

State of Minnesota

# State Register



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

## 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- Withdrawn Rules
- Vetoes 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		
# 46	Monday	4	June	Noon Tuesday	29	May	Noon Wednesday	23	May
# 47	Monday	11	June	Noon Tuesday	5	June	Noon Wednesday	30	May
# 48	Monday	18	June	Noon Tuesday	12	June	Noon Wednesday	6	June
# 49	Monday	25	June	Noon Tuesday	19	June	Noon Wednesday	13	June

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**House Public Information Services** (651) 296-2146  
State Office Building, Room 175,  
100 Rev. Dr. Martin Luther King Jr Blvd., St. Paul, MN 55155  
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## Minnesota State Court System

**Court Information Office** (651) 296-6043  
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St. Paul, MN 55155 **Website:** [www.mncourts.gov](http://www.mncourts.gov)

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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.

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## Official Notices

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

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

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- **E-mailed to you on Friday**
- **Indexes to Vol. 27 - Vol. 33**
- **All Contracts & Grants Open for Bid**
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## Executive Council State Board of Investment Land Exchange Board Notice of Meetings 6 June 2012

The Executive Council, State Board of Investment and the Land Exchange Board will meet on Wednesday, June 6, 2012 at 9:00 A.M. in Room 123, State Capitol, St. Paul, MN.

## Department of Human Services (DHS) Health Care Purchasing and Delivery Systems Division Health Care Administration Public Notice of Maximum Allowable Costs of Medical Assistance Outpatient Prescribed Drugs

**NOTICE IS HEREBY GIVEN** to recipients, providers of services, and to the public of additions to the state Medical Assistance maximum allowable cost (state MAC) list for certain outpatient prescribed drugs.

At least once each calendar year, the United States Department of Health and Human Services, Centers for Medicare & Medicaid Services, publishes a federal upper limit (FUL) payment schedule for many commonly prescribed multiple-source drugs. The federal upper limit is set at a rate equal to 150 percent of the published price for the least costly therapeutic equivalent that can be purchased by pharmacists. This FUL payment schedule constitutes the federal MAC list. For many multiple-source drugs that are not on the federal MAC list, the Department establishes a state MAC list. Additionally, the Department imposes a state MAC for many multiple-source drugs that are on the federal MAC list, as long as the savings are at least as much as the savings would be using the federal MAC list.



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The Department requires Medical Assistance pharmacy providers to submit their usual and customary costs. Pharmacy providers are reimbursed at the lower of: 1) the federal or state MAC, plus a dispensing fee; 2) the submitted usual and customary charge to the general public; or 3) a discount off of average wholesale price, plus a dispensing fee.

No earlier than June 1, 2012 the Department may add the following outpatient prescribed drugs to the state MAC list:

**Drug Name**

ANTIHEMOPHILIC FACTOR VIII (PLASMA/ALBUMIN-FREE) INTRAVENOUS ANTIHEMOPHILIC FACTORS  
ANTIHEMOPHILIC FACTOR, HUM REC INTRAVENOUS ANTIHEMOPHILIC FACTORS  
ANTIHEMOPHILIC FACTOR,HUMAN INTRAVENOUS ANTIHEMOPHILIC FACTORS  
ANTIHEMOPHILIC FACTOR,HUMAN/VON WILLEBRAND FACT,HUMAN INTRAVENOUS ANTIHEMOPHILIC  
FACTORS  
ANTI-INHIBITOR COAGULANT COMPLEX INTRAVENOUS ANTIHEMOPHILIC FACTORS  
COAGULATION FACTOR VIIA RECOMB INTRAVENOUS ANTIHEMOPHILIC FACTORS  
FACTOR IX COMPLEX HUMAN INTRAVENOUS FACTOR IX PREPARATIONS  
FACTOR IX HUMAN RECOMBINANT INTRAVENOUS FACTOR IX PREPARATIONS  
FACTOR IX INTRAVENOUS FACTOR IX PREPARATIONS  
FIBRINOGEN INTRAVENOUS ANTIFIBRINOLYTIC AGENTS

These additions are made to bring Medical Assistance reimbursement to pharmacists more closely in line with the actual acquisition cost of the drugs listed above. The Department estimates that there will be a state savings of \$470,000.00 for State Fiscal Year 2011 (July 1, 2011 through June 30, 2012).

This notice is published pursuant to *Code of Federal Regulations*, Title 42, section 447.205, which requires publication of a notice when there is a rate change in the methods and standards for setting payment rates for Medical Assistance services.

Written comments and requests for information may be sent to Pharmacy Program Manager Sara Drake R.Ph., Health Services and Medical Management Division, Health Care Administration, Minnesota Department of Human Services, P.O. Box 64984, St. Paul, Minnesota 55164-0984.

## Minnesota Pollution Control Agency (MPCA)

### Watershed Division

#### Re-Public Notice of Availability of draft Lac qui Parle Yellow Bank Bacteria, Turbidity, and Low Dissolved Oxygen TMDL Assessment Report and Request for Comment

**Public Comment Period Begins:**

**May 29, 2012**

**Public Comment Period Ends:**

**June 27, 2012**

The Minnesota Pollution Control Agency (MPCA) is requesting comments on the draft report for the Lac qui Parle Yellow Bank Bacteria, Turbidity, and Low Dissolved Oxygen TMDL Assessment Report. This report addresses eight reaches in the Lac qui Parle watershed and three reaches within the Yellow Bank watershed. The draft Total Maximum Daily Load (TMDL) report is available on the MPCA website at <http://www.pca.state.mn.us/0agxa04>.

Comments on the draft report should be addressed to the MPCA contact person listed below and must be received by the MPCA by 4:30 p.m. on June 27, 2012. The MPCA will review all comments received, determine possible revision to the draft TMDL report and prepare written responses to the comments. The MPCA will then submit the report to the U. S. Environmental Protection Agency (EPA) for approval.

The Lac qui Parle River watershed and the Yellow Bank River watershed are located in southwest and west central Minnesota respectively with portions of their watersheds located in South Dakota. The Lac qui Parle River watershed encompasses 702,122 acres with 69.7 percent or 489,294 acres in Minnesota. The Yellow Bank River watershed encompasses 282,044 acres with 13.4 percent or

37,923 acres in Minnesota. This TMDL addresses 11 reaches that have an excess of bacteria, seven reaches with an excess of turbidity, and one reach with low dissolved oxygen. These reaches were listed between 1994 and 2010.

**Agency Contact Person.** Written comments and requests for more information should be directed to:

Katherine Pekarek-Scott  
Minnesota Pollution Control Agency  
504 Fairgrounds Road, Suite 200  
Marshall, Minnesota 56258  
**Telephone:** (507) 476-4267  
**Minnesota Toll Free:** 800-646-6247  
**Fax:** (507) 537-6001  
**E-mail:** [katherine.pekarek-scott@state.mn.us](mailto:katherine.pekarek-scott@state.mn.us)  
**TTY** users may call the MPCA teletypewriter at (651) 282-5332 or 1-800-657-3864.

**Preliminary Determination on the draft TMDL Report:** The MPCA Commissioner has made the preliminary determination to submit this TMDL report to the EPA for final approval. A draft TMDL report and fact sheet are available for review at the MPCA office at the address listed above and on the MPCA website at: <http://www.pca.state.mn.us/0agxa04>.

Suggested changes will be considered before the TMDL report is sent to the EPA for approval.

**Written Comments:** You may submit written comments on the conditions of the draft TMDL report or on the Commissioner's preliminary determination. Written comments must include the following:

1. A statement of your interest in the draft TMDL report;
2. A statement of the action you wish the MPCA to take, including specific references to sections of the draft TMDL that you believe should be changed; and
3. The reasons supporting your position, stated with sufficient specificity as to allow the Commissioner to investigate the merits of your position.

**Petition for Public Information Meeting:** You may request that the MPCA Commissioner hold a public information meeting. A public information meeting is an informal meeting the MPCA may hold to solicit public comment and statements on matters pertaining to the TMDL study and process, and to help clarify and resolve issues.

A petition requesting a public information meeting must include the following information:

1. A statement identifying the matter of concern;
2. The information required under items 1 through 3 of "Written Comments", identified above;
3. A statement of the reason the MPCA should hold a public information meeting; and
4. The issues that you would like the MPCA to address at the public information meeting.

**Petition for Contested Case Hearing:** A petition for a contested case hearing may be submitted. A contested case hearing is a formal evidentiary hearing before an administrative law judge. In accordance with Minn. R. 7000.1900, the MPCA will grant a petition to hold a contested case hearing if it finds that: (1) there is a material issue of fact in dispute concerning the application or draft TMDL report; (2) the MPCA has the jurisdiction to make a determination on the disputed material issue of fact; and (3) there is a reasonable basis underlying the disputed material issue of fact or facts such that the holding of the contested case hearing would allow the introduction of information that would aid the MPCA in resolving the disputed facts in making a final decision on the draft TMDL report. A material issue of fact means a fact question, as distinguished from a policy question, whose resolution could have a direct bearing on a final MPCA decision.

A petition for a contested case hearing must include the following information:

1. A statement of reasons or proposed findings supporting the MPCA decision to hold a contested case hearing according to the criteria in *Minnesota Rules* 7000.1900, as discussed above; and
2. A statement of the issues proposed to be addressed by a contested case hearing and the specific relief requested or resolution of the matter.

In addition and to the extent known, a petition for a contested case hearing should also include the following information:

1. A proposed list of prospective witnesses to be called, including experts, with a brief description of proposed testimony or

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- summary of evidence to be presented at a contested case hearing;
2. A proposed list of publications, references, or studies to be introduced and relied upon at a contested case hearing; and
  3. An estimate of time required for you to present the matter at a contested case hearing.

**MPCA Citizens' Board Decision:** You may also submit a petition to the Commissioner requesting that the MPCA Citizens' Board consider the TMDL report approval. To be considered timely, the petition must be received by the MPCA by 4:30 p.m. on June 27, 2012, the date the public comment period ends as identified on page 1 of this notice. According to *Minnesota Statutes* § 116.02, subd 6(4), the decision whether to submit the TMDL report and, if so, under what terms will be presented to the Board for decision if: (1) the Commissioner grants the petition requesting the matter be presented to the Board; (2) one or more Board members request to hear the matter the time the Commissioner makes a final decision on the TMDL report; or (3) a timely request for a contested case hearing is pending. You may participate in the activities of the MPCA Board as provided in *Minnesota Rules* 7000.0650.

The written comments, requests, and petitions submitted on or before the last day of the public comment period will be considered in the final decision on the TMDL report. If the MPCA does not receive written comments, requests, or petitions during the public comment period, the MPCA staff, as authorized by the Board, will make the final decision on the draft TMDL report.

Dated: May 2012

## Minnesota Public Utilities Commission (PUC) Notice of Grant in Support of Telecommunications for K-12 Education

**NOTICE IS HEREBY GIVEN** that the Minnesota Public Utilities Commission seeks proposals from qualifying primary, middle and secondary school educators, both public and nonpublic, for grants to fund telecommunications projects for the benefit of K-12 students in Minnesota. The source fund is held by Qwest Corporation (dba CenturyLink) and will be distributed by Qwest with direction from the Commission. The fund balance is approximately \$2.8 million. The deadline for applications is August 31, 2012. For a copy of the application instructions please refer to the Commission's website at <http://www.puc.state.mn.us/PUC/index.html>, or contact Kevin O'Grady at (651) 201-2218 or: [k12grant.puc@state.mn.us](mailto:k12grant.puc@state.mn.us).

## 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 April 9, 2012 until June 8, 2012:

- 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
- Danner Environmental, Inc. and its affiliates, South St. Paul, MN

### NOTICE OF DEBARMENT:



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## Official Notices

**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 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**
- **Updates to Index to Vol. 31**
- **E-mailed to you, on Friday**
- **LINKS, LINKS, LINKS**
- **"Contracts & Grants" Open for Bid**
- **Easy Access to *State Register* Archives**

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 (MnSCU)

### Hennepin Technical College

### Notice of Availability of Request for Proposals (RFP) for Media Buyer for: Hennepin Technical College, Brooklyn Park Campus and Eden Prairie Campus

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Hennepin Technical College, is soliciting proposals for a vendor to provide contract security services. The selected vendor will provide exceptional security services through the use of experienced, uniformed officers in accordance with the specification requirements and conditions listed in the RFP.

Proposals for this project will be received by:

Pauline Arnst  
Hennepin Technical College  
13100 College View Drive  
Eden Prairie, MN 55347

No later than 2:00 PM, June 4, 2012.

Contact Pauline Arnst for a complete RFP, **e-mail:** [pauline.arnst@hennepintech.edu](mailto:pauline.arnst@hennepintech.edu), or phone: (952) 995-1445

### Minnesota State Colleges and Universities (MnSCU)

#### Saint Paul College

#### Sealed Bids Sought for 2008 or newer American Manufactured Truck

A Community and Technical College is requesting **sealed bids** for purchase of 2008 model yr. or newer American Manufactured truck equipped with:

- DPF/DOC After-treatment device
- Conventional cab
- Cab and chassis preferred or box/ flatbed OK
- Cummins Engine
- Allison automatic transmission
- Hydraulic brakes
- Air conditioning
- Tires; 30% minimum
- Brakes; 30% minimum
- Serviceable/Drivable condition

Sealed bids must be received by 2:00pm, Tuesday, June 12, 2012 at Saint Paul College Business Office, 235 Marshall Ave., St Paul, MN 55102

To receive a copy of the RFB, send an email to: [nataliya.kabakova@saintpaul.edu](mailto:nataliya.kabakova@saintpaul.edu)

Any questions should be directed to Gary Hertel at (651) 846-1315

### Minnesota State Colleges and Universities (MnSCU)

#### System Office

#### Request for Proposals for Consultant to conduct total compensation study for Minnesota State Colleges and Universities System Administrators

**NOTICE IS HEREBY GIVEN** that proposals are being solicited to select a consultant to conduct a study of administrator salaries and benefits within the system. Overall goals of the study include: Review and comment on MnSCU's compensation philosophy for administrative positions; analyze consistency and equity of salary ranges for similar positions across institutions; analyze external competitiveness of salaries and benefits; develop administrative guidelines for maintenance of the salary and benefit provisions of the compensation plan; and communicate results of analysis and recommendations to be implemented by MnSCU.

The deadline for RFP proposal submissions is July 3, 2012, at 4:00 p.m. Central Time.

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

Gary Janikowski  
System Director, Personnel  
Minnesota State Colleges & Universities (MnSCU)  
30 East 7<sup>th</sup> Street, Suite 350  
St. Paul, MN 55101  
E-mail: [gary.janikowski@so.mnscu.edu](mailto:gary.janikowski@so.mnscu.edu)  
Phone: (651) 201-1838  
Fax: (651) 297-3145

This request for proposals does not obligate the state to complete the proposed project, and the State reserves the right to cancel the solicitation if it is considered to be in its best interest.

# State Contracts

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## Minnesota State Colleges and Universities (MnSCU)

### System Office

#### Request for Bid for PRINTING of Go Places Publications

The system office is requesting two separate bids from qualified vendors for the printing of Go Places publications.

Specifications for each bid are available by visiting the Web site: <http://www.pa.mnscu.edu/rfp/goplaces-print/index.html> or by contacting:

Andrea Drewek  
Minnesota State Colleges and Universities  
Wells Fargo Place, 30 - 7<sup>th</sup> St. E., Suite 350  
St. Paul, Minnesota 55101  
**Phone:** (651) 201-1811  
**E-mail:** [andrea.drewek@so.mnscu.edu](mailto:andrea.drewek@so.mnscu.edu)

Sealed bids must be received by NOON CDT, MONDAY, JUNE 11, 2012.

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

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

## Minnesota State Colleges and Universities (MnSCU)

### System Office, Advancement Division

#### Request for Proposal: Statewide Market Research Proposal

The Minnesota State Colleges and Universities (MnSCU) system includes 24 two-year community and technical colleges and seven state universities operating on 54 campuses in 47 communities throughout the state. MnSCU is requesting proposals from qualified firms to develop and implement a statewide market research project. The purpose of the project is to gain deeper insight into prospective students and their families, opinion leaders and decision-makers, and the public's awareness and understanding of Minnesota State Colleges and Universities (MnSCU) and its campuses. The study should identify how MnSCU colleges and universities compare with alternative higher education options on a series of key performance attributes. The project is one element in ongoing efforts to improve the effectiveness and efficiency of MnSCU operations by advancing awareness of and familiarity with MnSCU colleges and universities and the positive contributions the campuses bring to Minnesota's economy and quality of life.

Proposals should include a strategy, methodology, implementation timeline and cost estimate for each suggested element of the statewide research project. Proposals must present a detailed approach for producing deliverables and using the data gathered for assisting campuses in recruiting and retaining students and for advancing awareness and familiarity with system colleges and universities in an effective and efficient manner consistent with the MnSCU mission and Strategic Framework.

Specifications are available by visiting the website: [www.pa.mnscu.edu/marketingRFP](http://www.pa.mnscu.edu/marketingRFP) or by contacting:

Mike Dougherty, Vice Chancellor for Advancement  
Minnesota State Colleges and Universities  
30 - 7<sup>th</sup> St. E., Suite 350  
St. Paul, Minnesota 55101  
**Phone:** (651) 201-1801  
**E-mail:** [michael.dougherty@so.mnscu.edu](mailto:michael.dougherty@so.mnscu.edu)

Note: Due date extended: Sealed proposals must be received by noon CDT on Monday, **June 4, 2012**. MnSCU personnel other than Mike Dougherty are not allowed to discuss the Request for Proposal with anyone, including responders, before the proposal submission

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

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

### **Minnesota State Colleges and Universities (MnSCU) System Office, Advancement Division Request for Proposal: Web Presence Strategy and Design Principles**

The Minnesota State Colleges and Universities (MnSCU) system includes 24 two-year community and technical colleges and seven state universities operating on 54 campuses in 47 communities throughout the state. MnSCU is requesting proposals from qualified firms to assist in the development of a web presence strategy and design principles. The initiative is intended to maximize the effectiveness, efficiency and impact of the MnSCU web presence, including its contribution to the effectiveness of the web presence of the system's 31 colleges and universities. The engagement should develop a set of guiding principles for the system's web presence, web governance, and information architecture including usability and analytics, and describe a path forward for effective strategic management of the MnSCU web presence. The proposal should examine how MnSCU web properties can best assist campuses in recruiting students and serve as an access point for all MnSCU academic institutions and initiatives. The project is the initial phase of a longer-term effort to improve the effectiveness and efficiency of the MnSCU web presence, advance awareness of and familiarity with MnSCU colleges and universities and positively impact enrollment and service delivery facilitated by MnSCU's web presence.

Proposals should include a philosophy, methodology, implementation timeline and cost estimate for each suggested element of the project and must present a detailed approach for producing deliverables to improve the effectiveness and efficiency of the MnSCU web presence and advance the MnSCU mission and Strategic Framework.

Specifications are available by visiting the website: [www.pa.mnscu.edu/webpresenceRFP](http://www.pa.mnscu.edu/webpresenceRFP) or by contacting:

Mike Dougherty, Vice Chancellor for Advancement  
Minnesota State Colleges and Universities  
30 - 7<sup>th</sup> St. E., Suite 350  
St. Paul, Minnesota 55101  
**Phone:** (651) 201-1801  
**E-mail:** [michael.dougherty@so.mnscu.edu](mailto:michael.dougherty@so.mnscu.edu)

Note: Due date extended: Sealed proposals must be received by noon CDT on Monday, **June 4, 2012**. MnSCU personnel other than Mike Dougherty are not allowed to discuss the Request for Proposal with anyone, including responders, before the proposal submission deadline. This request does not obligate Minnesota State Colleges and Universities to complete the proposed project, and the system reserves the right to cancel this solicitation if it is considered to be in its best interest.

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

### **Explore Minnesota Tourism Notice of Availability of Contract for Minnesota Branding Project**

Explore Minnesota Tourism (EMT), the state agency responsible for marketing and promoting Minnesota's travel opportunities to potential travel consumers, is requesting proposals from vendors with expertise in branding and corporate identity creation for developing a unifying brand identity for the state of Minnesota. The anticipated contract period is August 1, 2012 through March 31, 2013.

The successful respondent will develop and test a unifying brand identity for the State of Minnesota, offering the best combination of strategy, creativity, and value.

# State Contracts

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Duties include: a review of existing Minnesota branding research, interpreting key attributes and differentiators, development and presentation of creative options, development of a brand platform and/or narrative, consumer testing, production of a comprehensive brand book, and committee presentations throughout the process.

The anticipated contract start date is August 1, 2012.

The complete Request for Proposal will be available by e-mail from Explore Minnesota Tourism through June 13, 2012 by sending an e-mail request to Tammi Wilhelmy at: [tammi.wilhelmy@state.mn.us](mailto:tammi.wilhelmy@state.mn.us).

Proposals submitted in response to the Request for Proposals in this advertisement must be received no later than 4:00pm CDT, June 13, 2012, addressed to:

Leann Kispert  
Explore Minnesota Tourism  
121 - 7<sup>th</sup> Place East, Suite 100  
St. Paul, MN 55101

Proposals by fax or e-mail will not be accepted; late proposals will not be considered.

This request for proposal does not obligate the state to award a contract or complete the project, and the state reserves the right to cancel the solicitation if it is considered to be in its best interest. All costs incurred in responding to this RFP will be borne by the responder.

## **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.

## Minnesota Department of Transportation (MnDOT) Request for Proposals (RFP) for Traffic Safety Public Education Campaigns – Media Buying

MnDOT requests proposals to perform media buying services for three separate public education and information campaigns. The three campaigns are identified as follows: Pedestrian Safety Campaign; Work Zone Safety Campaign and the Zipper Merge Campaign.

It is the goal of this project to: Raise awareness of pedestrians and motorists to slow down in school zones, reducing crashes that cause serious injury and fatalities; Raise awareness of drivers in work zones, change their behavior and reduce the number of serious crashes and number of injuries and fatalities in work zones; and Raise awareness of drivers who use the zipper merge in construction zones, increasing mobility and safety.

Responses to this advertisement become public information under the Minnesota Government Data Practices Act. This request does not obligate MnDOT to complete the work contemplated in this notice, and MnDOT reserves the right to cancel this RFP. All expenses incurred in responding to this notice shall be borne by the responder.

The full RFP can be viewed on the Consultant Services Web Page at [www.dot.state.mn.us/consult](http://www.dot.state.mn.us/consult) under the P/T Notices Section. If you have any questions regarding this advertisement, or are having problems viewing the RFP on the Consultant Services Web Page, you may contact:

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

Note: RESPONSES WILL BE DUE ON **JUNE 18, 2012, AT 2:00PM CENTRAL DAYLIGHT TIME.**

## 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.

## Contracts with Other Units of Government

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.

Here’s what you receive via e-mail:

- **Word Search Capability**
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- **E-mailed to you on Friday**
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- **Easy Access to *State Register* Archives**

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 **phone:** (651) 297-8777, or **fax:** (651) 297-8260, or **e-mail:** [loretta.diaz@state.mn.us](mailto:loretta.diaz@state.mn.us)

## Metropolitan Airports Commission (MAC) Minneapolis-St. Paul International Airport Notice of Call for Bids for Concourse D Organic Waste Compactor

**MAC Contract No.:** 106-3-472  
**Bids Close At:** 2:00 p.m. June 12, 2012

**Notice to Contractors:** Sealed Bid Proposals for the project listed above will be received by MAC, a public corporation, at the office thereof located at 6040 - 28th Avenue South, Minneapolis, Minnesota 55450, until the date and hour indicated. Work includes a recessed area for the MAC furnished compactor, a can wash room, new mechanical HVAC equipment, plumbing and fire protection, Electrical power for compactor and mechanical equipment, and new lighting.

**Targeted Group Businesses (TGB):** The goal of the MAC for the utilization of TGB on this project is 1%.

**Bid Security:** Each bid shall be accompanied by a “Bid Security” in the form of a certified check made payable to the MAC in the amount of not less than five percent (5%) of the total bid, or a surety bond in the same amount, running to the MAC, with the surety company thereon duly authorized to do business in the State of Minnesota.

**Availability of Bidding Documents:** Bidding documents are on file for inspection at the office of Michaud Cooley Erickson; at the Minneapolis and Saint Paul Builders Exchanges and NAMC-UM Plan Room. Bidders desiring bidding documents may secure a complete set from Franz Reprographics; 2781 Freeway Boulevard, Suite 100; Brooklyn Park, MN 55430; phone: (763) 503-3401; fax: (763) 503-3409. Make checks payable to: Michaud Cooley Erickson. Deposit per set (refundable): \$150. Requests for mailing sets will be invoiced for mailing charges. Deposit will be refunded upon return of bidding documents in good condition within 10 days of opening of bids.

**MAC Internet Access of Additional Information:** A comprehensive Notice of Call for Bids for this project will be available on May 21, 2012, at MAC’s web address of <http://www.metroairports.org/business/solicitations> (construction bids).

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## Non-State Public Bids, Contracts & Grants

### Metropolitan Airports Commission (MAC)

#### Minneapolis-Saint Paul International Airport

#### Notice of Call for Bids for 2012 Miscellaneous Modifications: Terminal 1-Lindbergh

MAC Contract No.:

106-2-657

Bids Close At:

2:00 p.m. June 12, 2012

**Notice to Contractors:** Sealed Bid Proposals for the project listed above will be received by the MAC, a public corporation, at the office thereof located at 6040 - 28th Avenue South, Minneapolis, Minnesota 55450, until the date and hour indicated. The work includes several small projects at Terminal 1-Lindbergh of the Minneapolis-Saint Paul International Airport. These projects include minor demolition, concrete, steel, miscellaneous metals, metal fabrications, casework/roller conveyor, safety grating, roofing, doors, automatic entrances, glazing, and tile. Additionally, a variety of mechanical and electrical systems will be replaced and/or modified.

**Targeted Group Businesses (TGB):** The goal of the MAC for the utilization of TGB on this project is 5%.

**Bid Security:** Each bid shall be accompanied by a "Bid Security" in the form of a certified check made payable to the MAC in the amount of not less than five percent (5%) of the total bid, or a surety bond in the same amount, running to the MAC, with the surety company thereon duly authorized to do business in the State of Minnesota.

**Availability of Bidding Documents:** Bidding documents are on file for inspection at the office of Architectural Alliance; at the Minneapolis and Saint Paul Builders Exchanges; McGraw Hill Construction/Dodge; and NAMC-UM Plan Room. Bidders desiring bidding documents may secure a complete set from Franz Reprographics; 2781 Freeway Boulevard, Suite 100; Brooklyn Center, MN 55430; **phone:** (763) 503-3401; **fax:** (763) 503-3409. Make checks payable to: Architectural Alliance. Deposit per set (refundable): \$150. Requests for mailing sets will be invoiced for mailing charges. Deposit will be refunded upon return of bidding documents in good condition within 10 days of opening of bids.

**MAC Internet Access of Additional Information:** A comprehensive Notice of Call for Bids for this project will be available on May 21, 2012, at MAC's web address of <http://www.metroairports.org/business/solicitations> (construction bids).

## Minnesota's Bookstore

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

(1 block east of I-35E Bridge, 1 block north of University Ave.)

### **FREE PARKING**

Phone: (651) 297-3000; Fax: (651) 215-5733

E-mail: <http://www.minnesotasbookstore.com>

Order Online at [www.minnesotasbookstore.com](http://www.minnesotasbookstore.com)

### History & Biography

<i>Historic Photos of Minnesota</i>	Stock Number 841	\$39.95
<i>Tales of the Road: Highway 61</i>	Stock Number 13668	\$24.95
<i>Minnesota in 3D</i>	Stock Number 13865	\$19.99A
<i>Hard-Water World</i>	Stock Number 766	\$24.95
<i>It Happened in Minnesota</i>	Stock Number 916	\$12.95
<i>Lost in the Woods</i>	Stock Number 1099	\$19.95
<i>Historic Photos of St. Paul</i>	Stock Number 13660	\$39.95
<i>State Fair</i>	Stock Number 13667	\$24.95



### 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# \_\_\_\_\_