

State of Minnesota

# State Register



**Proposed, Adopted, & Expedited Rules; Executive Orders; Appointments;  
Commissioners' Orders; Revenue Notices; Official Notices;  
State Grants & Loans; State Contracts; Non-State Public Bids, Contracts & Grants**  
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# State Register

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

- Proposed Rules
- Adopted Rules
- Exempt Rules
- Expedited Rules
- Withdrawn Rules
- Vetoed Rules
- Executive Orders of the Governor
- Appointments
- Proclamations
- Commissioners' Orders
- Revenue Notices
- Official Notices
- State Grants and Loans
- Contracts for Professional, Technical and Consulting Services
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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 subscription 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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# Proposed Rules

**Comments on Planned Rules or Rule Amendments.** 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, and within 60 days of the effective date of any new statutory grant of required rulemaking.

**Rules to be Adopted After a Hearing.** After receiving comments and deciding to hold a public hearing on the rule, an agency drafts its rule. It then publishes its rules with a notice of hearing. All persons wishing to make a statement must register at the hearing. Anyone who wishes to submit written comments may do so at the hearing, or within five working days of the close of the hearing. Administrative law judges may, during the hearing, extend the period for receiving comments up to 20 calendar days. For five business days after the submission period the agency and interested persons may respond to any new information submitted during the written submission period and the record then is closed. The administrative law judge prepares a report within 30 days, stating findings of fact, conclusions and recommendations. After receiving the report, the agency decides whether to adopt, withdraw or modify the proposed rule based on consideration of the comments made during the rule hearing procedure and the report of the administrative law judge. The agency must wait five days after receiving the report before taking any action.

**Rules to be Adopted Without a Hearing.** Pursuant to *Minnesota Statutes* § 14.22, an agency may propose to adopt, amend, suspend or repeal rules without first holding a public hearing. An agency must first solicit **Comments on Planned Rules** or **Comments on Planned Rule Amendments** from the public. The agency then publishes a notice of intent to adopt rules without a public hearing, together with the proposed rules, in the *State Register*. If, during the 30-day comment period, 25 or more persons submit to the agency a written request for a hearing of the proposed rules, the agency must proceed under the provisions of §§ 14.14-14.20, which state that if an agency decides to hold a public hearing, it must publish a notice of intent in the *State Register*.

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

## Minnesota Department of Commerce

### Proposed Permanent Rules Governing Military Sales Practices, *Minnesota Rules*, Chapter 2753

#### NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

**Introduction.** The Department of Commerce intends to adopt rules without a public hearing following the procedures in the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2300 to 1400.2310, and the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28. You may submit written comments on the proposed rules and may also submit a written request that a hearing be held on the rules until August 26, 2009.

**Agency Contact Person.** You must submit comments or questions on the rules and written requests for a public hearing to the agency contact person. The agency contact person is: Heidi Retterath at the Minnesota Department of Commerce, 85 - 7<sup>th</sup> Place East, Suite 500, St. Paul, Minnesota 55101; **phone:** (651) 296-3528; **e-mail to:** [rules.commerce@state.mn.us](mailto:rules.commerce@state.mn.us) . **TTY** users may call the Department of Commerce at (651) 296-2860.

**Subject of Rules and Statutory Authority.** The proposed rules are in response to federal law requiring the protection of members of U.S. Armed Forces from abusive and misleading sales practices in the sale of life insurance products. The statutory authority to adopt the rules is *Minnesota Statutes*, sections 79A.19, subd. 2, and 45.023. A copy of the proposed rules is published in the *State Register* and attached to this notice as mailed.

**Comments.** You have until 4:30 p.m. on August 26, 2009, to submit written comment in support of or in opposition to the proposed rules and any part or subpart of the rules. Your comment must be in writing and the agency contact person must receive it by the due date. The Department encourages comment. Your comment should identify the portion of the proposed rules addressed and the reason for the comment. You are encouraged to propose any change desired. You must also make any comments about the legality of the proposed rules during this comment period.

**Request for a Hearing.** In addition to submitting comments, you may also request that the Department hold a hearing on the rules. Your request must be in writing and the agency contact person must receive it by 4:30 p.m. on August 26, 2009. Your written request for a public hearing must include your name and address. You must identify the portion of the proposed rules that you object to or state that you oppose the entire set of rules. Any request that does not comply with these requirements is not valid and the agency cannot count it when determining whether it must hold a public hearing. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

# Proposed Rules

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**Withdrawal of Requests.** If 25 or more persons submit a valid written request for a hearing, the Department will hold a public hearing unless a sufficient number withdraw their requests in writing. If enough requests for hearing are withdrawn to reduce the number below 25, the agency must give written notice of this to all persons who requested a hearing, explain the actions the agency took to effect the withdrawal, and ask for written comments on this action. If a public hearing is required, the agency will follow the procedures in *Minnesota Statutes*, sections 14.131 to 14.20.

**Alternative Format.** Upon request, the Department can make this Notice 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.

**Modifications.** The Department may modify the proposed rules as a result of public comment. The modifications must be supported by comments and information submitted to the agency, and the adopted rules may not be substantially different than these proposed rules, unless the agency follows the procedure under *Minnesota Rules*, part 1400.2110. If the proposed rules affect you in any way, the Department encourages you to participate in the rulemaking process.

**Statement of Need and Reasonableness.** The statement of need and reasonableness statement contains a summary of the justification for the proposed rules, including a description of who will be affected by the proposed rules and an estimate of the probable cost of the proposed rules. It is now available from the agency contact person. You may review or obtain copies the cost of reproduction by contacting the agency contact person.

**Lobbyist Registration.** *Minnesota Statutes*, chapter 10A, requires each lobbyist to register with the State Campaign Finance and Public Disclosure Board. You should direct questions about this requirement to the Campaign Finance and Public Disclosure Board at: Suite 190, Centennial Building, 658 Cedar Street, St. Paul, Minnesota 55155; **telephone:** (651) 296-5148 or 1-800-657-3889.

**Adoption and Review of Rules.** If no hearing is required, the agency may adopt the rules after the end of the comment period. The agency will then submit the rules and supporting documents to the Office of Administrative Hearings for review for legality. You may ask to be notified of the date the Department submits the rules to the office. If you want to be so notified, or want to receive a copy of the adopted rules, or want to register with the agency to receive notice of future rule proceedings, submit your request to the agency contact person listed above.

Dated:

Glenn Wilson, Commissioner  
Department of Commerce

## **2753.0100 PURPOSE.**

A. The purpose of this chapter is to set forth standards to protect active duty service members of the United States armed forces from dishonest and predatory insurance sales practices by declaring certain identified practices to be false, misleading, deceptive, or unfair.

B. Nothing in this chapter creates or implies a private cause of action for a violation of this chapter.

## **2753.0200 SCOPE.**

This chapter applies only to the solicitation or sale of any life insurance or annuity product by an insurer or insurance producer to an active duty service member of the United States armed forces.

## **2753.0300 EXEMPTIONS.**

Subpart 1. **Generally.** This chapter does not apply to solicitations or sales involving:

A. credit insurance;

B. group life insurance or group annuities where there is no in-person, face-to-face solicitation of individuals by an insurance producer or where the contract or certificate does not include a side fund;

C. an application to the existing insurer that issued the existing policy or contract when a contractual change or a conversion privilege is being exercised; or, when the existing policy or contract is being replaced by the same insurer pursuant to a program filed with and approved by the commissioner; or, when a term conversion privilege is exercised among corporate affiliates;

D. individual stand-alone health policies, including disability income policies;

E. contracts offered by Servicemembers' Group Life Insurance (SGLI) or Veterans' Group Life Insurance (VGLI), as authorized by *United States Code*, title 38, section 1965, et seq.;

F. life insurance contracts offered through or by a nonprofit military association, qualifying under section 501(c)(23) of the Internal Revenue Code, and which are not underwritten by an insurer; or

G. contracts used to fund:

- (1) an employee pension or welfare benefit plan that is covered by the Employee Retirement and Income Security Act (ERISA);
- (2) a plan described by sections 401(a), 401(k), 403(b), 408(k), or 408(p) of the Internal Revenue Code, as amended, if established or maintained by an employer;
- (3) a government or church plan defined in section 414 of the Internal Revenue Code, a government or church welfare benefit plan, or a deferred compensation plan of a state or local government or tax exempt organization under section 457 of the Internal Revenue Code;
- (4) a nonqualified deferred compensation arrangement established or maintained by an employer or plan sponsor;
- (5) settlements of or assumptions of liabilities associated with personal injury litigation or any dispute or claim resolution process; or
- (6) prearranged funeral contracts.

**Subp. 2. Commercial solicitations on DoD installations.** Nothing in this chapter abrogates the ability of nonprofit organizations or other organizations to educate members of the United States armed forces in accordance with Department of Defense DoD Instruction 1344.07 - PERSONAL COMMERCIAL SOLICITATION ON DOD INSTALLATIONS or successor directive.

**Subp. 3. Solicitation exemptions.** For purposes of this chapter, general advertisements, direct mail, and Internet marketing do not constitute "solicitation." Telephone marketing does not constitute "solicitation" provided the caller explicitly and conspicuously discloses that the product concerned is life insurance and makes no statements that avoid a clear and unequivocal statement that life insurance is the subject matter of the solicitation. Nothing in this subpart exempts an insurer or insurance producer from this chapter in any in-person, face-to-face meeting established as a result of the "solicitation" exemptions identified in this subpart.

## **2753.0400 DEFINITIONS.**

**Subpart 1. Active duty.** "Active duty" means full-time duty in the active military service of the United States and includes members of the reserve component (National Guard and reserve) while serving under published orders for active duty or full-time training. The term does not include members of the reserve component who are performing active duty or active duty for training under military calls or orders specifying periods of less than 31 calendar days.

**Subp. 2. Department of Defense (DoD) personnel.** "Department of Defense (DoD) personnel" means all active duty service members and all civilian employees, including nonappropriated fund employees and special government employees, of the Department of Defense.

**Subp. 3. Door-to-door.** "Door-to-door" means a solicitation or sales method whereby an insurance producer proceeds randomly or selectively from household to household without prior specific appointment.

**Subp. 4. General advertisement.** "General advertisement" means an advertisement having as its sole purpose the promotion of the reader's or viewer's interest in the concept of insurance, or the promotion of the insurer or the insurance producer.

**Subp. 5. Insurer.** "Insurer" means an insurance company required to be licensed under the laws of this state to provide life insurance products, including annuities.

**Subp. 6. Insurance producer.** "Insurance producer" means a person required to be licensed under the laws of this state to sell, solicit, or negotiate life insurance, including annuities.

**Subp. 7. Known or knowingly.** "Known" or "knowingly" means, depending on its use in this chapter, the insurance producer or insurer had actual awareness, or in the exercise of ordinary care should have known, at the time of the act or practice complained of, that the person solicited:

- A. is a service member; or
- B. is a service member with a pay grade of E-4 or below.

**Subp. 8. Life insurance.** "Life insurance" means insurance coverage on human lives including benefits of endowment and annuities, and may include benefits in the event of death or dismemberment by accident and benefits for disability income and unless otherwise specifically excluded, includes individually issued annuities.

# Proposed Rules

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Subp. 9. **Military installation.** “Military installation” means any federally owned, leased, or operated base, reservation, post, camp, building, or other facility to which service members are assigned for duty, including barracks, transient housing, and family quarters.

Subp. 10. **MyPay.** “MyPay” is a Defense Finance and Accounting Service Web-based system that enables service members to process certain discretionary pay transactions or provide updates to personal information data elements without using paper forms.

Subp. 11. **Service member.** “Service member” means any active duty officer (commissioned and warrant) or enlisted member of the United States armed forces.

Subp. 12. **Side fund.** “Side fund” means a fund or reserve that is part of or otherwise attached to a life insurance policy, excluding individually issued annuities, by rider, endorsement, or other mechanism which accumulates premium or deposits with interest or by other means. The term does not include:

- A. accumulated value cash value or secondary guarantees provided by a universal life policy;
- B. cash values provided by a whole life policy which are subject to standard nonforfeiture law for life insurance; or
- C. a premium deposit fund which:
  - (1) contains only premiums paid in advance which accumulate at interest;
  - (2) imposes no penalty for withdrawal;
  - (3) does not permit funding beyond future required premiums;
  - (4) is not marketed or intended as an investment; and
  - (5) does not carry a commission, either paid or calculated.

Subp. 13. **Specific appointment.** “Specific appointment” means a prearranged appointment agreed upon by both parties and definite as to place and time.

Subp. 14. **United States armed forces.** “United States armed forces” means all components of the Army, Navy, Air Force, Marine Corps, and Coast Guard.

## **2753.0500 PRACTICES DECLARED FALSE, MISLEADING, DECEPTIVE, OR UNFAIR ON A MILITARY INSTALLATION.**

Subpart 1. **Face-to-face solicitations.** The following acts or practices when committed on a military installation by an insurer or insurance producer with respect to the in-person, face-to-face solicitation of life insurance are declared to be false, misleading, deceptive, or unfair:

- A. Knowingly soliciting the purchase of any life insurance product “door-to-door” or without first establishing a specific appointment for each meeting with the prospective purchaser.
- B. Soliciting service members in a group or “mass” audience or in a “captive” audience where attendance is not voluntary.
- C. Knowingly making appointments with or soliciting service members during their normally scheduled duty hours.
- D. Making appointments with or soliciting service members in barracks, day rooms, unit areas, or transient personnel housing or other areas where the installation commander has prohibited solicitation.
- E. Soliciting the sale of life insurance without first obtaining permission from the installation commander or the commander’s designee.
- F. Posting unauthorized bulletins, notices, or advertisements.
- G. Failing to present DD Form 2885, Personal Commercial Solicitation Evaluation, to service members solicited or encouraging service members solicited not to complete or submit a DD Form 2885.
- H. Knowingly accepting an application for life insurance or issuing a policy of life insurance on the life of an enlisted member of the United States armed forces without first obtaining for the insurer’s files a completed copy of any required form which confirms that the applicant has received counseling or fulfilled any other similar requirement for the sale of life insurance established by regulations, directives, or rules of the DoD or any branch of the armed forces.

Subp. 2. **Other acts or practices.** The following acts or practices when committed on a military installation by an insurer or insurance producer constitute corrupt practices, improper influences, or inducements and are declared to be false, misleading, deceptive, or unfair:

- A. Using DoD personnel, directly or indirectly, as a representative or agent in any official or business capacity with or without compensation with respect to the solicitation or sale of life insurance to service members.
- B. Using an insurance producer to participate in any United States armed forces sponsored education or orientation program.



## **2753.0600 PRACTICES DECLARED FALSE, MISLEADING, DECEPTIVE, OR UNFAIR REGARDLESS OF LOCATION.**

Subpart 1. **Corrupt practices, improper influences, or inducements.** The following acts or practices by an insurer or insurance producer constitute corrupt practices, improper influences, or inducements and are declared to be false, misleading, deceptive, or unfair:

A. Submitting, processing, or assisting in the submission or processing of any allotment form or similar device used by the United States armed forces to direct a service member's pay to a third party for the purchase of life insurance, including, but not limited to, using or assisting in using a service member's "MyPay" account or other similar Internet or electronic medium for these purposes. This subpart does not prohibit assisting a service member by providing insurer or premium information necessary to complete any allotment form.

B. Knowingly receiving funds from a service member for the payment of premium from a depository institution with which the service member has no formal banking relationship. For purposes of this part, a formal banking relationship is established when the depository institution:

(1) provides the service member a deposit agreement and periodic statements and makes the disclosures required by the Truth in Savings Act, *United States Code*, title 12, section 4301, et seq., and the regulations promulgated under that act; and

(2) permits the service member to make deposits and withdrawals unrelated to the payment or processing of insurance premiums.

C. Employing any device or method or entering into any agreement whereby funds received from a service member by allotment for the payment of insurance premiums are identified on the service member's leave and earnings statement or equivalent or successor form as "savings" or "checking" and where the service member has no formal banking relationship as defined in item B.

D. Entering into any agreement with a depository institution for the purpose of receiving funds from a service member whereby the depository institution, with or without compensation, agrees to accept direct deposits from a service member with whom it has no formal banking relationship.

E. Using DoD personnel, directly or indirectly, as a representative or agent in any official or unofficial capacity with or without compensation with respect to the solicitation or sale of life insurance to service members who are junior in rank or grade, or to the family members of such personnel.

F. Offering or giving anything of value, directly or indirectly, to DoD personnel to procure their assistance in encouraging, assisting, or facilitating the solicitation or sale of life insurance to another service member.

G. Knowingly offering or giving anything of value to a service member with a pay grade of E-4 or below for his or her attendance to any event where an application for life insurance is solicited.

H. Advising a service member with a pay grade of E-4 or below to change his or her income tax withholding or state of legal residence for the sole purpose of increasing disposable income to purchase life insurance.

Subp. 2. **Confusion regarding source, sponsorship, approval, or affiliation.** The following acts or practices by an insurer or insurance producer lead to confusion regarding source, sponsorship, approval, or affiliation and are declared to be false, misleading, deceptive, or unfair:

A. Making any representation, or using any device, title, descriptive name, or identifier that has the tendency or capacity to confuse or mislead a service member into believing that the insurer, insurance producer, or product offered is affiliated, connected, or associated with, endorsed, sponsored, sanctioned, or recommended by the United States government, the United States armed forces, or any state or federal agency or government entity. Examples of prohibited insurance producer titles include, but are not limited to, "Battalion Insurance Counselor," "Unit Insurance Advisor," "Servicemen's Group Life Insurance Conversion Consultant," or "Veteran's Benefits Counselor." Nothing in this subpart prohibits a person from using a professional designation awarded after the successful completion of a course of instruction in the business of insurance by an accredited institution of higher learning. Such designations include, but are not limited to, Chartered Life Underwriter (CLU), Chartered Financial Consultant (ChFC), Certified Financial Planner (CFP), Master of Science in Financial Services (MSFS), or Master of Science Financial Planning (MS).

B. Soliciting the purchase of any life insurance product through the use of or in conjunction with any third party organization that promotes the welfare of or assists members of the United States armed forces in a manner that has the tendency or capacity to confuse or mislead a service member into believing that either the insurer, insurance producer, or insurance product is affiliated, connected, or associated with, endorsed, sponsored, sanctioned, or recommended by the United States government, or the United States armed forces.

Subp. 3. **Confusion regarding premiums, costs, or investment returns.** The following acts or practices by an insurer or insurance producer lead to confusion regarding premiums, costs, or investment returns and are declared to be false, misleading, deceptive, or unfair:

A. Using or describing the credited interest rate on a life insurance policy in a manner that implies that the credited interest rate is a net return on premium paid.

B. Excluding individually issued annuities, misrepresenting the mortality costs of a life insurance product, including stating or implying that the product "costs nothing" or is "free."

# Proposed Rules

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**Subp. 4. Acts or practices regarding SGLI or VGLI.** The following acts or practices by an insurer or insurance producer regarding SGLI or VGLI are declared to be false, misleading, deceptive, or unfair:

A. Making any representation regarding the availability, suitability, amount, cost, exclusions, or limitations to coverage provided to a service member or dependents by SGLI or VGLI, which is false, misleading, or deceptive.

B. Making any representation regarding conversion requirements, including the costs of coverage, or exclusions or limitations to coverage of SGLI or VGLI to private insurers which is false, misleading, or deceptive.

C. Suggesting, recommending, or encouraging a service member to cancel or terminate his or her SGLI policy or issuing a life insurance policy which replaces an existing SGLI policy unless the replacement takes effect upon or after the service member's separation from the United States armed forces.

**Subp. 5. Disclosure.** The following acts or practices by an insurer or insurance producer regarding disclosure are declared to be false, misleading, deceptive, or unfair:

A. Deploying, using, or contracting for any lead generating materials designed exclusively for use with service members that do not clearly and conspicuously disclose that the recipient will be contacted by an insurance producer, if that is the case, for the purpose of soliciting the purchase of life insurance.

B. Failing to disclose that a solicitation for the sale of life insurance will be made when establishing a specific appointment for an in-person, face-to-face meeting with a prospective purchaser.

C. Excluding individually issued annuities, failing to clearly and conspicuously disclose the fact that the product being sold is life insurance.

D. Failing to make, at the time of sale or offer to an individual known to be a service member, the written disclosures required by section 10 of the "Military Personnel Financial Services Protection Act," Public Law Number 109-290.

E. Excluding individually issued annuities, when the sale is conducted in-person, face-to-face with an individual known to be a service member, failing to provide the applicant at the time the application is taken:

(1) an explanation of any free look period with instructions on how to cancel if a policy is issued; and

(2) either a copy of the application or a written disclosure. The copy of the application or the written disclosure shall clearly and concisely set out the type of life insurance, the death benefit applied for, and its expected first year cost. A basic illustration that meets the requirements of Minnesota Statutes, sections 61A.70 to 61A.745, shall be deemed sufficient to meet this requirement for a written disclosure.

**Subp. 6. Sale of certain life insurance products.** The following acts or practices by an insurer or insurance producer with respect to the sale of certain life insurance products are declared to be false, misleading, deceptive, or unfair:

A. Excluding individually issued annuities, recommending the purchase of any life insurance product which includes a side fund to a service member in pay grades E-4 and below unless the insurer has reasonable grounds for believing that the life insurance death benefit, standing alone, is suitable.

B. Offering for sale or selling a life insurance product which includes a side fund to a service member in pay grades E-4 and below who is currently enrolled in SGLI, is presumed unsuitable unless, after the completion of a needs assessment, the insurer demonstrates that the applicant's SGLI death benefit, together with any other military survivor benefits, savings and investments, survivor income, and other life insurance are insufficient to meet the applicant's insurable needs for life insurance.

(1) "Insurable needs" are the risks associated with premature death taking into consideration the financial obligations and immediate and future cash needs of the applicant's estate or survivors or dependents.

(2) "Other military survivor benefits" include, but are not limited to: the death gratuity, funeral reimbursement, transition assistance, survivor and dependents' educational assistance, dependency and indemnity compensation, TRICARE health care benefits, survivor housing benefits and allowances, federal income tax forgiveness, and Social Security survivor benefits.

C. Excluding individually issued annuities, offering for sale or selling any life insurance contract which includes a side fund:

(1) unless interest credited accrues from the date of deposit to the date of withdrawal and permits withdrawals without limit or penalty;

(2) unless the applicant has been provided with a schedule of effective rates of return based upon cash flows of the combined product. For this disclosure, the effective rate of return will consider all premiums and cash contributions made by the policyholder and all cash accumulations and cash surrender values available to the policyholder in addition to life insurance coverage. This schedule will be provided for at least each policy year from one to ten and for every fifth policy year thereafter ending at age 100, policy maturity or final expiration; and

(3) which by default diverts or transfers funds accumulated in the side fund to pay, reduce, or offset any premiums due.

D. Excluding individually issued annuities, offering for sale or selling any life insurance contract which after considering all policy benefits, including but not limited to endowment, return of premium, or persistency, does not comply with standard nonforfeiture law for

life insurance.

E. Selling any life insurance product to an individual known to be a service member that excludes coverage if the insured's death is related to war, declared or undeclared, or any act related to military service except for an accidental death coverage, e.g., double indemnity, which may be excluded.

## 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: Wildlife and Game Refuges, Wildlife Management Areas, and Furbearers

**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 rule is *Minnesota Statutes*, sections 86A.06, 97A.091, 97A.098, 97A.137, 97B.635, 97B.921

The emergency conditions that do not allow compliance with *Minnesota Statutes*, sections 97A.0451 to 97A.0459, are as follows: Changes to game refuges and wildlife management areas are made reflect changing habitat conditions and the needs of individual species. Changes to registered furbearer bag limits and trapping areas are established based on population modeling completed in May of each year. Changes to the otter zone where otter may be trapped were based on continuing monitoring. The taking of otter on the Upper Mississippi National Wildlife Refuge changed as a result of survey data and monitoring continues there as well.

Dated: July 7, 2009

Laurie Martinson, Deputy Commissioner  
for Mark Holsten, Commissioner  
Department of Natural Resources

#### 6230.0200 SPECIAL PROVISIONS FOR WILDLIFE MANAGEMENT AREAS.

*[For text of subps 1 to 11, see M.R.]*

Subp. 12. **Sanctuary areas open to hunting.** The following sanctuary areas of wildlife management areas posted with "Wildlife Sanctuary Do Not Trespass" signs are open for hunting as specified:

*[For text of items A and B, see M.R.]*

# Expedited Emergency Rules

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C. The Haverhill Wildlife Management Area in Olmstead County is open to pheasant hunting on October 24 for youth ages 12 to 17 who are participating in Pheasants Forever special mentored youth hunts. Pheasants Forever is sponsoring the hunt.

Subp. 13. **Sanctuaries open to other uses.** The posted sanctuary within the Ricehaven Wildlife Management Area in St. Louis County is open from August 1 through September 14 to canoeing, bird watching, and wild rice harvest during the wild rice season.

## 6230.0400 SPECIAL PROVISIONS FOR STATE GAME REFUGES.

*[For text of subp 1, see M.R.]*

Subp. 2. **Bemidji Game Refuge, Beltrami County.** The Bemidji Game Refuge in Beltrami County is open to:

*[For text of items A to C, see M.R.]*

D. deer hunting during the muzzleloader season as prescribed in part 6232.2100 and deer and bear hunting by archery.

*[For text of subps 3 to 9, see M.R.]*

Subp. 10. **Erhard's Grove Game Refuge, Otter Tail County.** The Erhard's Grove Game Refuge in Otter Tail County is open to:

A. deer and bear hunting by firearms; and

B. deer and bear hunting by archery; and

C. wild turkey and small game hunting except waterfowl.

*[For text of subps 11 to 33, see M.R.]*

Subp. 33a. **Orwell Game Refuge, Otter Tail County.** The Orwell Game Refuge in Otter Tail County is open to pheasant hunting on October 24 for youth ages 12 to 17 who are participating in Pheasants Forever special mentored youth hunts. Pheasants Forever is sponsoring the hunt.

*[For text of subps 34 to 51, see M.R.]*

Subp. 52. **Anoka and Isanti Counties Game Refuge, Anoka and Isanti Counties.** The Anoka and Isanti Counties Game Refuge in Anoka and Isanti Counties is open to firearms archery deer hunting by permit and archery turkey hunting.

*[For text of subps 53 to 58, see M.R.]*

## 6234.1700 TAKING FISHER AND PINE MARTEN.

Subpart 1. **Open season.** Fisher and pine marten may be taken by trapping from the first Saturday following Thanksgiving to the Sunday nearest December 12<sup>6</sup>.

*[For text of subps 2 to 4, see M.R.]*

## 6234.2000 TAKING OTTER.

Subpart 1. **Open season for otter in North Zone.** Otter may be taken by trapping from 9:00 a.m. on the Saturday nearest October 26 to the Sunday nearest January 6 only in that portion of the state described in part 6234.1000, subpart 3.

Subp. 2. **Open season and area for otter in South Zone.** Otter may be taken by trapping from 9:00 a.m. on the Saturday nearest October 30 to the Sunday nearest January 6 only in that portion of the zone lying north of Interstate Highway 94 beginning at the west boundary of the state; thence along Interstate Highway 94 to U.S. Highway 10; and thence along U.S. Highway 10 to the east boundary of the state those areas described in subpart 3.

Subp. 3. **Bag limits; open areas.** A person may not take more than four otter per season, or possess more than four otter at a time, except that a person may possess additional pelts that the person lawfully took, tagged, and registered during previous seasons. Otter may be taken only in those portions of the state described in items A and B. The remaining portion of the state is closed to taking otter. Notwithstanding the possession limits in items A and B, a person may possess additional pelts that the person lawfully took, tagged, and registered during previous seasons.

A. A person may not take more than four otter per season or possess more than four otter at a time in that portion of the state lying north of a line beginning on U.S. Highway 12 at the west boundary of the state; thence along U.S. Highway 12 to U.S. Highway 71; thence along U.S. Highway 71 to U.S. Highway 212; thence along U.S. Highway 212 to Interstate Highway 494W (I-494W); thence along I-494W to I-94; thence along I-94 to I-694N; thence along I-694N to I-494E; thence along I-494E to U.S. Highway 61; thence along U.S. Highway 61 to U.S. Highway 10; thence along U.S. Highway 10 to the east boundary of the state.

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# Expedited Emergency Rules

B. A person may not take more than two otter per season or possess more than two otter at a time in that portion of the state lying within the following described boundary: on a line beginning at U.S. Highway 63 at the south boundary of the state; thence along U.S. Highway 63 to U.S. Highway 52; thence along U.S. Highway 52 to State Trunk Highway (STH) 19; thence along STH 19 to Interstate Highway 35 (I-35); thence along I-35 to STH 13; thence along STH 13 to U.S. Highway 169; thence along U.S. Highway 169 to STH 41; thence along STH 41 to U.S. Highway 212; thence along U.S. Highway 212 to I-494W; thence along I-494W to I-94; thence along I-94 to I-694N; thence along I-694N to I-494E; thence along I-494E to U.S. Highway 61; thence along U.S. Highway 61 to U.S. Highway 10; thence along U.S. Highway 10 to the east boundary of the state; thence along the east and south boundaries of the state to the point of the beginning.

Subp. 4. **Tagging otter.** Pelts are subject to the provisions of part 6234.2600.

**REPEALER.** *Minnesota Rules*, parts 6230.1200, subpart 2; and 6234.2100, subpart 6, are repealed. The expedited emergency amendments to *Minnesota Rules*, part 6234.1000, published in the *State Register*, volume 33, page 296, August 11, 2008, are repealed.

**EFFECTIVE PERIOD.** The emergency amendments to *Minnesota Rules*, parts 6230.0200, 6230.0400, and 6234.1700 expire December 31, 2009. The emergency amendments to *Minnesota Rules*, part 6234.2000 and the repealer expire January 31, 2010. After the emergency amendments and the repealer expire, the permanent rules as they read prior to those amendments and repealer again take effect, except as they may be amended by permanent rule.

## 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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# Official Notices

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## Board of Electricity

### FINAL INTERPRETATION of Solar Photovoltaic Systems, Minnesota State Electrical Code 1315

**NOTE:** Publication of this notice was inadvertently missed by the *State Register* for the issue for July 20, 2009.

**Subject:** Solar Photovoltaic Systems  
**Code Reference:** Minnesota State Electrical Code, Chapter 1315

**Submitted by:** Mr. Gary Thaden, National Electrical Contractors Association,  
830 Transfer Road, St. Paul, MN 55114; and  
Mr. John Ploetz, The Minnesota Electrical Association, Inc.,  
3100 Humboldt Ave. S., Minneapolis, MN 55408-2588; and  
Mr. Dan McConnell, IBEW Local 292, 312 Central Avenue,  
Suite 292, Minneapolis, MN 55414

**Approved by:** Board of Electricity  
by Joseph Vespa, Chair  
c/o Department of Labor and Industry  
443 Lafayette Road North  
Saint Paul, MN 55155-4344  
**E-mail:** [dli.cclboards@state.mn.us](mailto:dli.cclboards@state.mn.us)

**Date Received:** Mr. Thaden's submission: June 10, 2009  
Mr. Ploetz's submission: June 12, 2009  
Mr. McConnell's submission: June 12, 2009

**Issue Date:** July 8, 2009

**Questions:** Are Solar Photovoltaic Systems, including photovoltaic panels and their associated components, electrical equipment under the State Electrical Code?

**Answer:** Yes. The State Electrical Code adopts by reference the 2008 edition of the *National Electrical Code* (NEC). See *Minnesota Rules* 1315.0200. Solar Photovoltaic Systems fall within the definition of "equipment" in the 2008 NEC. See NEC 690.4(D) (2008). Accordingly, Solar Photovoltaic Systems, including photovoltaic panels and their associated components, are electrical equipment under the State Electrical Code.

**Commentary:** The Board considered these requests for interpretation and made a determination regarding the final interpretation at the July 7, 2009, Board meeting. All persons present who wished to speak were given a full and fair opportunity to speak. The Board also considered written comments that were received before the meeting. As required by *Minnesota Statutes*, section 326B.127, subd. 5, the Board will consider this Final Interpretation for adoption as part of the Minnesota Electrical Code.

Date: July 8, 2009

Joseph Vespa, Chair  
Board of Electricity

**Department of Labor and Industry  
Labor Standards Unit****Notice of Correction to Commercial Prevailing Wage Rates for Labor Code 421,  
Sheet Metal Workers, in Various Counties**

Corrections have been to the Commercial Prevailing Wage Rates certified 01/20/09, for **Labor Code 421**, Sheet Metal Workers in Anoka, Carver, Chisago, Dakota, Hennepin, Isanti, Kanabec, McLeod, Pine, Ramsey, Rice, Scott, Sibley, Washington and Wright Counties.

Copies with the corrected certified wage rates for this Region or 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  
Department of Labor and Industry

**Metropolitan Council****Public Information Meeting on Proposed Changes to the Service Availability Charge  
(SAC) Rules Regarding Outdoor Spaces**

**TUESDAY, AUGUST 11, 2009**

**1:00 p.m.**

**Metropolitan Council, Chambers**

**390 N. Robert Street, St. Paul, MN 55101**

The Metropolitan Council will hold a public information meeting on changes to wastewater SAC rules that propose a 50% discount for certain outdoor spaces, which includes patio seating for food and drink establishments. A presentation will be made by MCES staff. A full written description of the proposal is available upon request.

Comments received at the informational meeting will be summarized and considered prior to final action by the Metropolitan Council, anticipated in September 2009.

Questions should be directed to Jessica Nye, (651) 602-1378 or: [jessica.nye@metc.state.mn.us](mailto:jessica.nye@metc.state.mn.us). In addition to providing oral or written comments at the public hearing, comments may be made through August 21, 2009 in several ways:

- Written comments to: Jessica Nye, Metropolitan Council, 390 North Robert St., St. Paul, MN 55101
- Fax comments to Jessica Nye, (651) 602-1030
- Record comments on the Council's Public Comment Line: (651) 602-1500
- Send comments electronically to: [data.center@metc.state.mn.us](mailto:data.center@metc.state.mn.us)

# Official Notices

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## Minnesota Pollution Control Agency

### Environmental Analysis & Outcomes Division

#### REQUEST FOR COMMENTS on Planned New Rules Governing Mercury Emissions Reporting and Reduction, and Rule Amendments Governing Air Emissions Permits, Emission Inventory Reporting and Miscellaneous Definitions and Incorporations by Reference to be Codified in *Minnesota Rules* Chapters 7001, 7005, 7007, 7011, 7017 and 7019

**Subject of Rule:** The Minnesota Pollution Control Agency (MPCA) requests comments on planned new air quality rules governing mercury emissions reporting and rule amendments affecting the MPCA's air quality rules, to be codified in *Minnesota Rules*, chapters 7001, 7005, 7007, 7011, 7017 and 7019. Please note that as the MPCA develops this rulemaking it may identify portions of other air quality rule chapters that need to be amended, for example when one rule cross references another or shares a common definition. Such collateral amendments will be kept within the original scope of the rule. Also, while the MPCA anticipates that most or all of the pieces of this rulemaking will proceed on the same schedule, it is possible that one portion will be split off if it needs to progress more quickly or if one item is likely to take significantly longer than the other. The rulemaking falls into the following two general categories:

##### 1) Mercury Emissions Reporting

This portion of the rule will establish a schedule and methods for facilities to track and report their mercury air emissions to the MPCA.

##### 2) Plans for Mercury Emissions Reductions at Certain Facilities

This portion of the rule will require certain mercury-emitting facilities holding an MPCA air emissions permit to develop their own mercury emissions reducing plan (Plan) for incorporation into their state permit. Certain facilities will be expected to develop reduction plans to meet sector or source reduction targets and timeframes listed in the "Strategy Framework for the Implementation of Minnesota's Statewide TMDL" which can be found at <http://www.pca.state.mn.us/air/mercury-reductionplan.html>

**Background:** The proposed new and amended rules will establish a schedule for, and the emission calculation methods available to require, facilities to track their mercury emissions and submit an annual mercury emissions report to the MPCA. The MPCA is considering having emissions reporting take place concurrent with the annual air emissions inventory process. This rule proposal does not include any major changes to the criteria pollutant emissions inventory.

The rule will also establish the schedule for the development of, and the minimum requirements for, the Plans from each facility to address how they will reduce mercury emissions. The Plans will either be incorporated into their air emissions permit as enforceable requirements or will be made enforceable using other means available to the MPCA. The Plans are a key component to implementing stakeholder recommended strategies to reduce mercury air emissions in the state. Reduction targets are established for taconite processing facilities, utility boilers, commercial, institutional and industrial boilers, petroleum refineries, secondary metal smelters, sewage sludge incinerators. For details of these reductions, see "Strategy Framework for the Implementation of Minnesota's Statewide TMDL" at:

<http://www.pca.state.mn.us/air/mercury-reductionplan.html>.

A summary of changes currently being considered is available by contacting the agency contact person listed below.

**Persons Affected:** The MPCA's planned rulemaking potentially affects any facility that emits mercury. The MPCA is considering establishing an annual mass threshold to exempt certain sources from reporting. The MPCA seeks input from interested parties on appropriate thresholds.

**Statutory Authority:** The MPCA's authority to adopt and implement the new rules is found in *Minnesota Statutes*, section 116.07, subdivision 4 which can be found at: <https://www.revisor.leg.state.mn.us/statutes/?id=116.07>: This provision authorizes the MPCA to adopt rules "for the prevention, abatement, or control of air pollution."

**Public Comment:** Affected and interested persons or groups may submit comments or information on these planned new rules and rule amendments in writing or orally until 4:30 p.m. on August 26, 2009. The MPCA does not contemplate appointing an advisory committee to comment on these rules.



**Rule Drafts:** The MPCA is in the process of preparing draft rules.

**Agency Contact Person:** Written comments, questions, requests to receive a draft of the rules when they are prepared, and requests for more information on the rule amendments should be directed to: Barbara Conti at the Minnesota Pollution Control Agency, 520 Lafayette Road North, Saint Paul, Minnesota, 55155-4194, Phone: 651-757-2288, Fax: 651-297-8676, and may also be directed by e-mail: [barbara.conti@state.mn.us](mailto:barbara.conti@state.mn.us). TTY users may call the MPCA at TTY 651-292-5332 or 1-800-657-3864.

**Rulemaking Mailing List:** If you wish to be included in future mailings and updates specifically for this rulemaking, please indicate which item(s) (1-2 or both listed above in the Subject of the Rule section) you are interested. You may also request to be added to the MPCA's general rulemaking mailing list to receive notices of all rule efforts the MPCA is working on. Your requests should be directed to: Andrea Ebner at the MPCA, **Phone:** (651) 757-2067; **Fax:** (651) 297-8676, and may also be directed by e-mail: [andrea.ebner@state.mn.us](mailto:andrea.ebner@state.mn.us). TTY users may call the MPCA at TTY (651) 292-5332 or 1-800-657-3864.

**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 may not necessarily be included in the formal rulemaking record when a proceeding to adopt rules is started. The MPCA is required to submit to the administrative law judge reviewing the rules only those written comments received in response to the rules after they are formally proposed for adoption in the *State Register*.

Paul Eger, Commissioner  
Minnesota Pollution Control Agency

## Teachers Retirement Association Notice of Meeting of the Board of Trustees August 20, 2009

The Board of Trustees, Minnesota Teachers Retirement Association will hold a planning and educational retreat on Thursday, August 20, 2009 at 9:30 a.m. in Room 106 of the Minnesota Retirement Systems building, located at 60 Empire Drive, St. Paul, MN.

# 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.

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- **E-mailed to you . . . its so easy**

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

## Minnesota Department of Human Services (DHS)

### Alcohol and Drug Abuse Division

#### Notice of Request for Proposals to Establish and Operate Innovative and Alternative Service Models for Chronic and Homeless Alcohol and Drug Dependent Persons funded by the Minnesota Department of Human Services, Alcohol and Drug Abuse Division (ADAD)

The Minnesota Department of Human Services, through its Alcohol and Drug Abuse Division, is seeking Proposals from qualified Responders to support innovative projects which will address the multiple and complex needs of individuals with chronic alcoholism or drug addiction and who are homeless.

This RFP makes available \$550,000 for the second half of State Fiscal Year (SFY) 2010 (January 1, 2010 to June 30, 2010) and \$1,100,000 for State Fiscal Year 2011 (July 1, 2010 to June 30, 2011).

The objective of this RFP is to solicit proposals from qualified Responder(s) to perform the tasks and services set forth in this RFP. The term of any resulting contract is anticipated to be an initial funding period of 18 months or 1.5 years from January 1, 2010 until June 30, 2011. There will be the option for an additional eighteen (18) month funding period depending on applicant outcomes and funding availability. The proposals will be from qualified responders for projects that will improve the overall quality of life of program participants.

The focus of this Request for Proposals is on innovative services models that will assist the focus audience to move forward into a life of recovery. Services will promote a substantial reduction of alcohol and drug abuse and improve their overall quality of life. Responders are encouraged to consider approaches that will address the multiple needs of program participants and that are most likely to produce abstinence or reduce use and promote recovery. This may be best accomplished without restrictions or requirements to enter into traditional chemical dependency treatment.

Work is anticipated to begin on or about January 1, 2010 or when contracts are fully executed.

**ELIGIBLE APPLICANTS:** Eligible applicants are non-profit private or public and local units of government.

The full Request for Proposals with required application forms can be obtained from the DHS/ADAD website at:

<http://ADAD.dhs.state.mn.us>

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# State Grants & Loans

or by contacting Dianne Wilson at (651) 431-2024, [Dianne.c.wilson@state.mn.us](mailto:Dianne.c.wilson@state.mn.us)

Proposals are due by 4:00 p.m. **Central Standard Time, on Friday September 11, 2009.**

Three Responders' Conference's are scheduled on the following dates/times and locations. **The first will be held on Tuesday, August 4th, at 10:30 am CDT** at the St. Cloud Public Library, 1300 W. St. Germain Street, St. Cloud, MN 56301. **Second on Tuesday August 11th at 10:00 am CST** at 540 Cedar St, St. Paul, MN 55155. **Third and final on Tuesday August 18th at 10:00 am CST** at the Rochester Public Library, 101 - 2nd Street SE, Rochester, MN 55904.

Proposals submitted in response to this Request for Proposals must be mailed to DHS/ADAD, P.O. Box 64977, St. Paul, MN 55164-0977 or if delivered, 540 Cedar Street, Saint Paul, MN 55101. **Attention Linda McLaughlin.**

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 Human Services (DHS) Alcohol and Drug Abuse Division Notice of Request for Proposals to Establish and Operate Recovery Community Organizations (RCOs) funded by the Minnesota Department of Human Services, Alcohol and Drug Abuse Division (ADAD)**

This RFP makes available \$425,000 for the second half of State Fiscal Year (SFY) 2010 (1/1/10 to 6/30/10) and \$850,000 for State Fiscal Year 2011 (7/1/10 to 6/30/11).

An RCO is a recovery-oriented organization located in the heart of a local community. It exists to put a face on recovery, to build recovery capital and to serve as a physical location where local recovery organizations can collaborate and effectively and strategically mobilize and organize the local recovery community's ability to care for each other and others in recovery using a peer-support model.

An additional \$25,000 is available for the training component of this RFP to go to a selected lead metro based RCO for the second half of SFY 2010 (January 1, 2010 to June 30, 2010) and \$50,000 for the twelve (12) months of SFY 2011 (July 1, 2010 to June 30, 2011). Training dollars will support a training delivery and curriculum by *Faces & Voices in Recovery* for all funded RCO staff and volunteers, and other training, as required, and technical assistance support to all funded RCOs. This additional funding will be awarded to a selected metro RCO and must be reflected in both the work and proposed budget of applicants applying for the metro RCO. Matching dollars are strongly encouraged.

Work is anticipated to begin on or about January 1, 2010 or when contracts are fully executed.

A bidder's conference will be held on Tuesday, August 11<sup>th</sup>, 2009 at 2:45 pm at the Elmer L. Anderson Building, 540 Cedar Street, St. Paul, MN 55155, Room 2370.

The full Request for Proposals with required application forms can be obtained from the DHS/ADAD website at:  
<http://ADAD.dhs.state.mn.us>

or by contacting Karen Christensen at (651) 431-4239, [Karen.d.christensen@state.mn.us](mailto:Karen.d.christensen@state.mn.us).

Proposals are due no later 4:00 p.m., Central Daylight Time, September 22, 2009. Late proposals will not be considered. Fax or e-mailed proposals will not be considered.

# State Grants & Loans

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Proposals submitted in response to this Request for Proposals must be mailed to DHS/ADAD, P.O. Box 64977, St. Paul, MN 55164-0977 or if delivered, 540 Cedar Street, Saint Paul, MN 55155. Attention Linda McLaughlin.

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 Human Services (DHS)

### Alcohol and Drug Abuse Division

#### Notice of Request for Proposals to Provide Evaluation, Technical Assistance and Program Evaluation Services to Recovery Community Organizations (RCOs) Funded by the Minnesota Department of Human Services, Alcohol and Drug Abuse Division (ADAD)

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Services is requesting proposals to provide evaluation services and technical assistance to at three-five Recovery Community Organizations funded by the Minnesota Department of Human Services, Alcohol and Drug Abuse Division for a period of one and one-half years, with the option of an additional eighteen months, pending RCO outcomes and availability of funds. Technical assistance may consist of training on needs assessment, developing a logic model, developing a strategic plan, collection of process and outcome indicators, implementing RCOs with fidelity, assessing community-level change and outcome-based evaluation. In addition, the selected responder will provide each funded RCO grantee and ADAD with a quarterly review report and year-end evaluation reports, at six months and at 18 months.

This RFP makes available \$50,000 for this service during the second half of State Fiscal Year 2010 (January 1, 2010 to June 30, 2010) and \$100,000 for State Fiscal Year 2011 (July 1, 2010 – June 30, 2011) from the Federal Substance Abuse Treatment & Prevention Block Grant.

Work under this project is anticipated to begin on or about January 1, 2010 or when a contract is fully executed.

A bidder's conference will be held on Tuesday, August 11<sup>th</sup>, 2009 at 1:30 at the Elmer L Anderson Building, 540 Cedar St, St Paul, MN 55155, Room 2370.

The full Request for Proposal and application forms can be obtained from the DHS/ADAD WEB Site at: <http://ADAD.dhs.state.mn.us> or by calling Karen Christensen at (651) 431-4239, e-mail: [Karen.d.christensen@state.mn.us](mailto:Karen.d.christensen@state.mn.us).

Proposals submitted in response to this Request for Proposals must be mailed to DHS/ADAD, PO BOX 64977, St. Paul, MN 55164-0977 or if delivered; DHS at the Elmer L. Anderson Building, 540 Cedar St., St. Paul, MN 55155, attention Linda, McLaughlin, Grants Assistance.

Proposals must be received by no later than **4:00 p.m., Central Standard Time, September 22, 2009. Late proposals will not be considered.** Faxed or e-mailed proposals will **not** be considered.

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

## State Contracts

**Informal Solicitations:** Informal solicitations for professional/technical (consultant) contracts valued at over \$5,000 through \$50,000, may either be published in the *State Register* or posted on the Department of Administration, Materials Management Division's (MMD) Web site. Interested vendors are encouraged to monitor the P/T Contract Section of the MMD Web site at [www.mmd.admin.state.mn.us](http://www.mmd.admin.state.mn.us) for informal solicitation announcements.

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

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

\$0 - \$5000 does not need to be advertised. Contact the Materials Management Division: (651) 296-2600

\$5,000 - \$25,000 should be advertised in the *State Register* for a period of at least seven calendar days;

\$25,000 - \$50,000 should be advertised in the *State Register* for a period of at least 14 calendar days; and

anything above \$50,000 should be advertised in the *State Register* for a minimum of at least 21 calendar day

## All "Active" Contracts

A summarized list of all "active" contracts and grants is available for subscribers only. Subscribers also receive LINKS to the *State Register*, as well as Bookmarks, and a growing INDEX to each volume, including the current issue, and previous volumes. Subscribers open their State Register and click on BOOKMARKS in the left hand corner. Here's what you receive via e-mail:

- **Word Search Capability**
- **LINKS, LINKS, LINKS**
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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)

## Department of Administration (Admin) Notice of Availability of Request for Proposal (RFP) for Designer Selection for: Design Two State Veterans Cemeteries, Duluth area and Redwood County

The State of Minnesota, Department of Administration, Real Estate and Construction Services ("State") 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, Real Estate and Construction Services website: [www.admin.state.mn.us/recs](http://www.admin.state.mn.us/recs), click on "Solicitation Announcements."

An informational meeting is tentatively scheduled for August 12, 2009 at 11:00 a.m. C.D.T. at the Veterans Service Building, 20 West 12<sup>th</sup> Street, St. Paul, MN 55155. All firms interested in this meeting should contact David Swantek at [dswantek@integra.net](mailto:dswantek@integra.net) to sign up to attend the meeting. Project questions will also be taken by this individual.

The Department of Administration, Real Estate Construction Services Division 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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## Minnesota State Colleges and Universities (MnSCU)

**Anoka-Ramsey Community College, Coon Rapids & Cambridge, MN**  
**Century College, White Bear Lake, MN**  
**Dakota County Technical College, Rosemount, MN**  
**Hennepin Technical College, Brooklyn Park and Eden Prairie, MN**  
**Inver Hills Community College, Inver Grove Heights, MN**  
**Metropolitan State University, St Paul, MN**  
**Minneapolis Community & Technical College, Minneapolis, MN**  
**Minnesota State University Moorhead, Moorhead, MN**  
**Normandale Community College, Bloomington, MN**  
**North Hennepin Community College, Brooklyn Park, MN**  
**Riverland Community College, Austin, Albert Lea, and Owatonna, MN**  
**St Cloud Technical College, St Cloud, MN**  
**St Paul Technical College, St Paul, MN**  
**South Central College, North Mankato, MN**

### Request for Armored Car Services

NOTICE IS HEREBY GIVEN that the fourteen college/universities listed above, with eighteen different locations will receive bids for armored car services. Specifications will be available on July 20, 2009 on the website:

*<https://www.finance.mnscu.edu/contracts-purchasing/collaborative/index.html>*

Copies of this specification can also be obtained from Joan Reese-Urban at (651) 779-3276, or e-mail: *joan.reese-urban@century.edu*.

Sealed proposals must be received by Joan Reese-Urban at Century College, 3300 Century Ave. No., White Bear Lake, Minnesota, 55110 by 2:00 PM on August 4, 2009. Bid tabulation sheets will be available on August 11, 2009. The above colleges/universities reserve the right to reject any and all proposals, or portions thereof, or to waive any irregularities or informalities, in proposals received.

Questions: In the event of questions, please call Joan Reese-Urban at (651) 779-3276 or Marilyn Smith at (763) 433-1306.

## Minnesota State Colleges and Universities (MnSCU)

### Chancellor's Office

### Notice of Availability of Request for Proposal (RFP) for On-Line Distribution of Construction Plans and Specifications

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of the Office of the Chancellor, is soliciting proposals for a vendor to provide a Web Based Construction Documentation Distribution System to advertise construction bids, distribute construction documents to prospective bidders, maintain the Plan Holder's list and distribute addenda to all Plan Holders. The system will be a virtual plan room implemented and maintained by the selected vendor. The Office of the Chancellor is seeking an existing system with a demonstrable solution with a minimum of one year of proven performance.

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".

An informational meeting is scheduled for **1:00 PM, Thursday, August 3, 2009 in Conference Room 3304** at Minnesota State Colleges

and Universities, Wells Fargo Place, 30 - 7th Street East, Suite 350, St. Paul, MN 55101-7804. All firms interested in this meeting should contact Jim Morgan at (651) 296-3823 or [James.morgan@csu.mnscu.edu](mailto:James.morgan@csu.mnscu.edu) to sign up for the meeting. Project questions will also be taken by this individual.

Proposals must be delivered to James P. Morgan, Program Manager, Office of the Chancellor, Wells Fargo Place, 30 - 7th Street East, Suite 350, St. Paul, MN 55101-7804, not later than **2:00 PM, Monday, August 24, 2009**. 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) Minneapolis Community and Technical College Notice of Availability of Request for Proposal (RFP) for Designer Selection For Student Center Renovation and Addition , Minneapolis Community and Technical College, Minneapolis, Minnesota**

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Minneapolis Community and Technical College, 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 2:30 PM, July 28, 2009 in the campus library room L 3000 at Minneapolis Community and Technical College, 1501 Hennepin Avenue, Minneapolis, MN 55403. All firms interested in this meeting should contact Valerie Frolov at (612) 659-6808 or [Valerie.frolov@minneapolis.edu](mailto:Valerie.frolov@minneapolis.edu) to sign up for the meeting.

Proposals must be delivered to: Michael Noble-Olson  
Room T-2700 Business Service Suite  
Minneapolis Community and Technical College,  
1501 Hennepin Avenue, Minneapolis, MN 55403  
Phone: 612-659-6866

**NOT later than 2:00 P.M., August 6, 2009.** 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 Department of Corrections Notice of Request for Proposals for Culturally-Specific Pre- and Post-Release Services to African American Offenders**

The Minnesota Department of Corrections (DOC) is seeking proposals to provide pre- and post-release services to African American offenders housed at Minnesota correctional facilities at Lino Lakes, Rush City, and Moose Lake. Services must focus on problem-solving; self-regulation; building and maintaining positive relationships; goal setting; managing stress; and maintaining physical, mental, and chemical health.

# State Contracts

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The contract period is September 15, 2009, through June 30, 2010. The total amount of funding available is estimated to be \$100,000. There is the possibility of an option to extend the contract four one-year terms based upon satisfactory delivery of services by the vendor and the availability of funds.

The full Request for Proposals (RFP) will be sent free-of-charge in response to written, e-mailed, or faxed requests to the contact person listed below. Proposals must be submitted to the DOC contact person. Other personnel are NOT allowed to discuss the RFP with anyone, including responders, before the proposal submission deadline. Proposals must be received by the contact person listed below no later than 2:30 p.m. central time, August 17, 2009.

Lynda Davis  
Department of Corrections Grants & Subsidies Unit  
1450 Energy Park Drive Suite 200, St. Paul, MN 55108-5219  
**Telephone:** (651) 361-7166  
**Fax:** (651) 642-0292  
**E-mail:** [ldavis@co.doc.state.mn.us](mailto:ldavis@co.doc.state.mn.us)

## Department of Health (MDH) Health Policy Division Request for Proposals for Behavioral Risk Factor Surveillance System (BRFSS)

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Health (MDH) is soliciting proposals for the administration of the Minnesota Behavioral Risk Factor Surveillance System (BRFSS) telephone survey. The anticipated two year and six month contract period is October 2009 through March 2012, with work beginning with the preparation, planning, and execution of the 2010 MN BRFSS according to the standardized protocol developed by the Centers for Disease Control and Prevention (CDC). The contract will cover two (2) years of annual January 1 through December 31 data collection plus three months of startup before the first year of data collection and up to three months of data processing after the end of the second year of data collection to deliver final products, with the option to extend the contract for an additional two years with satisfactory performance.

Continued work with the selected contractor beyond the first year and for each subsequent year of data collection is contingent upon performance of the required activities on schedule, within budget, and to the satisfaction of the State, adherence to CDC's BRFSS protocol, and availability of funds.

A copy of the RFP will be available at 8:00 a.m. on **July 27, 2009**, by email only, from Neakeyla Thomas at: [neakeyla.thomas@state.mn.us](mailto:neakeyla.thomas@state.mn.us). Department of Health personnel are NOT allowed to discuss the Request for Proposal with anyone, including responders, before the proposal submission deadline.

Prospective responders who have any questions regarding this RFP must e-mail: [health.brfss@state.mn.us](mailto:health.brfss@state.mn.us). The deadline for submission of questions is **Friday, August 7<sup>th</sup>**. Questions and responses will be posted at [www.health.state.mn.us/divs/chs/brfss](http://www.health.state.mn.us/divs/chs/brfss) shortly after the deadline.

All proposals must be received by MDH at the following address, no later than 4:30 Central time on **September 4<sup>th</sup>, 2009**, in the manner specified in the RFP. Fax and email submissions will not be accepted.

Nagi Salem  
BRFSS Director  
85 East 7<sup>th</sup> Place, Suite 220  
St. Paul, MN 55164-0882

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 Historical Society (MHS)****Notice of Request for Proposals for FY10 Direct Marketing Acquisition Services**

The Minnesota Historical Society (Society) is seeking proposals from qualified firms to conduct a successful and measurable direct-mail and email membership acquisition campaign in the fall and spring of FY2010. Current plans call for a total of approximately 150,000 direct mail pieces to be sent out in two batches, one in the fall and the second in the spring, both of which would be followed by an email blast approximately two to four weeks later.

The Request for Proposals is available from Mary Green-Toussaint, Purchasing Coordinator, Minnesota Historical Society, 345 Kellogg Blvd. W., St. Paul, Minnesota 55102. E-mail: [mary.green-toussaint@mnhs.org](mailto:mary.green-toussaint@mnhs.org).

Bids must be received no later than 2:00 p.m., Local Time, Tuesday, August 18, 2009. No late bids will be accepted.

Dated: July 27, 2009

**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 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

# State Contracts

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## Department of Transportation (Mn/DOT)

### Engineering Services Division

#### Notice Concerning Professional/Technical Contract Opportunities and Taxpayers' Transportation Accountability Act Notices

**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. Mn/DOT is also posting notices as required by the Taxpayers' Transportation Accountability Act on the above referenced website.

## 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.

## Counties Transit Improvement Board

### Notice of Request for Proposals for Board Administrative Services

**NOTICE IS HEREBY GIVEN** that the Counties Transit Improvement Board (the "Board") is soliciting proposals for administrative services relating to Board administration for the period from January 1, 2010 through December 31, 2011. The Board may choose to extend the term of a contract with the successful Proposer with an option for three one-year renewals. The selected firm will provide administrative services to the Counties Transit Improvement Board.

Proposals must be received no later than 12:00 p.m. (noon), Central Daylight Time (CDT), Friday, September 11, 2009. The Board reserves the right to reject late responses.

Complete details regarding submission requirements are included within the Request for Proposals.

Anticipated project schedule is:

<i>Request for Proposals Issued</i>	<b>July 20, 2009</b>
<i>Pre-Proposal Conference</i>	<b>If needed</b>
<i>Deadline for Written Questions</i>	<b>August 28, 2009</b>

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## Non-State Bids, Contracts & Grants

Written Response, Addenda Sent	September 3, 2009
Proposal Due	September 11, 2009
Evaluation Interviews, if any	Weeks of September 21 or 28, 2009
Selection of Contractor and authorization of contract by the Board	October 21, 2009

All firms interested in receiving an RFP are invited to submit an e-mail or written request to:

Kaye Lockrem, Clerk of the Board  
Counties Transit Improvement Board  
Hennepin County Environmental Services Building  
417 North Fifth Street, Suite 320  
Minneapolis, MN 55401-1397  
ATTN: CTIB Board Administrative Services Proposal  
**Phone:** (612) 543-0817  
**Fax:** (612)348-9710  
**E-mail:** [kaye.lockrem@co.hennepin.mn.us](mailto:kaye.lockrem@co.hennepin.mn.us)

**NOTE:** The RFP is available in electronic form upon request.

### Counties Transit Improvement Board Notice of Request for Proposals for Federal Lobbying Services

**NOTICE IS HEREBY GIVEN** that the Counties Transit Improvement Board (the "Board") is soliciting proposals for federal lobbying services relating to advising the Board on governmental and congressional affairs for the period from January 1, 2010 through December 31, 2011. The selected contractor will represent the policies and interests of the Board in Washington, D.C., as well as assist with the development of its congressional requests, track funding and policy issues throughout the congressional session, and represent the Board throughout the year on intergovernmental issues.

Proposals must be received no later than 12:00 p.m. (noon), Central Daylight Time (CDT), Friday, September 11, 2009. The Board reserves the right to reject late responses.

Complete details regarding submission requirements are included within the Request for Proposals.

Anticipated project schedule is:

Request for Proposals Issued	July 20, 2009
Pre-Proposal Conference	If needed
Deadline for Written Questions	August 28, 2009
Written Response, Addenda Sent	September 3, 2009
Proposal Due	September 11, 2009
Evaluation Interviews, if any	Weeks of September 21 or 28, 2009
Selection of Lobbyist and authorization of contract by the Board	October 21, 2009

All firms interested in receiving an RFP are invited to submit an e-mail or written request to:

Mary Richardson, Interim Coordinator  
Counties Transit Improvement Board  
477 Selby Avenue  
St. Paul, MN 55102  
**Phone:** (651) 222-7227

# Non-State Bids, Contracts & Grants

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**Fax:** (651)223-5229

**E-mail:** [mrichardson@rranow.com](mailto:mrichardson@rranow.com)

**NOTE:** The RFP is available in electronic form upon request.

## Counties Transit Improvement Board Notice of Request for Proposals for State Lobbying Services

**NOTICE IS HEREBY GIVEN** that the Counties Transit Improvement Board (the "Board") is soliciting proposals for state lobbying services relating to advising the Board on governmental and legislative affairs for the period from January 1, 2010 through December 31, 2011. The selected contractor will represent the policies and interests of the Board at the Minnesota Legislature, as well as assist with the development of a legislative platform, help track transportation funding issues throughout the session, and represent the Board throughout the year on intergovernmental issues.

Proposals must be received no later than 12:00 p.m. (noon), Central Daylight Time (CDT), Friday, September 11, 2009. The Board reserves the right to reject late responses.

Complete details regarding submission requirements are included within the Request for Proposals.

Anticipated project schedule is:

Request for Proposals Issued	July 20, 2009
Pre-Proposal Conference	If needed
Deadline for Written Questions	August 28, 2009
Written Response, Addenda Sent	September 3, 2009
Proposal Due	September 11, 2009
Evaluation Interviews, if any	Weeks of September 21 or 28, 2009
Selection of Lobbyist and authorization of contract by the Board	October 21, 2009

All firms interested in receiving an RFP are invited to submit an e-mail or written request to:

Mary Richardson, Interim Coordinator  
Counties Transit Improvement Board  
477 Selby Avenue  
St. Paul, MN 55102  
**Phone:** (651) 222-7227  
**Fax:** (763)223-5229  
**E-mail:** [mrichardson@rranow.com](mailto:mrichardson@rranow.com)

**NOTE:** The RFP is available in electronic form upon request.

## Solid Waste Management Coordinating Board Notice of Request for Qualifications for Grant Manager Services for the Solid Waste Management Coordinating Board Community POWER Project

The Solid Waste Management Coordinating Board is seeking proposals from qualified individuals for Grant Manager Services for the Community POWER Project. The Solid Waste Management Coordinating Board is comprised of the Minnesota counties of Anoka, Carver, Dakota, Hennepin, Ramsey, and Washington.

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## Non-State Bids, Contracts & Grants

The Requests for Qualifications can be downloaded at [www.swmcb.org/rfps](http://www.swmcb.org/rfps). The Request for Qualifications is also available by calling or writing Joy Miciano, Solid Waste Management Coordinating Board, 477 Selby Avenue, St. Paul, Minnesota, 55102. Phone: (651) 222-7227. E-mail: [jmiciano@rranow.com](mailto:jmiciano@rranow.com).

Proposals must be received no later than 4:00 p.m., Central Standard Time (CST) on or before Friday, September 11, 2009. The SWMCB reserves the right to reject late proposals. Specifications concerning submission requirements are included in the Request for Qualifications.

### 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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