

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**  
Published every Monday (Tuesday when Monday is a holiday)

**Monday 19 April 2010  
Volume 34, Number 42  
Pages 1401 - 1440**

# 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- Withdrawn Rules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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### Printing Schedule and Submission Deadlines

Vol. 34 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	
# 42	Monday	19 April	Noon Tuesday	13 April	Noon Wednesday	7 April
# 43	Monday	26 April	Noon Tuesday	20 April	Noon Wednesday	14 April
# 44	Monday	3 May	Noon Tuesday	27 April	Noon Wednesday	21 April
# 45	Monday	10 May	Noon Tuesday	4 May	Noon Wednesday	28 April

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- **"Affidavit of Publication"** includes a notarized "Affidavit" and a copy of the issue: \$10.00.

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USPS Publication Number: 326-630 (ISSN: 0146-7751)

THE *STATE REGISTER* IS PUBLISHED by Materials Management Division, Department of Administration, State of Minnesota, pursuant to *Minnesota Statutes* § 14.46 and is available at main branch county libraries in Minnesota and all "State Depository Libraries:" State University and Community College libraries; University of Minnesota libraries; St. Paul, Minneapolis and Duluth Public Libraries; Legislative Reference Library; State Law Library; Minnesota Historical Society Library; and Library Development Service at the State Department of Education.

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## Minnesota Rules: Amendments & Additions

Rules Index - Vol. 34, # 40-42: April 5 - April 19, 2010 ..... 1404

## Appointments

### Veterans Affairs Department

Notice of Appointment of Michael Pugliese to be Commissioner of  
the Department of Veterans Affairs ..... 1405

## Commissioners' Orders

### Department of Natural Resources

SNA Order # 203: Boltuck-Rice Forever Wild Scientific and Natural Area  
Effective Date: 3/29/2010 Statutory authority: MS 84.033, 86A.05,  
Subd. 5, and 97A.093 ..... 1405

SNA Order # 205: Pembina Trail Scientific and Natural Area  
Effective Date: 2/26/2010  
Statutory authority: MS 84.033, 86A.05, Subd. 5, and 97A.093  
Supercedes: SNA Order # 123 ..... 1407

SNA Order # 204: Lake Alexander Scientific and Natural Area  
Effective Date: 2/26/2010  
Statutory authority: MS 84.033, 86A.05, Subd. 5, and 97A.093  
Supercedes: SNA Order # 168 ..... 1409

## Official Notices

A Special "Heads Up" ..... 1415

### Department of Health

Notice of Intent to Adopt Rules Pursuant to Minnesota Statutes, Section  
62J.536 for Minnesota Uniform Standard Companion Guides for the  
Implementation of the Pharmacy Claims Submission and Response and  
the Pharmacy Reversal Submission and Response Transactions  
[NCPDP Version D Release Ø] ..... 1415

### Metropolitan Airports Commission

Notice of Public Hearing and Public Comment Period on Flying  
Cloud Airport Zoning Ordinance ..... 1417

### Department of Employment and Economic Development

Notice of Public Hearing on State Plan for Independent Living ..... 1418

### Department of Health

Notice of Application for Essential Community Provider Status ..... 1418

### Department of Human Services

Notice of Alzheimer's Disease Working Group Meetings May 4, June 30, and  
September 14, 2010 ..... 1419

### Department of Transportation

Notice of Suspension and Debarment ..... 1419

## State Grants & Loans

Great Business Opportunities ..... 1420

### Department of Commerce

Notice of Grant Availability ..... 1420

### Department of Health

Request for Proposals for Clinical Dental Education Innovations Grants ..... 1421

### Pollution Control Agency

Proposals Accepted for Nonpoint Source Water Pollution Project Grants  
through the Federal Clean Water Act Section 319 Grant Program ..... 1421

## State Contracts

Great Business Opportunities ..... 1422

## Colleges and Universities (MnSCU)

### Anoka Ramsey Community College

Request For Proposals for Printing and Mail Preparation for Monument  
and Wayfinding Signage ..... 1423

Sealed Bids Are Sought for CS Air Handling Unit Replacement in the  
Administration Building, Anoka Ramsey Community College,  
Coon Rapids, MN ..... 1423

### Office of the Chancellor

Request for Proposals for identifying a vendor who specializes in Enterprise  
J2EE application development for use by the MnSCU Office of the  
Chancellor in the Student First Program ..... 1424

Request for Proposals for Identifying Vendor Who Specializes in  
eCommunications Gateway Services for use by the MnSCU Office of  
the Chancellor ..... 1425

### Inver Hills Community College

Sealed Bids Sought for Activities Building Exterior Wall Corrective  
Restoration, Inver Hills Community College, Inver Grove Heights, MN ... 1425

### Metropolitan State University

Request for Proposals for Service Maintenance Agreement for Multimedia  
Classrooms ..... 1426

### Normandale Community College

Request for Proposals for Contractor for Food Service Management ..... 1426

### North Hennepin Community College

Sealed Bids Sought for Center for Business and Technology Renovation &  
Addition Project, North Hennepin Community College,  
Brooklyn Park, MN ..... 1427

### Ridgewater College

Sealed Bids Sought for 2010 Central Heating Plant Improvements ..... 1428

### Riverland College

Sealed Bids Sought for 2010 HVAC and Fire Protection System  
Improvements on the Albert Lea Campus, Riverland Community College,  
Albert Lea, MN ..... 1429

### Rochester Community and Technical College

Sealed Bids Sought for 2010 Heating System Conversion, Rochester  
Community and Technical College, Rochester, MN ..... 1430

Notice of Request for Proposal (RFP) for Concessions Stand Needs ..... 1430

### St. Cloud Technical and Community College

Bids Sought for Allied Health Center Renovation Project ..... 1431

Bids Sought for 2010 Electrical Distribution Upgrade ..... 1432

### Department of Health

Notice of Availability of Contract for the Health Communications  
Capacity Building Project ..... 1432

### Department of Human Services

Notice of Request for Proposals to Implement and Operate Outcomes-based  
Restrospective Drug Utilization Reviews (Retro DUR) ..... 1434

### Department of Natural Resources

Notice of Availability of Contract for Blufflands State Trail System Exhibits ... 1434

### Pollution Control Agency

Request for Proposals for Professional/Technical Master Contract for  
the Minimal Impact Design Standards (MIDS) Project ..... 1435

### Department of Public Safety

Request for Proposals for Audit Tool Solution ..... 1436

### Department of Transportation

Request for Proposals for Language Services ..... 1436

Contracting Opportunities for a Variety of Highway Related

Technical Activities ("Consultant Pre-Qualification Program") ..... 1437

Professional/Technical Contract Opportunities and

Taxpayers' Transportation Accountability Act Notices ..... 1438

## Non-State Bids, Contracts & Grants

Additional Contracts ..... 1438

### Transit for Livable Communities

Request for Proposals for Communications and Community Outreach  
Professional Services ..... 1439

### University of Minnesota (U of M)

Subscribe to Bid Information Service (BIS) ..... 1439

Contracts information is available from the Materials Management  
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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. 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, but 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.

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 #40-52 inclusive, with final index (#1-52, or 53 in some years). 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, phone: (612) 297-3000, or toll-free 1-800-657-3757.

## Rules Index: Vol. 34 # 40 - 42:

Monday 5 April 2010 - Monday 19 April 2010

### Agriculture Department

1570.0100; .0200; .0500; .0600; .0700; .0800; .0900  
(adopted)..... 1327

### Chiropractic Examiners Board

2500.1900; .2040; .2110; .2130 (adopted)..... 1328  
2500.2130, s. 1, 2 (repealed)..... 1328

### Natural Resources Department (DNR)

6230.0400; 6232.2100; .3200; .3500; 6234.0800; .2200;  
.2300; .2400; 6240.0250; .1200; .1700 (proposed)..... 1359  
6232.2900; .3055; .3500 (adopted expedited  
emergency)..... 1367  
6232.3700; .3855 (adopted expedited emergency)..... 1330  
6234.2100 s. 5, 6; .2500; .3000 s. 5 (proposed repealer).... 1359  
6264.0400 (adopted expedited emergency)..... 1366  
6264.0400 s. 59 (repealed expedited emergency)..... 1366

## Appointments

*Minnesota Statutes*, Section 15.06, Subd. 5, requires notice of the designation of a commissioner or acting commissioner, or the assumption of office by a temporary commissioner, shall be filed with the president of the senate and the speaker of the house with a copy delivered to the secretary of state and published in the next available edition of the *State Register*.

## Department of Veterans Affairs

### Notice of Appointment of Commissioner Michael Pugliese

**NOTICE IS HEREBY GIVEN**, pursuant to *Minnesota Statutes*, Section 15.06, Subd. 5, that Governor Tim Pawlenty has appointed Commissioner Michael Pugliese to the office of Commissioner of the Minnesota Department of Veterans Affairs effective April 14, 2010. He replaces Commissioner Clark Dyrud, appointed on March 28, 2005.

This appointment carries with it all rights, powers, duties, and emoluments granted by law and pertaining to this position until this appointment is superseded or annulled. The laws and rules governing the Department of Veterans Affairs are:

- *Minnesota Statutes*, Chapters 196, 197, 198
- *Minnesota Rules* 9050

Commissioner Pugliese resides at 4849 Park Avenue, Minneapolis, Minnesota, 55417, Hennepin County, Congressional District Five.

He can be reached at the Minnesota Department of Veterans Affairs, Veterans Service Bldg., 2nd Floor, 20 West 12th Street, St. Paul, MN 55155. Telephone (651) 296-2783. Web page: <http://www.mdva.state.mn.us>

## Commissioners' Orders

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

## Department of Natural Resources

### SNA Order # 203: Boltuck-Rice Forever Wild Scientific and Natural Area

**Effective Date:** 3/29/2010

**Statutory Authority:** *Minnesota Statutes* 84.033, 86A.05, Subd. 5, and 97A.093

**WHEREAS**, certain lands in Itasca County, Minnesota, described as:

Parcel 1

That part of Government Lot 5, Section 18, Township 54, Range 26, Itasca County, Minnesota, lying southeasterly and northerly of the following described line:

Commencing at the southwest corner of said Government Lot 5, thence on an assumed bearing of East, along the south line of said Government Lot 5, a distance of 1299.03 feet, to the northeast corner of the Northwest Quarter of the Northeast Quarter of Section 19, Township 54, Range 26, Itasca County, Minnesota, said point also being the point of beginning of the line to be described; thence North (Cite 34 SR 1405)

*Minnesota State Register*, Monday 19 April 2010

Page 1405

# Commissioner's Orders

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41 degrees 25 minutes 00 seconds East, a distance of 142.33 feet; thence westerly a distance of 171.83 feet, along a non-tangential curve concave to the south, having a radius of 333.00 feet and a central angle of 29 degrees 33 minutes 54 seconds, the chord of said curve bears South 82 degrees 47 minutes 39 seconds West; thence westerly a distance of 102.46 feet along a reverse curve concave to the north, having a radius of 267.00 feet and a central angle of 21 degrees 59 minutes 13 seconds, to a point 66.00 feet north of, as measured at a right angle to said south line of Government Lot 5; thence on a bearing of West, parallel with said south line, a distance of 263.43 feet; thence westerly a distance of 142.99 feet, along a tangential curve, concave to the north, having a radius of 267.00 feet and a central angle of 30 degrees 41 minutes 04 seconds; thence westerly a distance of 230.641 feet, along a reverse curve concave to the south, having a radius of 333.00 feet and a central angle of 39 degrees 41 minutes 02 seconds; thence South 81 degrees 00 minutes 00 seconds West, a distance of 509.87 feet to the west line of said Government Lot 5 and said line there terminating.

EXCEPT

All that part of said Government Lot 5, lying southeasterly of the following described line:

Assuming the south boundary line of said Government Lot 5 to have a bearing of East and West and beginning at the northeast corner of the Northwest Quarter of the Northeast Quarter of Section 19-54-26; thence North 41 degrees 25 minutes 00 seconds East for a distance of 442 feet, more or less, to a point on the shoreline of Sissebakwet lake and there terminating.

And

Parcel 2

Government Lot 6, 18-54-26

And also

Government Lot 7, 18-54-26 except that part lying northerly and easterly of the following described line: Beginning at the point on the north line of said Government Lot 7 that is 275.0 feet easterly of the northwest corner of said Government Lot 7; thence deflect 19 degrees 09 minutes 13 seconds to the south a distance of 537 feet more or less to intersect the shore of Sugar Lake and there terminating.

containing 72.35 acres, more or less, is under the control and possession of the Department of Natural Resources;

and

**WHEREAS**, such lands contain undisturbed examples of Northern Mesic Hardwood Forest, Northern Rich Mesic Hardwood Forest, Northern Very Wet Ash Swamp, Northern Rich Fen, Northern Wet Cedar Forest, Northern Cedar Swamp, and Northern Rich Tamarack Swamp and potential habitat for rare plant and animal species including *Ranunculus lapponicus* (lapland buttercup), *Malaxis monophyllos* var. *brachypoda* (white adder's mouth), *Cypripedium arietinum* (ram's head orchid), *Geocaulon lividum* (northern comandra), *Pyrola minor* (small shinleaf), *Botrychium spp* (moonwort ferns), *Hemidactylium scutatum* (four-toed salamanders), and *Haliaeetus leucocephalus* (bald eagle); and the unique geological features of a series of well-preserved ice push ridges and swales that document historical changes in the water table.

and

**WHEREAS**, the most effective means by which such lands can be protected and perpetuated in their natural state and used for educational and research purposes in such a manner as will leave them conserved for future generations is by designation as a Scientific and Natural Area;

**THEREFORE, IT IS HEREBY ORDERED**, pursuant to authority vested in me by law, including but not limited to *Minnesota Statutes*, sections 84.033; 86A.05, subd. 5; and 97A.093, that the above-described lands are designated as the Boltuck-Rice Forever Wild Scientific and Natural Area.



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# Commissioner's Orders

**FURTHERMORE**, the Boltuck-Rice Forever Wild Scientific and Natural Area is designated as a Public Use unit, open to the public for nature observation and general educational and research activities.

**IT IS FURTHER ORDERED** that the provisions of Minn. Rules 6136.0100 through 6136.0600 shall apply to the above-designated area, except that boats may land at a designated place on the lake shore and the area shall be open to hunting and dogs under control, with such limitations as the Commissioner determines are necessary for protection of the values for which the site was designated.

This order takes effect upon signature. A copy of this order shall be filed with the Secretary of State.

## Department of Natural Resources

### SNA Order # 205: Pembina Trail Scientific and Natural Area

**Effective Date:** 2/26/2010

**Statutory Authority:** *Minnesota Statutes* 84.033, 86A.05, Subd. 5, and 97A.093

**Supersedes:** SNA Order # 123

**WHEREAS**, certain lands in Polk County, Minnesota, described as:

In Township One Hundred Forty-nine (149) North, Range Forty-five (45) West of the Fifth Principal Meridian, all of Section Thirty-six (36), and the East Half (E ½) of Section Twenty-five (25);

And

In Township One Hundred Forty-nine (149) North of Range Forty-four (44) West of the Fifth Principal Meridian, the East Half of the Southwest Quarter (E½ SW¼), Government Lots Three (3) and Four (4) and the Southeast Quarter (SE ¼) all in Section Thirty (30), and part of the Northwest Quarter (NW¼) of Section Thirty (30) as conveyed by Warranty Deed, date July 26, 1977 and recorded September 1, 1977 at 9 a.m. in Document No. 424979, EXCEPT that part thereof conveyed by Warranty Deed, dated August 4, 1977, and recorded September 2, 1977, at 2 p.m. in Document No. 425005, and the East Half of the Northwest Quarter (E½ NW¼), the East Half of the Southwest Quarter (E½ SW¼), Government Lots One (1), Two (2), Three (3) and Four (4) and the Northeast Quarter (NE¼), all in Section thirty-one (31), EXCEPT that part thereof conveyed by Warranty Deed, dated August 4, 1977, and recorded September 2, 1977, at 2 p.m. in Document No. 425005;

And

The part of the Northwest Quarter (NW¼), Section Thirty (30), Township One Hundred Forty-nine (149) North, Range Forty-four (44) West, Polk County, Minnesota, described as follows:

Commencing at the Northwest Corner of said Northwest Quarter (NW¼); thence North 89 degrees 58 minutes 42 seconds East, assumed bearing along the North line of said Northwest Quarter (NW¼), 1343.72 feet to the point of beginning of the tract to be described; thence South 6 degrees 24 minutes 34 seconds West, 605.83 feet; thence South 11 degrees 48 minutes 49 seconds West 2089.36 feet to the South line of said Northwest Quarter (NW¼); thence South 89 degrees 59 minutes 42 seconds East 33.71 feet along the South line of said Northwest Quarter (NW¼); thence North 11 degrees 48 minutes 49 seconds East 2084.07 feet; thence North 6 degrees 24 minutes 34 seconds East 611.06 feet to the North line of said Northwest Quarter (NW¼); thence South 89 degrees 58 minutes 42 seconds West 33.21 feet along the North line of said Northwest Quarter (NW¼) to the point of beginning containing 2.04 acres, more or less;

And

In Township One Hundred Forty-eight (148) North, Range Forty-five (45) West of the Fifth Principal Meridian, parts of Govern-

# Commissioner's Orders

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ment Lot Four (4) and the Southwest Quarter of the Northwest Quarter (SW¼ NW¼) of Section One (1) and parts of Government Lots One (1), Two (2), and Three (3), and the Southeast Quarter of the Northeast Quarter (SE¼ NE¼) of Section Two (2) all as conveyed by Warranty Deed, dated July 26, 1977, and recorded September 1, 1977, at 9 a.m. in Document No. 424979, EXCEPT that part described as follows:

That part of Sections One (1) and Two (2), Township One Hundred Forty-eight (148) North, Range Forty-five (45) West, Polk County, Minnesota, described as follows:

Commencing at the iron monument at the Southwest Corner of Section Thirty-one (31), Township One Hundred Forty-nine (149) North, Range Forty-four (44) West, Polk County, Minnesota; thence East, assumed bearing, a distance of 2671.39 feet along the north line of said Section One (1) and Two (2) to an iron monument at the South Quarter (S ¼) corner of Section Thirty-one (31) Township One Hundred Forty-nine (149) North, Range Forty-four (44) West, Polk County, Minnesota; thence South a distance of 1888.22 feet to an iron monument, the point of beginning of the tract to be described; thence South 89 degrees 07 minutes 11 seconds West a distance of 970.33 feet to an iron monument in the centerline of County Ditch # 140; thence South 04 degrees 23 minutes 30 seconds East a distance of 344.53 feet along the centerline of said ditch to an iron monument; thence South 83 degrees 09 minutes 10 seconds East a distance of 653.71 feet along the centerline of said ditch to an iron monument; thence North, 71 degrees 08 minutes 16 seconds East a distance of 311.52 feet along the centerline of said ditch to an iron monument; thence North a distance of 335.65 feet to the iron monument at the point of beginning containing 8.48 acres, more or less;

And

Government Lots Three (3) and Four (4), Section Eighteen (18); and Government Lots (1), Two (2), Three (3), and Four (4), and the East Half of the West Half (E½ W½), Section Nineteen (19); all in Township One Hundred Forty-nine (149) North, Range Forty-four (44) West of the Fifth Principal Meridian, EXCEPT those parts of the above described land conveyed for railroad right-of-way;

And

The Southeast Quarter (SE¼) of Section Thirteen (13), Township One Hundred Forty-nine (149) North, Range Forty-five (45) West and the Southeast Quarter (SE¼) of Section Three (3), Township One Hundred forty-eight (148) North, Range Forty-five (45) West.

And

A strip or piece of land 125 feet in width on the Northerly side of and immediately adjoining the present 100 foot wide right of way of The Great Northern Railway Company (now BNSF Railway Company), as the same is now located and established in the S1/2 SW1/4 of Section 19, Township 149 North, Range 44 West of the 5<sup>th</sup> P. M., Polk County, Minnesota, said strip of land beginning 1173 feet East from the West line of said Section 19 and extending Easterly to the East line of said S1/2 SW ¼, and being the same parcels of land described in deed recorded October 7, 1914 in Book 137 of Deeds, page 536, and in deed recorded June 1, 1917 in Book 156 of Deeds, page 151, in and for said county are under the control and possession of the Department of Natural Resources;

And

**WHEREAS**, such lands contain an undisturbed example of wet-mesic and mesic prairie plant communities that contain the following rare, threatened or endangered plant and animal species: prairie white-fringed orchid (*Platanthera praeclara*), sticky false asphodel (*Tofieldia glutinosa*), marsh arrow grass (*Triglochin palustris*), hall's sedge (*Carex hallii*), yellow rail (*Coturnicops noveboracensis*), upland sandpiper (*Bartramia longicauda*), and greater prairie chicken (*Tympanuchus cupido*).

And

**WHEREAS**, the most effective means by which such lands can be protected and perpetuated in their natural state and used for educational and research purposes in such a manner as will leave them conserved for future generations is by designation as a Scientific and Natural Area;



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## Commissioner's Orders

**THEREFORE, IT IS HEREBY ORDERED**, pursuant to authority vested in me by law, including but not limited to *Minnesota Statutes*, sections 84.033, 86A.05, subd. 5, 97A.093, that the above-described lands are designated as the Pembina Trail Scientific and Natural Area.

**FURTHERMORE**, the Pembina Trail Scientific and Natural Area is designated as a Public Use unit, open to the public for nature observation and general educational and research activities.

**IT IS FURTHER ORDERED** that Scientific and Natural Area Order no. 123 is hereby superseded.

**IT IS FURTHER ORDERED** that the provisions of Minn. Rules 6136.0100 through 6136.0600 shall apply to the above-designated area.

This order takes effect upon signature. A copy of this order shall be filed with the Secretary of State.

## Department of Natural Resources

### SNA Order # 204: Lake Alexander Scientific and Natural Area

**Effective Date:** 2/26/2010

**Statutory Authority:** *Minnesota Statutes* 84.033, 86A.05, Subd. 5, and 97A.093

**Supercedes:** SNA Order # 168

**WHEREAS**, certain lands in Morrison County, Minnesota, described as:

Tract 1

The South Half of the Northeast Quarter (S 1/2 NE 1/4), and the Northwest Quarter of the Northeast Quarter (NW 1/4 NE 1/4), and the West Half of the Northeast Quarter of the Northeast Quarter (W 1/2 NE 1/4 NE 1/4), ALL IN Section Fifteen (15), Township One Hundred Thirty-One (131), Range Thirty-One (31)

And

The North Half of the Southeast Quarter (N 1/2 SE 1/4) and the Southwest Quarter of the Southeast Quarter (SW 1/4 SE 1/4) of Section 15, Township 131, Range 31

And

The Southwest Quarter (SW 1/4) and the Northwest Quarter (NW 1/4) all in Section 15, Township 131, Range 31

And

The Southeast Quarter (SE 1/4), Section Nine (9), Township 131, Range 31

And

The Southwest Quarter of the Southwest Quarter (SW 1/4 SW 1/4), the Southeast Quarter of the Southwest Quarter (SE 1/4 SW 1/4), the Northeast Quarter of the Southwest Quarter (NE 1/4 SW 1/4), the Southeast Quarter of the Southeast Quarter (SE 1/4 SE 1/4), ALL IN Section Ten (10), Township 131, Range 31

And

# Commissioner's Orders

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Lot One (1), the Northeast Quarter (NE 1/4), the North Half of the Northwest Quarter (N 1/2 NW 1/4), the Southeast Quarter of the Northwest Quarter (SE 1/4 NW 1/4) and the Southwest Quarter (SW 1/4), ALL IN Section 9, Township 131, Range 31.

## Tract 2

That part of Government Lot Four (4), Section Twenty-eight (28), Township One Hundred Thirty-two (132) North, Range Thirty-one (31) West and the vacated portion of the plat of HELEN PARK on file and of record in the Morrison County Recorder's Office, lying easterly of the west line of Lot Five (5), Block One (1), HELEN PARK, projected northerly parallel to the westerly line of said Government Lot 4; lying westerly of the east line of Lot Nine (9), Block I, HELEN PARK, projected northerly parallel to the westerly line of said Government Lot 4; lying southerly of Ham Lake and lying northerly of the centerline of Thoroughfare Road. Said centerline of Thoroughfare Road is described as follows:

Commencing at the northwest corner of said Section 28 from which the north quarter corner of said Section 28 bears South 89 degrees 27 minutes 34 seconds East, bearing assumed, 2623.22 feet; thence South 00 degrees 48 minutes 18 seconds East 1941.35 feet along the west line of said Section 28 to the centerline of said Thoroughfare Road; thence North 64 degrees 28 minutes 22 seconds East 133.51 feet; thence North 75 degrees 36 minutes 07 seconds East 73.43 feet to the intersection of said centerline and the west line of Lot 5, Block I, HELEN PARK, projected northerly parallel to the westerly line of said Government Lot 4 and the point of beginning; thence North 78 degrees 43 minutes 39 seconds East 76.92 feet; thence easterly along a tangential curve concave to the south having a radius of 374.03 feet, a central angle of 27 degrees 33 minutes 02 seconds, and an arc length of 179.86 feet to the intersection with the east line of Lot 9, Block I, HELEN PARK, projected northerly parallel to the westerly line of said Government Lot 4 and there terminating.

## Tract 3 – Acquisition 119390

That part of Government Lot Four (4), Section Twenty-eight (28), Township One Hundred Thirty-two (132) North, Range Thirty-one (31) West and the vacated portion of the plat of HELEN PARK on file and of record in the Morrison County Recorder's Office, lying easterly of the east line of Lot Nine (9), Block One (I), HELEN PARK, projected northerly parallel to the westerly line of said Government Lot 4; lying southerly of Ham Lake and lying northerly of the centerline of Thoroughfare Road. Said centerline of Thoroughfare Road is described as follows:

Commencing at the northwest corner of said Section 28 from which the north quarter corner of said Section 28 bears South 89 degrees 27 minutes 34 seconds East, bearing assumed, 2623.22 feet; thence South 00 degrees 48 minutes 18 seconds East 1941.35 feet along the west line of said Section 28 to the centerline of said Thoroughfare Road; thence North 64 degrees 28 minutes 22 seconds East 133.51 feet; thence North 75 degrees 36 minutes 07 seconds East 73.43 feet; thence North 78 degrees 43 minutes 39 seconds East 76.92 feet; thence easterly along a tangential curve concave to the south having a radius of 374.03 feet, a central angle of 27 degrees 33 minutes 02 seconds, and an arc length of 179.86 feet to the intersection with the east line of Lot 9, Block I, HELEN PARK, projected northerly parallel to the westerly line of said Government Lot 4 and the point of beginning; thence continuing easterly along said tangential curve having a central angle of 31 degrees 42 minutes 25 seconds, and an arc length of 206.98 feet; thence South 42 degrees 00 minutes 54 seconds East along said centerline tangent to said curve 282.72 feet; thence southeasterly along a tangential curve concave to the north having a radius of 538.28 feet, a central angle of 19 degrees 34 minutes 40 seconds, and an arc length of 183.93 feet; thence South 61 degrees 35 minutes 34 seconds East along said centerline tangent to said curve 222.75 feet; thence South 67 degrees 42 minutes 28 seconds East along said centerline 177.53 feet to the east line of said Government Lot 4 and there terminating.

## Tract 4

The South Half of the Southeast Quarter (S 1/2 SE 1/4) of Section Twenty-eight (28), and the Northwest Quarter of the Northeast Quarter (NW 1/4 NE 1/4) of Section Thirty-three (33), ALL IN Township One Hundred Thirty-two (132) North, Range Thirty-one (31) West.

## Tract 5

The Northwest Quarter of the Southwest Quarter (NW 1/4 SW 1/4) of Section Ten (10), Township One Hundred Thirty-one (131)

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## Commissioner's Orders

North, Range Thirty-one (31) West, Morrison County.

Tracts 6 & 7

Government Lot 4, Section 29, Township 132 North, Range 31 West, and Government Lot 1, Section 32, Township 132 North, Range 31 West, and that part of Government Lot 7, Section 28, Township 132 North, Range 31 West lying west of a line drawn parallel with the north and south line between Government Lot 4 in Section 29, Township 132 North, Range 31 West and Government Lot 7, Section 28, Township 132 North, Range 31 West, and 162 1/2 feet east of said line and that part of Government Lot 1, Section 33, Township 132 North, Range 31 West, lying east of the line between Government Lot 1, Section 32, Township 132 North, Range 31 West and Government Lot 1, Section 33, Township 132 North, Range 31 West and 162 1/2 feet east of said line.

Also

Those parts of Government Lot 7, Section 28, and Government Lot 1, Section 33, all in Township 132, Range 31, Morrison County, Minnesota, lying northerly of the creek or thoroughfare connecting said Fish Trap Lake to Lake Alexander and easterly of the following described line:

Commencing at the northeast corner of said Government Lot 7; thence South 89 degrees 49 minutes 35 seconds West, assigned bearing, 835.38 feet along the north line of said Government Lot 7 to a point 628 feet, more or less, easterly from the shoreline of Fish Trap Lake, the point of beginning of said line; thence South 0 degrees 10 minutes 25 seconds East 1291.63 feet to the south line of said Government Lot 7, being also the north line of said Government Lot 1; thence continuing South 0 degrees 10 minutes 25 seconds East 1320 feet, more or less, to the creek or thoroughfare connecting said Fish Trap Lake to Lake Alexander, and said line there terminating.

Together with and subject to a 16 foot wide easement for ingress and egress over and across Government Lot 6 in said Section 28, and said Government Lot 7, the centerline of which is described as follows:

Commencing at said northeast corner of Government Lot 7 and retaining the same basis of bearing; thence South 89 degrees 49 minutes 35 seconds West 748.01 feet along said north line of Government Lot 7; thence North 18 degrees 28 minutes 24 seconds East 64.43 feet; thence northerly along a tangential curve concave to the west, having a radius of 266.76 feet, central angle of 57 degrees 03 minutes 10 seconds, and an arc length of 265.63 feet; thence North 38 degrees 34 minutes 46 seconds West, tangent to said curve, 75.29 feet; thence northerly along a tangential curve concave to the east, having a radius of 130.25 feet, central angle of 45 degrees 47 minutes 09 seconds, and an arc length of 104.08 feet; thence North 7 degrees 12 minutes 23 seconds East, tangent to said curve, 74.49 feet to the southerly line of Lawrence Drive in the plat of Crow Point in said Morrison County, the point of beginning of said centerline; thence South 7 degrees 12 minutes 23 seconds West 74.49 feet; thence southerly along a tangential curve concave to the east, having a radius of 130.25 feet, central angle of 45 degrees 47 minutes 09 seconds, and an arc length of 104.08 feet; thence South 38 degrees 34 minutes 46 seconds East, tangent to said curve, 75.29 feet; thence along a tangential curve concave to the west having a radius of 266.76 feet, central angle of 57 degrees 03 minutes 10 seconds, and an arc length of 265.63 feet; thence South 18 degrees 28 minutes 24 seconds West, tangent to said curve, 91.39 feet; thence South 3 degrees 00 minutes 43 seconds West 566.49 feet; thence South 1 degrees 11 minutes 38 seconds East 279.19 feet; thence along a tangential curve concave to the west having a radius of 530.66 feet, central angle of 25 degrees 19 minutes 20 seconds, and an arc length of 234.53 feet; thence along a compound curve concave to the northwest, having a radius of 70.72 feet, central angle of 80 degrees 37 minutes 30 seconds, and an arc length of 99.51 feet; thence North 75 degrees 14 minutes 48 seconds West, tangent to said curve, 313.32 feet; thence North 75 degrees 14 minutes 33 seconds West 280.02 feet; thence South 54 degrees 38 minutes 26 seconds West 285.56 feet; thence South 64 degrees 00 minutes 54 seconds West 241.65 feet; thence North 89 degrees 20 minutes 58 seconds West 135.97 feet; thence North 77 degrees 56 minutes 44 seconds West 256.54 feet; thence North 52 degrees 02 minutes 25 seconds West 135.09 feet, more or less, to the east line of the West 162.50 feet of said Government Lot 7 and there terminating. The sidelines of said easement shall be lengthened or shortened to terminate on said southerly line of Lawrence Drive and said east line of the West 162.50 feet of Government Lot 7.

Also

That part of Government Lot 6, Section 28, Township 132 North, Range 31 West, lying easterly of the easterly line of Lawrence Drive in the plat of Crow Point as filed for record in the Morrison County recorder's office, and that part of said Government Lot 6 lying

# Commissioner's Orders

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westerly of the westerly line of said Lawrence Drive and lying northerly of the following described line:

Commencing at the northeast corner of said Government Lot 6; North 89°32' 43" West, assigned bearing, 676.77 feet along the north line of said Government Lot 6 to the westerly line of Lawrence Drive; thence South 17°44' 26" East 40.36 feet along said westerly line of Lawrence Drive, thence continuing southerly along said westerly line of Lawrence Drive along a tangential curve concave to the west having a radius 1194.16 feet, a central angle of 11°14' 28", and an arc distance of 234.29 feet to the point of beginning of said line; thence North 79°17' 39" West 383.35 feet; thence South 88°06' 36" West 411.71 feet; thence South 70°01' 22" West 160 feet, more or less, to the shoreline of Fish Trap Lake and there terminating.

Except that part lying northerly of the following described line:

Commencing at an iron pipe monument located 2544.60 feet South 12°03' 16" East of the northeast corner of Government Lot 3 of said Section 28 (which iron pipe monument is the easterly most point of Lot 10, Block H of the plat of Helen Park as filed for record in the Morrison County recorder's office); thence South 61°19' 04" West a distance of 259.48 feet, more or less, to the shore of Fish Trap Lake and there terminating.

The grantors reserve a 20 foot wide easement for ingress over and across said Government Lot 6, the centerline of which is described as follows:

Commencing at said northeast corner of Government Lot 6 and retaining the same basis of bearing; thence North 89 degrees 32 minutes 43 seconds West 1373.98 feet along said north line of Government Lot 6 to the point of beginning of said centerline; thence South 22 degrees 43 minutes 09 seconds West 92.73 feet; thence South 13 degrees 12 minutes 29 seconds East 131.38 feet to the north line of the above described tract and there terminating. The sidelines of said easement shall be lengthened or shortened to terminate on said north line of Government Lot 6, and on said north line of the above described tract.

Also

Government Lot 8, Section 28, Township 132 North, Range 31 West, containing 27.60 acres, more or less, except that portion of said Government Lot 8 lying north of the road commonly called "The Lowry Road", the exception containing one acre more or less.

Also

Lot 8, Block 1, Crow Point, according to the plat thereof on file and of record in the office of the Morrison County Recorder.

Tract 8

Those parts of Governments Lots 2 and 3, Section 29 Township 132 North, Range 32 West, which were prior to the order vacating a portion of the plat of Piney Ridge dated May 23, 1942, and was described as follows:

a.) Lot B:

b.) Blocks 9, 10, 11, 12 and 13;

c.) The Lane between Blocks 12 and 13;

d.) That part of the Road lying westerly of Lot B and Blocks 10 and 11 on one side and easterly of Blocks 9, 12 and 13 on the other side, between a line connecting the southerly corner of Lot 1, Block 11 and the southerly corner of Lot 21, Block 13 and the easterly line of the town road between Lot B and Block 9;

e.) All of the road between Blocks 9 and 12 easterly of a line drawn from the westerly end of the north line of Lot 2, Block 9 to the westerly end of the south line of Lot 5, Block 12; All of Piney Ridge according to the recorded plat thereof;

### EXCEPT

That part of Government Lots Two (2) and Three (3), Section 29, Township 132, Range 31, described as follows:

Commencing at the northeast corner of said Section 29 from which the north quarter corner of said Section 29 bears North 88 degrees 54 minutes 01 seconds West, bearing assumed, 2625.25 feet; thence South 00 degrees 48 minutes 18 seconds East 1941.35 feet along the east line of said Section 29 to the centerline of Thoroughfare Road; thence South 69 degrees 06 minutes 57 seconds West 507.68 feet to a 3/4 inch by 24 inch iron rod with a cap that reads "MN DNR PROPERTY MONUMENT" hereinafter referred to as a DNR MONUMENT and the point of beginning; thence North 02 degrees 58 minutes 24 seconds East 249.28 feet to a DNR MONUMENT; thence North 40 degrees 00 minutes 00 seconds East 26 feet, more or less, to the water's edge of Ham Lake; thence easterly along said water's edge 440 feet, more or less, to the east line of said Section 29; thence South 00 degrees 48 minutes 18 seconds East 172 feet, more or less, along said east line to the centerline of Thoroughfare Road; thence continuing South 00 degrees 48 minutes 18 seconds East 360 feet, more or less, along said east line to the water's edge of Fish Trap Lake; thence southwesterly along said water's edge 260 feet, more or less, to a line which bears South 41 degrees 07 minutes 50 seconds East from the point of beginning; thence North 41 degrees 07 minutes 50 seconds West 10 feet, more or less, to an iron pipe with a plastic cap stamped with RLS #16097; thence continuing North 41 degrees 07 minutes 50 seconds West 384.89 feet to the point of beginning.

### ALSO EXCEPT

That part of Government Lots Two (2) and Three (3), Section 29, Township 132, Range 31, described as follows:

Commencing at the northeast corner of said Section 29 from which the north quarter corner of said Section 29 bears North 88 degrees 54 minutes 01 seconds West, bearing assumed, 2625.25 feet; thence South 38 degrees 03 minutes 04 seconds West 1487.50 feet to the centerline of Thoroughfare Road as it crosses the creek that runs from Ham Lake into Fish Trap Lake; thence South 08 degrees 33 minutes 31 seconds West 228.22 feet to the point of beginning; thence South 88 degrees 30 minutes 20 seconds East 32.37 feet to an iron pipe with a plastic cap stamped with RLS #16097 (capped iron pipe); thence continuing South 88 degrees 30 minutes 20 seconds East 199.96 feet to a capped iron pipe; thence South 01 degree 28 minutes 49 seconds West 149.97 feet to a capped iron pipe; thence North 88 degrees 29 minutes 35 seconds West 200.09 feet to a capped iron pipe; thence North 80 degrees 08 minutes 51 seconds West 100.00 feet, more or less, to a corner fence post; thence North 76 degrees 41 minutes 58 seconds West along the existing fence line 21 feet, more or less, to the northwesterly line of Block 9 of the plat of Piney Ridge which was prior to the vacating a portion of said plat dated May 23, 1942; thence northeasterly 120 feet, more or less along said northwesterly line of said Block 9 to the centerline of Thoroughfare Road; thence North 08 degrees 33 minutes 31 seconds East 40 feet, more or less, to the point of beginning.

### Tract 9

That part of the Northwest Quarter (NW 1/4) lying northeasterly of the highway right-of-way conveyed to the State of Minnesota by an Easement Deed recorded May 1, 1941 in Book Q-4 of Misc., page 8; the West Half of the Northeast Quarter (W 1/2 NE 1/4); and the Northeast Quarter of the Northeast Quarter (NE 1/4 NE 1/4), ALL IN Section Five (5), Township One Hundred Thirty-one (131) North, Range Thirty-one (31) West.

### Tract 10

Government Lot 3, Section Eight (8), Township One Hundred Thirty-one (131) North, Range Thirty-one (31) West.

### Tract 11

The Southwest Quarter of the Northeast Quarter (SW 1/4 NE 1/4) of Section Thirty-three (33), Township One Hundred Thirty-two (132) North, Range Thirty-one (31) West.

containing 1,920 acres, more or less, are under the control and possession of the Department of Natural Resources;

and

# Commissioner's Orders

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**WHEREAS**, such lands contain a significant mesic oak forest community surrounded by natural vegetation which support the following rare threatened or endangered plant and animal species: Bald Eagle (*Haliaeetus leucocephalus*), Red-shouldered Hawk (*Buteo lineatus*) and Bog bluegrass (*Poa paludigena*);

and

**WHEREAS**, the most effective means by which such lands can be protected and perpetuated in their natural state and used for educational and research purposes in such a manner as will leave them conserved for future generations is by designation as a Scientific and Natural Area;

**THEREFORE, IT IS HEREBY ORDERED**, pursuant to authority vested in me by law, including but not limited to *Minnesota Statutes*, sections 84.033, 86A.05, subd. 5, 97A.093, that the above-described lands are designated as the Lake Alexander Scientific and Natural Area.

**FURTHERMORE**, the Lake Alexander Scientific and Natural Area is designated as a Public Use unit, open to the public for nature observation and general educational and research activities.

**IT IS FURTHER ORDERED** that Scientific and Natural Area Order no. 168 is hereby superseded.

**IT IS FURTHER ORDERED** that the provisions of Minn. Rules 6136.0100 through 6136.0600 shall apply to the above-designated area, except that the area will be open to hunting with such limitations as Commissioner determines are necessary for protection of the values for which the site was designated.

This order takes effect upon signature. A copy of this order shall be filed with the Secretary of State.



## Official Notices

Pursuant to *Minnesota Statutes* §§ 14.101, an agency must first solicit comments from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking.

The *State Register* also publishes other official notices of state agencies and non-state agencies, including notices of meeting and matters of public interest.

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## Minnesota Department of Health

### Division of Health Policy

#### **Notice of Intent to Adopt Rules Pursuant to *Minnesota Statutes*, Section 62J.536 for Minnesota Uniform Standard Companion Guides for the Implementation of the Pharmacy Claims Submission and Response and the Pharmacy Reversal Submission and Response Transactions [NCPDP Version D Release Ø]**

**Introduction.** Notice is hereby given that the Minnesota Department of Health (MDH) is proposing rules for two new versions of Minnesota Uniform Companion Guides, pursuant to Minnesota Statutes, section 62J.536. The proposed new Companion Guides provide specifications for the implementation of the National Council for Prescription Drug Programs (NCPDP) Version D, Release Ø (Version D.Ø) Pharmacy Claims Submission and Response and Pharmacy Reversal Submission and Response transactions. The proposed rules are provided below. As also described below, MDH is seeking information or opinions on the proposed rules.

**Description of the Rules and the Proposed Rules.** Minnesota Statutes, section 62J.536, requires the Minnesota Commissioner of Health, in consultation with the Minnesota Administrative Uniformity Committee (AUC), to promulgate rules pursuant to section 62J.61, requiring group purchasers and health care providers to use electronic claims and eligibility transactions with a single, uniform companion guide to the implementation guides described under *Code of Federal Regulations*, title 45, part 162.

Minnesota Uniform Companion Guides for the Pharmacy Claims Submission and Response and Pharmacy Reversal Submission and Response transactions were adopted in 2008 as companion guides to the NCPDP Version 5, Release 1 (Version 5.1) Telecommunication Standard. These Companion Guides are currently required for use by health care providers and group purchasers (payers) subject to Minnesota Statutes § 62J.536.

On January 16, 2009, the U.S. Department of Health and Human Services (HHS) published rules (CMS–0009–F) announcing the

# Official Notices

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adoption of a new version of the NCPDP Telecommunication Standard, known as Version D, Release Ø (version D.Ø) that must be used starting January 1, 2012. The Minnesota Department of Health (MDH), in consultation with the Minnesota Administrative Uniformity Committee (AUC), has developed the proposed new Minnesota Uniform Companion Guides to comply with the federal regulations as cited above.

Health care providers and group purchasers subject to Minnesota Statutes, section 62J.536 must exchange the above referenced transactions as follows. Starting on the date the Version D.Ø Minnesota Uniform Companion Guides are adopted into rule and until January 1, 2012, providers and group purchasers may use only: the current NCPDP Version 5.1, including any subsequent technical changes or updates; or, by mutual agreement between trading partners, the new NCPDP Version D.Ø Companion Guides. Beginning January 1, 2012, providers and group purchasers may only use the D.Ø version of the Companion Guides.

**Proposed Rule: Minnesota Uniform Companion Guide for the Implementation of the NCPDP Pharmacy Claims Submission and Response Transaction [NCPDP Version D, Release Ø]**

The Minnesota Department of Health (MDH) proposes to adopt and to incorporate by reference as the above-named Companion Guide, the applicable parts of section 7, Claim Billing, of the NCPDP Telecommunication Standard Implementation Guide, Version D.Ø, and related NCPDP reference materials, with the following exceptions and clarifications.

The National Provider Identifier (NPI) is the only identifier to be used for the following fields: Field “2Ø1-B1”, Field Name “SERVICE PROVIDER ID”;

Field “444-E9”, Field Name “PROVIDER ID”; and,

Field “411-DB”, Field Name “PRESCRIBER ID”.

This Companion Guide must be used in compliance with all applicable federal and state regulations and statutes.

In addition, field “411-DB”, Field Name “PRESCRIBER ID”, is required because it is “necessary for state agency... programs” (it is necessary for MDH’s collection of encounter data pursuant to Minnesota Statutes, 62U.04, subd. 4 and 5, and related rules).

This Companion Guide is proposed pursuant to Minnesota Statutes, section 62J.536, and applies only to the NCPDP Version D.Ø Claim Billing (B1) electronic transaction.

**Proposed Rule: Minnesota Uniform Companion Guide for the Implementation of the Pharmacy Reversal Submission and Response Transaction [NCPDP Version D, Release Ø]**

The Minnesota Department of Health (MDH) proposes to adopt and to incorporate by reference as the above-named Companion Guide, the applicable parts of section 10, Reversal Information, of the NCPDP Telecommunication Standard Implementation Guide, Version D.Ø, and related NCPDP reference materials, with the following exceptions and clarifications.

The National Provider Identifier (NPI) is the only identifier to be used for Field “2Ø1-B1”, Field Name “SERVICE PROVIDER ID”.

This Companion Guide must be used in compliance with all applicable federal and state regulations and statutes.

This Companion Guide is proposed pursuant to Minnesota Statutes, section 62J.536, and applies only to the NCPDP Version D.Ø Claim Reversal (B2) electronic transaction.

**Public Review Process.** The proposed rules for the D.Ø versions of the Minnesota Uniform Companion Guides for the Implementation of the NCPDP Pharmacy Claims Submission and Response and Reversal Submission and Response transactions are shown in the sections above in this notice. The rules are also available on the World Wide Web at <http://www.health.state.mn.us/asa/rules.html>. In addition, MDH will provide free copies of the proposed rules in paper or electronic format to persons and organizations interested in

reviewing them.

Copies of the proposed Companion Guides may be obtained by contacting Mayumi Reuvers, via fax or email, as indicated below. **Comments and suggestions for improvements on the proposed Guides will be accepted at the above address until 4 PM May 19, 2010.** After the Commissioner of Health has considered all comments received, the Commissioner will publish a notice of adoption of the rules in the State Register. The rules will take effect 30 days subsequent to that notice.

**Contact Person.** Interested persons or groups may submit data or views in writing. It is preferred that written statements submitted electronically be provided in MS Word format. Written statements should be addressed to Mayumi Reuvers at Minnesota Department of Health, P.O. Box 64882, St. Paul, MN 55164, or via e-mail: [mayumi.reuvers@state.mn.us](mailto:mayumi.reuvers@state.mn.us) or fax at: (651) 201-5179.

## Metropolitan Airports Commission

### Notice of Public Hearing and Public Comment Period on Flying Cloud Airport Zoning Ordinance

The Joint Airport Zoning Board for the Flying Cloud Airport (FCM) is developing an *airport zoning ordinance* for land uses around FCM. The *Draft FCM Zoning Ordinance* limits the height of structures and vegetation and prohibits certain land uses in an area extending approximately 2 miles from the outer boundaries of FCM. The zoning is being conducted as required by Minn. Stat. 360.061 – 360.074 and Minn. Rules 8800.1200 and 8800.2400. Maps that are part of the proposed *Zoning Ordinance* show the precise boundaries for application of the *Ordinance* and the associated proposed restrictions.

The proposed *Zoning Ordinance* would: (1) limit the height of structures and vegetation out to 2 miles to the west of FCM, and out to 1.5 miles in all other areas around the airport; (2) prohibit the development of structures in Zone A; (3) prohibit, in Safety Zone B, the future construction of amphitheaters, hospitals, nursing homes, residential uses, schools, stadiums and ponds or other features which might attract waterfowl or other birds, (however, the proposed restrictions in Zone B do not affect additions to existing residences, residential redevelopment or future residential development in certain permitted residential areas around or near FCM), as well as a requirement for contiguous open space within Zone B of either 20% of the total Zone B acreage or 20 acres, whichever is larger; and (4) prohibit, in Zones A, B and C, the use of land that creates or causes interference with the operations of radio or electronic facilities on FCM or with radio or electronic communications between FCM and aircraft, makes it difficult for pilots to distinguish between Airport lights and other lights, results in glare in the eyes of pilots using FCM, impairs visibility in the vicinity of FCM, or otherwise endangers the landing, taking off, or maneuvering of aircraft in the runway approach areas.

THE PUBLIC COMMENT PERIOD ON THE PROPOSED ORDINANCE WILL COMMENCE AT 8:00 A.M. ON THURSDAY, APRIL 8, 2010, AND CLOSE AT 5:00 P.M. ON FRIDAY, MAY 7, 2010. During this period, written comments will be accepted and must be addressed to:

Ms. Jenn Felger  
Secretary to the FCM Joint Airport Zoning Board  
Metropolitan Airports Commission  
6040 - 28th Avenue South  
Minneapolis, MN 55450

Comments can also be emailed to [jenn.felger@mspmac.org](mailto:jenn.felger@mspmac.org)

A public hearing on the proposed ordinance is scheduled for Thursday, April 29, 2010, at the Eden Prairie City Hall Council Chambers, 8080 Mitchell Road, Eden Prairie, MN. The public hearing will begin at 7 p.m. and last until all persons wishing to address the board have been heard. An open house will be held prior to the public hearing at 5 p.m. following by a public presentation from 6:30 - 7 p.m.

Copies of the proposed *Zoning Ordinance* will be available for review beginning April 8, 2010, at the following locations: the Metropolitan Airports Commission's Main Office, 6040 - 28<sup>th</sup> Avenue South, Minneapolis, Minnesota; and the city halls of the cities (Cite 34 SR 1417)

# Official Notices

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of Eden Prairie, Shakopee, Chanhassen and Bloomington. The proposed Zoning Ordinance will also be available for review beginning April 8 on the MAC website at <http://www.metroairports.org>.

For further information about the public comment period, the open house or the public hearing, please call Jenn Felger at (612) 726-8189.

## Minnesota Department of Employment and Economic Development Statewide Independent Living Council Notice of Public Hearing on State Plan for Independent Living

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

**WHY:** To remain eligible for Federal Independent Living funds, the State of Minnesota must develop and submit to the U.S. Department of Education, Rehabilitation Services Administration (RSA) a new SPIL every three years. The deadline for submitting this SPIL is June 30, 2010. With final approval from the Rehabilitation Services Administration, this SPIL will be effective from October 1, 2010 through September 30, 2013.

**WHEN:** The public hearing will be held on May 14, 2010 from 1:30 to 4:30 p.m.

**WHERE:** Mystic Lake Hotel, 2400 Mystic Lake Boulevard, Prior Lake, MN 55372

**WHO SHOULD ATTEND:** Consumers of Independent Living Services, Independent Living service-providers, other providers of disability-related services, and other interested individuals.

For more information, or to obtain a print, formatted or electronic copy of the SPIL prior to the public hearing, phone (651) 259-7351, or toll free (800) 328-9095, or TTY (651) 296-3900.

Individuals unable to attend the public hearing may e-mail, telephone, or submit written comments on the proposed SPIL by contacting Brad Westerlund, IL Program Specialist, 332 Minnesota Street, Suite E200, St. Paul, MN 55101, or at the telephone numbers listed above, or e-mail: [brad.westerlund@state.mn.us](mailto:brad.westerlund@state.mn.us)

Print and formatted (braille, disc, audio) copies of the proposed SPIL will also be available at the public hearing site. ASL interpreters will be present at the hearing. The public hearing site is fully accessible to people with disabilities.

## Minnesota Department of Health Division of Compliance Monitoring Managed Care Systems Section Notice of Application for Essential Community Provider Status

**NOTICE IS HEREBY GIVEN** that applications for designation as an Essential Community Provider (ECP) have been submitted to the Commissioner of Health by: Washburn Center for Children, 2430 Nicollet Ave. South, Minneapolis, MN 55404; Cedar Riverside Peoples Center, 425 - 20<sup>th</sup> Ave. South, Minneapolis, MN 55454; and Lakeland Mental Health Center Inc., 21333 County Highway I, Fergus Falls, MN 56537.

An ECP is a health care provider that serves high-risk, special needs, and underserved individuals. In order to be designated as an ECP, a provider must demonstrate that it meets the requirements of Minnesota Statutes Section 62Q.19 and Minnesota Rules Chapter 4688. The public is allowed 30 days from the date of the publication of this notice to submit written comments on the application. The Commissioner will approve or deny the application once the comment period and compliance review is complete.

For more information contact:

Irene Goldman  
Managed Care Systems Section  
Division of Compliance Monitoring  
P.O. Box 64882  
St. Paul, MN 55164-0882  
651-201-5166  
*Irene.Goldman@state.mn.us*

### **Minnesota Department of Human Services Minnesota Board on Aging Notice of Alzheimer's Disease Working Group Meetings May 4, June 30, and September 14, 2010**

**NOTICE IS HEREBY GIVEN** that meetings of the Alzheimer's Disease Working Group, established by *Laws of Minnesota 2009*, Chapter 159, Section 110, will be held from 2:30 to 5:30 p.m. one each of three days; Tuesday, May 4, 2010, Wednesday, June 30, 2010, and Tuesday September 14, 2010. All three meetings will be held at Wilder Foundation, 451 Lexington Parkway North, St. Paul, MN 55104 to consider matters which may properly come before the Working Group.

For additional information, please call John Selstad at (651) 431-2558.

### **Minnesota Department of Transportation Engineering Services Division Office of Construction Notice of Suspension**

**NOTICE IS HEREBY GIVEN** that the Department of Transportation (Mn/DOT) has ordered that the following vendors be suspended effective December 28, 2009, until final disposition of the Hearing scheduled for March 15, 2010:

- Riley Bros. Companies Inc. and its affiliates, Morris MN
- Riley Bros. Construction Inc. and its affiliates, Morris MN

### **Notice of Debarment**

**NOTICE IS HEREBY GIVEN** that the Department of Transportation (Mn/DOT) has ordered that the following vendors be debarred effective February 24, 2010, for a period of three (3) years:

- Joseph Edward Riley, Morris MN
- John Thomas Riley, Morris 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.

## Great Business Opportunities

The *State Register* is one of the best ways to advertise your grants - it's a required read for public works projects. And it's cost is one of the least expensive legal advertising rates in Minnesota. At \$13.60 per 1/10 of a page you cannot go wrong.

Check up on all the "active" state grants in the "Contracts & Grants" section, available only to *State Register* subscribers. Open the *State Register* and click on Bookmarks on the left. You will also see a list of ALL the current rules, a growing INDEX, and previous years' indices. Subscribers also receive LINKS to the *State Register*. 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 Loretta J. Diaz, our subscriptions manager, at (651) 297-8777, or **Fax:** (651) 297-8260, or **E-mail:** [loretta.diaz@state.mn.us](mailto:loretta.diaz@state.mn.us)

## Minnesota Department of Commerce

### Office of Energy Security Notice of Grant Availability

The Minnesota Department of Commerce Office of Energy Security (OES) requests proposals from Minnesota school districts, park districts, towns, cities, counties, and townships for the Local Government and School District Renovations Program, (hereafter referred to as the Facility Cost-share grant program) funded by the American Reinvestment and Recovery Act of 2009 (ARRA) as authorized by Minnesota Laws 2009, Chapter 138, Article 2, Section 7. Grants will be awarded on a competitive basis to assist in the cost of making energy efficient improvements to existing buildings and facilities. Projects must be ready for immediate implementation; a 50% cost-share will be required. Eligible activities and requirements to receive a grant are defined in the Request for Proposals (RFP).

The RFP will be available for download on the Department's website (<http://www.energy.mn.gov>) through May 20, 2010. Responders may also request a hard copy of the RFP by mail from this office. Requests for hard copies must be received by the Office of Energy Security no later than 12:00 p.m. Central Standard Time (CST), on May 24, 2010.

The Request for Proposal can be obtained from:

**Preferred Method:** <http://www.energy.mn.gov>

**U.S. Postal Service:** Natalie Buys  
Minnesota Department of Commerce  
Office of Energy Security  
85 Seventh Place E, Suite 500  
Saint Paul, MN 55101

Proposals submitted in response to this RFP must be received no later than 4:00 p.m. CST, May 24, 2010. **Late proposals will not be considered.** Instructions for submitting proposals are detailed in the RFP.



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## State Grants & Loans

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 Health Office of Rural Health and Primary Care Request for Proposals for Clinical Dental Education Innovations Grants

The Office of Rural Health and Primary Care, the Minnesota Department of Health, is soliciting proposals for grants to sponsoring institutions and clinical dental training sites for projects that increase dental access for underserved populations and promote innovative clinical training of dental professionals. Approximately \$1,100,000 is available. In recent years the average awards have been between \$120,000 and \$140,000. Eligible applicants include institutions that sponsor accredited clinical dental education programs, institutions that sponsor or are developing interdisciplinary clinical training programs that include accredited dental education, clinical training sites that host dental professionals and are currently enrolled as active Medicaid providers, or consortia consisting of members of one or both groups. Potential uses of grant funds include expansion of existing programs with demonstrated success in providing dental services to underserved populations or the development or implementation of new programs designed to improve access for underserved populations and train oral health professionals.

To be considered for funding, proposals must be received by **4:00 p.m., Friday, July 9, 2010** at the Minnesota Department of Health, 85 East Seventh Place, Suite 220, St. Paul, MN 55101, attention Doug Benson. **Late proposals will not be considered.** A copy of the full Request for Proposals may be obtained at <http://www.health.state.mn.us/divs/cfh/orhpc/grant/home.htm>

For more information contact Doug Benson at (651) 201-3842, Email: [doug.benson@state.mn.us](mailto:doug.benson@state.mn.us)

### Minnesota Pollution Control Agency Regional Division Proposals Accepted for Nonpoint Source Water Pollution Project Grants through the Federal Clean Water Act Section 319 Grant Program

The Minnesota Pollution Control Agency (MPCA) hereby announces that it will accept grant proposals for nonpoint source developmental, education or applied research (DER) projects and for total maximum daily load (TMDL) implementation projects to be funded through the Federal Fiscal Year 2011 Federal Clean Water Act Section 319 Nonpoint Source Grant Program (Section 319). Proposals will be accepted from local governmental units and other entities interested in leading a nonpoint source pollution control project. The MPCA anticipates that about three million dollars will be available this year, contingent upon Congressional appropriation. Because Section 319 funds are limited, please request only what you need for the project tasks and can spend within the project period.

Section 319 provides federal grant money for nonpoint pollution abatement and water resource restoration. This year, these funds will be offered for DER projects with statewide or regional applicability that demonstrate new or innovative technology, new best management practices, or develop educational programs related to reducing nonpoint source pollution. A research project must answer a research question related to the goal of reducing nonpoint source pollution. All DER proposals must address at least one specific Milestone (Action Step) <http://www.pca.state.mn.us/water/cwp-319.html> in the state Nonpoint Source Management Program Plan. Funds are also available for TMDL implementation projects addressing TMDL implementation plans approved by the MPCA by May 20, 2010.

The complete RFP and proposal form are available at <http://www.pca.state.mn.us/water/cwp-319.html> and can also be requested via e-mail at [CWP-319.grant.program@pca.state.mn.us](mailto:CWP-319.grant.program@pca.state.mn.us).

# State Grants & Loans

Proposals must be electronically received no later than 4:30 p.m. CDT, May 21, 2010. Proposal submissions received after the deadline will not be considered eligible. Proposals must be sent to [CWP-319.grant.program@pca.state.mn.us](mailto:CWP-319.grant.program@pca.state.mn.us).

Questions may be emailed to [CWP-319.grant.program@pca.state.mn.us](mailto:CWP-319.grant.program@pca.state.mn.us). A list of Frequently Asked Questions (FAQs) is provided on the MPCA Web site, <http://www.pca.state.mn.us/water/cwp-319.html>.

## 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.

## Great Business Opportunities

The state spends about \$2 billion a year on contracts. The *State Register* is one of the best ways to advertise your contracts - it's a required read for public works projects. And it's cost is one of the least expensive legal advertising rates in Minnesota. At \$13.60 per 1/10 of a page you cannot go wrong.

Subscribers receive a list of **all current contracts and grants**, as well as LINKS to the *State Register*, Bookmarks, and a growing INDEX to each volume, including the current issue, and previous volumes. To view, open the *State Register* and click on BOOKMARKS in the left hand corner. Here's what you receive via e-mail:

- **Word Search Capability**
- **Updates to Index to Vol. 31**
- **Early delivery, on Friday**
- **LINKS, LINKS, LINKS**
- **"Contracts & Grants" Open for Bid**
- **E-mailed to you . . . its so easy**
- **Easy Access to *State Register* Archives**
- **Indexes to Vols. 31, 30, 29, 28 and 27**

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 Loretta J. Diaz, our subscriptions manager, at (651) 297-8777, or **Fax:** (651) 297-8260, or **E-mail:** [loretta.diaz@state.mn.us](mailto:loretta.diaz@state.mn.us)

**Minnesota State Colleges and Universities****Anoka Ramsey Community College****Request For Proposals for Printing and Mail Preparation for Monument and Wayfinding Signage**

**NOTICE IS HEREBY GIVEN** that Anoka-Ramsey Community College will receive proposals for monument and wayfinding signage at the Cambridge and Coon Rapids Campuses. Specifications are available on the website <http://www.anokaramsey.edu/IT/proposal.cfm>. Copies of the specifications can also be obtained from Mirela Gluhic at 763-433-1338 or [mirela.gluhic@anokaramsey.edu](mailto:mirela.gluhic@anokaramsey.edu). Sealed proposals must be received by the Business Office of Anoka-Ramsey Community College, 11200 Mississippi Blvd., Coon Rapids, MN 55433 by 2 p.m. on May 21, 2010. Anoka-Ramsey Community College reserves the right to reject any or all proposals, or portions thereof, or to waive any irregularities or informalities, in proposals received.

**Minnesota State Colleges and Universities****Anoka Ramsey Community College****Sealed Bids Sought for Administration Building CS Air Handling Unit Replacement**

Bids will be received by:

Mirela Gluhic, Business Office  
College Services Building, Room C140  
Anoka Ramsey Community College  
11200 Mississippi Boulevard Northwest  
Coon Rapids, MN 55433

Bids will be accepted until 10:00 AM, CST, Tuesday, May 4, 2010, at which time the bids will be opened and publicly read aloud in Room SC 201, Riverview Room, Student Center Building, Anoka Ramsey Community College.

**Project Scope:** Replace and upgrade pneumatic, constant volume, multi-zone, air handling units located in the penthouse of the Administrative Building at Anoka Ramsey Community College, Coon Rapids Campus. Install DDC modular VAV air handling units, duct, chilled and heating water piping, pneumatic and DDC controls and associated electrical work. Install VAV terminal units with hot water reheat and DDC controls in the spaces. This work will be completed while the buildings are partially occupied.

A **Pre-Bid Meeting** will be held at 10:00 AM, Tuesday, April 20, 2010, in Room SC201, Riverview Room, Student Center Building, Anoka Ramsey Community College. The Architect/Engineer and/or College/University Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

MnSCU is transitioning to a digital web based distribution process for Project Bid Documents. Therefore, construction documents for the project will only be available electronically from QuestCDN (see below).

**QuestCDN – electronic copies**

Interested parties may view the Bidding Documents at no cost on the website: <http://www.finance.mnscu.edu/facilities/design-construction/index.html> and click on “Announcements”, then click on “Advertisement for Bids (E-Plan Room)”. Bidding Documents can be downloaded for a non-refundable charge of \$10.00. Planholders are parties that have downloaded the plans and specifications. Planholders will be notified via email as addenda are issued. Parties that download the plans and specifications and need to have them printed elsewhere are solely responsible for those printing costs. The sales of paper copies for projects listed on this site are not available. Contact [QuestCDN.com](http://QuestCDN.com) at (952) 233-1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in viewing or downloading with this digital project information.

# Official Notices

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Bidding Documents are prepared by the: Project Architect/Engineer

Yaggy Colby Associates

717 - 3<sup>rd</sup> Avenue SE

Rochester, MN 55904

**Phone:** (507) 288-6464

**Attn:** Tina Winter

**E-mail:** *twinter@yaggy.com*

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

## Minnesota State Colleges and Universities

### Office of the Chancellor, Information Technology Services

#### Request for Proposals for identifying a vendor who specializes in Enterprise J2EE application development for use by the MnSCU Office of the Chancellor in the Student First Program

The Minnesota State Colleges and Universities (MnSCU) Office of the Chancellor is requesting proposals to assist MnSCU in the selection of a vendor to provide J2EE software development for our Student First Initiative. MnSCU intends to establish a contract for services from the successful vendor responder.

Proposals will be received by:

Nathan Sorensen  
ITS Contract and Purchasing  
Office of the Chancellor  
Wells Fargo Place  
Suite 350  
30 7th Street East  
St. Paul, MN 55101-7804

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

Mark Malecek  
System Director of Software Development  
320-313-4102  
*mark.malecek@csu.mnscu.edu*

All responses to this RFP must be received no later than 2:00 p.m. Central Standard Time on May 17, 2010.

For a complete copy of the RFP and required submission materials, please visit our website at <http://www.its.mnscu.edu/rfp>.

### Minnesota State Colleges and Universities Office of the Chancellor, Information Technology Services Request for Proposals for Identifying Vendor Who Specializes in eCommunications Gateway Services for use by the MnSCU Office of the Chancellor

The Minnesota State Colleges and Universities (MnSCU) Office of the Chancellor is requesting proposals to assist MnSCU in the selection of a vendor to provide sms/text and e-mail gateway service solution(s) for their E-Communications System. MnSCU intends to establish a contract for services from the successful vendor responder.

Proposals will be received by:

Nathan Sorensen  
ITS Contract and Purchasing  
Office of the Chancellor  
Wells Fargo Place  
Suite 350  
30 7th Street East  
St. Paul, MN 55101-7804

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

Nathan Sorensen  
ITS Contract and Purchasing  
651-201-1524  
*Nathan.Sorensen@csu.mnscu.edu*

All responses to this RFP must be received no later than 2:00 p.m. Central Standard Time on May 20, 2010.

For a complete copy of the RFP and required submission materials, please visit our website at <http://www.its.mnscu.edu/rfp>.

### Minnesota State Colleges and Universities Inver Hills Community College Sealed Bids Sought for Activities Building Exterior Wall Corrective Restoration, Inver Hills Community College, Inver Grove Heights, MN

Bids will be received by:

Pat Buhl  
Heritage Hall, Room 102  
Inver Hills Community College  
2500 - 80<sup>TH</sup> Street East  
Inver Grove Heights, MN 55076

Bids will be accepted until **9:00 a.m.**, local time, **Monday, May 3, 2010**, at which time the bids will be opened and publicly read aloud.

**Project Scope:** Work includes masonry foundation repair including excavation, demolition, new brick and block masonry units, through-wall flashing, waterproofing, and a door replacement along all elevations of the Activities Building. Work also includes masonry  
(Cite 34 SR 1425)

# State Contracts

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repair of tuck pointing, replacement of individual broken or cracked brick, and control joints, as shown on drawings.

A **Mandatory Pre-Bid Meeting** for all prime bidders will be held at 1:00 p.m., local time, **Tuesday, April 20, 2010**, inside the Main North Entrance of the Activities Building, at Inver Hills Community College. The Architect/Engineer and/or College/University Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

Interested parties may view the Bidding Documents at no cost on the website:

<http://www.finance.mnscu.edu/facilities/design-construction/index.html>

and click on "Announcements", then click on "Advertisement for Bids (*E-Plan Room*)". Bidding Documents can be downloaded for a non-refundable charge of \$10.00. Planholders are parties that have downloaded the plans and specifications. Planholders will be notified via email as addenda are issued. Parties that download the plans and specifications and need to have them printed elsewhere are solely responsible for those printing costs. The sales of paper copies for projects listed on this site are not available. Contact QuestCDN.com at (952) 233-1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in viewing or downloading with this digital project information.

## Minnesota State Colleges and Universities Metropolitan State University Request for Proposals for Service Maintenance Agreement for Multimedia Classrooms

Metropolitan State University is seeking proposals to assist in providing equipment maintenance and support for university multimedia rooms, and auditorium. Currently the university has 34 multimedia rooms and one auditorium on the St. Paul Campus, 28 multimedia rooms (46) total on the Midway Campus, and 16 multimedia rooms on the Minneapolis Campus. The key objectives in this proposal is to find a bidder who can provide annual preventative maintenance support and unscheduled service call support. Bidder will also be required to support existing equipment as part of the maintenance contract.

For a complete copy of the RFP and required submission materials contact:

Samantha Erickson  
Director, IT User Services  
Information Technology Services  
651-793-1250  
[Samantha.erickson@metrostate.edu](mailto:Samantha.erickson@metrostate.edu)

All responses to this RFP must be received by:

Dave Peasley  
Metropolitan State University  
Founders Hall Room 329  
St. Paul, MN 55106-500

No later than: 2:00 pm (Central Daylight Saving time), May 4, 2010



### Minnesota State Colleges and Universities Normandale Community College Request for Proposals for Contractor for Food Service Management

A full copy of the RFP Solicitation can be found on the Normandale website: <http://www.normandale.edu.rfp/foodservice/index.cfm>. Vendors should check the website frequently and are expected to review information posted carefully before submitting a final proposal.

**Submission:** Sealed proposals must be received at the following addresses no later than 3 P.M. CST. On Thursday, May 13, 2010.

Normandale Community College  
Chris Mikkelsen  
Director of Kopp Student Center  
Kopp Student Center  
Normandale Community College  
9700 France Ave South  
Bloomington MN 55431

Mona Milius  
Senior Principal Consultant  
Bakergroup  
606 - 3<sup>rd</sup> St. SE, Box 418  
Tripoli, IA 50676-0418

### Minnesota State Colleges and Universities North Hennepin Community College Sealed Bids Sought for Center for Business and Technology Renovation & Addition Project, North Hennepin Community College, Brooklyn Park, MN

Bids will be received by:

Cindy McCleary  
Center for Business and Technology  
Room 102  
North Hennepin Community College  
7411 - 85<sup>th</sup> Avenue North  
Brooklyn Park, MN 55445

Until 20 May 2010; 2 PM, *local time*, at which time the bids will be opened and publicly read aloud at North Hennepin Community College, Center for Business Technology Building, Room 102.

**Project Scope:** Renovate 35,400 sf and add 29,000 sf to the existing Center for Business and Technology. Convert interior space into classrooms and offices, resulting in 28 percent more instructional space. Construct classrooms and computer labs for business and computer science career programs and workforce training.

A **Pre-Bid Meeting** will be held on Friday at 2 PM, 30 April 2010, in Room 102, *Center for Business and Technology Building at North Hennepin Community College*. The Architect/Engineer and/or College/University Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

# State Contracts

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MnSCU is transitioning to a digital web based distribution process for Project Bid Documents. Therefore, construction documents for the project will only be available electronically beginning April 20, 2010 for this project from QuestCDN (see below).

QuestCDN – electronic copies

Interested parties may view the Bidding Documents at no cost on the website: <http://www.finance.mnscu.edu/facilities/design-construction/index.html> and click on “Announcements”, then click on “Advertisement for Bids (**E-Plan Room**)”. Bidding Documents can be downloaded for a non-refundable charge of \$10.00 beginning April 20, 2010. Planholders are parties that have downloaded the plans and specifications. Planholders will be notified via email as addenda are issued. Parties that download the plans and specifications and need to have them printed elsewhere are solely responsible for those printing costs. The sales of paper copies for projects listed on this site are not available. Contact QuestCDN.com at 952-233-1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in viewing or downloading with this digital project information.

Bidding Documents are prepared by the Project Architect/Engineer; BKV Group.

BKV Group  
222 North Second Street  
Minneapolis, MN 55401  
612.339.3752  
Attn: Cindy McCleary  
[cmccleary@bkgvgroup.com](mailto:cmccleary@bkgvgroup.com)

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

## Minnesota State Colleges and Universities Ridgewater College, Willmar Campus Sealed Bids Sought for 2010 Central Heating Plant Improvements

**Project Scope:** Project consists of installing four new boilers in C57 and routing new piping on the west side of campus to building A, B, C, and D.

A Pre-Bid Meeting will be held at 10:00 AM, Tuesday, April 27, 2010, in Room H104 at the Willmar Campus, Ridgewater College. The Engineer and/or College Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

Bidding Documents are as prepared by the Project Engineer, Stanley Consultants, Inc.

Bids will be received by:

Kip Oveson  
Physical Plant Director  
Ridgewater College  
Room H104  
2101 - 15th Avenue NW  
Willmar, MN 56201

Bids will be accepted until **3:00 p.m.**, local time, **May 11, 2010**, at which time the bids will be opened and publicly read aloud in Room H104.

Interested parties may view the Bidding Documents at no cost on the website: <http://www.finance.mnscu.edu/facilities/design-construction/announcements/index.html> and click on "Advertisement for Bids (*E-Plan Room*)". Bidding Documents can be downloaded for a non-refundable charge of \$10.00. Planholders are parties that have downloaded the plans and specifications. Planholders will be notified via email as addenda are issued. Parties that download the plans and specifications and need to have them printed elsewhere are solely responsible for those printing costs. The sales of paper copies for projects listed on this site are not available. Contact QuestCDN.com at 952-233-1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in viewing or downloading with the digital project information.

### Minnesota State Colleges and Universities Riverland Community College, Albert Lea Campus Sealed Bids Sought for 2010 HVAC and Fire Protection System Improvements on the Albert Lea Campus, Riverland Community College, Albert Lea, MN

Bids will be received by:

Judy Enright  
Riverland Community College  
Room 102  
2200 Riverland Drive  
Albert Lea, MN 56007

Bids will be accepted until **1:00 PM**, local time, **May 4, 2010**, at which time the bids will be opened and publicly read aloud in Room 102.

**Project Scope:** The Project consists of HVAC and fire protection improvements. Work will be done in both buildings A and B at the Albert Lea campus of Riverland Community College's Albert Lea campus. The Work will include, but is not limited to, ceilings, ductwork, VAV boxes, fan coil units, hot water piping, hot water boilers, fire protection sprinklers and mains; and electrical systems including power, and lighting.

A **Pre-Bid Meeting** will be held at 1:00 PM, Thursday, April 22, 2010, in room 102 at the Albert Lea Campus, Riverland Community College. The Engineer and/or College Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

**Bidding Documents** are as prepared by the Project Engineer, Stanley Consultants, Inc.

Interested parties may view the Bidding Documents at no cost on the website: <http://www.finance.mnscu.edu/facilities/design-construction/announcements/index.html> and click on "Advertisement for Bids (*E-Plan Room*)". Bidding Documents can be downloaded for a non-refundable charge of \$10.00. Planholders are parties that have downloaded the plans and specifications. Planholders will be notified via email as addenda are issued. Parties that download the plans and specifications and need to have them printed elsewhere are solely responsible for those printing costs. The sales of paper copies for projects listed on this site are not available. Contact QuestCDN.com at 952-233-1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in viewing or downloading with the digital project information.

# State Contracts

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## Minnesota State Colleges and Universities

### Rochester Community and Technical College

#### Sealed Bids Sought for 2010 Heating System Conversion, Rochester Community and Technical College, Rochester, MN

Bids will be received by:

June Meitzner  
Student Services Building, Room SS 153  
Rochester Community and Technical College  
851 - 30th Avenue SE  
Rochester, MN 55904-4999

Bids accepted until 2:00 p.m., local time, May 11, 2010, at which time the bids will be opened and publicly read aloud.

**Project Scope:** The project consists of connecting to the new high-pressure steam service entries from the Olmsted County Waste Energy Facility, which are being provided under a separate contract to serve the College Campus. Under Phase One of this Project, the Contractor shall connect to the new steam service piping inside the Regional Sports Center Building and the University Center Building Complex. Primary work includes the installation of a steam pressure reducing station at each building, heat exchangers, condensate return and heating circulation pumps, and related piping, electrical, and general construction work.

A **Pre-Bid Meeting** will be held at 10:00 a.m., Thursday, April 29, 2010, in Room ST-110 Rochester Community Technical College. The Architect/Engineer and/or College/University Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

**Bidding Documents** as prepared by the Project Architect/Engineer; TKDA, 444 Cedar Street, Suite 1500, Saint Paul, Minnesota 55101. Project Manager: Brian Kelley (651) 292-4428.

Interested parties may view the Bidding Documents at no cost on the website:

<http://www.finance.mnscu.edu/facilities/design-construction/index.html>

and click on "Announcements", then click on "Advertisement for Bids (*E-Plan Room*)". Bidding Documents can be downloaded for a non-refundable charge of \$10.00. Planholders are parties that have downloaded the plans and specifications. Planholders will be notified via email as addenda are issued. Parties that download the plans and specifications and need to have them printed elsewhere are solely responsible for those printing costs. The sales of paper copies for projects listed on this site are not available. Contact [QuestCDN.com](http://QuestCDN.com) at (952) 233-1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in viewing or downloading with this digital project information.

## Minnesota State Colleges and Universities

### Rochester Community and Technical College

#### Notice of Request for Proposal (RFP) for Concessions Stand Needs

**NOTICE IS HEREBY GIVEN**, that the Rochester Community and Technical College is accepting Requests for Proposals for our food service operations. The contract will be awarded for three (3) years beginning July 1, 2010 running through June 30, 2013 with a two (2) year renewal option.

To receive a copy of the RFP, send an e-mail to [June.meitzner@roch.edu](mailto:June.meitzner@roch.edu) or fax your requests to 507-285-7104.

A mandatory informational meeting and walk through for all interested bidders is on **Tuesday, May 4** from 10:00 – 11:00 A.M. in the All American Room located on the second floor of the UCR Regional Sports Center.

Bids are due by **Monday, May 17 4:00 P.M. CDT** and are to be addressed to June Meitzner, Rochester Community and Technical College 851 - 30th Ave SE Rochester, MN 55904; Room SS153. Late Responses will not be considered.

A concession presentation by invitation will be scheduled for **Wednesday, May 26** if needed.

Any questions, should be in the form of an RFI and directed to June Meitzner: *June.meitzner@roch.edu*

Minnesota State Colleges and Universities is not obligated to complete the proposed project and reserves the right to cancel the solicitation.

### **Minnesota State Colleges and Universities (MnSCU) St. Cloud Technical and Community College Advertisement for Bids for Allied Health Center Renovation Project**

**Sealed Bids for:** Allied Health Center Renovation Project  
St. Cloud Technical and Community College  
St. Cloud, MN

**will be received by:** Susan Meyer  
Purchasing Agent  
St. Cloud Technical and Community College  
Room 1-401H  
1540 Northway Drive  
St. Cloud, MN 56303

Until 2:00 P.M. local time, April 29, 2010 at which time the bids will be opened and publicly read aloud in room 1-406.

**Project Scope:** The project consists of remodeling an existing medical clinic, located at 1245 - 15<sup>th</sup> Street North, St. Cloud, MN 56303, to be used for the Health Programs for the college. The building is 53,000 SF and is 2 stories and has a partial basement.

There will be no work to the exterior of the building except for some roof patching. The work includes but is not limited to: demolition, concrete, sidewalks, masonry, doors/hdwe, steel stud and gypsum board, suspended ceiling, interior finishes and specialties, casework, elevator and associated medical specialties.

Mechanical Systems include; HVAC, plumbing, fire protection, medical gas piping and temperature controls. Electrical Systems include electrical power, lighting, fire alarm system and rough in for technology.

A **Pre-Bid Meeting** will be held at 1:00 P.M., Saturday April 17<sup>th</sup>, 2010, in Waiting Room 120 at the Health Partners Clinic, 1245 - 15<sup>th</sup> St. No., St. Cloud, MN. The Architect/Engineer and/or College/University Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions. This may be the only opportunity to see the building in its entirety prior to bid date.

**Bidding Documents** as prepared by the Project Architect/Engineer; GLTArchitects.

Interested parties may view the Bidding Documents at no cost on the website:

*<http://www.finance.mnscu.edu/facilities/design-construction/index.html>*

# State Contracts

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and click on “Advertisement for Bids (***E-Plan Room***)”. Bidding Documents can be downloaded for a non-refundable charge of \$10.00. Planholders are parties that have downloaded the plans and specifications. Planholders will be notified via email as addenda are issued. Parties that download the plans and specifications and need to have them printed elsewhere are solely responsible for those printing costs. The sales of paper copies for projects listed on this site are not available. Contact QuestCDN.com at: (952) 233-1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in viewing or downloading with this digital project information.

## Minnesota State Colleges and Universities (MnSCU) St. Cloud Technical College Advertisement for Bids for 2010 Electrical Distribution Upgrade

**Sealed Bids for:** 2010 Electrical Distribution Upgrade  
St. Cloud Technical College  
St. Cloud, Minnesota

will be received by: Susan Meyer, Purchasing Agent  
St. Cloud Technical College  
Room 1-401H  
1540 Northway Drive  
St. Cloud, Minnesota 56303

Until **2:00 PM**, local time, **May 6, 2010**, at which time the bids will be opened and publicly read aloud in Room 1-406.

### Project Scope:

Replace existing distribution panelboards throughout the entire campus. Replace existing panelboard feeder conductors and conduits. Demolish existing boiler plant 240V service transformer and replace existing 480V service transformer with a larger transformer. Replace main service equipment for boiler plant, I-Wing, and AB-Wing services. Replace miscellaneous electrical feeders throughout the campus.

A **Pre-Bid Meeting** will be held at 10:00 AM, Tuesday, April 27, 2010, in Maintenance Break Room, St. Cloud Technical College. The Engineer and/or College Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

**Bidding Documents** as prepared by the Project Engineer, Stanley Consultants, Inc.:

Interested parties may view the Bidding Documents at no cost on the website:

<http://www.finance.mnscu.edu/facilities/design-construction/announcements/index.html>

and click on “Advertisement for Bids (***E-Plan Room***)”. Bidding Documents can be downloaded for a non-refundable charge of \$10.00. Planholders are parties that have downloaded the plans and specifications. Planholders will be notified via email as addenda are issued. Parties that download the plans and specifications and need to have them printed elsewhere are solely responsible for those printing costs. The sales of paper copies for projects listed on this site are not available. Contact QuestCDN.com at (952) 233-1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in viewing or downloading with the digital project information.

## Minnesota Department of Health Notice of Availability of Contract for the Health Communications Capacity Building Project

The Minnesota Department of Health is requesting proposals for the purpose of offering training and technical assistance for local State Health Improvement Program (SHIP) projects in order to help improved communication regarding nutrition, physical activity, and

obesity programming.

### Objectives

In order to increase effectiveness of local-level SHIP programs, MDH seeks to increase communication skills and improve practices. This project will:

**Objective 1.** Develop a set of communications best practices regarding nutrition, physical activity, obesity and other messages to most clearly facilitate the goals of SHIP programs and other nutrition, physical activity, obesity efforts.

**Objective 2.** Create and deliver training to SHIP grantees about creating individual communications plans, best practices for working with the media, and utilizing social media/Web 2.0 applications.

**Objective 3.** Provide one-on-one technical assistance to SHIP grantees to create an individual communications plan and improve their communications skills and assets.

Responder must be:

- \* Experienced in marketing research using focus groups, key informant interviews, gathering data, and interpreting data.
- \* Well versed in current communication tools and strategies.
- \* Experienced working with public health issues and target audiences.

Work is proposed to start after June 7, 2010.

A Request for Proposals will be available by Email or postal mail as requested from this office through April 30, 2010. After April 30, 2010, the Request for Proposal is available only by Email.

The Request for Proposal can be obtained from:

William Burleson  
Obesity Communications Coordinator  
Minnesota Department of Health  
85 East 7th Place  
P.O. Box 64882  
Saint Paul, MN 55164-0882  
Office: (651) 201-5391  
Fax: (651) 201-5800  
*william.burleson@state.mn.us* (preferred)

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than May 6, 2010. **Late proposals will not be considered.** Fax or emailed proposals will **not** be considered.

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



# State Contracts

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## Minnesota Department of Human Services

### Health Services and Medical Management Division

#### Notice of Request for Proposals to Implement and Operate Outcomes-based Retrospective Drug Utilization Reviews (Retro DUR)

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Services is requesting proposals to implement and operate retrospective drug utilization reviews.

Work is proposed to start July 1, 2010. For more information, or to obtain a copy of the Request for Proposal, contact:

Mary Beth Reinke  
Department of Human Services  
Health Services Medical Management  
P.O. Box 64984  
444 Lafayette Road North  
St. Paul, MN 55155 0984  
(651) 431-2505  
*mary.beth.reinke@state.mn.us*

This is the only person designated to answer questions by potential responders regarding this request.

Proposals submitted in response to this Request for Proposals must be received at the address above no later than **2:30 p.m., Central Daylight Time, May 10, 2010. 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.

## Minnesota Department of Natural Resources

### Notice of Availability of Contract for Blufflands State Trail System Exhibits

The Minnesota Department of Natural Resources is requesting proposals for the purpose of hiring a firm to plan, design, build and install new kiosks and kiosk panels, signs, displays and other interpretation and education materials for the Blufflands Trail System.

The areas of work for the contractor selected will involve design and installation of orientation maps at key locations along trail; rest area interpretive kiosks and displays; interpretive signage along the trail; printed visitor material; audio tours and guides and the design of kiosk structures and frames that are very durable and low maintenance.

The products and new installations that result from this project should have features that allow tourists, repeat visitors and trail town community residents to have an experience that meets their needs and expectations. The results should provide good visitor orientation and information and tell the natural resource and historical stories in an exciting manner for visitors using the trail system.

Work is proposed to start after May 15, 2010.

**A written request (by direct mail or e-mail) is required to receive the Request for Proposal.** A Request for Proposals will be available by mail from this office through May 5, 2010. After May 5, 2010, the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Linda Arnesen, Offices Services Specialist  
Minnesota Department of Natural Resources, Parks and Trails Division  
500 Lafayette Road  
St Paul MN 55155  
*Linda.Arnese@state.mn.us*  
Phone: (651) 259-5631

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than 2:30 p.m. Wednesday, May 12, 2010. **Late proposals will not be considered.** Faxed or emailed proposals will **not** be considered.

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

## Minnesota Pollution Control Agency

### Request for Proposals for Professional/Technical Master Contract for the Minimal Impact Design Standards (MIDS) Project

The Minnesota Pollution Control Agency (MPCA) requests proposals from qualified Contractors to develop new stormwater management tools and numeric criteria that will reduce runoff volume, new stormwater crediting or accounting system with calculator for cities implementing Best Management Practices (BMPs) and development of new design specifications for a variety of green infrastructure stormwater BMPs. Multiple Contractors are being sought to conduct the tasks to be performed under this RFP.

The MPCA requests proposals for preparation of Minimal Impact Design Standards (MIDS) for the State of Minnesota. The State of Minnesota is embarking on a major effort to promote Low Impact Development (LID) in conjunction with existing stormwater rate control practices, to reduce runoff volumes and rates, improve runoff quality and to develop a unified crediting system for practitioners and the MPCA to document pollutant load reductions. MIDS products will assist in complying with Total Maximum Daily Loads (TMDLs) allocations and for documenting protection measures required for nondegradation reviews.

The purpose of this contract is to: (1) Develop MIDS Performance Goal options; (2) Develop method for computing MIDS volumetric runoff Credits; (3) Develop, test and disseminate MIDS Calculator; and (4) Create MIDS Addendum to the Minnesota Stormwater Manual.

Contract Period: July 6, 2010, or from the date of Contract execution (whichever is later) to June 30, 2012, with the option to extend to June 30, 2015 upon agreement in each instance of both parties.

A complete Request for Proposal (RFP) describing the requirement necessary for the services described above can be obtained as noted below.

For a copy of the RFP, contact:

Kris Wenner  
Minnesota Pollution Control Agency  
Operational Support Division  
520 Lafayette Road North  
St. Paul, Minnesota 55155-4194  
**Phone:** (651) 757-2815  
**E-mail:** *Contracts.mPCA@state.mn.us*

Responders are encouraged to supply an e-mail address and to receive the RFP electronically. The subject line of the e-mail request

# State Contracts

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should state “Minimal Impact Design Standards (MIDS) Project, CR 3176.”

Questions regarding the RFP may be submitted to **Kris Wenner**. Questions must be submitted in writing by mail, fax 651/297-1456 or **e-mail (preferred): [Contracts.MPCA@state.mn.us](mailto:Contracts.MPCA@state.mn.us)** and received by **2:00 p.m. (CDT) on April 27, 2010**.

Your Proposal must be received in the office of the MPCA with the date and time of receipt stamped no later than **2:00 p.m. (CDT)** (as determined by the MPCA front desk clock) on **May 11, 2010**. **Late Proposals will not be considered.**

## Minnesota Department of Public Safety Bureau of Criminal Apprehension Request for Proposals for Audit Tool Solution

The Minnesota Department of Public Safety, Bureau of Criminal Apprehension (BCA) is requesting proposals for the purpose of customizing, installing and training staff in the use of an audit tool solution for BCA Minnesota Justice Information Services (MNJIS) audit staff.

The contract is anticipated to begin on or around May 17, 2010 and end June 30, 2010. Due to the short timeline in executing and completing the contract, the state will not accept any exceptions to the state’s boiler plate professional technical contract language. However, if funding is available and if additional services are required by the BCA after June 30, 2010, the BCA retains the option to extend the contract with the selected contractor for up to three additional one year periods.

A written request (by direct mail or email) is required to receive the Request for Proposal.

The Request for Proposal can be obtained from:

Maureen Janke  
BCA, MNJIS, Contracts and Grants Manager  
1430 Maryland Avenue East  
St. Paul, MN 55106  
**E-mail:** [Maureen.janke@state.mn.us](mailto:Maureen.janke@state.mn.us)

All questions concerning this RFP should be emailed to Maureen Janke. Deadline for submitting and accepting questions will be April 28, 2010 at 2:00 p.m. Central Daylight Time (CDT). A full collection of all the questions and answers will be emailed to all entities requesting a complete RFP by the end of business day April 30, 2010. Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than May 10, 2010 at 2:00 p.m. Central Daylight Time (CDT). **Late proposals will not be considered.** FAX or emailed proposals will **not** be considered.

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

## Minnesota Department of Transportation Affirmative Actions Office Request for Proposals for Language Services

Mn/DOT is seeking responses for a consultant to conduct language services to include accent modification and understanding through accents. These services build on existing English skills. Responder’s should assume that the employee has had English vocabulary and

grammar training. Language services primarily address the production and intonation of speech to improve the effectiveness of communication in various formats such as one-on-one conversation, presentation, group discussion, telephone, and meetings. Educating the employee and teaching them how to listen to their own speech and the speech of others to self-monitor their pronunciations will help enhance language comprehension. Understanding through accents will improve the effectiveness of communicating in various formats by training employees to understand speakers with accents other than their own. The successful responder for this project must hold a current membership with the Certified American Speech Language and Hearing Association and be licensed by the State of Minnesota Speech-Language Pathologists. The successful responder must specialize in accent modification, understanding through accents, cross-cultural communication training and have expertise in Audiology.

The full RFP can be viewed on the Consultant Services Web Page at: <http://www.dot.state.mn.us/consult/files/notices/notices.html>.

If you have any questions regarding this advertisement, or are having problems viewing the RFP on the Consultant Services Web Page, you may contact:

Ashley Duran, Contract Administrator

**E-mail:** [ashley.duran@state.mn.us](mailto:ashley.duran@state.mn.us)

**Phone:** (651) 366-4627

Note: RESPONSES WILL BE DUE ON **MONDAY, MAY 3, 2010 AT 2:00 PM CENTRAL DAYLIGHT TIME**

## **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

# State Contracts

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395 John Ireland Blvd. Mail Stop 680  
St. Paul, MN 55155

## 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.

## Additional Contracts

The *State Register* offers one of the cheapest, yet far reaching methods, of notifying the public about your agency's bids, contracts and grants. It is available to any government, non-profit, or private agency. Space is charged at the current rate of \$13.60 per each 1/10th of a page used in the *State Register*. Agencies are only billed for the space used in the *State Register*.

Agencies wishing to take advantage of this offer should submit what you want printed in the *State Register* via e-mail to: [robin.panlener@state.mn.us](mailto:robin.panlener@state.mn.us). Attach to your entry a short note indicating when you wish the notice to be published (one, or many dates), if you want a copy of the issue your notice appears in (a TEAR SHEET will be sent free with your bill), and whether you want an "Affidavit of Publication."

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## Non-State Bids, Contracts & Grants

### Transit for Livable Communities

#### Request for Proposals for Communications and Community Outreach Professional Services

Transit for Livable Communities is issuing a Request for Proposals (RFP) for Communications and Community Outreach Professional Services for its Bike Walk Twin Cities program. Bike Walk Twin Cities is a program of the federally funded Non-motorized Transportation Pilot Program. The scope of service is to conduct a communications and community outreach program including public relations and media support, event planning and management, advertising, neighborhood marketing initiatives, strategic communications advisory services, management of a video contest, web services and graphic design. The project will also include an evaluation of communication strategies and production of print materials.

The RFP can be downloaded from the Transit for Livable Communities Bike Walk web site at <http://www.bikewalktwincities.org> and is also available by email or mail free of charge by contacting:

Hilary Reeves  
Communications Manager  
Transit for Livable Communities  
626 Selby Ave, Second Floor  
St. Paul, MN 55104  
(651) 767-0298, Ext. 115  
**E-mail:** [hilaryr@tlcminnesota.org](mailto:hilaryr@tlcminnesota.org)

Proposals must be received no later than noon Central Daylight Time (CDT), Friday, May 21, 2010. Transit for Livable Communities reserves the right to reject late responses.

Complete details regarding submission requirements are included within the RFP.

### 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.



### Several convenient ways to order:

- ♦ **Retail store** Open 8 a.m. - 5 p.m. Monday - Friday, 660 Olive Street, St. Paul
- ♦ **Phone** (credit cards): 8 a.m. - 5 p.m. Monday - Friday, 651.297.3000 (Twin Cities) or 1.800.657.3757 (nationwide toll-free)
- ♦ **On-line orders:** [www.minnesotasbookstore.com](http://www.minnesotasbookstore.com)
- ♦ **Minnesota Relay Service:** 8 a.m. - 5 p.m. Monday - Friday, 1.800.627.3529 (nationwide toll-free)
- ♦ **Fax** (credit cards): 651.215.5733 (fax line available 24 hours/day)
- ♦ **Mail orders:** Orders can be sent to Minnesota's Bookstore, 660 Olive Street, St. Paul, MN 55155

**PREPAYMENT REQUIRED. Prices and availability subject to change.**

**Fax and phone orders:** Credit card purchases **ONLY** (American Express/Discover/MasterCard/VISA). Please allow 1-2 weeks for delivery. **Mail orders:** Complete order blank and send to address above. Enclose check or include credit card information. Please allow 4-6 weeks for delivery. Please make checks payable to "Minnesota's Bookstore." A \$20.00 fee will be charged for returned checks.

Stock No.	Title	Quantity	Unit Price	Total

Send my order to:

Company \_\_\_\_\_

Name \_\_\_\_\_

Street Address (Not deliverable to P.O. boxes) \_\_\_\_\_

City ( ) State Zip

Daytime phone (In case we have a question about your order) \_\_\_\_\_

#### Shipping Charges

If Product	Please
Subtotal is:	Add:
Up to \$15.00	\$ 5.00
\$15.01-\$25.00	\$ 6.00
\$25.01-\$50.00	\$ 9.00
\$50.01-\$100.00	\$ 14.00
\$100.01-\$1,000	\$ 17.00*
* \$17 to an address in MN, WI, SD, ND, IA. If delivered to an address in other states, Canada or internationally, we will contact you if there are additional charges.	
More than \$1,000	Call

Product Subtotal \_\_\_\_\_

Shipping \_\_\_\_\_

Subtotal \_\_\_\_\_

Sales tax \_\_\_\_\_

(6.875% sales tax  
if shipped to MN  
address, 7.625% if  
shipped to St. Paul  
address. 7.125% MN  
transit tax or other local  
sales tax if applicable)

**TOTAL** \_\_\_\_\_

Credit card number: \_\_\_\_\_

Expiration date: \_\_\_\_\_ Signature: \_\_\_\_\_

If tax exempt, please provide ES number  
or completed exemption form.  
ES# \_\_\_\_\_