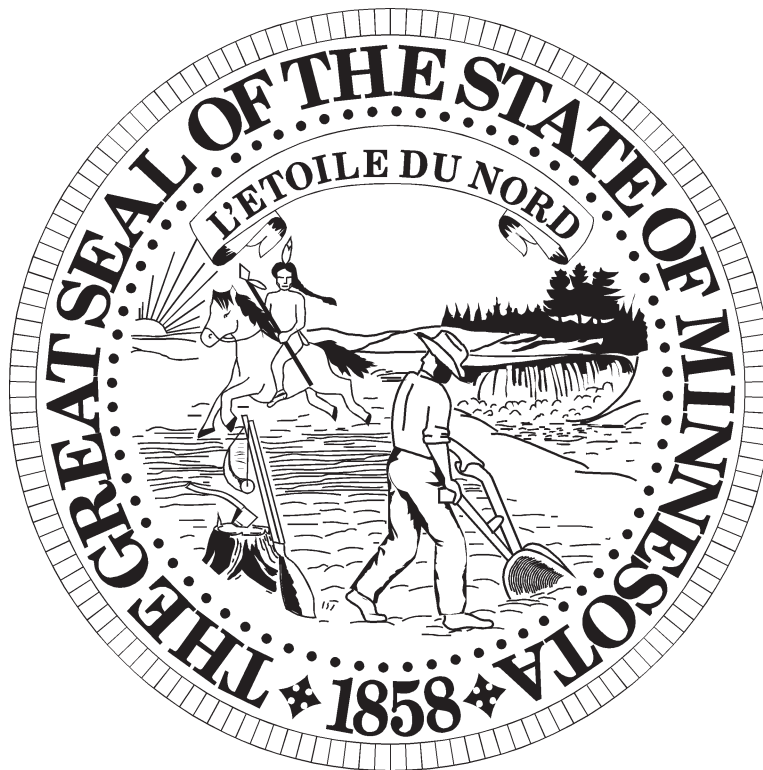


State of Minnesota

# 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 18 August 2008  
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# State Register

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

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

- 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. 33 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
# 7	Monday 18 August	Noon Tuesday 12 August	Noon Wednesday 6 August
# 8	Monday 25 August	Noon Tuesday 19 August	Noon Wednesday 13 August
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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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## Minnesota Department of Labor and Industry Division of Labor Standards and Apprenticeship Request for Comments on Possible Amendment to Rules Governing Primary Classes of Labor, *Minnesota Rules*, Parts 5200.1000 – 5200.1120

**Subject of Rules.** The Minnesota Department of Labor and Industry, Labor Standards and Apprenticeship Division requests comments on its possible amendment to rules governing the general classes of labor. The Department is considering rule amendments to define the general classes of labor and, in particular, to define those separate classes of labor that fall within the special crafts, which may include additional rule amendments to clarify or update the rules relative to the definitions and the process of surveying for and certifying prevailing wage rates. The Department is also considering rule amendments related to adjacent counties.

**Persons Affected.** The amendment to the rules would likely affect workers engaged in construction, unions whose membership is comprised of construction workers, general contractors, construction managers and subcontractors, and the owners of construction projects financed wholly or in part with state funds.

**Statutory Authority.** *Minnesota Statutes*, sections 175.171, 177.28, and 177.41-177.44 authorizes the Department to adopt rules “relative to the exercise of its powers and duties...”

**Public Comment.** Interested persons or groups may submit comments or information on these possible rules in writing until 4:30 p.m. on October 17, 2008. The Department is contemplating appointing a workgroup to comment on a preliminary draft of the rules. Two meetings have been scheduled to receive input from the workgroup:

Wednesday, November 5, 2008 from 12:30 PM to 3:30 PM; and

Tuesday, December 2, 2008 from 9:30 AM to 12:30 PM.

The Department may schedule additional workgroup meetings if determined necessary by the Department. All meetings will be held in the Minnesota Room, Dept. of Labor and Industry, 443 Lafayette Road N, St. Paul, MN 55155.



**Rules Drafts.** The Department has not yet prepared a draft of the possible rules amendments. When a draft is available, it will be posted on the rulemaking docket located at [http://www.doli.state.mn.us/rulemaking\\_activity.html](http://www.doli.state.mn.us/rulemaking_activity.html).

**Agency Contact Person.** Written comments, questions, and requests for more information on these possible rules should be directed to: Carrie Rohling at Dept. of Labor and Industry, 443 Lafayette Road N, St. Paul, MN 55155; phone: (651) 284-5006; fax: (651) 284-5725; and e-mail: [dli.rules@state.mn.us](mailto:dli.rules@state.mn.us). TTY users may call the Department at (651) 297-4198.

**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: 13 August 2008

Patricia Todd, Assistant Commissioner  
Department of Labor and Industry

## Minnesota Department of Labor and Industry

### Workers' Compensation Division

### Request for Comments on Updated Possible Amendment to Rules Governing the Workers' Compensation Permanent Partial Disability Schedule, *Minnesota Rules*, parts 5223.0300 to 5223.0650

**Subject of Rules.** The Minnesota Department of Labor and Industry requests comments on possible amendment to the workers' compensation permanent partial disability schedule, which was last amended in 1993. The Department is considering rule amendments that make technical and housekeeping changes and correct internal inconsistencies, gaps in coverage, omissions, confusing language and technical errors. The Department is also considering amendments that modify, clarify and update ratings in response to case law and changes in medical diagnoses or conditions subject to rating. Ratings for thoracic outlet syndromes and other conditions not previously rated will also be considered.

**Persons Affected.** The amendments to the rules would likely affect injured workers, health care providers who use the schedule to rate impairment, workers' compensation insurers, self-insured employers and third party administrators, and others involved in the workers' compensation system who use the schedule.

**Statutory Authority.** *Minnesota Statutes*, section 176.105 requires the commissioner of the Department of Labor and Industry to establish by rule a schedule of degrees of disability resulting from different kinds of injuries, based on objective medical evidence.

**Public Comment.** Interested persons or groups may submit comments or information on these possible rules in writing or orally until further notice is published in the *State Register*. However, comments received before October 1, 2008 will be most helpful and may be discussed with the Medical Service Review Board (MSRB), established pursuant to *Minnesota Statutes* § 176.103, at its next scheduled meeting on October 23, 2008. The schedule, agenda and minutes of Medical Services Review Board meetings are posted on the department's web site at <http://www.doli.state.mn.us/msrb>.

**Rules Drafts.** The Department has prepared a draft of the possible rule amendments. A draft of the possible rules is available from the agency contact person and is also posted on the Department's rule docket web site at [http://www.doli.state.mn.us/rulemaking\\_activity.html](http://www.doli.state.mn.us/rulemaking_activity.html).

**Agency Contact Persons.** All written comments, written questions, requests for a draft of the rules, and requests for more information should be directed to Carrie Rohling at the Department of Labor and Industry in any of the following ways: by mail at 443 Lafayette Road

# Official Notices

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North, St. Paul, MN 55155; by **phone:** (651) 284-5217; by **fax:** (651) 284-5725; or by **e-mail:** [dli.rules@state.mn.us](mailto:dli.rules@state.mn.us).

Telephone questions and telephone comments about the substance of the possible amendments may be directed to Dr. William Lohman at (651) 284-5275. TTY users may call the Department at (651) 297-4198.

**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, fax, e-mail or telephone number listed above.

**NOTE:** This Request for Comments updates the Request for Comments published on May 29, 2001. Comments received in response to this notice or the previous notice will not necessarily be included 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: August 12, 2008

Patricia Todd, Assistant Commissioner  
Labor & Industry Department

## Minnesota Department of Labor and Industry Workers' Compensation Division Request for Comments on Updated Possible Amendment to Rules Governing Workers' Compensation Treatment Parameters, *Minnesota Rules*, part 5221.6010 to 5221.8900

**Subject of Rules.** The Minnesota Department of Labor and Industry requests comments on its possible amendment to rules governing workers' compensation treatment parameters. The Department is considering rule amendments to adopt parameters for drugs commonly used in the treatment of patients with workers' compensation injuries, including parameters for use of non-steroidal anti-inflammatory drugs, muscle relaxants and acute and long-term use of opioid (narcotic) analgesics. The department is also considering amendments to rules governing traction technologies, electrical muscle stimulation, acupuncture and manual therapy modalities, functional capacity evaluations, and complex regional pain syndrome (reflex sympathetic dystrophy). Other updates and technical corrections to existing parameters will also be considered.

**Persons Affected.** The amendments to the rules would likely affect injured workers and health care providers who treat or provide services to patients with workers' compensation injuries, including physicians, chiropractors, physical therapists, hospitals and pharmacies. The amendments would also affect workers' compensation insurers, self-insured employers and other workers' compensation payers; certified managed care plans; and others involved in the workers' compensation system.

**Statutory Authority.** *Minnesota Statutes*, section 176.82, subd. 5 authorizes the department to adopt by rule standards for health care provider treatment to be used to determine whether treatment provided to injured workers is excessive, unnecessary or inappropriate based upon accepted medical standards.

**Public Comment.** Interested persons or groups may submit comments or information on these possible rules in writing or orally until further notice is published in the *State Register*. However, comments received before October 1, 2008 will be most helpful and may be discussed with the Medical Service Review Board (MSRB), established pursuant to *Minnesota Statutes* § 176.103, at its next scheduled meeting on October 23, 2008. The schedule, agenda and minutes of Medical Services Review Board meetings are posted on the department's web site at <http://www.doli.state.mn.us/msrb>.

**Rules Drafts.** The Department has prepared a draft of the possible rule amendments. A draft of is available from the agency contact person and is also posted on the Department's rule docket web site at [http://www.doli.state.mn.us/rulemaking\\_activity.html](http://www.doli.state.mn.us/rulemaking_activity.html).



**Agency Contact Persons.** All written comments, written questions, requests for a draft of the rules, and requests for more information should be directed to Carrie Rohling at the Department of Labor and Industry in one of the following ways: by mail at 443 Lafayette Road North, St. Paul, MN 55155; by **phone:** (651) 284-5217; by **fax:** (651) 284-5725; or by **e-mail:** *dli.rules@state.mn.us*.

Telephone questions and comments about the substance of the possible amendments may be directed to Dr. William Lohman at (651) 284-5275 or Lisa Wichterman at (651) 284-5173. TTY users may call the Department at (651) 297-4198.

**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 Carrie Rohling at the address, fax, e-mail or telephone number listed above.

**NOTE:** This Request for Comments updates the Request for Comments published on August 28, 2006. Comments received in response to this notice or the previous 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 submit or have 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: August 12, 2008

Patricia Todd, Assistant Commissioner  
Department of Labor & Industry

## 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.

## Grant Applicants

Have you checked up on all the “active” state grants? For *State Register* subscribers a “Contracts & Grants” section is available that lists all grants and contracts open for bid. Open the *State Register* and click on Bookmarks in the upper left corner. You will see a list of ALL the current rules, with an INDEX, and previous years’ indices, as well as a list of all contracts and grants open for bid. Subscribe and receive LINKS to the *State Register*. You also receive Subscriptions cost \$180 a year (an \$80 savings). Here’s what you receive via e-mail:

- Word Search Capability
- LINKS, LINKS, LINKS
- Easy Access to *State Register* Archives
- Updates to Index to Vol. 31
- “Contracts & Grants” Open for Bid
- Early delivery, on Friday
- E-mailed to you . . . its so easy
- Indexes to Vols. 31, 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*

# State Grants & Loans

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## Minnesota Office of Higher Education Request for Proposal for Grant Funding under the Federal Higher Education Improving Teacher Quality Program

The Minnesota Office of Higher Education (OHE) requests proposals from partnerships comprised of, at a minimum: an accredited Minnesota private or public higher education institution and the division of the institution that prepares teachers, a school of arts and sciences within the higher education institution, and a high need Local Education Agency (school district). Proposals must address provision of in-service programs for K-12 educators that improve the effectiveness of classroom instruction and the distribution of highly qualified teachers. The program supports projects in the following subject areas: mathematics, science, economics, history, geography, or civics/government.

The request for proposal does not obligate OHE to complete this project, and OHE reserves the right to cancel the solicitation if it is considered to be in its best interest. The total amount available to support grant activities for the 2009-2010 program year is \$1,000,533. A copy of the RFP is posted on the agency website at: <http://www.ohe.state.mn.us> under "News" and "Request for Proposals."

Additional information may be obtained by contacting:

Nancy B. Walters, Ph.D., Program Manager  
Minnesota Office of Higher Education  
1450 Energy Park Drive, Suite 350  
St. Paul, MN 55108-5227  
**Phone:** (651) 259-3907  
**E-mail:** [nancy.walters@state.mn.us](mailto:nancy.walters@state.mn.us)

Proposals must be submitted by 4:30 p.m., Monday, November 17, 2008. Faxed or emailed submissions will not be accepted.

# 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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Subscriptions cost \$180 a year (an \$80 savings). It's all E-mailed to you, at end-of-day on Friday, instead of waiting for the non-subscriber's issue released on Monday. Contact Cathy Hoekstra, our subscriptions manager, at (651) 297-8777, or **Fax:** (651) 297-8260, or **E-mail:** [cathy.hoekstra@state.mn.us](mailto:cathy.hoekstra@state.mn.us)

## State Department of Administration / Minnesota State Colleges and Universities State Designer Selection Board

### Notice of Availability of Request for Proposal (RFP) for Designer Selection for: Science Laboratory Renovation State Designer Selection Board Project No. 08-13

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Southwest Minnesota State University, 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 August 19, 2008 in Bellows Hall, Room BA 524, on the Southwest Minnesota State University campus, 1501 Sate Street, Marshall, MN 56258. All firms interested in this meeting should contact Cyndi Holm , at **e-mail:** [holmcm@southwestmsu.edu](mailto:holmcm@southwestmsu.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, Administration Building, Room 200

# State Contracts

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in the Commissioner's Office, 50 Sherburne Ave., St. Paul, MN 55155; **phone:** (651) 201-2627 not later than 4:00 P.M., August 25, 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.

## Department of Administration (Admin) WSCA/NASPO Contract Administration Pre-Solicitation Notification

The Minnesota Department of Administration, Materials Management Division, on behalf of the State of Minnesota, and in association with the National Association of State Procurement Officials (NASPO) and the Western States Contracting Alliance (WSCA) is preparing a Request for Proposal (RFP) from Manufacturers of Personal Computer Equipment and Related Devices for the WSCA/NASPO PC Contracts 2009-2014.

The purpose of this pre-solicitation announcement is to give interested parties notice that the RFP will be issued in September, 2008.

The Contracts resulting from the RFP will replace the current WSCA/NASPO PC Contracts 2004-2009. For reference purposes, you may see copies of all the RFP's issued under the WSCA/NASPO PC Contracts 2004-2009 at the following url:

*<http://www.mmd.admin.state.mn.us/wsca/News.htm>*

This might assist you in understanding both the process and requirements for these contracts. The current contracts are generating an average of over \$2 billion in sales annually. As of July 18, 2008, twenty states have executed an Intent to Participate in the new contracts.

The RFP will include EPEAT minimum requirements and preferences for verification of third-party certifications from bodies such as Blue Angel, Energy Star, etc.

The categories of equipment in the RFP will include, but not be limited to: servers, desktops, laptops, tablet PCs, PDAs, printers, multi-functional printing devices, storage solutions, monitors, local area network devices, and instructional bundles.

The sale of LCD Projectors, separate from an instructional bundle, will be allowed under the new Contracts resulting from the RFP.

Interested parties, who logged in and downloaded this document from the MMD website, will be added to an e-mail distribution list that will be used to announce the actual advertisement of the RFP in September, 2008.

However, interested parties are cautioned that it is still their responsibility to watch the MMD website for the solicitation announcement. MMD will not be held responsible for an interested party not receiving the e-mail notification announcement of the RFP.

The announcement will also be linked on *[www.naspo.org](http://www.naspo.org)* (under Cooperative Purchasing, Opportunities), *[www.aboutwsca.org](http://www.aboutwsca.org)* (under Opportunities) and may appear, in compliance with applicable state laws, on the websites of states that potentially might participate in the resulting contracts.

## Minnesota State Colleges and Universities (MnSCU) Request for Bid for PRINTING of Business Resource Guide

The Office of the Chancellor is requesting bids from qualified vendors for the 4-color printing of the Business Resource Guide "Open for Business".

Interested parties may download the Request for Bid instructions, print specifications and applicable forms from the web site: *[www.mnscu.edu/business\\_guide\\_rfb](http://www.mnscu.edu/business_guide_rfb)* or request a copy by e-mailing: *[deborah.thayer@so.mnscu.edu](mailto:deborah.thayer@so.mnscu.edu)*. Sealed bids must be received by 11 a.m. CST Monday, Aug. 25, 2008.

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 (MnSCU) Office of the Chancellor Information Technology Services and iSeek Solutions Requests Proposals for Identifying a Vendor Who Specializes in Website Visual and Production Design to Serve and Support the MnSCU Office of the Chancellor**

Responders of this Request for Proposal should have familiarity with the ISEEK website and capable of providing immediate services for the redesign of ISEEK's visual and production design, copywriting and style guides. MnSCU intends to establish a contract for services from the successful responder.

**Department:** Minnesota State Colleges and Universities, Office of the Chancellor

**Sealed Proposals for:** ISEEK's Visual and Production Design

**Will be received by:** Patricia Dahlman, iSeek Project Coordinator  
Academic and Student Affairs,  
Office of the Chancellor  
Wells Fargo Place  
30 7th Street East, Suite 350  
St. Paul, MN 55101-7804

**Inquiries about this RFP, and receiving proposals, must be directed to:**

Patricia Dahlman, iSeek Project Coordinator,  
Academic and Student Affairs,  
**Telephone:** (651) 201-1512  
**E-mail:** [Patricia.Dahlman@csu.mnscu.edu](mailto:Patricia.Dahlman@csu.mnscu.edu)

All responses to this RFP must be received no later than 5:00 p.m. Central Daylight Saving Time on August 19, 2008.

For a complete copy of the RFP and required submission materials, please visit our website at:  
<http://its.mnscu.edu/projects/relatedlinks/documents/iseekrfp.pdf>.

### **Minnesota State Colleges and Universities (MnSCU) Metropolitan State University Advertisement for Bids for Server Room Cooling Upgrades**

**Sealed Bids for:** Server Room Cooling Upgrades  
New Main Building  
700 East Seventh Street  
Metropolitan State University  
St Paul, MN. 55106-5000

# State Contracts

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will be received by: Mr. Dave Peasley  
Founders Hall, Room 329  
Metropolitan State University  
700 East Seventh Street  
St Paul, MN. 55106-5000

Until September 16, 2008, local time, 2:00 PM at which time the bids will be received and evaluated.

## Project Scope:

Cooling system upgrades for the Server Room located in New Main Building on the Metropolitan State University main campus. Mechanical work will include replacement and upgrading of the Server Room dedicated cooling system with new data room cooling units and associated air cooled condensing units, new cooling air distribution ductwork, associated refrigerant piping, and condensate piping. Electrical work will include electrical connections to existing panel boards to serve the new cooling equipment. Disconnection and demolition of the existing mechanical and electrical equipment is also included, and special care will be required to properly coordinate and minimize cooling system downtime. Refer to the Project Plans and Specifications for additional information and requirements.

A Mandatory Pre-Bid Meeting will be held at 10:00 AM, Tuesday August 26th, 2008 in Room L118, Founders Hall, Metropolitan State University. The Engineer and/or College/University Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

Bid Forms, Contract Documents and Specifications as prepared by the Project Engineer, Robert Lowe; Paulson & Clark Engineering, Inc., are on file at the offices of the above named Project Engineer. Complete Sets only of bid forms and Specifications for use by Bidders in submitting a bid may be obtained at the following address:

Paulson & Clark Engineering, Inc.  
2352 East County Road J  
White Bear Lake, Minnesota 55110  
**Phone:** (651) 407-6056

## Department of Education Notice of Availability of Contract for Training for Special Education in Operational Charter Schools

The Minnesota Department of Education is requesting proposals for the purpose of developing two (2) training manuals and associated training tools (1 administrator and/or 1 direct service staff member) and delivering the training to at least one administrator and one direct service staff member in every operational charter school in Minnesota to ensure the provision of a free and appropriate education (FAPE) in charter schools in Minnesota.

Developing, compiling and analyzing evaluation assessments/surveys to assess the effectiveness of the training manual, associated training tools and the training itself. This information will be submitted in report form semiannually to MDE.

Work is proposed to start **October 27, 2008**

The Request for Proposal can be obtained from:

Faye Lovell  
Minnesota Department of Education  
1500 Highway 36 West,  
Roseville, MN 55113-4266



**E-mail:** *Faye.lovell@state.mn.us*

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than 2:30 PM, Central Daylight Time, September 9, 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 Finance Notice of Request for Proposals for Unemployment Insurance Banking Services as Administered by the Department of Employment and Economic Development

The Minnesota Department of Finance and Employee Relations and the Department of Employment and Economic Development are seeking proposals from financial institutions to establish a banking relationship for the purpose of expediting, processing and collection of various items for the MN Department of Employment and Economic Development Unemployment Compensation Fund including a debit card program for Unemployment Insurance Benefit applicants. Activities in this RFP include:

- Annual deposits of approximately \$922 million and transferred daily to the UI Trust Fund with the U.S. Bureau of Public Debt, and other State of MN accounts.
- Annual disbursements of approximately \$820 million for Unemployment Insurance Benefit payments in the form of debit cards and checks issued.

To receive a complete Request for Proposal and background information, please call or write:

Tim Langlie  
Financial Service Division  
Employment & Economic Development  
1<sup>st</sup> National Bank Building  
332 Minnesota Street – Suite E200  
St. Paul, MN 55101  
**Phone:** (651) 259-7071  
**E-mail:** *tim.langlie@state.mn.us*

**NOTE:** Details concerning submission requirements, including due dates are included in the Request for Proposal. No other Minnesota Department of Finance and Employee Relations or Department of Employment and Economic Development personnel are authorized to discuss the project with responder before the submittal of the proposal.

Responses are due by 2:00 p.m. on Monday, September 8, 2008.

# State Contracts

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## Department of Public Safety (DPS)

### Division of Emergency Communication Networks

#### Request for Proposals (RFP) for Public Safety Network Integration Study

Professional/technical services are needed to provide the Minnesota Department of Public Safety, Division of Emergency Communication Networks with an assessment of the technical options and feasibility to integrate elements of the public safety communication networks. The Department of Public Safety, Division of Emergency Communication Networks (ECN) seeks contractual services with a qualified contractor capable of providing the consulting services concerning Internet Protocol (IP) network integration for various public safety networks. Contractor will assess the potential to integrate elements of Minnesota's leased line network with backbone elements of the Allied Radio Matrix for Emergency Response (ARMER) radio system, coordinating the development of a comprehensive strategy with ECN stakeholders and developing potential demonstration projects.

The primary output this contract will be the establishment of a high level steering committee to direct the project, collection of network information, an assessment of potential approaches to integrate public safety networks and identification of projects that might be selected to demonstrate the feasibility and practical implications for integrating public safety networks. As part of this project, the contractor will be required to address IP networking in the land based telecommunication environment (Minnesota Network of Enterprise Technology- MNET), microwave environment (ARMER microwave backbone) and will be asked to provide assistance in identifying IP network requirements for an Association of Public Safety Communication Officer (APCO) Project 25 trunked communication system.

Anticipated contract start date is September 29, 2008 with an initial ending date of June 30, 2009. However, if funding is available beyond this date, and if ECN requires continued services on this project, ECN will retain the option, with the contractor's consent, to extend the contract for up to 4 additional 1-year periods. The value of the contract for subsequent extension periods may be adjusted. Details are contained in the complete RFP, which may be obtained by e-mailing: [scott.wiggins@state.mn.us](mailto:scott.wiggins@state.mn.us). All questions concerning this RFP should be emailed to Scott Wiggins no later than 2:00 p.m., Central Daylight Savings Time on August 29, 2008. Answers to questions will be provided to all respondents requesting a complete RFP. Final date for submitting proposals is 2:00 p.m., Central Daylight Savings Time on September 15, 2008.

## Department of Public Safety (DPS)

### Office of Technical Support Services (OTSS)

#### Request for Proposals (RFP) for Application Security Assessment for Three (3) Applications and Internal Assessment Program Structure Planning Needed to Enable DPS to Bring an Internal Security Audit Function On-Line

The Department of Public Safety is seeking proposals from experienced contractors to provide the Department of Public Safety – Office of Technical Support Services with a security assessment and risk mitigation plan for 3 critical application programs, and to provide the OTSS with program structure to enable DPS to acquire the necessary resources and develop procedures, processes, and policies necessary to implementing a successful internal information technology (IT) security audit function.

The output from this contract will be a comprehensive security assessment and risk mitigation plan for the three (3) internet applications assessed, and a plan for implementing an internal IT security audit function.

Anticipated contract start date is September 17, 2008, with a completion date of September 16, 2009. However, OTSS will retain the option to extend the contract for up to four additional one-year periods, not exceeding a total of five years. The value of the contract for subsequent years may be adjusted. Details are contained in the complete RFP, which may be obtained by e-mailing; [Steve.Retzlaff@state.mn.us](mailto:Steve.Retzlaff@state.mn.us). All questions concerning this RFP should be e-mailed to [Steve.Retzlaff@state.mn.us](mailto:Steve.Retzlaff@state.mn.us) and should be received no later than 2:00 p.m. central daylight savings time on August 25, 2008. Answers to questions will be emailed to all entities requesting a complete RFP. Final date for submitting a proposal is 2:00 p.m. central daylight savings time on August 26, 2008.

**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

**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 the Construction of a Sound Masking System for the 390 North Robert Street Building

Reference Number 08P113

The Metropolitan Council is requesting bids for the Construction of a Sound Masking System for their Corporate Headquarters located at 390 North Robert Street in St. Paul, MN.

*Issue Invitation for Bids*

**August 11, 2008**

*Site Visit*

**August 26, 2008**

*Bids Due*

**September 9, 2008**

*Award Contract*

**September 2008**

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

Sunny Jo Emerson  
Senior Administrative Assistant  
Metropolitan Council  
390 North Robert Street  
St. Paul, MN 55101-1805  
**Fax:** (651) 602-1083  
**E-mail:** [sunnyjo.emerson@metc.state.mn.us](mailto:sunnyjo.emerson@metc.state.mn.us)

### Metropolitan Council - Metro Transit

#### Solicitation of Proposals for 26 Coach Buses

Metro Transit, a division of the Metropolitan Council, is soliciting proposals for the manufacture and delivery of 26 forty-five foot, diesel-powered coach buses. This contract will include an option for the purchase of up to 86 additional coach buses.

A pre-proposal meeting will be held on September 9, 2008 at 10:30 AM at the Metro Transit Overhaul Base, 515 N. Cleveland Ave., St. Paul, MN 55114. Proposals are due by 2 PM on September 30, 2008.

To obtain the Solicitation Package, contact:

Candace Osiecki  
Metro Transit  
515 N. Cleveland Avenue  
St. Paul, MN 55114  
**Phone:** (612) 349-5070  
**Fax:** (612) 349-5069  
**E-mail:** [Candace.osiecki@metc.state.mn.us](mailto:Candace.osiecki@metc.state.mn.us)

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## Non-State Bids, Contracts & Grants

### 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.

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