

State of Minnesota

# State Register



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

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The *State Register* is the official publication of the State of Minnesota'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- Withdrawn Rules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
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- State Grants and Loans
- Contracts for Professional, Technical and Consulting Services
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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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## 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 Rules: Camp Ripley Archery and 2012 Youth Deer Hunts

NOTICE IS HEREBY GIVEN that the above-entitled rules have been adopted through the process prescribed by *Minnesota Statutes*, section 84.027, subdivision 13(b). The statutory authority for the contents of the rule is *Minnesota Statutes*, Sections 97A.091, 97A.401, 97B.112, 97B.305, 97B.311.

The emergency conditions that do not allow compliance with *Minnesota Statutes*, Sections 97A.0451 to 97A.0459, are that data on deer populations necessary to establish special hunts, including youth hunts and Camp Ripley are available on an annual basis each May. Additionally, hunt cooperators have not determined their participation plans or recommended hunt dates until May.

Dated: May 16, 2012

Tom Landwehr, Commissioner  
Department of Natural Resources

#### 6232.0900 CAMPRIPLEY ARCHERY HUNT.

*[For text of subps 1 and 2, see M.R.]*

Subp. 3. **Antlerless deer and legal bucks.** In 2012, Camp Ripley is open for taking antlerless deer and legal bucks. Not more than 2,500 permits shall be issued for each two-day hunting period.

Subp. 4. **Bag limits.** The bag limit for the Camp Ripley archery hunt is two deer. Hunters may use bonus permits to take antlerless deer and may take a deer of either sex on a regular license. Only one legal buck may be taken during this hunt.

#### 6232.2550 YOUTH SPECIAL DEER HUNTS.

*[For text of subps 1 and 2, see M.R.]*

Subp. 3. **Open areas.** The youth special hunt areas described in items A to P are open by permit during the 2012 season.

A. Camp Ripley Military Refuge in Morrison County is open for youth taking antlerless deer and legal bucks by archery October

# Expedited Emergency Rules

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5 to 7. No more than 175 permits shall be issued. The Minnesota Deer Hunters Association and Minnesota State Archery Association are the sponsoring nonprofit organizations. The bag limit is two. Hunters may use bonus permits and may take a deer of either sex on a regular license.

B. The Lake Alexander Preserve in Morrison County is open October 5 to 7 for youth taking deer by archery. No more than 20 permits shall be issued. Sponsors are the Nature Conservancy, Minnesota State Archery Association, and the Minnesota Deer Hunters Association. The bag limit is two. Hunters may use bonus permits to take antlerless deer and may take a deer of either sex on a regular license.

C. Portions of Afton State Park in Dakota County are open November 3 and 4 for youth taking deer with firearms. No more than 15 permits shall be issued. The Division of Parks and Trails is the sponsor. The bag limit is two deer. Hunters may use bonus permits to take antlerless deer and may take a deer of either sex on a regular license. Areas specified on maps provided by the park manager will be open only to participating youth deer hunters and their mentors.

D. Portions of Banning State Park in Pine County are open October 27 and 28 for youth taking antlerless deer and legal bucks with firearms. No more than six permits shall be issued. The Division of Parks and Trails is the sponsor. A bonus permit may be used, but the bag limit is one. Areas specified on maps provided by the park manager will be open only to participating youth deer hunters and their mentors.

E. Portions of Buffalo River State Park in Clay County are open for youth taking deer with firearms November 3 and 4. No more than 14 permits shall be issued. The Division of Parks and Trails is the sponsor. The bag limit is two. Hunters may use bonus permits to take an antlerless deer and may take a deer of either sex on a regular license.

F. Portions of Great River Bluffs State Park in Winona County are open for youth taking deer with firearms October 27 and 28. No more than 25 permits shall be issued. The Division of Parks and Trails is the sponsoring organization. The bag limit is two deer. Hunters may use bonus permits to take an antlerless deer and may take a deer of either sex on a regular license.

G. A portion of Itasca State Park in Clearwater, Hubbard, and Becker Counties is open October 13 and 14 for youth taking deer with firearms. No more than 75 permits shall be issued. The Division of Parks and Trails and the Minnesota Deer Hunters Association are the sponsoring organizations. The bag limit is two. Hunters may use bonus permits to take an antlerless deer and may take a deer of either sex on a regular license.

H. Portions of Lake Bemidji State Park in Beltrami County are open October 13 and 14 for youth taking deer with firearms. No more than 20 permits shall be issued. The Minnesota Deer Hunters Association is the sponsoring nonprofit organization. The bag limit is two. Hunters may use bonus permits to take an antlerless deer and may take a deer of either sex on a regular license.

I. Rydell National Wildlife Refuge in Polk County is open October 20 and 21 for youth taking deer with firearms. No more than 20 permits shall be issued. The Friends of the Rydell National Wildlife Refuge and the Minnesota Deer Hunters Association are the sponsoring nonprofit organizations. The bag limit is one and a bonus permit may be used.

J. Portions of St. Croix State Park in Pine County are open October 27 and 28 for youth taking deer with firearms. No more than 100 permits shall be issued. The Division of Parks and Trails is the sponsoring organization. The bag limit is two. Hunters may use bonus permits to take an antlerless deer and may take a deer of either sex on a regular license.

K. Portions of Savanna Portage State Park in Aitkin County are open for youth taking deer by firearms October 27 and 28. No more than 20 permits shall be issued. The Division of Parks and Trails is the sponsor. The bag limit is one and a bonus permit may be used. Areas specified on maps provided by the park manager will be open only to participating youth deer hunters and their mentors.

L. Portions of Sibley State Park in Kandiyohi County are open for youth taking deer by firearms October 27 and 28. No more than ten permits shall be issued. The Division of Parks and Trails is the sponsor. The bag limit is one and a bonus permit may be used. Areas specified on maps provided by the park manager will be open only to participating youth deer hunters and their mentors.

M. Portions of Tettegouche State Park in Lake County are open for youth taking deer by firearms October 20 and 21. No more than ten permits shall be issued. The Division of Parks and Trails is the sponsor. The bag limit is one and a bonus permit may be used. Areas

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## Expedited Emergency Rules

specified on maps provided by the park manager will be open only to participating youth deer hunters and their mentors.

N. Portions of Zippel Bay State Park in Lake of the Woods County are open for youth taking deer by firearms October 13 and 14. No more than 20 permits shall be issued. The Division of Parks and Trails is the sponsor. The bag limit is two. Hunters may use bonus permits to take an antlerless deer and may take a deer of either sex on a regular license.

O. The Game Haven Scout Reserve in Olmsted County is open for youth taking deer with firearms October 13 and 14. No more than seven permits shall be issued to youth hunters who are selected by the Boy Scouts of America Game Haven Council. The Boy Scouts of America Game Haven Council is the sponsoring nonprofit. The bag limit is two. Hunters may use bonus permits to take an antlerless deer and may take a deer of either sex on a regular license.

P. The Game Haven Scout Reserve in Olmsted County is open for youth taking deer by legal firearms on October 28. No more than seven permits shall be issued to youth hunters who are selected by the Boy Scouts of America Game Haven Council. The Boy Scouts of America Game Haven Council is the sponsoring nonprofit. The bag limit is two. Hunters may use bonus permits to take an antlerless deer and may take a deer of either sex on a regular license.

### **6232.2560 YOUTH SPECIAL DEER SEASONS.**

Subpart 1. **General requirements.** Youths participating in youth special deer seasons must obtain a license for taking deer by firearms, valid for any season option, by the beginning date of the special season. A youth special season participant may take one deer, which must be antlerless. One bonus permit may be used. An adult mentor age 18 or older authorized by the youth's parent or guardian must accompany the youth hunter at all times during the hunt. The accompanying adult may not hunt. Party hunting is not allowed. The blaze orange requirements in *Minnesota Statutes*, section 97B.071, paragraph (a), apply to all hunters and trappers, and all adult mentors of youth hunters, in the areas open to firearms deer hunting during the youth special seasons established in this part.

Subp. 2. **Open areas.** For 2012, permit areas 101, 105, 111, 114, 201, 203, 208, 209, 256, 257, 260, 263, 264, 267, 268, 338, 339, 341, 342, 343, 344, 345, 346, 347, 348, 349, and 601 are open October 18 to 21 for taking antlerless deer by firearms for youth who are ten to 15 years of age at the time of the hunt.

A. Whitewater Game Refuge is open for taking antlerless deer by eligible youth.

B. A bonus permit may be used in managed or intensive areas, but a hunter may not take more than one deer.

**EFFECTIVE PERIOD.** The emergency amendments to *Minnesota Rules*, parts 6232.0900, 6232.2550, and 6232.2560, expire December 31, 2012. After the emergency amendments expire, the permanent rules as they read prior to those amendments again take effect, except as they may be amended by permanent rule.

# Revenue Notices

The Department of Revenue began issuing Revenue Notices in July of 1991. Revenue Notices are statements of policy made by the department that provide interpretation, detail, or supplementary information concerning a particular statute, rule, or departmental practice. The authority to issue Revenue Notices is found in *Minnesota Statutes*, Section 270C.07.

**KEY:** Underlining indicates additions to existing language. ~~Strikeouts~~ indicate deletions from existing language.

## Department of Revenue (DOR)

### Revenue Notice # 12-07: Sales and Use Tax – Lodging Services – Accommodations Intermediary Services

#### Background

This revenue notice explains the requirements for accommodations intermediaries, as defined in *Minnesota Statutes*, section 297A.61, subd. 47 to register as a retailer to collect, report, and remit sales taxes on their sales of lodging and related services, and the granting of any license to use real property in a specific facility for less than 30 days, including the sale of accommodations intermediary services (hereafter, lodging, or room), as provided under *Minnesota Statutes*, section 297A.61, subd. 3(g)(2). The tax on lodging has been in effect since the enactment of the sales tax in 1967. Legislation passed by the Minnesota Legislature in the 2011 Special Session clarified that taxable lodging services include all amounts charged to the customer (e.g., hotel guest) by an accommodations intermediary for lodging services, as provided in *2011 Minnesota Laws*, 1<sup>st</sup> Special Session, Article 3.

#### A. Who is required to collect and remit the tax?

An accommodations intermediary that facilitates the sale of lodging located in Minnesota is required to register as a retailer as provided under *Minnesota Statutes*, section 297A.83, and collect, report, and remit sales tax, regardless of the location of the intermediary or the customer that pays for the room.

Accommodations intermediaries include vacation rental home operators, travel consolidators, tour operators and any other person that facilitates the sale of lodging as well as charges a room charge to the customer. When the person's commission is paid by the accommodations provider, as defined in *Minnesota Statutes*, section 297A.61, subd. 48, (this is typical of travel agencies that facilitate room reservations on behalf of hotels), the commission received by the person is not consideration for "lodging and related services," as provided under *Minnesota Statutes*, section 297A.61, subd. 3(g)(2) and is not subject to sales tax. The accommodations provider is required to collect and remit the tax on the total amount charged to the customer.

##### 1. When exemption certificate is provided:

If an accommodations provider receives a fully completed exemption certificate from an accommodations intermediary, the provider is not required to collect tax from the intermediary. The intermediary is required to collect tax from the customer on the total amount charged and report and remit the tax to the department of revenue (hereafter, DOR or Department). The intermediary is required to separately state the amount of tax charged on the invoice or other similar document, including documents provided by electronic means, to the customer.

##### 2. When exemption certificate is not provided:

If an accommodations intermediary does not provide the accommodations provider with an exemption certificate, the provider is required to collect tax from the intermediary on the discounted room charge paid by the accommodations intermediary to the accommodations provider and to report and remit the tax on the discounted price to the DOR. The intermediary is required to collect tax from the customer, on the total amount charged, including the additional amount the intermediary charges the customer (the difference between the discounted price and the retail price, including any fee for services in connection with lodging), and pay the tax on the discounted amount to the accommodations provider who is required to remit the tax to the DOR. The accommodations intermediary is required to report and remit the tax collected on the additional amount to the DOR. The intermediary is required to separately state the amount of tax charged on the invoice or other similar document, including documents provided by electronic means, to the customer.

#### B. When is tax due?

An accommodations intermediary is required to collect, report, and remit the tax, as provided in *Minnesota Statutes*, section 297A.79. If the hotel guest cancels the reservation and the accommodations intermediary refunds the payment to the guest, the intermediary should adjust future tax liabilities depending on the filing status of the taxpayer.

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Cancellation fees are not part of the occupancy and thus are not subject to tax. “No show” charges are taxable since the room was held for the customer.

## **C. Local taxes.**

This revenue notice also applies to local sales and lodging taxes administered by DOR. Accommodation intermediaries are required to collect, report, and remit these local taxes in the same manner intermediaries collect, report, and remit the tax imposed under *Minnesota Statutes*, chapter 297A, as explained in this revenue notice.

## **D. Travel packages.**

A travel package is an accommodation bundled with one or more separate components such as air transportation, car rental, or similar items, and which is charged for a single retail price. Accommodations intermediaries may allocate the portion of revenues attributed to taxable room charges that are part of a travel package by reasonable and verifiable standards from the accommodations intermediary’s books and records that are kept in the regular course of business.

**Examples** (a rate of 10% is used for illustration purposes. It includes the sum of all applicable state and local sales and lodging taxes).

The first example deals with a sale for resale by the hotel to the accommodations intermediary, where only the accommodations intermediary is required to collect and remit the tax. The second example deals with two transactions: (1) the accommodations provider is required to collect and remit the tax on the amount charged to the accommodations intermediary; and (2) the accommodations intermediary is required to collect and remit the tax on the difference between the discounted price and the retail price.

**1. Exemption certificate is furnished.** Accommodations Provider B furnishes a room to a customer who reserves the room through Accommodations Intermediary A. Intermediary A furnishes a fully completed exemption certificate to Provider B. Provider B is not required to collect tax from Intermediary A. Provider B bills Intermediary A for a discount room charge of \$80. Intermediary A charges the customer \$100. A 10% tax applied to the total amount charged to the customer is \$10 (10% X 100). This means that the customer pays a total of \$110.00. The full amount of tax is remitted by Intermediary A to DOR. Intermediary A is required to separately state the \$10 tax on the invoice to the customer.

**2. Exemption certificate is not furnished.** Accommodations Provider P furnishes a room to a customer. The customer reserves the room through Accommodations Intermediary I. Accommodations Intermediary I does not provide Accommodations Provider P with an exemption certificate. Accommodations Provider P bills Intermediary I for a discount room charge of \$80.00 plus a 10% tax applied to the discount room charge of \$8.00 (10% X \$80.00) for a total of \$88.00.

Intermediary I charges the customer \$100.00 for the room, which includes a \$20.00 accommodations fee. A 10% tax applied to the difference between the discounted price and the retail price is \$2.00 (10% X \$20.00). This tax is paid by the customer to Intermediary I and remitted by Intermediary I to DOR. This means that the customer pays a total of \$110.00. Intermediary I pays Provider P a total of \$88.00 and Provider P reports and remits the \$8.00 of tax to DOR. Intermediary I is required to separately state the \$10 tax, on the invoice to the customer. Intermediary I is required to keep adequate records demonstrating the amount of tax that is attributable to the discounted price, so that DOR can ensure that the correct amount of tax was paid.

Publication Date: June 11, 2012

Susan Von Mosch,  
Assistant Commissioner for Tax Policy  
Minnesota Department of Revenue

## **Department of Revenue (DOR)**

### **Revenue Notice # 12-08: Sales and Use Tax – Exemption for Towns; Revocation of Revenue Notice # 99-16**

#### **Introduction**

During the 2011 Special Session the Minnesota Legislature enacted a new sales tax exemption for towns, found at *Minnesota Statutes*, section 297A.70, subdivision 2(a)(7). For purposes of this exemption, the term “town” includes, and is synonymous with, the term

# Revenue Notices

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“township” and may be used interchangeably. This new township exemption is effective for sales and purchases made after September 30, 2011.

With the enactment of this sales tax exemption, the specific exemption for township purchases of gravel and road maintenance equipment formerly found at *Minnesota Statutes*, section 297A.70, subdivision 3(a)(9), was repealed as duplicative. Nevertheless, such purchases remain exempt under this new general exemption. This Revenue Notice also repeals Revenue Notice # 99-16, which explained the Department’s position regarding *Minnesota Statutes*, section 297A.70, subdivision 3(a)(9), as this subdivision has now been repealed. This new general exemption does not apply to motor vehicle sales tax under *Minnesota Statutes*, Chapter 297B; however, towns may continue to purchase snowplows and dump trucks used for road maintenance exempt as provided in *Minnesota Statutes*, section 297B.03, clause (10).

## Department Position

The sales tax exemption at *Minnesota Statutes*, section 297A.70, subdivision 2, allows towns to purchase tangible personal property and services taxable under *Minnesota Statutes*, Chapter 297A, exempt with certain exceptions listed in subdivision 2(b). Among these exceptions, towns may not purchase exempt from sales tax goods and services that are inputs to goods and services generally provided by a private business, which would be taxable to a private business. The list of goods or services generally provided by private business includes, but is not limited to, “goods or services provided by liquor stores, gas and electric utilities, golf courses, marinas, health and fitness centers, campgrounds, cafes and laundromats.” By contrast, a list of goods and services generally provided by private business does not include, “housing services, sewer and water services, wastewater treatment services, ambulance services, public safety services, correctional services, chore or homemaking services provided for the elderly or disabled, road and street maintenance services or lighting.” See *Minnesota Statutes*, 297A.70, subdivision 2(d). Therefore towns may purchase exempt inputs to goods and services to provide housing services, sewer and water services, wastewater treatment services, ambulance services, public safety services, correctional services, chore or homemaking services for the elderly or disabled, road and maintenance services or lighting. This exemption does not extend to purchases made by contractors performing services on behalf of the town. In order to purchase qualifying goods and services exempt, a town must provide a fully completed Certificate of Exemption, Form ST3, to the retailer.

## Examples

1. A town purchases supplies and equipment for use in its administrative office. The purchases include: a desk, file cabinet, lamp, phone, desktop computer, printer, computer printer paper, stapler, staples, pencils, pens and electric service. The listed purchases may be made exempt under this new exemption if the town provides a fully completed Certificate of Exemption, Form ST3, to the retailer.
2. A town purchases gravel, fuel, concrete, a dump truck and new grader blades for use in maintaining town roads. The purchase by the town of the gravel, fuel, concrete and grader blades are exempt under this new exemption if the town provides a fully completed Certificate of Exemption, Form ST3, to the retailer. The dump truck is exempt because *Minnesota Statutes*, section 297B.03, clause (10), provides an exemption from motor vehicle sales tax to towns that purchase certain motor vehicles exclusively for use in road maintenance.
3. A town owns and operates the town cemetery. Pursuant to its operation and management of the town cemetery, the town purchases office supplies, lawn care and related services as well as gas and electric services. The town also purchases caskets, cemetery monuments, headstones, plaques, and cremation urns as part of its cemetery business. The town’s purchases of office supplies and gas and electric service are purchases of inputs to goods and services otherwise generally provided by private business and are not included in this exemption. Consequently, the town’s purchases of office supplies and gas and electric service are taxable. The town may purchase the lawn care and related services exempt under *Minnesota Statutes*, section 297A.67, subdivision 25 (exemption for maintenance of cemetery grounds). Similarly, the town’s purchase of caskets is exempt under *Minnesota Statutes*, section 297A.67, subdivision 10 (exemption for caskets and vaults). The purchase of cemetery monuments, headstones, plaques and cremation urns may be purchased by the town exempt for resale under *Minnesota Statutes*, section 297A.61, subdivision 4. The aforementioned purchases for the town’s cemetery business are exempt only if the town provides a fully completed Certificate of Exemption, Form ST3, to the retailer.
4. A town owns and operates a local campground. The campground has electric and nonelectric camp sites, camper cabins, hiking/ski trails, bathrooms, showers houses, and a store and operates year round. Pursuant to its campground operations, the town purchases goods and services to maintain the campground including: electric service, lawn mowers, shovels, rakes, brooms and cleaning supplies. The town also purchases items to resell at the campground store, such as: bags of ice, bug repellent, toiletries, clothing, and souvenir items. The town’s purchases of electricity, lawn mowers, shovels, rakes, brooms and cleaning supplies are purchases of inputs to goods and services otherwise generally provided by private business and are not included in this new exemption. Consequently, the town’s purchase of electricity, lawn mowers, shovels, rakes, brooms and cleaning supplies are taxable. However, the purchases of items

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for later resale at the campground store may be purchased exempt for resale under *Minnesota Statutes*, section 297A.61, subdivision 4, if the town provides a fully completed Certificate of Exemption, Form ST3, to the retailer.

Revenue Notice # 99-16 is revoked.

Publication Date: June 11, 2012

SUSAN VON MOSCH,  
Assistant Commissioner for Tax Policy  
Minnesota Department of Revenue

## 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.

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# Official Notices

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## Minnesota Department of Agriculture (MDA) Pesticide and Fertilizer Management Division REQUEST FOR COMMENTS on Possible Amendments to Rules Governing Anhydrous Ammonia, *Minnesota Rules* Parts 1513.0010 to 1513.1100

**Subject of the Rule.** The Minnesota Department of Agriculture requests comments on its planned amendments to the rules governing anhydrous ammonia. The department is considering amendments that will allow anhydrous ammonia certification of regulatory compliance to agricultural chemical facilities for their anhydrous ammonia equipment and bulk storage tanks.

**Persons Affected.** The amendments would likely affect agricultural chemical facilities who store, distribute, handle and sell anhydrous ammonia. The department does contemplate appointing an advisory committee to comment on the planned rules.

**Statutory Authority.** *Minnesota Statutes*, sections 18C.121, Subd. 1, and 18C.111, Subd. 4 allow the commissioner to adopt rules necessary to implement and enforce *Minnesota Statutes*, Chapter 18C in accordance with national standards.

**Public Comment.** Interested persons or groups may submit comments or information on the possible amendments in writing or orally until 4:00 p.m. on August 10, 2012. The department has not prepared a draft of the planned amendments. Written or oral comments, questions, requests to receive a draft proposed rules when prepared, and requests for more information on the possible rules should be addressed to: Jane Boerboom, **phone:** (651) 201-6540, **e-mail:** [jane.boerboom@state.mn.us](mailto:jane.boerboom@state.mn.us). **TTY** users may contact the Department of Agriculture through Minnesota Relay Service at 1-800-627-3529.

**Alternative Format.** Upon request, this document can be made available in an alternative format, such as large print, Braille, or cassette tape. To make such a request, please contact the agency contact person at the address or telephone number listed above.

Comments submitted in response to this notice will not be included in the formal rulemaking record when a proceeding to adopt a rule is started.

Dated: May 23, 2012

Jim Boerboom, Deputy Commissioner  
Department of Agriculture

## Minnesota Department of Natural Resources (DNR) Notice of Availability of Draft Comprehensive Conservation Management Plan for Federal Lands Known as Beltrami Island Land Utilization Project, in Beltrami, Roseau, and Lake-of-the-Woods Counties

The Minnesota Department of Natural Resources, in conjunction with the U.S. Fish and Wildlife Service, is releasing a Draft Comprehensive Conservation Management Plan for over 84,000 acres of leased federal lands known as the Beltrami Island Land Utilization Project (LUP). LUP lands were designated as “a refuge and breeding ground for native birds and other wildlife” by Executive Order 9091 in 1942. The LUP lands are scattered among state lands in the Beltrami Island State Forest, Red Lake Wildlife Management Area, Hayes Lake State Park, and three peatland Scientific and Natural Areas.

The Department is accepting public comments on the Draft Comprehensive Conservation Management Plan from June 11, 2012 through July 25, 2012.

A Public Open House is scheduled for June 27, 2012 from 4-8 pm at the DNR’s Warroad Area Forestry Office, 804 Cherne Dr. NW, in Warroad. There will be a short presentation, a question and answer session, and an opportunity to provide oral or written comments.

A copy of the plan may be obtained by 1) contacting Project Consultant Michael R. North (see contact information below); 2) downloading it from the project website: [www.beltramiisland.info](http://www.beltramiisland.info); 3) stopping by the Red Lake WMA Office at Norris Camp, the Warroad Area Forestry Office, the Baudette Area Wildlife Office, or Agassiz National Wildlife Refuge. Printed copies have also been

distributed to public libraries in Baudette, Warroad, Roseau, Bemidji, Crookston, and East Grand Forks.

Project contact:

Michael R. North, Project Consultant  
Minnesota DNR  
1601 Minnesota Drive  
Brainerd, MN 56401  
**Phone:** 218-833-8623  
**Fax:** 218-828-6022  
**E-mail:** *Michael.north@state.mn.us*

To comment, send letter, email, or completed comment card to Michael North by July 26, 2012.

## Minnesota Pollution Control Agency (MPCA) Environmental Analysis and Outcomes Division Request for Comments on Planned Amendments to Rules Governing Water Quality, *Minnesota Rules* Chapters 7050, 7052 and 7053

**NOTICE IS HEREBY GIVEN** that the Minnesota Pollution Control Agency (MPCA) is requesting comments on specific additions to its previously noticed plans to amend *Minnesota Rules* chapters 7050, 7052 and 7053 governing state water quality. At this time the MPCA is seeking comments on two additional areas of the water quality rules.

**Subject of Rules.** The MPCA published two Requests for Comments<sup>1</sup> regarding its intent to amend the state water quality standards in *Minnesota Rules* chapters 7050 and 7052. In those Requests the MPCA invited comment regarding a number of planned amendments. However, as the MPCA developed those amendments, it identified additional areas of the rules that would also be appropriate to amend. In this Request the MPCA is only seeking comment and information on the following additional amendments.<sup>2</sup>

The first additional amendment simply expands the rule chapters that may be affected in this rulemaking. The original Requests only identified *Minnesota Rules* chapters 7050 and 7052. As the MPCA developed amendments relating to the water quality standards, it found that those amendments also affected some parts of *Minnesota Rules* chapter 7053. At this time the MPCA is considering amending *Minnesota Rules* chapter 7053 to address how minimum stream flow relates to phosphorus discharges, and to explain how a Total Suspended Solids standard applies to certain types of discharges. It is possible that other amendments to *Minnesota Rules* chapter 7053 will be identified as the MPCA continues to develop amendments to the water quality standards.

The second additional amendment is the MPCA's intent to amend *Minnesota Rules* chapter 7050 to change the use classification for specific waters that may support cold water communities (historically considered as trout lakes and trout streams). In the March 2, 2009 *State Register* Request, the MPCA said that it intended to update the list of Class 2A waters to reflect the latest Minnesota Department of Natural Resources lists of designated trout waters contained in *Minnesota Rule* part 6264.0050. Although the MPCA's rules will include the vast majority of trout waters contained in *Minnesota Rule* 6264.0050, the MPCA has determined that *Minnesota Rules* part 6264.0050 should not be the only reference for designating cold water communities. The MPCA is considering amending *Minnesota Rules* chapter 7050 to provide the MPCA with the ability to add or remove waters it classifies as Class 2A. The MPCA would base use classification changes on historical and current biological, chemical and physical monitoring data that reflects the type of aquatic community that can naturally be supported in these waters. The MPCA invites comment and information on this concept.

**Persons Affected.** Because many of the revisions under consideration are applicable statewide, any person in Minnesota may

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(Footnotes)

<sup>1</sup> July 28, 2008 and March 2, 2009

<sup>2</sup> Comments that were submitted for the original notices are still being considered and will continue to be part of the rulemaking record. Detailed information about the amendments covered by the original notices can be found at <http://www.pca.state.mn.us/qzqh5e3>

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potentially be affected by changes made to these rules. Specifically, the amendments to the rules discussed in this Request will be likely to affect municipal and industrial dischargers to waters of the state, local and state-wide lake and river associations, the agricultural community, and members of the general public with an interest in protecting Minnesota's waters.

**Statutory Authority.** The MPCA has general authority to promulgate and/or revise the water quality rules under *Minnesota Statute* § 115.03, subdivision 1 and *Minnesota Statute* § 115.44.

**Public Comment.** The MPCA is interested in hearing comments, technical information and data from any interested or potentially affected persons or groups. Written comments or information on these planned rule amendments may be submitted to the contact person identified below until 4:00 p.m. on Friday, July 20, 2012. All written comments received by that time, by e-mail or letter, will become part of the rulemaking record.

**Rule Drafts.** No draft of the rule is available at this time. Persons interested in being notified when a draft is available and other activities relating to this (or other MPCA rulemakings) are encouraged to register at

<https://public.govdelivery.com/accounts/MNPCA/subscriber/new>.

**Agency Contact.** Comments, information, and requests for more information on these planned rule amendments should be directed to:

Carol Nankivel  
Minnesota Pollution Control Agency  
520 Lafayette Road North, St. Paul, MN 55155-4194  
**Telephone:** (651) 757-2597, or  
**TTY:** (651) 282-5332  
**Toll-free:** 1-800-657-3864  
**E-mail:** [Minnrule7050.pca@state.mn.us](mailto:Minnrule7050.pca@state.mn.us)

**Alternative Format.** Upon request, this Request for Comments can be made available in an alternative format, such as large print, Braille, or cassette tape. To make such a request, please contact the agency contact person at the number or address above.

Dated: 11 June 2012

John Stine, Commissioner  
Minnesota Pollution Control Agency

## Minnesota Pollution Control Agency (MPCA)

### Municipal Division

### Notice of Availability and Request for Comments on Draft Section 401 Water Quality Certification for the Proposed Re-issuance of GP-001-MN by the St. Paul District of the U.S. Army Corps of Engineers

**NOTICE IS HEREBY GIVEN** that the Minnesota Pollution Control Agency (MPCA), pursuant to *Minnesota Rules* 7001.1440, requests comments on its draft Clean Water Act (CWA) Section 401 Water Quality Certification (401 Certification) for the proposed re-issuance of GP-001-MN by the St. Paul District of the United States Army Corps of Engineers (USACE). The MPCA is proposing to issue a 401 Certification to the applicant, the St. Paul District of the United States Army Corps of Engineers, 180 East Fifth Street, Suite 700, St. Paul, Minnesota 55101, for projects within the State of Minnesota that qualify for coverage under GP-001-MN.

The proposed GP-001-MN would be valid for five years and would replace the existing GP-001-MN, which was issued on May 15, 2007, and expired on May 15, 2012. As further identified within it, the proposed GP-001-MN would authorize certain activities in waters and wetlands regulated by the Minnesota Department of Natural Resources that are considered similar in nature and those that are anticipated to have minimal adverse environmental effects, individually or cumulatively, on the aquatic environment. Before the USACE can re-issue GP-001-MN, a 401 Certification is required from the State of Minnesota to ensure that projects that qualify for GP-001-MN will comply with applicable state water quality standards. The USACE Regulatory Office has furnished the MPCA with a copy of the

draft GP-001-MN, which the USACE included in their Public Notice on April 5, 2012.

Interested persons are invited to submit written comments upon the MPCA's Draft 401 Certification for the project. **The public comment period begins on Monday, June 11, 2012, and ends at 4:30 p.m. on Tuesday, July 10, 2012 Thursday, June 21, 2012.**

### **Preliminary Determination on the Draft CWA Section 401 Water Quality Certification**

The MPCA Commissioner has made a preliminary determination to issue a 401 Certification for GP-001-MN, a draft of which has been prepared, to the USACE. A copy of the draft 401 Certification is available for review and copying at the MPCA office at the St. Paul address listed below and on-line at <http://www.pca.state.mn.us/news/data/index.cfm?PN=1>.

Minnesota Pollution Control Agency  
520 Lafayette Road North  
St. Paul, MN 55155

A copy of the draft 401 Certification will be mailed to you if the MPCA receives your written or oral request (if applicable) at this office. If you have questions about this draft 401 Certification or the Commissioner's preliminary determination, please contact Judy Mader at (651) 757-2544 or by e-mail at [judy.mader@state.mn.us](mailto:judy.mader@state.mn.us).

### **Written Comment**

You may submit written comments on the conditions of the draft 401 Certification or on the Commissioner's preliminary determination. Written comments must include the following:

1. A statement of your interest in the MPCA's draft 401 Certification for the USACE's re-issuance of its GP-001-MN
2. A statement of the action you wish the MPCA to take, including specific references to sections of the draft Certification that you believe should be changed
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 Informational Meeting**

You also may request that the MPCA Commissioner hold a public informational meeting. A public informational meeting is an informal meeting that the MPCA may hold to solicit public comment and statements on matters before the MPCA, and to help clarify and resolve issues.

A petition requesting a public informational 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 reasons the MPCA should hold a public informational meeting
4. The issues that you would like the MPCA to address at the public informational meeting

### **Petition for Contested Case Hearing**

You also may submit a petition for a contested case hearing. A contested case hearing is a formal evidentiary hearing before an administrative law judge. In accordance with *Minnesota Rules* 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 draft Certification; (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 Certification. 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 Rule* 7000.1900, as discussed above
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

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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 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
3. An estimate of time required for you to present the matter at a contested case hearing

## MPCA Decision

You may submit a petition to the Commissioner requesting that the MPCA Citizens' Board (Board) consider the 401 Certification. To be considered timely, the petition must be received by the MPCA by 4:30 p.m. on the date the public comment period ends. Under the provisions of *Minnesota Statute* 116.02, subd. 6(4), the decision whether to issue the Certification 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 before the time the Commissioner makes a final decision on the Certification; or (3) a timely request for a contested case hearing is pending. You may participate in the activities of the Board as provided in *Minnesota Rule* 7000.0650.

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

Comments, requests and petitions should be submitted in writing to: Judy Mader, SP-4, Municipal Division, Minnesota Pollution Control Agency, 520 Lafayette Road North, St. Paul, Minnesota 55155-4194; Fax: (651) 297-8683 and e-mail: [judy.mader@state.mn.us](mailto:judy.mader@state.mn.us).

If you have questions regarding this Notice, please contact Judy Mader at (651) 757-2544 or by e-mail at [judy.mader@state.mn.us](mailto:judy.mader@state.mn.us).

Dated: 4 June 2012

John Linc Stine, Commissioner  
Minnesota Pollution Control Agency

## Minnesota Sentencing Guidelines Commission Notice of Public Hearing to Consider Modifications to the Sentencing Guidelines

The Minnesota Sentencing Guidelines Commission will hold a public hearing on Thursday, July 12, 2012, at 2:00 p.m. in Room 107, at the State Capitol Building, 75 Rev. Dr. Martin Luther King Jr. Blvd., St. Paul, MN 55155. The public hearing is being held to consider proposed modifications to the Sentencing Guidelines and Commentary resulting from new and amended legislation and non-legislative modifications.

Copies of the proposed modifications are available free of charge on the agency's website at [www.msgc.state.mn.us](http://www.msgc.state.mn.us), or by contacting the Minnesota Sentencing Guidelines Commission by mail at 309 Administration Building, 50 Sherburne Avenue, St. Paul, MN 55155, or by telephone: (651) 296-0144. Deaf/Hard of Hearing/Speech Impaired Only TTY users may call this agency through the MN Relay Service: 1 (800) 627-3529; ask for (651) 296-0144. If you need special accommodations to attend, please contact the Minnesota Sentencing Guidelines Commission as soon as possible. This notice is available in alternative formats upon request.

All interested persons are encouraged to attend the hearing and offer comments. Persons wishing to speak may register in advance by contacting the Commission's office at the above address/telephone number, or by e-mail: [sentencing.guidelines@state.mn.us](mailto:sentencing.guidelines@state.mn.us).

The Commission will hold the record open for five days after the public hearing to accept written comment. On Thursday, July 19, 2012, the Commission will meet at 2:00 p.m. at the Minnesota Department of Corrections, 1450 Energy Park Drive, Suite 200, St. Paul, MN 55108, to formally adopt or reject the proposed modifications. Modifications become effective August 1, 2012, if adopted.

**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:**

**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.

## Market Your Grants 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 its 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:

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

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)

## Minnesota Department of Employment and Economic Development (DEED)

### Capital Projects Grant Program

### Notice of Request for Applications for General Obligation Bond Grant Funding for Capital Projects (Originally posted on DEED's website on May 31, 2012)

#### Notice of Contract

The Minnesota Department of Employment and Economic Development (DEED), is requesting applications for general obligation bond grant funding for capital projects. Information on general obligation bond funds for capital projects can be found in the Capital Grant Manual at: <http://www.mmb.state.mn.us/doc/bonds/grants/grants-manual.pdf>.

#### Request for Proposals

View, download or print the Request for Proposals at

[http://www.positivelyminnesota.com/About\\_Us/Competitive\\_Contract\\_Opportunities/Capital\\_Projects\\_Grant\\_Program.aspx](http://www.positivelyminnesota.com/About_Us/Competitive_Contract_Opportunities/Capital_Projects_Grant_Program.aspx)

#### Application Deadline

All applications must be received by 4:30 p.m., Tuesday, June 26, 2012. No late proposals will be considered. Any applications delivered directly to DEED should be presented to DEED's reception desk on the skyway level of the First National Bank Building (see address below).

Submit two copies of the proposal by mail to:

Minnesota Department of Employment and Economic Development  
ATTN: Emily Johnson  
First National Bank Building  
332 Minnesota Street, Suite E200  
Saint Paul, MN 55101

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# State Grants & Loans

For Application Assistance, contact Emily Johnson at (651) 259-7450 or e-mail: [Emily.A.Johnson@state.mn.us](mailto:Emily.A.Johnson@state.mn.us)

## For All Other Inquiries

Contact Kim Isenberg at (651) 259-7161 or e-mail: [Kim.Isenberg@state.mn.us](mailto:Kim.Isenberg@state.mn.us)

This request does not obligate DEED to provide funding or to fund the full estimated dollar amount. DEED may withdraw this opportunity at any time if such action is in the interest of the State of Minnesota.

## 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**
- **LINKS, LINKS, LINKS**
- **Updates to Index to Vol. 31**
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Subscriptions cost \$180 a year (an \$80 savings). It's all E-MAILED to you, at end-of-day on Friday, instead of waiting for the non-subscriber's issue released on Monday. Contact 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 Contracts

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## Department of Administration (Admin)

### Real Estate and Construction Services

#### Notice of Re-opening of Request for Proposals (RFP) for Professional Industrial Hygiene Services

The State of Minnesota, Department of Administration, Real Estate and Construction Services (“State”), requests proposals and fee schedules from firms and individuals (Responder) to provide industrial hygiene services, including but not limited to, project management, testing, sample collection and analysis, and surveys for abatement of asbestos and other hazardous materials. Services include on-site air monitoring and daily electronic log reports, site surveys, on-site and bulk material collection, sampling and analysis, recommendations, and reports for hazardous materials projects.

Real Estate and Construction Services intends to enter into a Professional and Technical Services Master Contract (Master Contract) with Responders meeting the criteria noted in the RFP. Multiple Responders may be offered a Master Contract to perform work. Projects will vary in nature and scope, and will involve emergency response services, new construction, and remodeling.

The Master Contracts will be used by Real Estate and Construction Services on most or all state projects required to be done under the authority of the Commissioner of Administration. This includes, but is not limited to, projects done for the Department of Administration, Corrections, Human Services, and Veterans Affairs, as well as the Minnesota State Academies, Minnesota State Retirement Systems, and Perpich Center for Arts Education.

Current Master Contracts for industrial hygiene services will remain in place until June 30, 2012.

**NOTE that an abatement firm, or employees of a firm for an asbestos and/or other related hazardous materials abatement contractor, are not eligible to respond to this RFP.**

The Request for Proposal is available on the Department of Administration, Real Estate and Construction Services website: [www.admin.state.mn.us/recs](http://www.admin.state.mn.us/recs), click on “Construction Services Solicitations and Announcements.” Copies of the RFP may also be requested from:

Sherry Van Horn, Contracts Supervisor  
Real Estate and Construction Services  
309 Administration Building, 50 Sherburne Avenue  
St. Paul, MN 55155  
**Phone:** (651) 201-2376  
**E-mail:** [sherry.vanhorn@state.mn.us](mailto:sherry.vanhorn@state.mn.us)

Proposals must be delivered to Real Estate and Construction Services, Department of Administration, 309 Administration Building, 50 Sherburne Ave., St. Paul, MN 55155, Attn.: Sherry Van Horn, not later than Wednesday, June 27, 2012 by 12:00 noon C.T. Late responses will not be considered.

The State 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. The RFP is not a guarantee of work and it does not obligate the State to award any contracts. The State reserves the right to discontinue the use or cancel all or any part of the RFP if it is determined to be in its best interest. All expenses incurred in responding to this notice are solely the responsibility of the responder.

**Department of Administration (Admin)****Notice of Re-Solicitation: Request for Qualifications (RFQ) for a Construction Manager at Risk for the Minnesota State Capitol Repair, Restoration and Preservation****RECS Project #: 02CB0015**

**NOTICE IS HEREBY GIVEN** that the Department of Administration, Real Estate and Construction Services, in association with the Capitol Area Architectural and Planning Board and the Minnesota Historical Society, (“State”) has issued a Request for Qualifications (RFQ) to evaluate and select a Construction Manager at Risk for the Preconstruction and Construction Services for the Minnesota State Capitol Repair Restoration and Preservation project in accordance with *Minnesota Statute* 16C.34.

The scope of the Project includes but is not limited to asset preservation, remodeling, and other Capitol improvements to, and restoration of, the Capitol Building and surrounding site.

Detailed tasks and scope of services required for the project are defined and included in the Request for Qualifications (RFQ) which can be found at: <http://www.mmd.admin.state.mn.us/> by clicking on “Construction” and then “Virtual Plan Room” (or at [www.questcdn.com](http://www.questcdn.com)) , under the Category “Buildings/Public” with the Project Name “Re-Solicitation - CM@Risk MN State Capitol Repair, Restoration and Preservation RFQ” and may be downloaded for a fee of \$10.00. To be considered for selection and a contract, responses must be submitted by the date and time indicated in the RFQ.

A mandatory informational meeting and tour are tentatively scheduled for Wednesday, June 20, 2012 at 1:30 p.m. C.T. at the Minnesota State Capitol Building, 75 Rev. Dr. Martin Luther King Jr. Blvd., Room 107, St. Paul, MN 55155. Project questions will be taken by Sherry Van Horn at [sherry.vanhorn@state.mn.us](mailto:sherry.vanhorn@state.mn.us).

Proposals must be delivered to Real Estate and Construction Services, Department of Administration, 309 Administration Building, 50 Sherburne Ave., St. Paul, MN 55155, Attn.: Sherry Van Horn, not later than Monday, July 16, 2012 by 12:00 noon C.T. Late responses will not be considered.

The State reserves the right to cancel this solicitation if it is considered to be in its best interest. The RFQ is not a guarantee of work and it does not obligate the State to award any contracts. The State reserves the right to discontinue the use or cancel all or any part of the RFQ if it is determined to be in its best interest. All expenses incurred in responding to this notice are solely the responsibility of the responder.

**Minnesota State Colleges and Universities (MnSCU)****Anoka Ramsey Community College****Request for Proposal for 48-month lease of Fitness Center Equipment**

**NOTICE IS HEREBY GIVEN** that Anoka Technical College will receive proposals for the leasing of fitness center equipment. Copies of the specifications can also be obtained from Steve Harrington at (763) 576-4814 or [sharrington@anokatech.edu](mailto:sharrington@anokatech.edu). Signed in ink, sealed proposals must be received by the Business Office of Anoka Community College, 11200 Mississippi Blvd. N.W., Coon Rapids, MN 55433 by 3 p.m. on Monday, June 18th, 2012. Anoka Community College reserves the right to reject any or all proposals, or portions thereof, or to waive any irregularities or informalities, in proposals received.

# State Contracts

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## Minnesota State Colleges and Universities (MnSCU) Lake Superior College Advertisement for Sealed Bids for LSC Boiler Improvements

**Sealed Bids for:** LSC Boiler Improvements  
Lake Superior College  
Duluth, MN 55802

**will be received by:** Gary Adams, Director of Physical Plant  
Room W2580  
Lake Superior College  
2101 Trinity Road  
Duluth, MN 55802

Until 1:00 PM, local time, June 26, 2012 at which time the bids will be opened and publicly read aloud.

**Project Scope:** The project consists of the removal of an existing firebox hot water boiler, the installation of two new condensing boilers, the installation of a boiler room combustion air system and associated piping revisions, the removal of an existing hot water storage tank system and replacement with a new condensing gas hot water heater and electric backup, new category IV stacks, the creation of a new corridor, test and balancing and temperature control work.

**A Pre-Bid Meeting** will be held at 10:00 AM, Wednesday, June 20, 2012, in Room W2580, Lake Superior College. The Architect/Engineer and/or College/University Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

**Bidding Documents** are as prepared by the Project Architect/Engineer; LHB, 21 West Superior Street, Duluth, MN 55802.

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

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

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

## Minnesota State Colleges and Universities (MnSCU) Lake Superior College Advertisement for Sealed Bids for Parking Lot B Reconstruction

**Sealed Bids for:** *Parking Lot B Reconstruction*  
Lake Superior College  
2101 Trinity Road  
Duluth, MN 55811

**will be received by:** *Gary Adams*  
Lake Superior College, Room W2580  
Lake Superior College  
2101 Trinity Road  
Duluth, MN 55811

Until 2 PM local time, Tuesday, June 19, 2012 at which time the bids will be opened and publicly read aloud.

**Project Scope:** The reconstruction of Lake Superior College Lower Parking Lot B including erosion control measures, stormwater collection, excavation of subbase, reclaiming bituminous pavement, base construction, curb and gutter, pavement markings, signage, stormwater detention system, sidewalk, conduit and light pole bases, pedestrian walkways, restoration, and all related appurtenances.

**A Pre-Bid Meeting** will be held at Lake Superior College, Thursday, June 14, 2012 in Room W2580, Lake Superior College at 10:00 AM. The Architect/Engineer and/or College/University Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

**Bidding Documents** are as prepared by the Project Architect/Engineer; Krech Ojard and Associates, P.A.

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

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

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

## Minnesota State Colleges and Universities (MnSCU)

### St. Cloud Technical & Community College

#### Formal Request for Proposal for Academic Course Feedback System Compatible with All Course Delivery Methods

**Response Due Date and Time:** Thursday, June 28, 2012 at 2:00 p.m. Central Time

The complete Request for Proposal will be available on Monday, June 11<sup>th</sup>, 2012 on the website <http://www.sctcc.edu/rfp>.

**Title of Project:** Academic Course Feedback System

**Geographic Location Requirements:** St. Cloud Technical & Community College, 1540 Northway Drive, St. Cloud, MN 56303

Responses must be received at the location listed below:

St. Cloud Technical & Community College  
1540 Northway Drive  
St. Cloud, MN 56303  
Susan Meyer, Purchasing Agent, Room 1-401  
**Phone:** (320) 308-5973  
**Fax:** (320) 308-5027  
**E-mail:** [smeyer@sctcc.edu](mailto:smeyer@sctcc.edu)

**Contact for questions:** Kristina Keller, Phone: (320) 308-5538, e-mail: [kkeller@sctcc.edu](mailto:kkeller@sctcc.edu)

Your response to this Request for Proposal (RFP) must be returned sealed. Sealed responses must be received no later than the due date and time specified above. Late responses cannot be considered and the responses will be rejected.

The laws of Minnesota and MnSCU Board of Trustees policies and procedures apply to this RFP.

All attached General RFP Terms and Conditions, Specifications and Special Terms and Conditions are part of the RFP and will be incorporated into any contract(s) entered into as a result of this RFP.

# State Contracts

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All responses to this RFP must be prepared as stated herein and properly signed. **Address all correspondence and inquiries regarding this RFP to the Contact person above. This is a request for responses to an RFP and is NOT a purchase order.**

## Minnesota State Colleges and Universities (MnSCU) Office of the Chancellor Request for Proposals for Executive Search Consultants

**NOTICE IS HEREBY GIVEN** that the Office of the Chancellor is requesting proposals to develop a list of qualified executive search consultants to be used for up to five years. If it is necessary to conduct an executive level search, a consultant will be selected from the list. A copy of the full Request for Proposal is posted on the website at: [http://www.hr.mnscu.edu/Cabinet\\_Executive\\_Se/Consultant\\_Info.html](http://www.hr.mnscu.edu/Cabinet_Executive_Se/Consultant_Info.html).

For further information, please contact:

Melissa Danner  
Minnesota State Colleges and Universities  
30 - 7<sup>th</sup> Street East, Suite 350  
St. Paul, MN 55101  
**Telephone:** (651) 201-1850  
**E-mail:** [melissa.danner@so.mnscu.edu](mailto:melissa.danner@so.mnscu.edu)

Sealed proposals must be received at the above address no later than **Friday, June 22, 2012 at 4:00 p.m. CDT**. The responder shall submit two (2) copies of its RFP response. Proposals are to be sealed in mailing envelopes or packages with the responder's name and address clearly written on the outside. One copy of the proposal must be unbound and signed in blue or black ink by an authorized representative of the vendor. Proof of authority of the person signing must accompany the response. **Fax and e-mail responses will not be considered. Proposals received after this date and time will be returned to the responder unopened.**

This Request for Proposal (RFP) does not obligate the Minnesota State Colleges and Universities (MnSCU) system, its Board of Trustees or the Office of the Chancellor to award a contract or complete the proposed project and each reserves the right to cancel this RFP if it is considered to be in its best interest.

## Minnesota Department of Human Services (DHS) Performance Measurement and Quality Improvement Division Notice of Request for Proposals to Assist with the 2013 Minnesota Student Survey

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Services (DHS) is requesting proposals to assist with the 2013 Minnesota Student Survey (MSS). DHS is interested in contracting for professional and technical services related to the 2013 MSS project. The contractor, in consultation with DHS and the MSS Interagency Team, will collect survey data from youth in public schools (grades 5, 8, 9 and 11), alternative learning settings, and juvenile correctional facilities in a statewide, anonymous, self-administered survey, using both the paper and web-based surveys.

The contractor will:

- format the paper survey questionnaires using the question items provided by the interagency team;
- work with the Minnesota Department of Administration's MSS printing vendor to validate that the printing of the paper survey questionnaires is compatible with the proposed scanning system;
- develop the web-based survey using the same question items on the paper versions and provide a secure access to the web-based survey for participating sites;
- provide a web-based registration and tracking systems;
- package, distribute and collect the MSS survey questionnaires to and from the participating sites;
- write a scanning program to scan the completed survey booklets;

- provide survey data files both from the paper and web-based surveys in ASCII or SPSS format;
- and provide the overall coordination of the MSS project.

Work is proposed to start September 10, 2012. For more information, or to obtain a copy of the Request for Proposal, contact:

Judy Ekern  
Performance Measurement and Quality Improvement Division  
MN Department of Human Services  
444 Lafayette Rd. N.  
St. Paul, MN 55155  
**Phone:** (651) 431-2629  
**Fax:** (651) 431-7422  
**E-mail:** *Judy.ekern@state.mn.us*

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

Proposals submitted in response to this Request for Proposals must be received at the address above no later than **3:00 p.m., Central Daylight Savings Time, July 9, 2012. Late proposals will NOT be considered.** Faxed or e-mailed proposals will **NOT** be considered.

The RFP can be viewed by visiting the DHS RFP web site: [http://www.dhs.state.mn.us/main/id\\_000102](http://www.dhs.state.mn.us/main/id_000102). Any addenda to this RFP will be posted on this DHS web site.

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

## Minnesota Pollution Control Agency (MPCA) Notice of Request for Proposal (RFP) for Analysis of End Markets for Collected Minnesota Household E-Waste

The Minnesota Pollution Control Agency (MPCA) is requesting proposals from qualified responders to conduct, on behalf of the MPCA, a third-party analysis of the end markets for collected Minnesota household e-waste. The results of the analysis will be used by the MPCA e-waste program to gain a better understanding of where the recycled e-waste is going and if it is being handled responsibly. This information will be used to advise collectors who work with recyclers to obtain reasonable contracts.

The MPCA has approximately \$50,000 for a contract with the responder selected as best meeting the evaluation criteria stated in the RFP. The goal of this Project is to collect valuable data on the end markets of collected Minnesota household e-waste that will assist the MPCA and its e-waste program in providing assistance to Minnesota household e-waste collectors. It is important that the e-waste program has current and reliable data when answering such questions as where Minnesota's recycled e-waste is going and whether it is being handled responsibly.

The complete RFP, application materials, and additional information are published on the MPCA website at  
<http://www.pca.state.mn.us/mvri7848>

Questions about this RFP should be directed to [contracts.pca@state.mn.us](mailto:contracts.pca@state.mn.us) (Subject line: "CR 5544 E-Waste Analysis"). Proposals are due **Tuesday, July 12, 2012**, at 2:00 p.m. Central Time and must be electronically submitted to [contracts.pca@state.mn.us](mailto:contracts.pca@state.mn.us) (Subject line: "CR 5544 E-Waste Analysis"). It is the Responder's sole responsibility to ensure that their electronic submittal is received by the deadline.

# State Contracts

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## Department of Public Safety (DPS)

### Notice of Availability of Contract for Hazardous Materials Regional Response Team Program

The Minnesota Department of Public Safety is seeking proposals from qualified public and non-public entities to provide services as a component of the Hazardous Materials Regional Response Team Program (*Minnesota Rules*, chapter 7514.1500, subpart 1). Primary Response Areas for this program have been established and are identified in this request for proposals (RFP).

This solicitation seeks proposals from entities interested in serving as a Hazardous Materials Emergency Response Team and/or Chemical Assessment Team in any of the Primary Response Areas identified. Funding available for the current state fiscal year will permit the awarding of contracts to a minimum of one (1) emergency response team which will also function as a chemical assessment team, and up to ten (10) additional chemical assessment team contracts are anticipated to be awarded to entities serving solely as chemical assessment teams. Additional contracts may be awarded.

Work is proposed to start after September 1, 2012.

A Request for Proposals will be available by mail from this office through June 22, 2012. **A written request (by direct mail, e-mail, or fax) is required to receive the Request for Proposal.** After June 22, 2012, the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Bill Chandler  
Homeland Security and Emergency Management  
444 Cedar Street, Suite 223  
St. Paul, MN 55101-5145  
**Phone:** (651) 201-7450  
**Fax:** (651) 296-0459  
**E-mail:** *William.chandler@state.mn.us*

A proposal development conference has been scheduled by the department for June 18, 2012 at 2:00 pm Central Standard Time and will be held at the MN Department of Public Safety, 444 Cedar Street, Suite 223 in St. Paul., MN, Governors Conference Room. The entire request for proposal package will be reviewed and questions received from those in attendance will be recorded. All questions and answers will be sent out to all entities attending the conference and/or requesting a copy of the complete RFP. Anyone intending to submit a proposal in response to this solicitation is invited and encouraged to be present.

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than 2:00 p.m., Central Standard Time, on July 2, 2012. **Late proposals will NOT be considered.** Fax or emailed proposals will **NOT** be considered.

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

## Teachers Retirement Association (TRA)

### Request for Proposal for TRA.NET Technology Services

The Minnesota Teachers Retirement Association (TRA) is requesting proposals for a technology vendor to provide a team to plan, manage and execute the functional design component of our TRA.NET project by researching and analyzing the current system and providing functional specifications reflecting the requirements defined by TRA.Net project goals.

The vendor will act as a key facilitator between stakeholders and the technical solution team in resolving issues without compromising the quality of the deliverables. This project is a multi-year, two-phase project to replace TRA's existing system, a 3-tier Windows forms-

based Delphi application, with a more current and easily maintained web-based application being developed in .NET C#, and that will streamline critical processes to improve overall efficiency and productivity. This contract would be based on a time and materials bid over the two-year contract period. For purposes of entering into a consultant contract, this RFP complies with Minnesota Statutes 2011, Chapters, 16C, and 354.

The goal of the contract is to secure a highly experienced consultant team consisting of a lead business analyst, business analysts and a quality assurance analyst to work with TRA staff and internal business analysts and developers on our TRA.NET project. This phased project consists of 60+ units involving the application for and calculation of TRA's defined benefit plan annuity payments, benefit payment adjustments, monthly annuity payment process, scheduling member services, and various correspondence generation. The contractors will be tasked with providing analysis, documentation, screen designs, business process flows, testing and training of our internal business analyst and testing teams. There will be a three-week discovery phase with a 24-month timeline for completion of the designs and testing for the project.

The Request for Proposal (RFP) may be requested by calling, emailing or writing:

Tim Maurer, Planning Director  
Minnesota Teachers Retirement Association  
60 Empire Drive, Suite 400  
Saint Paul, MN 55103-4000  
**Phone:** (651) 297.7448  
**E-mail:** [tmaurer@minnesotatra.org](mailto:tmaurer@minnesotatra.org)

The cost of the preparation and presentation associated with the response to this "Request for Proposal" is the responsibility of the responding firm. Finalists may be asked to appear at an interview in St. Paul, Minnesota. The TRA Board of Trustees will reimburse none of the costs associated with this presentation.

All proposals must be received by Tuesday July 3, 2012 by 2:30 p.m. Central Time by:

Carol Sellner, Executive Assistant  
Minnesota Teachers Retirement Association  
60 Empire Drive, Suite 400  
Saint Paul, MN 55103-4000

## **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.

# State Contracts

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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.

## Non-State Public 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**
- **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**

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)

### Dakota County, MN

#### Notice Of Request For Proposal (RFP) for Electronic Home Monitoring and Related Services

**NOTICE IS HEREBY GIVEN** that the Dakota County, MN is seeking qualified providers to provide Electronic Home Monitoring and Related Services. It is anticipated that this will be a multi-year contract.

Provider Qualifications include but are not restricted to:

- 5 or more years of experience delivering EHM services in an urban setting.
- Ability to provide EHM for 80-85 offenders per day.
- Monitoring Center with coverage throughout the State of Minnesota and an on call supervisor for response to exception reports etc.
- Ability to respond to equipment malfunctions with resolution within 4 hours of notice.
- Active monitoring devices with random alcohol monitoring equipment.
- Competitive pricing model.
- Ability to collect fees from offenders.
- Capacity to provide services at designated locations throughout Dakota County.
- Provision of Field staff to cover and average of 65 cases and an EHM/CR Coordinator to cover intake and other duties.
- Other services and requirements as detailed in the RFP.

The complete RFP is available at: <http://www.co.dakota.mn.us/DoingBusiness/RequestsFor/default.htm>

To learn more about Dakota County visit our website at: [www.dakotacounty.us](http://www.dakotacounty.us)

Contact:

Therese J. Branby, Contract Manager  
Dakota County Community Services Division  
1 Mendota Road West, Suite 500  
West St. Paul, MN 55118-4773

# Non-State Public Bids, Contracts & Grants

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**Phone:** (651) 554-5878  
**Fax:** (651) 554-5948  
**E-mail:** [therese.branby@co.dakota.mn.us](mailto:therese.branby@co.dakota.mn.us)

Questions regarding this RFP will be accepted by email from June 11, 2012 through June 15, 2012. **A Proposer's Conference** will be held on June 18, 2012 at the Dakota County Northern Service Center from 2:30-3:30 p.m. in Conference Room 110 B. All questions and answers will be posted by 12:00 (Noon) CDT on June 19, 2012 at: <http://www.co.dakota.mn.us/DoingBusiness/RequestsFor/default.htm>

The deadline for proposals is 12:00 noon CDT on Monday, June 25, 2012. Late proposals will not be considered.

## Nine Mile Creek Watershed District Request for Proposals for Development Management Services

The Nine Mile Creek Watershed District is soliciting a Request for Proposals for Development Management Services for the development of the Nine Mile Creek Watershed District Water Resource Center and District Office.

The Contracting Authority (Owner) for this Request is:

Mr. Kevin D. Bigalke, District Administrator  
Nine Mile Creek Watershed District  
7710 Computer Avenue, Suite 135  
Edina, MN 55435  
Telephone: (952) 835-2078

The Nine Mile Creek Watershed District will be hosting a site visit to the project site on Tuesday, June 19, 2012 at 1:00 pm – 3:00 pm. Proposers must RSVP for the site visit and directions to the project site. RSVP by contacting Contracting Authority at (952) 835-2078.

Inquiries regarding the solicitation must be submitted in writing to the Contracting Authority as early as possible within the solicited period. Inquiries must be received no later than Noon on Friday, June 22, 2012. This will allow sufficient time for a proper response.

Proposal submittal deadline is Noon on Friday, June 29, 2012. Proposals received after the submittal deadline will be returned, unopened to the proposer.

Information regarding the instruction to the proposer, description of the work, requirements of the work, and the proposal content and evaluation are available in the Request for Proposals document.

The Request for Proposals document is available on the Quest Construction Data Network website: [www.questcdn.com](http://www.questcdn.com); the Nine Mile Creek Watershed District website: [www.ninemilecreek.org](http://www.ninemilecreek.org) ; or by contacting Kevin Bigalke, District Administrator at (952) 835-2078.

## Olmsted County Regional Railroad Authority (OCRRA) Request for Proposals (RFP) for the Rochester-Twin Cities Passenger Rail Corridor Investment Plan

The Olmsted County Regional Railroad Authority (OCRRA), in cooperation with the Minnesota Department of Transportation (MnDOT), requests proposals for services of a qualified and experienced transportation (planning, environmental and engineering services) consultant or consultant team to complete a Service Development Plan (SDP) and a Federal Railroad Administration (FRA) Tier-1 Environmental Impact Statement (EIS) for the Rochester–Twin Cities High-Speed Passenger Rail Corridor. This project will develop a Passenger Rail Corridor Investment Plan (PRCIP) for the Corridor.

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## Non-State Public Bids, Contracts & Grants

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

The complete RFP can be viewed at: <http://www.co.olmsted.mn.us/boardofcommissioners/ocrra/Pages/ConsultantServices.aspx>.

If you have any questions regarding this advertisement, would like a complete RFP packet mailed to you, or are having problems viewing the RFP on the County's Web Page, you may contact:

Deborah A. Palmer, CPPB  
**E-mail:** [palmer.deb@co.olmsted.mn.us](mailto:palmer.deb@co.olmsted.mn.us)  
**Telephone:** (507) 328-7085

Other personnel are NOT allowed to discuss the Request for Proposal with anyone, including responders, before the proposal submission deadline. Responses will be due on July 11, 2012 at 2:00 pm Central Daylight Time.

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

The Center for Transportation Studies at the University of Minnesota is seeking qualified vendors to provide the following professional service(s) for Program Delivery Services (RFI 1027)

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. on July 2<sup>nd</sup>, 2012.



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- ♦ **Retail store** Open 8 a.m. - 5 p.m. Monday - Friday, 660 Olive Street, St. Paul
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- ♦ **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

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\$100.01-\$1,000	\$ 17.00*
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