

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)

**TUESDAY 3 January 2012  
Volume 36, Number 24  
Pages 759 - 778**

# State Register

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

The *State Register* is the official publication of the State of Minnesota's Executive Branch of government, published weekly to fulfill the legislative mandate set forth in *Minnesota Statutes*, Chapter 14, and *Minnesota Rules*, Chapter 1400. 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- Withdrawn Rules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
- Non-state Public Bids, Contracts and Grants

### Printing Schedule and Submission Deadlines

Vol. 36 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
# 24	<b>TUESDAY 3 JANUARY</b>	Noon Tuesday 27 December	Noon Wednesday 21 December
# 25	Monday 9 January 2012	Noon Tuesday 3 January 2012	Noon Wednesday 28 December
# 26	<b>TUESDAY 17 JANUARY</b>	Noon Tuesday 10 January	Noon Wednesday 4 January 2012
# 27	Monday 23 January	Noon Tuesday 17 January	Noon Wednesday 11 January

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

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## Minnesota Rules: Amendments & Additions

Rules Index - Vol. 36, # 24: TUESDAY 3 January 2012..... 704  
 (Cumulative Rules Index for Vol. 36 #1-23 appeared in issue #23)

### Expedited Emergency Rules

#### Natural Resources Department (DNR)

Adopted Expedited Emergency Game and Fish Rule:  
 2011 Elk Hunt Extension..... 763

### Exempt Rules

#### Natural Resources Department (DNR)

Adopted Exempt Permanent Natural Resources Rules:  
 Aquatic Plant Management Permits..... 764

### Official Notices

Announcements, Meetings and More..... 765

### Human Services Department (DHS)

#### Disability Services Division:

Request for Statements of Interest on the Public Advisory  
 Committee on Use of Controlled Procedures in Licensed  
 Facilities for Persons with Developmental Disabilities..... 765

### Investment Board

Seeking Institutional Investment Management Firms  
 for Consideration to Potentially Manage a Portion  
 of the Pension Assets and Other Accounts..... 766

### Transportation Department (Mn/DOT)

#### Engineering Services Division,

Office of Construction and Innovative Contracting:  
 Notices of Suspension and Debarment..... 767

### State Grants & Loans

Grant Funds and Loans..... 768

### Human Services Department (DHS)

#### Aging and Adult Services Division,

Community Service/Community Services Development  
 (CS/SD) Grants:  
 Request for Proposals to Expand Home and  
 Community-Based Services for Older Adults..... 768

### State Contracts

Vendors and Consultants..... 770

### Administration Department (Admin)

#### State Designer Selection Board Project No. 11-13:

Availability of Request for Proposal (RFP) for  
 Designer Selection for Education Complex Addition,  
 Camp Ripley, 15000 Highway 115, Little Falls, MN..... 770

### Center for Rural Policy and Development

Request for Authors for the 2012 Edition of the  
*Rural Minnesota Journal*..... 771

### Human Services Department (DHS)

#### Community Partnerships and Child Care Services Division, Child Development Services:

Request for Proposals for a Qualified Contractor to  
 Develop and/or Revise Training Curricula for  
 Child Care Providers Participating in the Minnesota  
 Quality Rating and Improvement System and for Legal  
 Non-Licensed Caregivers Serving Children Receiving  
 Child Care Assistance..... 771

### Lottery, Minnesota State

Request for Proposals for Sponsorship Agreements..... 772

### Natural Resources Department (DNR)

Availability of Contract Opportunities for up to  
 Three Qualified Contracts for the Coordinated  
 Sulfate Research Effort for the Mining Regions  
 of Northeastern Minnesota..... 773

### Transportation Department (Mn/DOT)

#### Engineering Services Division:

Contracting Opportunities for a Variety of General  
 Organizational Related Activities..... 774

#### Engineering Services Division:

Contracting Opportunities for a Variety of Highway  
 Related Technical Activities ("Consultant  
 Pre-Qualification Program")..... 774

#### Engineering Services Division:

Professional/Technical Contract Opportunities and  
 Taxpayers' Transportation Accountability Act Notices..... 775

#### Office of Ports and Waterways:

Request for Project Proposal Applications for the  
 Minnesota Port Development Assistance Program..... 775

### Non-State Bids, Contracts & Grants

Other Funding..... 776

### Minnehaha Creek Watershed District (MCWD)

Advertisement for Bids for Dutch Lake  
 Subwatershed DL-3 Water Quality Improvement - 2012..... 776

### University of Minnesota (U of M)

#### Center for Transportation Studies:

Request for Information for Video Production Services..... 777

Contract information is available from the Materials Management (MMD)  
 Helpline (651) 296-2600, or Web site: [www.mmd.admin.state.mn.us](http://www.mmd.admin.state.mn.us)

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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.

## Index for *Minnesota Rules* appearing in Volume 36, #24 TUESDAY 3 January 2012

### Natural Resources Department

6232.4350 (adopted expedited emergency)..... 763

6280.0450 (adopted exempt)..... 764

## Expedited Emergency Rules

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

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

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

## Department of Natural Resources (DNR) Adopted Expedited Emergency Game and Fish Rule: 2011 Elk Hunt Extension

**NOTICE IS HEREBY GIVEN** that the above-entitled rules have been adopted through the process prescribed by *Minnesota Statutes*, Section 84.027, subdivision 13(b). The statutory authority for the contents of the rule is *Minnesota Statutes*, Section 97A.433 and 97B.515.

The emergency conditions that do not allow compliance with *Minnesota Statutes*, Sections 97A.0451 to 97A.0459, are that only four elk were taken during the 2011 Kittson County Central Elk Zone fall hunt. The post-hunt elk population in this area remains above goal by at least 20 animals and it is necessary to offer additional hunting opportunity to bring the population closer to goal.

Dated: December 19, 2011

Tom Landwehr, Commissioner  
Department of Natural Resources

### **6232.4350 SEASON EXTENSION FOR TAKING ELK.**

Elk may be taken by the seven parties who purchased a 2011 elk license but who did not tag an elk as follows:

A. from January 14 to 22, 2012, within the Kittson County Central Elk Zone, as described in the expedited emergency amendment to part 6232.4600, subpart 3, published in the *State Register*, volume 35, page 1812, May 23, 2011; and

B. the bag limit is one antlerless elk per party.

**EFFECTIVE PERIOD.** *Minnesota Rules*, part 6232.4350, expires March 1, 2012.

# Exempt Rules

Exempt rules are excluded from the normal rulemaking procedures (*Minnesota Statutes* §§ 14.386 and 14.388). They are most often of two kinds. One kind is specifically exempted by the Legislature from rulemaking procedures, but approved for form by the Revisor of Statutes, reviewed for legality by the Office of Administrative Hearings, and then published in the *State Register*. These exempt rules are effective for two years only.

The second kind of exempt rule is one adopted where an agency for good cause finds that the rulemaking provisions of *Minnesota Statutes*, Chapter 14 are unnecessary, impracticable, or contrary to the public interest. This exemption can be used only where the rules:

- (1) address a serious and immediate threat to the public health, safety, or welfare, or
- (2) comply with a court order or a requirement in federal law in a manner that does not allow for compliance with *Minnesota Statutes* Sections 14.14-14.28, or
- (3) incorporate specific changes set forth in applicable statutes when no interpretation of law is required, or
- (4) make changes that do not alter the sense, meaning, or effect of the rules.

These exempt rules are also reviewed for form by the Revisor of Statutes, for legality by the Office of Administrative Hearings and then published in the *State Register*. In addition, the Office of Administrative Hearings must determine whether the agency has provided adequate justification for the use of this exemption. Rules adopted under clauses (1) or (2) above are effective for two years only. The Legislature may also exempt an agency from the normal rulemaking procedures and establish other procedural and substantive requirements unique to that exemption.

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

## Department of Natural Resources (DNR) Adopted Exempt Permanent Natural Resources Rules: Aquatic Plant Management Permits

### Order Adopting Rules

Rules of the Department of Natural Resources relating to aquatic plant management permits, in the form set out in the Revisor's draft, file number 4042, dated September 30, 2011, are adopted under my authority in *Minnesota Statutes*, section 103G.615, subdivision 3.

Dated: 21 November 2011

Tom Landwehr, Commissioner  
Department of Natural Resources

### 6280.0450 APM PERMIT REQUIREMENTS.

[For text of subs 1 to 2, see M.R.]

Subp. 3. **Duration of permits.** An APM permit is valid for ~~only~~ one growing season and expires on ~~September 1~~ December 31 of the year it ~~was~~ is issued, unless the commissioner stipulates a different expiration date in the permit or except as provided in this subpart:

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

[For text of subs 3a to 7, see M.R.]

## Official Notices

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

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

## Announcements, Meetings and More

The Official Notices section gives you a “heads up” on important state meetings and announcements. The *State Register* reaches a large audience of “interested eyes” every week. Remember to publish your notices here - it only costs \$10.20 per 1/10 of a page used in the *State Register* - it’s the least expensive legal advertising in the state.

All Official Notices, including the current volume as it grows, are indexed. Only subscribers can view this current index. Open the *State Register* and click on the Bookmarks icon in the upper left corner. You will see the growing index, and have fast access to all the online indices to the *State Register*. You also receive a summarized “Contracts & Grants” section showing bids and grants still open.

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## Department of Human Services (DHS)

### Disability Services Division

### Request for Statements of Interest on the Public Advisory Committee on Use of Controlled Procedures in Licensed Facilities for Persons with Developmental Disabilities

The Minnesota Department of Human Services (“the Department”) will revise Minnesota Rules parts 9525.2700 to 9525.2810 (commonly referred to as “Rule 40”) consistent with the Stipulated Class Action Settlement Agreement approved by the Federal Court in *Jensen, et al. v. Minnesota Department of Human Services, et al.*, Court File No. 09-CV-1775 (DWF/FLN) and will publish a request for comments in the *State Register*. These rules govern the use of aversive and deprivation procedures in licensed facilities serving persons with developmental disabilities. In keeping with the settlement agreement, the Department will establish a Rule 40 Advisory Committee (“the Committee”). The Department is seeking Statements of Interest (“SOI”) from individuals interested in serving on the Committee.

The anticipated time commitment is meeting on a monthly basis for six to twelve months. The first Committee meeting is scheduled for **January 30, 2012, from 1:00 p.m. to 4:00 p.m.** Consistent with the settlement agreement, the Department would like SOIs from parents, independent experts, family members, providers, self-advocates, and other interested parties. Below are descriptions of the preferred qualifications the Department will consider when selecting individuals to serve on the Committee. Some employees of the Department as well as plaintiffs’ counsel to the settlement agreement will review the SOIs.

**Parents.** Parents interested in serving on the Committee should briefly describe their background and experience involving people with developmental disabilities. Parents should also briefly describe their advocacy experience and anything else they believe is useful for the Department and plaintiffs’ counsel to the lawsuit to know in making their selection.

**Independent experts.** The Department is looking for independent experts with a Ph.D. in a relevant area such as psychology, education, clinical social work, developmental disabilities and mental illness, or other related field. The person should have certification or



# Official Notices

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be eligible for certification as a board certified Behavior Analyst at the doctoral level. Interested persons should briefly describe their experience in person-centered planning, integrating diagnostic findings, assessment results and intervention recommendations across disciplines to create an individual program plan, and demonstrated competence in the empirical evaluation of mood and behavior altering medications. Due to the high level requirements for this role, a stipend may be made available based on qualifications.

**Family members.** Family members interested in serving on the Committee should briefly describe their background and experience involving people with developmental disabilities. Family members should also briefly describe their advocacy experience and experience representing a person with developmental disabilities.

**Providers.** Providers interested in having representation on the Committee should briefly describe how their representative successfully served individuals with complex behaviors or needs, the current licensing status, if any, the number of clients served, the types of services, and the geographic area of the state where providing services. Crisis service providers should state if they are licensed to serve individuals with developmental disabilities.

**Self-advocates.** Self-advocates interested in serving on the Committee should briefly describe what training and involvement they have had with self-advocacy. They should briefly describe why they like working with large groups and sharing their opinion with those groups.

**Other interested parties.** Other parties who are interested in serving on the Committee should briefly describe their background and experience involving people with developmental disabilities and why they would like to serve on the Committee.

If you are interested in submitting a Statement of Interest, please complete the form at:

*<http://survey.dhs.state.mn.us/surveylogin.asp?k=132440086682>*

to submit the form online or contact the Department by phone or mail to have a paper copy sent to you. Reimbursement of some expenses may be made available for some committee members based on need. Completed SOI forms must be received by the Department by **Friday, January 13, 2012**.

To request a paper copy of the SOI form: call (651) 431-2676 or MN Relay: 711 or 1-800-627-3529.

Mail your request for a paper copy AND send your completed form to:

Minnesota Department of Human Services  
Disability Services Division  
PO Box 64967  
St. Paul, MN 55164-0967  
**ATTN:** Suzanne Todnem

Electronic copies of SOI may be sent to: *[suzanne.todnem@state.mn.us](mailto:suzanne.todnem@state.mn.us)*

The Department values and strives for a diverse committee composition including gender, racial, geographic, age, and socioeconomic diversity.

## State Board of Investment

### Notice to Institutional Investment Management Firms for Consideration to Potentially Manage a Portion of the Pension Assets and Other Accounts

The Minnesota State Board of Investment (MSBI) retains institutional investment management firms to manage a portion of the pension assets and other accounts under its control. Periodically, the MSBI will conduct a search for institutional investment management firms on an as needed basis. For additional information on the domestic stock, international stock, or domestic bond portfolio programs for the MSBI, firms are asked to write to the following address for additional information:



External Manager Program  
Minnesota State Board of Investment  
60 Empire Drive, Suite 355  
St. Paul, MN 55103-3555  
**Telephone:** (651) 296-3328  
**Fax:** (651) 296-9572  
**E-mail:** *minn.sbi@state.mn.us*

Please refer to this notice in your written request.

## Department of Transportation (Mn/DOT) Engineering Services Division, Office of Construction and Innovative Contracting Notices of Suspension and Debarment

### NOTICE OF SUSPENSION

**NOTICE IS HEREBY GIVEN** that the Department of Transportation (“MnDOT”) has ordered that the following vendors be suspended for a period of sixty (60) days, effective October 14, 2011 until December 13, 2011:

- Marlon Louis Danner and his affiliates, South St. Paul, MN
- Danner, Inc. and its affiliates, South St. Paul, MN
- Bull Dog Leasing, Inc. and its affiliates, Inver Grove Heights, MN
- Danner Family Limited Partnership and its affiliates, South St. Paul, MN
- Ell-Z Trucking, Inc. and its affiliates, South St. Paul, MN

### NOTICE OF DEBARMENT

**NOTICE IS HEREBY GIVEN** that the Department of Transportation (“MnDOT”) has ordered that the following vendors be debarred for a period of two (2) years, effective January 4, 2010 until January 3, 2012:

- Riley Bros. Companies, Inc. and its affiliates, Morris, MN
- Riley Bros. Construction, Inc. and its affiliates, Morris, MN
- Riley Bros. Properties, LLC, and its affiliates, Morris, MN
- Riley Bros. Utilities, Inc. d/b/a Chris Riley Utilities, Inc. and its affiliates, Morris, MN

**NOTICE IS HEREBY GIVEN** that the Department of Transportation (“MnDOT”) has ordered that the following vendors be debarred for a period of three (3) years, effective February 24, 2010 until February 24, 2013:

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

**NOTICE IS HEREBY GIVEN** that the Department of Transportation (“MnDOT”) has ordered that the following vendors be debarred for a period of three (3) years, effective March 25, 2011 until March 25, 2014:

- Philip Joseph Franklin, Leesburg, VA
- Franklin Drywall, Inc. and its affiliates, Little Canada, MN
- Master Drywall, Inc. and its affiliates, Little Canada, MN

*Minnesota Statute* section 161.315 prohibits the Commissioner, counties, towns, or home rule or statutory cities from awarding or approving the award of a contract for goods or services to a person who is suspended or debarred, including:

- 1) any contract under which a debarred or suspended person will serve as a subcontractor or material supplier,
- 2) any business or affiliate which the debarred or suspended person exercises substantial influence or control, and
- 3) any business or entity, which is sold or transferred by a debarred person to a relative or any other party over whose actions the debarred person exercises substantial influence or control, remains ineligible during the duration of the seller’s or transfer’s debarment.

# State Grants & Loans

In addition to requests by state agencies for technical/professional services (published in the State Contracts Section), the *State Register* also publishes notices about grants and loans available through any agency or branch of state government. Although some grant and loan programs specifically require printing in a statewide publication such as the *State Register*, there is no requirement for publication in the *State Register* itself. Agencies are encouraged to publish grant and loan notices, and to provide financial estimates as well as sufficient time for interested parties to respond.

## Grant Funds and Loans

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 \$10.20 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:

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## Department of Human Services (DHS)

### Aging and Adult Services Division

### Community Service/ Community Services Development (CS/SD)

### Grants

## Notice of Request for Proposals to Expand Home and Community-Based Services for Older Adults

**NOTICE IS HEREBY GIVEN** that The Minnesota Department of Human Services (DHS), Aging and Adults Services Division, is seeking proposals from qualified responders for state fiscal year 2013, July 1, 2012-June 30, 2013, to expand and integrate home and community-based services for older adults that allow local communities to rebalance their long-term care service delivery system, support people in their own homes, expand the caregiver support and respite care network and promote independence, as directed by *Minnesota Statutes*, sections 256.9754 and 256B.0917, subd.6 and 13.

**Funds available:** Approximately \$5 million is available. **Request per application may not exceed \$250,000 per year.**

An optional Responders Webinar will be held Tuesday, January 31, 2012, 9:00 a.m. Central Standard Time. Responders interested in attending the Responder's Webinar must register online at [https://minnesota.ilinc.com/perl/ilinc/lms/event.pl?div\\_view=reg&event\\_user\\_id=](https://minnesota.ilinc.com/perl/ilinc/lms/event.pl?div_view=reg&event_user_id=)).

The complete RFP and application including directions is available online on the DHS Community Service/Community Services Development Web site at <http://www.dhs.state.mn.us/cssd> > applicant page

The deadline for receipt of proposals is March 16, 2012, 4:00 p.m. Central Standard Time.

Late, faxed and emailed proposals will not be considered.

For more information contact:

Jacqueline Peichel  
Community Program Policy Consultant

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## State Grants & Loans

Aging and Adult Services  
Department of Human Services  
P.O. Box 64976  
St. Paul, MN 55164-0976  
**Phone:** (651) 431-2583  
**E-mail:** *Jacqueline.s.peichel@state.mn.us*

This is the only person designated to answer questions regarding the request for proposal.

Other department personnel are NOT allowed to discuss the Request for Proposal with anyone, including responders, before the proposal submission deadline.

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

# State Contracts

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

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

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

- \$0 - \$5000 does not need to be advertised. Contact the Materials Management Division: (651) 296-2600
- \$5,000 - \$25,000 should be advertised in the *State Register* for a period of at least seven calendar days;
- \$25,000 - \$50,000 should be advertised in the *State Register* for a period of at least 14 calendar days; and
- anything above \$50,000 should be advertised in the *State Register* for a minimum of at least 21 calendar days.

## Vendors and Consultants

The state spends \$2-3 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 \$10.20 each 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**
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- **E-mailed to you . . . its so easy**
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- **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)

## State Department of Administration

### State Designer Selection Board Project No. 11-13

### Notice of Availability of Request for Proposal (RFP) for Designer Selection for: Education Complex Addition, Camp Ripley, 15000 Highway 115, Little Falls, Minnesota

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

A full Request for Proposals is available on the Minnesota National Guard's website: <http://www.MinnesotaNationalGuard.org/rfp>.

There will **NOT** be a mandatory informational meeting. Any questions should be directed to Mr. Pat Rolph at **fax:** (320) 632-7473 or e-mail: [pat.rolph@us.army.mil](mailto:pat.rolph@us.army.mil). Project questions will be taken by this individual only. Questions regarding this RFP must be received by January 10, 2012 no later than 4:30 pm Central Time.

Proposals must be delivered to Jeanne Caturia, Executive Secretary, State Designer Selection Board, Real Estate and Construction Services, Room 309, Administration Building, 50 Sherburne Ave., St. Paul, MN 55155, **phone:** (651) 201-2551 not later than **12:00 noon on Monday, January 23, 2012**. Late responses will not be considered.

The Minnesota National Guard is not obligated to complete the proposed project and reserves the right to cancel the solicitation if it is considered to be in its best interest.

## **Center for Rural Policy and Development Request for Authors for the 2012 Edition of the *Rural Minnesota Journal***

The Center for Rural Policy and Development, St. Peter, MN, is seeking authors for the 2012 edition of the *Rural Minnesota Journal*. The list of article topics we are seeking authors for can be found at [www.ruralmn.org/rmj/2012rmj](http://www.ruralmn.org/rmj/2012rmj). *RMJ* is an annual publication discussing topics of interest to rural residents, containing articles written by experts from around the state. Past issues can be viewed at [www.ruralmn.org/rmj](http://www.ruralmn.org/rmj). Articles are 3,000-8,000 words, with an approximate deadline of May 31, 2012 (deadline is flexible). Research-supported articles are preferred. For more information, contact Marnie Werner at [mwerner@ruralmn.org](mailto:mwerner@ruralmn.org). To submit a proposal, send contact information, summary of proposed article (300 words max), and curriculum vitae/resume to Marnie Werner by January 25, 2012. Honoraria are available.

## **Minnesota Department of Human Services (DHS) Community Partnerships and Child Care Services Division Child Development Services Notice of Request for Proposals (RFP) for a Qualified Contractor to Develop and/ or Revise Training Curricula for Child Care Providers Participating in the Minnesota Quality Rating and Improvement System and for Legal Non-Licensed Caregivers Serving Children Receiving Child Care Assistance The proposal submission deadline is 3:00 p.m. Central Daylight Time on Wednesday, February 1, 2012.**

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Services (Department), Child Development Services (CDS) unit through the Community Partnerships and Child Care Services Division is soliciting proposals from qualified Responders in the field of early childhood education, school-age care, and instructional design to develop competency-based curricula and other resources to support early care and education and school-age care professionals in providing quality child care programs for children ages birth through twelve years.

This RFP seeks a Responder to provide development of an instructional design curriculum framework, as well as the development and/or revision of training which will best prepare child care practitioners, regardless of setting or educational level, to attain the depth of knowledge and skill development to better meet Quality Rating and Improvement System (QRIS) program standards; address national early childhood development and learning priorities, including effective services and supports for children with high-needs, health promotion, family engagement, and culturally and linguistically appropriate services and programs; as well as provide training opportunities to Legal Non-Licensed providers caring for children of families receiving Child Care Assistance that meet newly enacted legislative requirements.

The activities outlined in this RFP include four separate development projects of specialized training, and the development of corresponding training of trainers. The four specialized projects are as follows:

- Development of an Instructional Design framework incorporating and expanding the current Child Development Services *Guiding Principles for the Development of Curriculum Training* which will serve as the standardized instructional design framework when developing state-funded training content.
- Development of a cultural and linguistic diversity curriculum for child care practitioners serving children, birth through age 12.
- Development of awareness level curricula specifically addressing the educational needs of Legal, Non-Licensed Caregivers or Family, Friend and Neighbor providers serving children of families receiving child care assistance subsidies in meeting new training requirements as directed by the State Legislature.
- Review and revision of the Minnesota Child Care Credential, including the Spanish, Hmong and Somali Minnesota Child Care Credential adapted versions, to reflect current research and revised Parent Aware Quality Rating and Improvement System standards and the revised Minnesota Core Competencies.

Terms of Contract: The term of any resulting contract is anticipated to be for approximately fifteen months from March 15, 2012 until June 30, 2013 and should not exceed a maximum cost of \$165,000.

# State Contracts

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The Department will award one contract to a single organization or the representative of a collaboration of partners with expertise in instructional design, curricula writing, development of culturally responsive materials and delivery strategies, and knowledge of quality rating and improvement systems. The Respondent must demonstrate leadership in the field of early childhood education and effective teaching strategies as well as proven outreach capabilities to the culturally and linguistically diverse child care provider population of Minnesota.

The RFP for can be viewed by visiting the Minnesota Department of Human Services RFP Web site:

*<http://www.dhs.state.mn.us/id00102>*

under "Partners and Providers," "Grants and RFPs" on **Tuesday, January 3, 2012**. To obtain an e-mail copy of the RFP, please contact Fred Fuhrmann at *[fred.fuhrmann@state.mn.us](mailto:fred.fuhrmann@state.mn.us)*.

For further information or to request a paper copy of the Request for Proposals, please contact:

Fred Fuhrmann, Grants Coordinator  
Community Partnerships Division  
Department of Human Services  
P.O. Box 64962  
St. Paul, MN 55164-0962  
**E-mail:** *[fred.fuhrmann@state.mn.us](mailto:fred.fuhrmann@state.mn.us)*

Proposals must be physically received (not postmarked) at Minnesota Department of Human Services, 444 Lafayette Road North, St. Paul, MN, 55155, no later than **3:00 p.m. Central Standard Time on Tuesday, February 1, 2012** to be considered. **Late proposals and 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 State Lottery Request for Proposals for Sponsorship Agreements

### Description of Opportunity

The Minnesota State Lottery develops sponsorship agreements throughout the year with organizations, events, and sports teams to create excitement for lottery players, to interest new players and increase the visibility of lottery games. The Lottery encourages and continually seeks new sponsorship agreements to help achieve current Lottery marketing goals.

### Proposal Content

A sponsorship proposal presented to the Lottery should meet the following three criteria:

**1. Maximize Lottery Visibility** – the event, sports or tie-in proposal should draw a large number of desired participants (typically 50,000 or more) whose demographics match the Lottery player profile. The Lottery is interested in effectively delivering its message of fun and entertainment to Minnesota adults whose demographics skew primarily towards those aged 25-64, with a household income of \$35,000-\$75,000, and having an educational background of some college or higher. The Lottery does not market to those under the age of 18, and family events with high levels of children present are generally not accepted. Attendance, on-site signage visibility and paid media exposure will be critical components that will be evaluated.

**2. Enhance Lottery Image-** – the event, sports or tie-in proposal should inherently project the attitude that the Lottery is a fun and socially acceptable part of the community. The Lottery's presence should fit well within the lineup of other sponsors. The Lottery is interested in creating opportunities whereby the sponsorship can translate into sales revenue, either via on-site sales from a Lottery booth, from sales-generating promotions with Lottery retailers or from joint programs with the sponsor's media partners.

**3. Provide Promotional Extensions** – the event, sports or tie-in proposal should offer exciting, value-added ways to interact with our players and have opportunities to motivate attendees, listeners and viewers to participate in and purchase Lottery games. The

proposal must include proper staffing availability or other considerations to help the Lottery implement any appropriate promotional extension ideas.

Proposals should address all pertinent elements of the sponsorship and how the Lottery criteria as stated above and on the Evaluation Form are to be met. To view or print copies of the Request for Proposal go to: <http://www.mnlottery.com/vendorops.html>

This Solicitation does not obligate the state to award a contract or pursue a proposed sponsorship opportunity, and the state reserves the right to cancel the solicitation if it is considered to be in its best interest.

### Questions

Questions concerning this Solicitation should be directed to:

John Mellein, Marketing Director  
Minnesota State Lottery  
2645 Long Lake Road  
Roseville, MN 55113  
**Telephone:** (651) 635-8230  
**Toll-free:** (888) 568-8379 ext. 230  
**Fax:** (651) 297-7496  
**TTY:** (651) 635-8268  
**E-mail:** [johnm@mnlottery.com](mailto:johnm@mnlottery.com)

Other personnel are not authorized to answer questions regarding this Solicitation.

### Response Delivery

All responses must be in writing and delivered to the contact noted above. Proposals will be accepted on an ongoing basis.

## Department of Natural Resources (DNR) Notice of Availability of Contract Opportunities for up to Three Qualified Contracts for the Coordinated Sulfate Research Effort for the Mining Regions of Northeastern Minnesota

The Minnesota Department of Natural Resources is requesting proposals for the purpose of a Coordinated Sulfate Research Effort for the Mining Regions of Northeastern Minnesota. Up to \$600,000.00 in research support is being made available for this effort.

Work is proposed to start after April 1, 2012. Successful respondents will have the responsibility of designing and conducting measurements needed to evaluate geochemical processes in at least one of the following subject areas:

- (1) Sulfur cycling and related processes that may enhance methylmercury loading;
- (2) Site-specific methylmercury production, transport, and degradation processes; and
- (3) Mercury bioaccumulation as a function of mercury speciation.

A Request for Proposals will be available by email or mail from this office. **A written request (by email) is required to receive the Request for Proposal.**

The Request for Proposal can be obtained from:

Dr. Michael Berndt  
DNR- Lands and Minerals  
500 Lafayette Road  
St. Paul, MN 55155-5045  
**E-mail:** [mike.berndt@state.mn.us](mailto:mike.berndt@state.mn.us)  
**Telephone:** (651) 259-5378

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than



# State Contracts

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no later than 2:30 pm central daylight time, January 31, 2012. **Late proposals will NOT be considered.** Fax or e-mailed proposals will **NOT** be considered.

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

## Department of Transportation (Mn/DOT)

### Engineering Services Division

#### Notice of Potential Availability of Contracting Opportunities for a Variety of General Organizational Related Activities

(This document is available in alternative formats for persons with disabilities by calling Melissa McGinnis at 651-366-4644; for persons who are hearing or speech impaired by calling the Minnesota Relay Service at 800-627-3529.)

Mn/DOT, in conjunction with the Department of Administration, have developed a streamlined approach for fast-tracking select general organization service projects. These general organizational projects may include, but are not limited to, work in the following categories: 1) Develop, implement and summarize internal and external surveys; 2) Recommend best practices in an organizational structure; 3) Assist with organizational health structure; 4) Provide marketing support; 5) Develop, implement and provide support of ad hoc forums; 6) Establish and facilitate collaborative groups, including cross-organization and public-private teams; 7) Provide project management for non-technical initiatives; and 8) Facilitate non-technical activities and events.

This streamlined approach includes developing an email list of firms that are interested in receiving direct notification of general organizational projects. Firms will be added on an on-going basis. Fast-tracked projects will have a shorter advertising period and turn-around time. Firms will be asked to submit responses within 5 business days and will be required to work diligently with Mn/DOT toward establishing a contract upon selection. All projects will be advertised to the public. Your firm will be directly notified that there is a project posted on the Consultant Services Website ([www.dot.state.mn.us/consult](http://www.dot.state.mn.us/consult)) that requires general organizational skills. Please note that this notice is not a solicitation or request for proposals of any kind. Being placed on the list does not guarantee work nor does it obligate Mn/DOT to provide any contracting opportunities under this program.

Interested firms should send the following information to the e-mail address below: Firm name, firm contact person, phone number, and email address.

Contact: Melissa McGinnis, Contract Administrator  
**E-mail:** [melissa.mcginnis@state.mn.us](mailto:melissa.mcginnis@state.mn.us)  
**Telephone:** (651) 366-4644

## 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 Kelly Arneson 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:

Kelly Arneson  
Consultant Services  
Office of Technical Support  
Minnesota Department of Transportation  
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.

### **Department of Transportation (Mn/DOT) Office of Ports and Waterways Request for Project Proposal Applications for the Minnesota Port Development Assistance Program**

The Minnesota Department of Transportation, Ports & Waterways Section, is requesting project proposal applications from those qualifying for the Minnesota Port Development Assistance Program, Law 457A.01-06. Please review the Rules 8895.0100-1100 before filling out the application. Please follow the Rules format reference 8895.0500 in completing the application. The application filing will be open from Monday, January 9, 2012 through Friday, March 2, 2012.

Applications are to be mailed to: Ports & Waterways Section, Mn. Dept. of Transportation, 395 John Ireland Blvd., St Paul, MN 55155-1899. If you have questions, please call (651) 366-3683.

# 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.

## Other Funding

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).

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.

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## Minnehaha Creek Watershed District (MCWD) Advertisement for Bids for Dutch Lake Subwatershed DL-3 Water Quality Improvement - 2012

<b>Owner:</b>	Minnehaha Creek Watershed District
<b>Class of Work:</b>	Excavation, RCP and PVC Storm Sewer Construction, Sand Filter Construction and Stream Buffer Management
<b>Project Location:</b>	Hennepin County, Minnesota
<b>Pre-Bid Meeting:</b>	January 12, 2012 1:00 PM
<b>Bids Close At:</b>	January 19, 2012, 1:00 PM

### 1.1 NOTICE TO CONTRACTORS

Sealed Bid Proposals for the furnishing of all labor, materials and all other items necessary to complete the work described herewith, will be received by Minnehaha Creek Watershed District at its office located at 18202 Minnetonka Blvd., Deephaven, MN, until 1:00 PM, January 19, 2012, at which time such bids will be opened and read aloud. The work, in accordance with drawings and specifications prepared by Wenck Associates, Inc. consists of the following major items of work:

- RCP and PVC Storm Sewer Construction
- RCP Manhole Construction
- PVC Sub-Drain Construction
- Installation of sand filter media in an excavated trench
- Management of a stream buffer for three years
- Riprap at FES locations
- Culvert Construction
- Grading and Site Restoration

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## Non-State Bids, Contracts & Grants

Contractors desiring a copy of the bid package, plans, specifications and proposal forms may obtain them from the offices of Minnehaha Creek Watershed District. There is a required payment of a \$65.00 **non-refundable** fee for each bid package. Bid packages are also available for examination at the District office. All communications made prior to bid opening, relative to this project, should be addressed to the ENGINEER Attn: Mike Panzer, Project Engineer, [mike.panzer@wenck.com](mailto:mike.panzer@wenck.com) or (763) 479-4200.

Bid Proposals shall be submitted on forms furnished for that purpose.

Each bid proposal shall be accompanied by a "Bid Security" in the form of a certified or cashier's check made payable to Minnehaha Creek Watershed District ("OWNER") in an amount not less than five percent (5%) of the total bid, or a surety bond in the same amount, running to the OWNER, with a surety company duly authorized to do business in the state of Minnesota, such Bid Security to be a guarantee that the bidder, if awarded a contract, will enter into a contract with Minnehaha Creek Watershed District; and the amount of the certified check will be retained or the bond enforced by the OWNER in case the bidder fails to do so. The OWNER will retain the deposits for the three lowest bidders until the contract has been awarded and executed but not longer than sixty (60) days. No bid may be withdrawn for a period of sixty (60) days following the bid opening.

A PRE-BID meeting will be held at the Minnehaha Creek Watershed District office at 1:00 PM January 12, 2012. Potential Bidders and sub-contractors are welcome to attend this meeting.

The bid of the lowest responsible bidder is intended to be accepted on or before the expiration of sixty (60) days after the date of the opening of bids. The OWNER, however, reserves the right to reject any or all bids and to waive any minor irregularities, informalities or discrepancies, and further reserves the right to award the contract in the best interest of Minnehaha Creek Watershed District.

Dated: 27 December 2011

## University of Minnesota (U of M) Center for Transportation Studies Request for Information (RFI) for Professional Services

The Center for Transportation Studies at the University of Minnesota is seeking qualified vendors to provide the following professional service(s):

- Video Production Services : RFI 1025

The purpose of this RFI is to gather information about the qualifications of contractors who perform these professional services, since CTS, or the programs it administers, may need to purchase these services in the future.

This RFI is NOT a request for a proposal, bid, or quotation. The RFI does not obligate the University of Minnesota to any particular vendor or dollar amount. Rather, the RFI is simply intended to gather information regarding the services available in order to create a pool of potential contractors.

RFIs are posted on the CTS Web site at: <http://www.cts.umn.edu/About/RFI>.

For administrative information, please contact:

Penny Harris  
Center for Transportation Studies  
200 Transportation and Safety Building  
511 Washington Ave. S.E.  
Minneapolis, MN 55455  
**Phone:** (612) 625-9246  
**E-mail:** [harri163@umn.edu](mailto:harri163@umn.edu)

Initial submission date for proposals is 4:00 p.m. January 26<sup>th</sup>, 2012.



**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
- ♦ **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

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

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

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

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**Shipping Charges**

<i>If Product</i>	<i>Please</i>
<i>Subtotal is:</i>	<i>Add:</i>
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*
<small>*\$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.</small>	
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** \_\_\_\_\_

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