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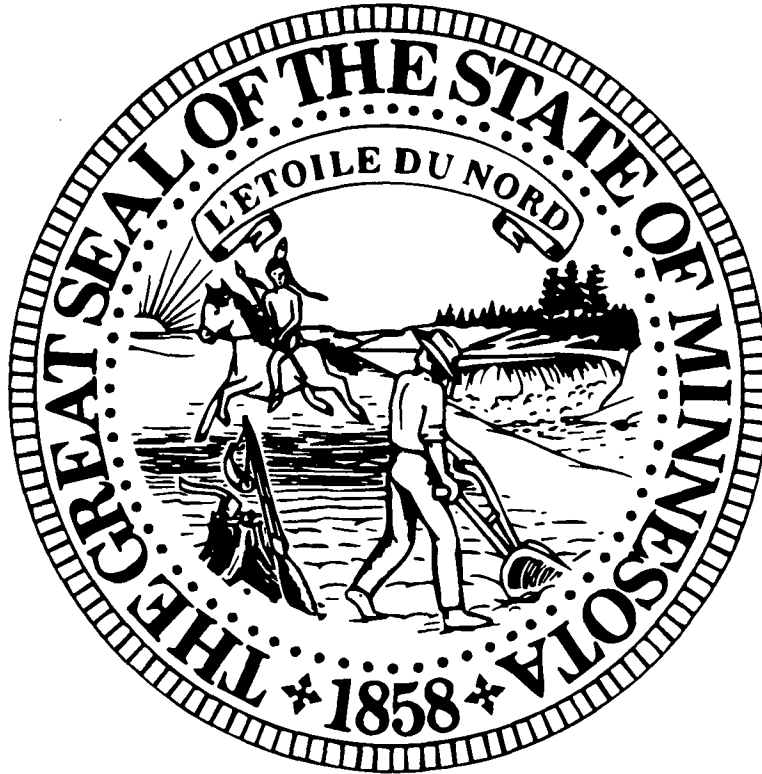
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The Minnesota

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State Register

Rules and Official Notices Edition



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State Register

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

The *State Register* is the official publication of the State of Minnesota, containing executive and commissioners' orders, proposed and adopted rules, official and revenue notices, professional-technical-consulting contracts, non-state bids and public contracts and grants.

Printing Schedule and Submission Deadlines

Vol. 21 Issue Number	PUBLISH DATE	Deadline for both Adopted and Proposed RULES	Deadline for: Emergency Rules, Executive and Commissioner's Orders, Revenue and Official Notices, State Grants, Professional-Technical-Consulting Contracts, Non-State Bids and Public Contracts
# 36	Monday 3 March	Friday 14 February	Monday 24 February
# 37	Monday 10 March	Monday 24 February	Monday 3 March
# 38	Monday 17 March	Monday 3 March	Monday 10 March
# 39	Monday 24 March	Monday 10 March	Monday 17 March

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FOR LEGISLATIVE NEWS

Publications containing news and information from the Minnesota Senate and House of Representatives are available free to concerned citizens and the news media. To be placed on the mailing list, write or call the offices listed below:

Contact: Senate Public Information Office (612) 296-0504
Room 231 State Capitol, St. Paul, MN 55155

Contact: House Information Office (612) 296-2146
Room 175 State Office Building, St. Paul, MN 55155

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Professional, Technical and Consulting contract awards are
published monthly in an *Awards Report*.

Individual copies and subscriptions for both publications are
available through Minnesota's Bookstore, (612) 297-3000 or
1-800-657-3757.

Minnesota Rules: Amendments and Additions

NOTICE: How to Follow State Agency Rulemaking in the State Register

The *State Register* is the official source, and only complete listing, for all state agency rulemaking in its various stages. State agencies are required to publish notice of their rulemaking action in the *State Register*. Published every Monday, the *State Register* makes it easy to follow and participate in the important rulemaking process. Approximately 80 state agencies have the authority to issue rules. Each agency is assigned specific Minnesota Rule chapter numbers. Every odd-numbered year the Minnesota Rules are published. The current 1995 set is a 13-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Generally speaking, proposed and adopted exempt rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

An agency must first solicit **Comments on Planned Rules** or **Comments on Planned Rule Amendments** from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency (*Minnesota Statutes* §§ 14.101). It does this by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, or within 60 days of the effective date of any new statutory grant of required rulemaking.

When rules are first drafted, state agencies publish them as **Proposed Rules**, along with a notice of hearing, or a notice of intent to adopt rules without a hearing in the case of noncontroversial rules. This notice asks for comment on the rules as proposed. Proposed emergency rules and withdrawn proposed rules are also published in the *State Register*. After proposed rules have gone through the comment period, and have been rewritten into their final form, they again appear in the *State Register* as **Adopted Rules**. These final adopted rules are not printed in their entirety in the *State Register*, only the changes made since their publication as Proposed Rules. To see the full rule, as adopted and in effect, a person simply needs two issues of the *State Register*, the issue the rule appeared in as proposed, and later as adopted. For a more detailed description of the rulemaking process, see the most current edition of the *Minnesota Guidebook to State Agency Services*.

The *State Register* features partial and cumulative listings of rules in this section on the following schedule: issues #1-13 inclusive; issues #14-25 inclusive; issue #26 cumulative for issues #1-26; issues #27-38 inclusive; issue #39, cumulative for issues #1-39; issues #40-51 inclusive; and issues #1-52 (or 53 in some years), cumulative for issues #1-52 (or 53). An annual subject matter index for rules was separately printed usually in August, but starting with Volume 19 now appears in the final issue of each volume. For copies or subscriptions to the *State Register*, contact Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155 (612) 297-3000, or toll-free 1-800-657-3757.

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Proposed Rules

Comments on Planned Rules or Rule Amendments

An agency must first solicit **Comments on Planned Rules** or **Comments on Planned Rule Amendments** from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency (*Minnesota Statutes* §§ 14.101). It does this by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking.

Rules to be Adopted After a Hearing

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

Rules to be Adopted Without a Hearing

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

Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience, and Interior Design

Proposed Permanent Rules Relating to Geoscientists

Notice of Intent to Adopt Rules Without a Public Hearing

Proposed Permanent Rules Relating to Geoscientists, *Minnesota Rules*, 1800.0200 - 1800.4300.

Introduction. The Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design intends to adopt rules without a public hearing following the procedures set forth in the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28, and rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2300 to 1400.2310. You have 30 days to submit written comments on the proposed rules and may also submit a written request that a hearing be held on the rules.

Agency Contact Person. Comments or questions on the rules and written requests for a public hearing on the rules must be submitted to the agency contact person. The agency contact person is: George Iwan at the Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design, 85 E. 7th Place, Suite 160, St. Paul, MN 55101, telephone (612) 296-2388, fax (612) 297-5310. TTY users may call 800-627-3529. To request copies of the rules or SONAR, contact Carolyn Robinson at the Board office.

Subject of Rules and Statutory Authority. The proposed rules are about Geoscientists. The statutory authority to adopt the rules is *Minnesota Statutes*, section 326.06. A copy of the proposed rules is published in the *State Register*. The purpose of the proposed rules is to establish the basis for the licensure and regulation of geoscientists pursuant to the authority granted the Board in *Minnesota Statutes* charter 326 or Subd. 3 (a). This includes establishing the parameters for education and experience, the necessary examinations, the fees required, and other activities necessary to fully regulate the professions which are now and may in the future be included in the definition of geoscientist. A free copy of the rules is available upon request from the agency contact person listed above.

Comments. You have until 4:30 p.m. on Wednesday 2 April 1997, to submit written comment in support of or in opposition to the proposed rules and any part or subpart of the rules. Your comment must be in writing and received by the agency contact person by the due date. Comment is encouraged. Your comment should identify the portion of the proposed rules addressed and the reason for the comment. You are encouraged to propose any change desired. Any comments that you would like to make on the legality of the proposed rules must also be made during this comment period.

Request for a Hearing. In addition to submitting comments, you may also request that a hearing be held on the rules. Your request for a public hearing must be in writing and must be received by the agency contact person by 4:30 p.m. on Wednesday 2 April 1997. Your written request for a public hearing must include your name and address. You must identify the portion of the proposed rules to which you object or state that you oppose the entire set of rules. Any request that does not comply with these requirements is not valid and cannot be counted by the agency for determining whether a public hearing must be held. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

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

Alternative Format. Upon request, this Notice 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.

Modifications. The proposed rules may be modified as a result of public comment. The modifications must be supported by comments and information submitted to the agency, and the adopted rules may not be substantially different than these proposed rules. If the proposed rules affect you in any way, you are encouraged to participate in the rulemaking process.

Statement of Need and Reasonableness. A statement of need and reasonableness is now available from the agency contact person. This statement contains a summary of the justification for the proposed rules, including a description of who will be affected by the proposed rules and an estimate of the probable cost of the proposed rules. Copies of the statement may be obtained at the cost of reproduction from the agency.

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

Dated: 12 February 1997

George Iwan
Executive Secretary

1800.0200 CLASSES OF REGISTRANTS AND LICENSEES.

There shall be three classes of ~~registrants~~ licensees as follows:

A. Class 1: those who were ~~registered~~ licensed without examination prior to July 1, 1933, and by exemption subsequent to 1933. ~~Registration by exemption or by mere submission of record with references was discontinued in 1938.~~

(1) prior to July 1, 1933;

(2) by exemptions after 1933; or

(3) pursuant to *Minnesota Statutes*, section 326.10, subdivision 1, paragraph (b), as it applies to geoscientists who seek licensure within one year after the effective date of this part.

B. Class 2: those registered or licensed by comity under the provisions of the law.

C. Class 3: those registered or licensed following examination, either oral or written, or both.

1800.0300 IN-TRAINING CLASSIFICATIONS.

There shall be a classification of engineer-in-training, a classification of land surveyor-in-training, ~~and~~ a classification of landscape architect-in-training, a classification of geologist-in-training, and a classification of soil scientist-in-training. For examination of engineer-in-training see parts 1800.2500 to 1800.3000, for land surveyor-in-training see parts 1800.3500 to 1800.3800, ~~and~~ for examination of landscape architect-in-training see parts 1800.1500 to ~~1800.2000~~ 1800.1900, for examination of geologist-in-training see parts 1800.3910 to 1800.3930, and for soil scientist-in-training see parts 1800.3910 to 1800.3930.

1800.0400 APPLICATION FOR REGISTRATION AND LICENSURE.

Subpart 1. ~~Form~~ Forms and filing. Applications for licensure or certification shall be under oath and made on forms prescribed and furnished by the board and shall be filed with the Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience, and Interior Design and accompanied by payment of the examination fee as specified in part 1800.0500, subparts 5 and 6. Applications for certified interior designers shall be filed following passage of the applicant's National Council for Interior Design Qualification (NCIDQ) examination or meeting the requirements outlined in parts 1800.0800 and 1800.2100, subpart 5.

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

Proposed Rules

Subp. 1a. Information required. Before making formal application for examination, The applicant is requested to shall submit to the board, on a preliminary letter the form provided by the board, information relative to:

- A. place and date of birth;
- B. time and place of schools attended and studies completed;
- C. status relative to graduation from such schools or completion of studies;
- D. final official transcript showing the date of award of the degree or degrees received;
- E. for engineer, landscape architect, land surveyor, geologist, and soil scientist applicants, whether the engineer-in-training, land surveyor-in-training Fundamentals of Engineering (FE), Fundamentals of Land Surveying (FLS), or landscape architect-in-training, geologist-in-training, or soil scientist-in-training examination has been successfully completed; and
- F. a chronological record of personal employment, with all dates and with complete information relative to duties and type of work performed, and particularly outlining the applicant's responsibilities in charge of the whole or any part thereof. The preliminary letter form will be furnished an applicant upon request to the board office.

Subp. 2. Evaluation of information. This The information will required by subpart 1a shall be evaluated by the appropriate member or members of the board and if the applicant is found ineligible for admission to the examination, or ineligible for certification as a certified interior designer, at that time, he or she will the applicant shall be so notified in writing and given the reasons therefor and no expense will have been incurred by the applicant. If the applicant is apparently eligible at that time for admission to the examination, such applicant will be so notified and a form will be sent on which to make formal application for licensure subject to the rules of the board. for ineligibility. If the applicant is eligible for examination at the time for admission to the examination, the applicant shall be so notified by the board in writing.

Subp. 3. Forms and filing In-training application. Applications for licensure shall be under oath and made on forms prescribed and furnished by the board and shall be filed with the executive secretary of the board at least 60 days before the date set for the professional examinations accompanied by the payment of the examination fee as specified in part 1800.0500, subparts 5 and 6.

Applications for examination as engineer-in-training, land surveyor-in-training, or landscape architect-in-training, geologist-in-training, and soil scientist-in-training shall be made under oath and on forms prescribed and furnished by the board and shall be filed with the executive secretary of the board at least 60 days before the date set for the fundamentals examination accompanied by the examination fee as specified in part 1800.0500, subpart 6 5.

Application forms will be furnished to individual applicants but will not be furnished in quantities to intermediaries.

1800.0500 FEES.

Subpart 1. Requirements. Application for examination for certification as engineer-in-training, land surveyor-in-training, geologist-in-training, soil scientist-in-training, landscape architect-in-training, or certified interior designer or for licensure, including renewal of licensure, as an architect, as a professional engineer, land surveyor, or landscape architect, professional geologist, or professional soil scientist shall be accompanied by a fee in the amount provided for in this part. The fee for examination for certification as land surveyor-in-training shall be paid upon approval of the application by the board. established by the national testing agency. Information concerning the current examination fees charged by national testing agencies may be obtained by contacting the board offices. An application for examination as an architect does not require accompanying fees. The actual fee for examination as an architect shall be paid to the national testing agency in a manner it prescribes. The fee for examination for certification as engineer-in-training, land surveyor-in-training, geologist-in-training, soil scientist-in-training, or certified interior designer shall be paid upon approval by the board. A new application for registration, in such instances, may be filed at any time after the lapse of six months next succeeding the date of the previous rejection. A reexamination application shall be submitted each time the applicant applies to take the examination except as provided in subpart 2.

Subp. 2. Refunds; validity of application. License or license renewal fees may not be refunded. Examination fees may be refunded except for a \$20 administrative charge. Applications for examination shall be valid for a period of one year following notification of the date of examination, except as hereinafter provided. An applicant who fails to appear for examination shall be required to resubmit an application, together with an examination fee, unless the failure to appear is due to circumstances which, in the opinion of the board, justify relief from the requirement. Any application upon which no action has been taken for three years after the date of its receipt by the board shall be void. Examination or registration fees shall not be refunded except for those circumstances when an applicant does not meet required qualifications. In those circumstances, the board shall retain a \$20 administrative fee. An applicant who fails to appear for examination, cancels, or fails to cooperate with requests for submission of written correspondence or documentation to the board relevant to the application within three years shall submit a new application with a new examination, licensure, or certification fee.

Subp. 3. **Initial licensure and renewal.** The fee for licensure or renewal of licensure as an architect, professional engineer, land surveyor, ~~or landscape architect, or geoscience professional~~ is \$70 per biennium. The fee for certification as a certified interior designer or for renewal of the certificate is \$70 per biennium. The fee for an architect applying for original certification as a certified interior designer is \$50 per biennium. ~~The initial license fee is prorated at six-month intervals during each biennium. The fee for months 24 to 18 is \$70; for months 18 to 12, \$52.50; for months 12 to 6, \$35; and for months 6 to 0, \$17.50. Beginning July 1, 1994, The initial license or certification fee for all professions is \$70. The renewal fee shall be paid biennially on or before June 30 of each even-numbered year. The renewal fee, when paid by mail, is not timely paid unless it is postmarked on or before June 30 of each even-numbered year.~~

Subp. 4. **Delayed renewal fee.** A renewal fee is a delayed renewal fee within the meaning of *Minnesota Statutes*, section 326.10, subdivision 5, if it is not postmarked on or before June 30 of the year specified in subpart 3. ~~The delayed renewal fee is \$30 for the first three months of the lapsed period and \$60 for months 4 to 24.~~ A licensee who was originally licensed by examination by the board and who permits the license to lapse for more than two years must retake the appropriate professional licensing examination unless exempted by the board. The delayed renewal fee is computed from July 1 of any even-numbered year and is in addition to the renewal fee provided in subpart 3.

Subp. 5. [See repealer.]

Subp. 6. [See repealer.]

Subp. 7. **Additional fees.** In addition to all other fees for examination or registration, as provided in this part or *Minnesota Statutes*, section 326.10, subdivision 1, the following schedule of fees is applicable:

A. for each application for registration by comity under *Minnesota Statutes*, section 326.10, subdivision 1, paragraph (a), clause (2), applicable to any person registered in another state or territory of the United States, or in any province of Canada, or in any foreign country, a fee of \$100;

B. for reissuance of a revoked, lost, destroyed, duplicated, or mutilated certificate of licensure or certificate as an engineer-in-training, land surveyor-in-training, ~~or landscape architect-in-training, geologist-in-training, soil scientist-in-training, or certified interior designer~~, \$25;

C. for certified copies or reproduction of any document required to be supplied on behalf of any applicant for registration in another state, the cost of reproducing the document, will be ten cents per sheet;

D. for monitoring licensing examinations for applicants of boards of other states ~~at overseas test sites~~, the fee shall be \$25, payable by the applicant;

E. an applicant for examination in more than one branch of engineering shall submit a separate examination fee for each additional branch of engineering for which the applicant has applied for examination;

E. for each application for registration within a geoscience discipline by submission of records under *Minnesota Statutes*, section 326.10, subdivision 1, paragraph (b), a fee of \$100; and

G. for retaking a or any part of any examination for certification or licensure, the fee shall be established by the national testing agency.

1800.0800 PROOF OF QUALIFICATION TO PRACTICE.

It is ~~required that the~~ An applicant shall submit evidence to the board indicating that the applicant is qualified to practice in the profession or field of major practice ~~thereof~~, in which ~~she or he~~ the applicant seeks ~~registration licensure or certification~~. The burden of proof is upon the applicant who should ~~therefore~~ make every effort to present qualifications fully and clearly. Qualifications shall be established by one or more of the following methods:

A. by passing a written examination;

B. by successfully completing an oral examination;

C. by submitting satisfactory exhibits of technical qualifications;

D. by submitting a council certificate prepared by the National Council of Architectural Registration Boards (NCARB), for architect applicants only;

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E. by submitting ~~an NEC a~~ National Council of Examiners for Engineers and Surveyors (NCEES) council record prepared by the National Certification of the ~~National Council of Engineering Examiners, NCEES~~ for engineer applicants only;

F. by submitting a council certificate prepared by the Council of Landscape Architectural Registration Boards (CLARB), for landscape architect applicants only;

G. for registration by comity as an architect ~~or~~, engineer, ~~or~~ landscape architect under ~~provisions of~~ Minnesota Statutes, section 326.10, subdivision 1, paragraph 2 (a), clause (2), and experience as the board may ~~thereunder~~ require together with evidence of current registration and proof of good standing;

H. for registration by comity as a land surveyor, an applicant shall be subject to the ~~provisions of~~ Minnesota Statutes, section 326.10, subdivision 1, paragraph 2 (a), clause (2). In addition ~~thereto~~, the applicant shall be required to take ~~such~~ examinations as that the board deems necessary to determine qualifications, but in any event the applicant shall be required to take a written orientation examination of not less than four hours duration; ~~or~~

I. for certification by comity as a certified interior designer under Minnesota Statutes, section 326.10, subdivision 1, paragraph 2 (a), clause (2). The applicant shall meet the certification requirements that were in effect in Minnesota at the time of the applicant's original licensure or certification in the other state, territory, or the District of Columbia. Applicants who were certified in other states prior to August 1, 1992, shall meet the requirements of part 1800.2100; ~~or~~

I. for licensure within a professional geoscience discipline by comity or submission of records, an applicant shall be subject to Minnesota Statutes, sections 326.10, subdivision 1, paragraph (a), clause (2); and 326.10, subdivision 1, paragraph (b).

1800.0900 QUALIFICATION PROCEDURES.

[For text of subs 1 to 3, see M.R.]

Subp. 4. **Reexamination.** An applicant who does not receive a passing grade in an examination may make application to retake that examination. ~~Such~~ The application shall be accompanied by a reexamination fee as required under part 1800.0500, subpart 6 7. The board may require an applicant failing an examination two or more times to submit evidence of improved qualifications before an additional retake examination is permitted. ~~Only an acceptable reason for nonappearance for a scheduled examination will permit the applicant to be rescheduled for such examination.~~

[For text of subs 5 and 6, see M.R.]

EXAMINATION OF GEOSCIENTIST APPLICANTS

1800.3900 GEOSCIENCE DISCIPLINES.

Geoscience, as defined in Minnesota Statutes, section 326.02, subdivision 3a, includes a number of disciplines. The geoscience disciplines currently recognized by the board are geology and soil science.

1800.3905 GEOSCIENCE PRACTICE.

A professional geologist or professional soil scientist who certifies and signs reports or other documents may be required to establish, to the satisfaction of the board, that the work was performed according to recognized and acceptable geoscientific standards and practice. As a means of defining acceptable professional conduct, licensed professional geologists and licensed professional soil scientists shall adhere to the provisions of chapter 1805, Rules of Professional Conduct.

1800.3910 EDUCATION AND EXPERIENCE.

Subpart 1. Written examination requirement. An applicant for licensure within a geoscience discipline shall pass written examinations as provided in part 1800.3920. Written examinations are not required of applicants licensed under part 1800.0800, item J, provided that these applicants are licensed in a geoscience discipline recognized by the board and are licensed in one or more states other than Minnesota as defined in Minnesota Statutes, section 326.10, subdivision 1, paragraph (a), clause (2), or those geoscientists who are qualified for licensing by submission of records as defined in Minnesota Statutes, section 326.10, subdivision 1, paragraph (b), by applying for licensure within one year after the effective date of this part and meet the requirements in this part.

An applicant for licensure under part 1800.0800, item J, shall satisfy the Minnesota licensing requirements that were in effect at the time of the applicant's original licensure in the other state, if the original license of the applicant was received after the effective date of this part. An applicant for licensure under part 1800.0800, item J, shall satisfy the Minnesota licensing requirements that were in effect on the effective date of this part if the applicant's original licensure in the other state was received prior to the effective date of this part.

The written fundamentals of geology examination or fundamentals of soil science examination shall be waived by the board if:

A. the applicant has a doctorate degree in the geoscience discipline the applicant is seeking licensure in or equivalent doctorate degree as approved by the board; and

B. the applicant meets the educational requirements in subpart 5.

Subp. 2. Admission to written fundamentals examination. To qualify for admission to the written examination, the applicant shall present evidence of the following:

A. graduation from a geoscience curriculum approved by the board for the geoscience discipline the applicant is seeking licensure in; and

B. having met the educational requirements as defined in subpart 5.

Subp. 3. Admission to written professional examination. To qualify for admission to the written examination, the applicant shall present evidence of meeting the educational and qualifying experience requirements in items A and B.

A. The education requirement is graduation from a geoscience curriculum approved by the board for the geoscience discipline the applicant is seeking licensure in as defined in subpart 5.

B. The qualifying experience requirement is completion of a minimum of five years of qualifying geoscience experience in the discipline the applicant is seeking licensure in if the applicant has graduated with a baccalaureate degree from a school or college approved by the board for the discipline in which the applicant is seeking licensure.

Not more than two years credit shall be allowed for qualifying geoscience experience, gained before graduation from an approved geoscience curriculum. The two years experience before graduation must have been gained after completion of the second year of approved geoscience education. The experience shall be credited at the rate of 50 percent of the time gaining this experience up to the maximum allowable credit of two years. One year of experience is the equivalent of 2,080 hours.

Subp. 4. Exception for nonapproved education. An applicant who does not meet the requirements of subpart 2 may qualify for admission to the examinations if evidence is submitted to the board that education and qualifying geoscience experience completed meet the requirements in items A to C.

A. The education requirements of an applicant whose education was not obtained in a geoscience curriculum approved by the board shall be accepted only if the education is determined by the board to be equivalent to the content of the approved curriculum required for a baccalaureate or higher degree in the geoscience discipline the applicant is seeking licensure in. The applicant shall be required to submit a transcript of grades, along with descriptions of courses taken from the educational institution from which the applicant graduated, for evaluation by the board to determine the credit to be allowed for that education. The minimum number of equivalent geoscience credits in the nonapproved curriculum is the same as that defined in subpart 5.

B. If the applicant holds a degree from a curriculum not meeting the requirements of subpart 2, item A, that applicant will be required to document at least six years of qualifying and verifiable geoscience experience following graduation. Up to two years credit shall be allowed for qualifying and verifiable geoscience experience gained before graduation, as provided in subpart 3, item B.

C. If the applicant also holds a master's or doctorate degree in a curriculum not meeting the requirements of subpart 2, item A, that applicant shall document five years of qualifying and verifiable geoscience experience following graduation. Up to two years credit shall be allowed for qualifying and verifiable geoscience experience gained before graduation, as provided in subpart 3, item B.

Subp. 5. Approved geoscience education.

A. For an applicant seeking licensure as a professional geologist, the applicant shall present evidence of a baccalaureate or higher degree in geology approved by the board, from an accredited institution of higher learning or an institution of higher learning approved by the board, and; a minimum of 30 semester or 45 quarter hours in geology. A description of the core geology subjects as well as a list of geology courses shall be maintained by the board. Geology courses must include a minimum of 24 semester hours or 36 quarter hours from among the following core geology subjects: physical geology; historical geology; stratigraphy; sedimentology or sedimentary petrology; mineralogy; igneous and/or metamorphic petrology; structural geology; hydrogeology; geochemistry; geophysics; glacial geology; geomorphology; and field geology or geologic field methods.

B. For applicants seeking licensure as a professional soil scientist, the applicant shall present evidence of:

(1) a baccalaureate or higher degree in soil science approved by the board, from an accredited institution of higher learning or an institution of higher learning approved by the board;

(2) a minimum of 16 semester or 24 quarter hours in soil science; and

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(3) a minimum of 14 semester or 21 quarter hours in closely related geoscience courses as recognized by the board. Soil science courses must include a minimum of two semester or three quarter hours in each of the following basic soil science areas:

- (a) soil physical properties, soil biophysical environment, or soil water relations;
- (b) soil chemical properties, soil chemical processes, or soil fertility;
- (c) soil biological properties, soil biochemical process, or soil microbial ecology; and
- (d) soil genesis, soil classification, or soil morphology.

A maximum of three semester or five quarter hours of masters or doctorate degree thesis credits can be applied to the total number of credit hours. A list of courses included in each soil science study area and those which are recognized by the board as closely related geoscience courses shall be maintained by the board.

Subp. 6. Qualifying experience defined. As used in this part, "qualifying experience" consists of varied, progressive, nonrepetitive, practical experience in the discipline of geoscience the applicant is seeking licensure in, developing the ability to apply the theoretical knowledge gained during academic training in making sound judgments in completing geoscientific work. The experience shall include elements of research, planning, technical specifications, codes and standards, research and analysis, economics, safety, observation of ongoing work, and the inspection of the completed project. Experience shall be written in detail and submitted with the application for evaluation and approval by the board. Qualifying experience must be acquired after graduation from a baccalaureate or higher degree curriculum in geoscience approved by the board for the discipline the applicant is seeking licensure in, except that continuous experience in periods of ten or more weeks gained before graduation shall be counted if gained as specified in subpart 3, item B.

Subp. 7. Grandparenting. The board shall, with reference to applications for registration received within one year after the effective date of this part, issue a certificate of licensure as a professional geologist or professional soil scientist, without examination, to any applicant submitting evidence to the board of:

- A. qualifying education under subparts 4 and 5; and
- B. qualifying experience under subpart 6.

Applicants seeking licensure within one year after the effective date of this part must submit references on forms approved by the board from three individuals knowledgeable of the applicant's work experience to verify the work experience.

1800.3915 ORAL INTERVIEW.

The board shall require an oral interview in those cases where the applicant has not fully demonstrated meeting all the criteria in this chapter. The board will allow the applicant an additional opportunity to provide any and all explanation necessary to support an application for licensure.

1800.3920 WRITTEN EXAMINATION.

Subpart 1. Two-part examination. The written examination consists of the two parts as described in subparts 2 and 3. The written examinations for geologists shall be the examinations as provided by the National Association of State Boards of Geologists (ASBOG) as described in subpart 4, item A. The written examinations for soil scientists shall be the examinations provided by the Council of Soil Science Examiners (CSSE) as described in subpart 4, item B. The geoscience examinations are administered by the board using the procedures prescribed by ASBOG for CSSE.

Subp. 2. Fundamentals examination. An applicant shall be admitted to the fundamentals examination, if, by the date of the examination, the applicant has completed the education requirements in part 1800.3910, subpart 2, or is within 30 semester or 45 quarter credits of obtaining a geoscience degree in the geoscience discipline the applicant is seeking licensure in. The applicant shall submit an official transcript from the college or university the applicant is attending or has attended. An applicant taking the fundamentals examination in the geoscience discipline the applicant is seeking licensure in shall be notified of the score in writing, provided the applicant has met the criteria in this subpart. An applicant failing this examination shall retake the entire examination. A description of the scope of the fundamentals examinations for each geoscience discipline is provided in subpart 4.

A final official transcript showing the degree and the date awarded shall be submitted to the board before the in-training certificate in the geoscience discipline the applicant is seeking licensure in is released to the applicant. The passing of this examination and providing proof of the degree and the award date gives the applicant the in-training status in the geoscience discipline the applicant is seeking licensure in as defined in *Minnesota Statutes*, section 326.10, subdivision 7, paragraph (4). The applicant shall not again be required to take this examination. The applicant shall take and pass the fundamentals examination in the geoscience discipline the applicant is seeking licensure in before being permitted to take the professional examination.

Subp. 3. Professional examination. An applicant shall be admitted to the professional examination, if, by the date of the examination, the applicant has passed the fundamentals examination in the geoscience discipline the applicant is seeking licensure in and meets the education and experience requirements in part 1800.3910, subpart 3. The applicant shall submit verification of completion of the experience requirements in part 1800.3910, subpart 3, to the board before the applicant is qualified for admission to the professional examination. The professional examination covering the principles and practice of geoscience in the geoscience discipline the applicant is seeking licensure in is required as described in this subpart. A person failing the professional examination shall retake the entire professional examination. A description of the scope of the professional examinations for each geoscience discipline is provided in subpart 4.

Subp. 4. Scope and description of examinations.

A. The scope and description of the geology examinations are as described in subitems (1) and (2).

(1) The fundamentals of geology examination shall be administered at a time and place designated by the board to those applicants determined by the board to meet the requirements of part 1800.3910, subpart 2, for admission to the examination. The passing of this examination gives the applicant the status of geologist-in-training. An official transcript of grades showing the date of award of the degree earned shall be submitted to the board before the applicant may be certified as geologist-in-training.

(2) The professional geologist examination shall be administered at a time and place designated by the board to those applicants determined by the board to meet the requirements of part 1800.3910, subpart 3, for admission to the examination. The passing of the examination gives the applicant the status of registered professional geologist.

The professional geologist examination covers the principles and practice of geology. The examination shall include questions embracing the knowledge of professional practice and applied geology as acquired in connection with research, planning, and completion of geological work during the required period of geological experience. The professional examination is given to determine the degree of proficiency of the applicant in professional practice. This examination shall include questions designed to test whether the applicant has learned to apply the knowledge and understanding of the basic and geoscientific sciences gained through education, training, and experience to the solutions of geological problems.

B. The scope and description of the soil science examinations are as described in subitems (1) and (2).

(1) The fundamentals of soil science examination shall be administered at a time and place designated by the board to those applicants determined by the board to meet the requirements of part 1800.3910, subpart 2, for admission to the examination. The passing of this examination gives the applicant the status of soil scientist-in-training. An official transcript of grades showing the date of award of the degree earned shall be submitted to the board before the applicant may be certified as soil scientist-in-training.

(2) The professional soil scientist examination shall be administered at a time and place designated by the board to those applicants determined by the board to meet the requirements of part 1800.3910, subpart 3, for admission to the examination. The passing of the examination gives the applicant the status of registered professional soil scientist.

The professional soil scientist examination covers the principles and practice of soil science. The examination shall include questions embracing the knowledge of professional practice and applied soil science as acquired in connection with research, planning, and completion of soil science work during the required period of soil science experience. The professional examination is given to determine the degree of proficiency of the applicant in professional practice. This examination shall include questions designed to test whether the applicant has learned to apply the knowledge and understanding of the basic and geoscientific sciences gained through education, training, and experience to the solutions of soil science problems.

Subp. 5. Equipment during examination. The board shall advise the applicant at the time of approval for admission to the examination what equipment and materials will be permitted for use during the examination.

1800.3930 PROCEDURES.

Subpart 1. Application deadline. An applicant shall submit an application for admission to the fundamentals examination in the geoscience discipline the applicant is seeking licensure in as described in part 1800.3920, subpart 2. The application must be post-marked not later than 60 days prior to the first day of the date set for the fundamentals examination and accompanied by payment of the fee in part 1800.0500, subpart 1.

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Subp. 2. Request for professional examination. An applicant shall submit an application for admission to the principles and practice of geoscience examination in the geoscience discipline the applicant is seeking licensure in as explained in part 1800.3920, subpart 3. The application must be postmarked not later than 60 days prior to the date set for the professional examination and accompanied by payment of the fee in part 1800.0500, subpart 1. The application shall be made on a form provided by the board and shall include a detailed listing of geoscience experience gained. The experience listing shall include the name and current mailing address of the applicant's direct supervisor for each period of employment. The board shall provide the applicant an employment reference form which shall be signed, certified, and submitted to the board by the employer. A final official transcript of grades showing the date of award of the degree earned shall be submitted directly to the board by the educational institution, unless previously submitted. Upon approval of the application by the board, the applicant will be so notified in writing. The applicant shall submit one signed copy of a statement that the applicant has read the Board Rules of Professional Conduct prior to obtaining the certificate and license.

1800.4000 CERTIFICATES OF RECORD.

The board shall issue to each applicant who successfully completes the fundamentals of engineering examination, ~~or fundamentals of land surveyor-in-training surveying examination, fundamentals of geology examination, or fundamentals of soil science examination,~~ a certificate indicating that the applicant's name has been recorded as ~~such engineer-in-training, land surveyor-in-training, geologist-in-training, or soil scientist-in-training,~~ in the office of the board. The board shall, upon written application, issue to each applicant who holds a degree from a landscape architectural curriculum approved by the board a certificate indicating that the applicant's name has been recorded as a landscape architect-in-training in the office of the board. The certificates of record as engineer-in-training, land surveyor-in-training, ~~or landscape architect-in-training are,~~ geologist-in-training, or soil scientist-in-training is permanent, subject only to ~~suspension or revocation~~ discipline for cause in the manner provided by law or rule.

1800.4100 CERTIFICATE OF LICENSURE AND REGISTRATION.

Subpart 1. Licensure as professional engineer. The board shall issue to each applicant who has successfully completed the fundamentals of engineering examination, unless the fundamentals of engineering examination is waived as stated under part 1800.2800, applying only in the case of engineer applicants; or land surveyor-in-training examination; or has been certified as a landscape architect-in-training, or has successfully completed the professional practice examination, a certificate of registration properly filled out, signed, and sealed, giving the licensee proper authority to practice the profession of architecture, professional engineering, land surveying, or landscape architecture under the Registration Act of the state of Minnesota and has successfully completed the professional practice examination, a certificate of licensure giving the licensee authority to practice engineering as defined by Minnesota Statutes, section 326.02, subdivision 3. This certificate shall be in effect for a period ending June 30 of the even-numbered year of the biennium in which the certificate is issued, after which date the certificate will expire unless renewed. Applicants who are registered licensed by comity from other states, having met the Minnesota registration licensure requirements, shall be issued certificates of registration licensure in the same manner as provided in this part.

Subp. 2. Licensure as land surveyor. The board shall issue to each applicant who has successfully completed the fundamentals of land surveying examination and the professional practice examination a certificate of licensure giving the licensee authority to practice land surveying as defined by Minnesota Statutes, section 326.02, subdivision 4. This certificate shall be in effect for a period ending June 30 of the even-numbered year of the biennium in which the certificate is issued, after which date the certificate will expire unless renewed. Applicants who are licensed by comity from other states, having met the Minnesota licensure requirements, shall be issued certificates of licensure in the same manner as provided in this part.

Subp. 3. Licensure as architect. The board shall issue to each applicant who has successfully completed the requirements in part 1800.1000 and has successfully completed the professional practice examination a certificate of licensure giving the licensee authority to practice architecture as defined by Minnesota Statutes, section 326.02, subdivision 2. This certificate shall be in effect for a period ending June 30 of the even-numbered year of the biennium in which the certificate is issued, after which date the certificate will expire unless renewed. Applicants who are licensed by comity from other states, having met the Minnesota licensure requirements, shall be issued certificates of licensure in the same manner as provided in this part.

Subp. 4. Licensure as landscape architect. The board shall issue to each applicant who has successfully completed the requirements in part 1800.1500 and has successfully completed the professional practice examination a certificate of licensure giving the licensee authority to practice landscape architecture as defined by Minnesota Statutes, section 326.02, subdivision 4a. This certificate shall be in effect for a period ending June 30 of the even-numbered year of the biennium in which the certificate is issued, after which date the certificate will expire unless renewed. Applicants who are licensed by comity from other states, having met the Minnesota licensure requirements, shall be issued certificates of licensure in the same manner as provided in this part.

Subp. 5. Licensure as professional geologist. The board shall issue to each applicant who has successfully completed the requirements in part 1800.3910 for geologists, and has successfully completed the professional practice examination for geologists, a certificate of licensure giving the licensee authority to practice geology as defined by Minnesota Statutes, section 326.02, subdivision 3a. This certificate shall be in effect for a period ending March 1 of the even-numbered year of the biennium in which the certificate is issued, after which date the certificate will expire unless renewed. Applicants who are licensed by comity from other states or by submission of records, having met the Minnesota licensure requirements, shall be issued certificates of licensure in the same manner as provided in this part.

Subp. 6. Licensure as professional soil scientist. The board shall issue to each applicant who has successfully completed the requirements in part 1800.3910 for soil scientists, and has successfully completed the professional practice examination for soil scientists, a certificate of licensure giving the licensee authority to practice soil science as defined by Minnesota Statutes, section 326.02, subdivision 3a. This certificate shall be in effect for a period ending March 1 of the even-numbered year of the biennium in which the certificate is issued, after which date the certificate will expire unless renewed. Applicants who are licensed by comity from other states or by submission of records, having met the Minnesota licensure requirements, shall be issued certificates of licensure in the same manner as provided in this part.

Subp. 7. Certification as interior designer. The board shall issue to each applicant who has successfully completed the requirements of part 1800.2100 and has successfully completed the National Council of Interior Design Qualifications examination a certificate authorizing the certificate holder to use the title "Certified Interior Designer." This certificate shall be in effect for a period ending June 30 of the even-numbered year of the biennium in which the certificate is issued, after which the certificate shall expire unless renewed. A person whose certificate expires shall not use the title "Certified Interior Designer" until a certificate is reissued. Applicants who are certified by comity under part 1800.0800 shall be issued certificates as provided in this part.

1800.4200 CERTIFICATION AND SIGNATURE ON PLANS.

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

Subp. 3. Title sheets or first sheets. The certification by each of the professions responsible for the preparation of bound specifications, reports, or other documents shall be shown on the title sheet or first sheets. The certification by each of the professions responsible for the preparation of plans or plats shall be shown on each sheet of the set of plans, or each plat.

A. The board registers licenses applicants as an architect, a professional engineer, or a land surveyor, landscape architect, professional geologist, or professional soil scientist.

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

Subp. 4. Language. The following wording shall be incorporated in the certification:

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Registered Architect under the laws of the state of Minnesota.

Signature: _____ Typed or Printed Name: _____

Date _____ Reg. No. _____

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the state of Minnesota.

Signature: _____ Typed or Printed Name: _____

Date _____ Reg. No. _____

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the state of Minnesota.

Signature: _____ Typed or Printed Name: _____

Date _____ Reg. No. _____

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Proposed Rules

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Certified Interior Designer under the laws of the state of Minnesota.

Signature: _____ Typed or Printed Name: _____

Date _____ Reg. No. _____

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Registered Landscape Architect under the laws of the state of Minnesota.

Signature: _____ Typed or Printed Name: _____

Date _____ Reg. No. _____

I hereby certify that this plan, document, or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Geologist under the laws of the state of Minnesota.

Signature: _____ Typed or Printed Name: _____

Date _____ Reg. No. _____

I hereby certify that this plan, document, or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Soil Scientist under the laws of the state of Minnesota.

Signature: _____ Typed or Printed Name: _____

Date: _____ Reg. No. _____

Subp. 5. Permanence of document certification. When a document has been certified with the signature of the design professional as specified in subparts 1 to 4, that signature becomes a permanent part of that document and cannot be removed at a later date for any reason.

1800.4300 SEAL.

Each registrant may, upon licensure, also obtain a seal of a design approved by the board bearing the licensee's name and the legend, registered architect, registered professional engineer, registered land surveyor, or registered professional landscape architect, registered professional geologist, or registered professional soil scientist. Plans, specifications, plats, reports, and other documents prepared by a licensee may be stamped with the seal during the life of a licensee's certificate if the certificate remains unrevoked, has not expired, or has not been suspended. The stamped seal may be used on documents in addition to the signed and dated certificate required under part 1800.4200.

Adopted Rules

The adoption of a rule becomes effective after the requirements of Minn. Stat. §§14.14-14.28 have been met and five working days after the rule is published in *State Register*, unless a later date is required by statutes or specified in the rule.

If an adopted rule is identical to its proposed form as previously published, a notice of adoption and citation to its previous *State Register* publication will be printed.

If an adopted rule differs from its proposed form, language which has been deleted will be printed with strikeouts and new language will be underlined. The rule's previous *State Register* publication will be cited.

An emergency rule becomes effective five working days after the approval of the Attorney General as specified in Minn. Stat. §14.33 and upon the approval of the Revisor of Statutes as specified in §14.36. Notice of approval by the Attorney General will be published as soon as practicable, and the adopted emergency rule will be published in the manner provided for adopted rules under §14.18.

Board of Assessors

Adopted Permanent Rules Relating to Assessors; Licensure, Education, and Conduct

The rules proposed and published at *State Register*, Volume 21, Number 19, pages 579-581, November 4, 1996 (21 SR 579), are adopted with the following modifications:

1950.1050 ACCREDITED MINNESOTA ASSESSOR (AMA).

An assessor employed by a township or city shown on the "List of Assessor License Levels for Minnesota Taxing Jurisdictions" under the heading "Accredited" must obtain the accredited Minnesota assessor designation. A jurisdiction requiring this level of assessor may hire a certified Minnesota assessor specialist if the assessor obtains the required designation within one year of hire. An assessor who fails to obtain the required designation must be dismissed. Requirements for accredited Minnesota assessor are given in items A to E.

A. A passing grade on the following courses:

(4) IAAO 4, assessment administration or approved alternative; ~~and~~

B. A passing grade on one demonstration narrative appraisal. In lieu of this narrative appraisal, the applicant may substitute obtaining the designation of senior residential appraiser from the Society of Real Estate Appraisers or its successor organization, residential evaluation specialist from the International Association of Assessing Officers, or residential member from the American Institute of Real Estate Appraisers or its successor organization.

1950.1060 SENIOR ACCREDITED MINNESOTA ASSESSOR (SAMA).

Subp. 2. **Specific requirements for SAMA.** Requirements for senior accredited Minnesota assessor are given in items A to F.

B. A passing grade on a demonstration narrative appraisal. This narrative appraisal is in addition to the one that must be written to fulfill the requirements for the accredited Minnesota assessor designation. At least one of these narratives must be of an income-producing property. In lieu of this narrative appraisal, the applicant may substitute obtaining one of the following designations:

(1) member, appraisal institute from the American Institute of Real Estate Appraisers or its successor organization;

(3) senior real estate analyst from the Society of Real Estate Appraisers or its successor organization;

(4) senior real property appraiser from the Society of Real Estate Appraisers or its successor organization; or

Department of Labor and Industry

Adopted Permanent Rules Relating to High Pressure Pipefitting; Business License Rule

The rules proposed and published at *State Register*, Volume 21, Number 12, pages 391-393, September 16, 1996 (21 SR 391), are adopted as proposed.

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

Adopted Rules

Department of Labor and Industry

Adopted Permanent Rules Relating to Workers' Compensation; Collective Bargaining Agreements

The rules proposed and published at *State Register*, Volume 21, Number 5, pages 139-143, July 29, 1996 (21 SR 139), are adopted with the following modifications:

5229.0010 DEFINITIONS.

Subpart 1. **Collective bargaining agreement.** For the purposes of parts 5229.0010 to 5229.0060, "collective bargaining agreement" means a written agreement that is the product of good faith, arms-length bargaining between one or more employers and the certified and exclusive representative of its employees as to the wages, hours, and other terms or conditions of employment. The agreement must be for a specified project or period of time; ~~cannot be unilaterally amended or terminated;~~ and contains procedures for amending the terms and conditions of the agreement.

Subp. 2. **Certified and exclusive representative.** For the purposes of parts 5229.0010 to 5229.0060, "certified and exclusive representative" means a labor organization that:

A. is certified by the National Labor Relations Board; or is certified by the Bureau of Mediation Services pursuant to *Minnesota Statutes*, section 179.16 or 179A.12; or its constitutional officers have been elected by secret ballot or otherwise in a manner consistent with federal law has entered into a collective bargaining agreement with an employer or group of employers;

B. is the exclusive bargaining representative for the employer's bargaining unit employees covered by the agreement; and

C. provides substantial representational services to employees regarding the terms and conditions of their employment; and

D. is free of domination or interference by any employer and has received no improper assistance or support from any employer meets the criteria of a labor organization as defined by *United States Code*, title 29, chapter 11, subchapter I, section 402, subsection (i), Labor-Management Reporting and Disclosure Act, as amended through October 31, 1996.

5229.0020 FILING OF AGREEMENT AND RELATED DOCUMENTS.

Subp. 3. **Additional information to be filed.** The following additional information shall be filed with the commissioner upon filing the original request for recognition, and annually thereafter as required in part 5229.0040, subpart 3:

D. if the employer or group of employers is insured under *Minnesota Statutes*, chapter 176, a copy of the insurance contract, to include certificate of insurance verifying coverage and a specific endorsement for coverage for a workers' compensation program authorized under *Minnesota Statutes*, section 176.1812 that was filed with the Department of Commerce; and

5229.0040 ANNUAL DATA REPORTS AND DOCUMENTS.

Subp. 4. **Failure to file reports or documents.** If the parties have not submitted the annual data report or annual documents required by parts 5229.0010 to 5229.0060, the commissioner may after notice to the parties and after an opportunity for the parties to respond, initiate a contested case proceeding under *Minnesota Statutes*, chapter 14, to terminate recognition of a collective bargaining agreement for a workers' compensation program, or take such other steps deemed necessary to secure the parties' compliance with all reporting requirements.

5229.0050 TERMINATION OF RECOGNITION.

Subpart 1. **Complaints; investigation.** Complaints pertaining to violations of parts 5229.0010 to 5229.0060, or *Minnesota Statutes*, section 176.1812, by the operator or administrator of a collective bargaining agreement for a workers' compensation program shall be directed in writing to the commissioner. As a result of a written complaint or the department's monitoring of the workers' compensation program operations, the department shall investigate the alleged violation. The investigation may be referred to the fraud investigation unit pursuant to *Minnesota Statutes*, section 175.16, subdivision 2. The investigation may include, but shall not be limited to, request for and review of pertinent collectively bargained agreement plan records. If the investigation reveals reasonable cause to believe there has been a violation ~~warranting termination of the commissioner's recognition of the collective bargaining agreement for a workers' compensation program,~~ the commissioner may notify the administrator of the alleged violation and allow them 15 days to correct the violation, or initiate a contested case proceeding under *Minnesota Statutes*, chapter 14, to terminate the recognition. In the event the commissioner elects to utilize the 15-day notice procedure and the violation is not resolved, then the contested case procedure for termination will be initiated.

Subp. 2. **Criteria.** Under *Minnesota Statutes*, section 176.1812, ~~subdivision subdivisions 2 and 4,~~ the recognition of a collective bargaining agreement for a workers' compensation program issued by the commissioner shall be terminated if:

- A. ~~benefits under the program are not being provided according to *Minnesota Statutes*, chapter 176;~~
- B. ~~the program diminishes an employee's entitlement to benefits under *Minnesota Statutes*, chapter 176;~~
- C. ~~B.~~ the program did not result from a collective bargaining agreement as defined in part 5229.0010, subpart 1;
- D. ~~C.~~ the collective bargaining agreement is not between a qualified employer or qualified group of employers and the certified and exclusive representative of the employees; or
- E. ~~D.~~ the employer is not engaged in construction, construction maintenance, and related activities.

Subp. 3. **Effects.** The effective date for termination of recognition of the program under parts 5229.0010 to 5229.0060 or *Minnesota Statutes*, section 176.1812, is the date of the final order for termination. The sponsors of the collectively bargained agreement for a workers' compensation program may reapply for recognition after correcting the violations prompting the termination.

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

Official Notices

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

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

Department of Administration

Communications Media Division

State Register

Minnesota Guidebook to State Agency Services

Notice of Availability of *State Register* by Subscription on Internet, and Publication of the *Minnesota Guidebook to State Agency Services* in print and CDROM versions

NOTICE IS HEREBY GIVEN that the *State Register* is now available by subscription on the Internet. Details have been placed in a special ad on the inside back cover of this issue of the *State Register*.

Also on the Internet, free of charge, is the *State Register* "Table of Contents" for the current issue, and back issues. The Internet web site is <http://www.comm.media.state.mn.us>

NOTICE IS FURTHER GIVEN of the publication of the *Minnesota Guidebook to State Agency Services* 1996-1999 in these printed formats: spiral-bound and looseleaf (\$29.95 + tax), as well as on CDROM with Folio™ search engine for quick retrieval (\$59.95 single user). The CDROM version is also available for small networks (2-10 users) for \$235.95; and large networks (11-unlimited) for \$999.95. Various combinations of the printed format in combination with the CDROM version are available. Call Minnesota's Bookstore to order, or for more details: (612) 297-3000; or toll-free at 800-657-3757.

Minnesota Comprehensive Health Association

Notice of Meeting of the Actuarial Committee

NOTICE IS HEREBY GIVEN that a meeting of the Minnesota Comprehensive Health Association's (MCHA), Actuarial Committee will be held at 1:00 p.m. on Thursday, March 6, 1997. The meeting will take place at Blue Cross Blue Shield of MN, RiverPark Building, 3rd floor conference room N3-3 & 4, 3400 Yankee Drive, Eagan, MN (see attached map).

For additional information, please call Lynn Gruber at (612) 593-9609.

Higher Education Facilities Authority

Notice of Public Hearing on Revenue Obligations on Behalf of the Trustees of Hamline University

NOTICE IS HEREBY GIVEN that a public hearing will be held by the Minnesota Higher Education Facilities Authority (the "Authority") with respect to a proposal to issue revenue bonds or other obligations on behalf of the Trustees of the Hamline University, a Minnesota nonprofit corporation (the "University"), as owner and operator of Hamline University, an institution of higher education, at the Authority's offices at Suite 450 Galtier Plaza, 175 East Fifth Street, St. Paul, Minnesota on March 19, 1997 at 2:00 p.m. Under the proposal, the Authority would issue its revenue bonds or other obligations in an original aggregate principal amount of up to approximately \$625,000 to finance the acquisition and installation telecommunications equipment (the "Project"), owned or to be owned and operated by the University and located on its main campus, the principal street address of which is 1536 Hewitt Avenue, St. Paul, Minnesota, 55104-1284.

At said time and place the Authority shall give all parties who appear or have submitted written comments an opportunity to express their views with respect to the proposal to undertake and finance the Project.

Dated: 24 February 1997

By Order Of The Minnesota Higher
Education Facilities Authority
J. Luther Anderson
Executive Director

Department of Labor and Industry

Labor Standards Division

Notice of Prevailing Wage Certifications for Commercial Construction Projects

Effective March 3, 1997 prevailing wage rates were determined and certified for commercial construction projects in the following counties:

Blue Earth: 1997 Improvements Independent School District #77 - Mankato

Carlton: Moose Lake Area DNR Headquarters Remodel & Addition - Moose Lake

Clay: Weld Hall Elevator Installation - Moorhead

Hennepin: WBOB Ramp Revenue Control System - Mpls; Minneapolis Public Schools Education Service Center Elevator Replacement/Entry Addition - Mpls; Roosevelt High School Athletic Field /Concession Building - Mpls; Minneapolis Public Schools 4 Winds School Classroom Build Out - Mpls; Lehmann Center Asbestos Abatement Phase 3 - Mpls

Olmstead: 1997 T-Hanger Construction - Rochester

Ottertail: Prairie Wetland Learning Center - Fergus Falls

Ramsey: ADA Improvements to John Glenn Middle School - Maplewood; Riverview Elementary School Elevator Addition - St. Paul; Biological Sciences Center Fire & Life Safety Improvements U of M - St. Paul

St. Louis: MN/DOT Radio Equipment Building - Virginia; MN/DOT Radio Tower Equipment Building - Cotton; Quad Cities Multi-use Recreational Facility - Eveleth

Todd: Grey Eagle Middle School Addition & Remodeling - Long Prairie

Copies of the certified wage rate for these projects may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road, St. Paul, Minnesota 55155-4306. The charge for the cost of copying and mailing are \$1.36 per project. Make check or money order payable to the State of Minnesota.

Gary W. Bastian,
Commissioner

Department of Public Safety

Minnesota Auto Theft Prevention Program

Notice of Meeting of the Board of Directors

The Department of Public Safety, Minnesota Auto Theft Prevention Program, will be holding its Board of Directors meetings on the following scheduled dates: March 13, 1997, March 27, 1997 and April 10, 1997. Meetings will begin at 9:00 a.m. at the MATPP office located at 1110 Centre Pointe Curve, Mendota Hts., MN. (Hwy 110 and Lexington Ave. - GNB Bldg.). Meetings are open to the public and you may contact 612/405-6155 for more information.

Office of the Secretary of State

Notice of Vacancies in Multi-Member Agencies

NOTICE IS HEREBY GIVEN to the public that vacancies have occurred in multi-member state agencies, pursuant to *Minnesota Statutes* 15.0597, subdivision 4. Application forms may be obtained from the Office of the Secretary of State, Open Appointments, 180 State Office Building, 100 Constitution Ave., St. Paul, MN 55155-1299; (612)297-5845, or in person at Room 174 of the State Office Building. In accordance with the Minnesota Open Appointments Law, the Secretary of state acts as an administrator in publishing vacancies, receiving applications, and recording appointments. Applications will be reviewed and appointments made by the Appointing Authorities for these various agencies. **Completed applications are to be submitted to the Secretary of State by March 25, 1997.** Appointing Authorities for these agencies may also choose to review applications received by the Secretary of State after that date. Applications are kept on file for a one year period.

Official Notices

The 1996 Annual Compilation is now available from the Minnesota Bookstore. This publication includes a complete listing of state boards and councils that follow the Open Appointments process, descriptions of these agencies and their memberships, and statistical information about appointments and vacancies made during the 1996 fiscal year.

To order copies of the 1996 Annual Compilation please call the Minnesota Bookstore at (612)297-3000 or 1-800-657-3757. This press release is available on the Internet Web site location: www.sos.state.mn.us.

ALCOHOL & DRUG COUNSELOR LICENSING ADVISORY COUNCIL MINNESOTA DEPT. OF HEALTH, 717 DELAWARE ST. SE, MPLS., MN 55440-9441. (612)282-5619. *MINNESOTA STATUTES* 148C.02.

APPOINTING AUTHORITY: Commissioner of Health

COMPENSATION: \$55 Per diem plus expenses.

ONE VACANCY: Counselor Member.

The council advises the Commissioner in development of rules for licensure of chemical dependency counselors and in administering or contracting for the competency testing, licensing, and ethical review of chemical dependency counselors. The council has 13 members including: seven licensed chemical dependency counselors (except for initial appointees); three public members; one director or coordinator of an accredited chemical dependency training program; and one member who is a former consumer of chemical dependency counseling service who received the service more than three years before their appointment. The American Indian Advisory Committee on Chemical Dependency shall appoint the remaining member. Meetings occur approximately once a month at the Minnesota Department of Health. This council does not expire.

BOARD OF PEACE OFFICER STANDARDS AND TRAINING #200, 1600 UNIVERSITY AVE., ST. PAUL, MN 55104-3060. (612)643-3060. *MINNESOTA STATUTES* 626.841.

APPOINTING AUTHORITY: Governor

COMPENSATION: \$55 Per diem.

ONE VACANCY: Representative of Municipal Peace Officers.

The board licenses peace officers and part-time peace officers, establishes minimum qualifications and standards of conduct, and regulates professional peace officer education and continuing education for peace officers. The board consists of 15 members including: two sheriffs, four municipal police officers (at least two chiefs of police); two peace officers, one who is a member of the Minnesota Trooper's Assn., the superintendent of the Bureau of Criminal Apprehension is an ex-officio member, two members from peace officers or former peace officers currently employed in a professional peace officer education program, one member from among administrators of Minnesota colleges or universities that offer professional peace officer education, one member from among elected city officials from cities of under 5,000, and two members from among the general public. Members from this board must file with the Ethical Practices Board. The board meets six times a year at 1600 University Ave., #200, St. Paul, MN. This board does not expire.

BOARD OF PRIVATE DETECTIVE AND PROTECTIVE AGENT SERVICES 444 CEDAR ST., #100P, ST. PAUL, MN 55101. (612)215-1753. *MINNESOTA STATUTES* 326.32-339.

APPOINTING AUTHORITY: Commissioner of Public Safety

COMPENSATION: \$55 per diem plus expenses.

ONE VACANCY: Public Member.

The board licenses private detectives and protective agents. The board consists of 5 members including the superintendent of the Bureau of Criminal Apprehension or assistant, a licensed protective agent, a licensed private detective and two public members. The members of this board must file with the Board of Ethical Practices. The board has monthly meetings, traditionally the last Monday of each month but they may be subject to change. This board does not expire.

CAPITOL AREA ARCHITECTURAL AND PLANNING BOARD 204 ADMINISTRATION, 50 SHERBURNE AVE., ST. PAUL, MN 55155. (612)296-7138. *MINNESOTA STATUTES* 15.50.

APPOINTING AUTHORITY: Governor

COMPENSATION: \$55 Per diem.

ONE VACANCY: Public Member.

The board is responsible for architecture, urban design, and comprehensive land-use planning in the capitol area of St. Paul, exercises zoning and design review authority, and oversees redevelopment of the north capitol area. The Governor appoints four members, the Mayor of St. Paul appoints three members with confirmation by the city council; the legislature appoints one senator and one representative. Members must file with the Ethical Practices Board. The full board meets about six times a year, but committees may meet more often at the Capitol. The board does not expire.

GAMBLING CONTROL BOARD 1711 W. CO. RD. B, SUITE 300 SOUTH, ROSEVILLE, MN 55113. (612)639-4000. *MINNESOTA STATUTES* 349.151.

APPOINTING AUTHORITY: Governor, Attorney General, and Commissioner of Public Safety

COMPENSATION: \$55 per diem plus expenses.

ONE VACANCY: Public Member.

The board issues, suspends and revokes licenses of organizations, bingo halls, distributors and manufacturers of gambling equipment, registers gambling equipment, collects license fees and inspects records, conducts hearings to insure integrity of operations and compliance with all applicable laws and rules. The seven members should include five members appointed by the Governor, one member appointed by the Commissioner of Public Safety, and one member appointed by the Attorney General. No more than three members appointed by the Governor may belong to the same political party. The members must file with the Ethical Practices Board and appointments are made with Senate confirmation. Meetings are held on the third Monday of each month; subcommittee meetings are held for the legislative committee, rules committee, and the compliance review group. Meetings are held at the Kelly Inn in St. Paul. This board does not expire.

GENERAL CRIME ADVISORY COUNCIL MINNESOTA DEPARTMENT OF CORRECTIONS, 300 BIGELOW BUILDING, 450 NORTH SYNDICATE, ST. PAUL, MN 55104. (612)642-0200. *MINNESOTA STATUTE* 611.A361.

APPOINTING AUTHORITY: Commissioner of Corrections

COMPENSATION: None.

ONE VACANCY: Public Member from the metro area.

Advise the Commissioner of Corrections on all planning, development, data collections, rulemaking, funding and evaluation of programs and services to victims of general crime other than sexual assault and domestic abuse other than matters of a purely administrative nature. The council consists of 12 members. No more than 6 of the members of the council shall be representatives of community of governmental organizations that provide services to victims of crime other than sexual assault and domestic abuse. One-half of members shall be from the Metro area and one-half of members from non-metro, including all non-metro regions of the State. Special consideration to comprising council of diverse populations. Meetings are scheduled monthly and are held at the Department of Corrections Central Office. This council does not expire.

MINNESOTA BOARD ON AGING 4TH FL., HUMAN SERVICES BLDG., 444 LAFAYETTE RD., ST. PAUL, MN 55155-3843. (612)296-2770. *MINNESOTA STATUTES* 256.975.

APPOINTING AUTHORITY: Governor

COMPENSATION: \$55 Per diem plus expenses.

ONE VACANCY: Member interested in aging issues.

The board develops, coordinates, evaluates, and administers federal and state funds for programs for the aging; makes grants to 14 area agencies on aging and non-profit agencies; serves as advocate for older persons. The board consists of 25 members including at least one member from each congressional district. Members must file with the Ethical Practices Board. The board has monthly meetings on the third Friday of each month, committee meetings are the preceding day. Meetings are held at 444 Lafayette Rd., St. Paul. This board does not expire.

MINNESOTA PROPERTY INSURANCE PLACEMENT FACILITY 1201 MARQUETTE, STE. 310, MPLS., MN 55401. (612)338-7584. *MINNESOTA STATUTES* 65A.31 - .42.

APPOINTING AUTHORITY: Commissioner of Commerce

COMPENSATION: \$35 per diem plus expenses.

ONE VACANCY: Public member.

The board administers the Fair-Plan Act to make property or liability (including homeowners and commercial multiperil) insurance available statewide. The nine member board includes five elected insurance company members, and four appointed public members. Meetings are held four times a year for 3 hours. There is no set meeting location. The board does not expire.

Official Notices

REHABILITATION REVIEW PANEL DEPT. OF LABOR AND INDUSTRY, SPECIAL COMP. FUND, 443 LAFAYETTE RD., ST. PAUL, MN 55101. (612)297-4404. *MINNESOTA STATUTES* 176.102, SUBD. 3.

APPOINTING AUTHORITY: Commissioner of Labor and Industry

COMPENSATION: \$55 Per diem, reimbursed for expenses.

ONE VACANCY: Labor Representative member.

The panel advises the Department of Labor & Industry on rehabilitation matters relating to workers' compensation and may issue penalties for violation of rules following a contested case hearing under Chapter 14 under *Minnesota Statutes* 176.103, subd. 3. The panel consists of 14 members including: two members each from employers, insurers, rehabilitation, and medicine, one representative of chiropractors, four representing labor plus three alternates. The Commissioner of Labor and Industry, or designee, is an ex-officio member. The members must file with the Ethical Practices Board. The panel meets the first Thursday of each month from 1:00 p.m. - 3:00 p.m. for 2 hours at the Labor & Industry Bldg., 443 Lafayette Rd. N., St. Paul. This board does not expire.

Department of Trade and Economic Development

Minnesota Agricultural and Economic Development Board

Notice of Public Hearing on Proposed Project on Behalf of Endres Processing, Inc. and the Issuance of Bonds Under *Minnesota Statutes* 1986, Chapter 116M and *Minnesota Statutes*, Chapter 41A

NOTICE IS HEREBY GIVEN that the Minnesota Agricultural and Economic Development Board (the "Board") or its designated representative, shall meet on March 19, 1997, at 9:00 a.m. o'clock, at 500 Metro Square, 121 7th Place East, Saint Paul, Minnesota, for the purpose of conducting a public hearing on a proposed issue of bonds (the "Bonds") and the provision of other financial assistance under *Minnesota Statutes* 1986, Chapter 116M, and *Minnesota Statutes*, Chapter 41A, as amended (the "Act"), to undertake and finance a project on behalf of Endres Processing, Inc., a Minnesota corporation or a related corporation or partnership owned by Leon Endres, Sr., Thomas E. Endres, and Leon J. Endres, Jr. (the "Applicant"). Such persons as desire to be heard with reference to said issue of Bonds will be heard at this public hearing.

This project to be financed consists of the acquisition, construction and equipping of an approximately 50,000 square foot manufacturing plant located south of Pine Bend Trail, north of State Trunk Highway 55, east of railroad spur and 1.3 miles west of Fahey Road in the City of Rosemount, Minnesota (the "Project"). The initial owner of the Project will be Leon Endres, Sr., Thomas E. Endres, and Leon J. Endres, Jr., the Applicant or a related entity and the Project is expected to be operated and managed by the Applicant. It is contemplated that the Project will be used primarily for the manufacture of feed supplement. The estimated amount of the Board's proposed bond issue is an amount not to exceed \$4,000,000. The Bonds shall be limited obligations of the Board, the Bonds and the interest thereon shall be payable solely from the revenue pledged to the payment thereof, and a mortgage or security interest or other security arrangements to be established by or on behalf of the Applicant. In addition, the Bonds and the Project may be subsequently considered by the Board for financial assistance to be provided by the Economic Development Fund created and established under *Minnesota Statutes* 1986, Chapter 116M or other financial or special assistance from the Board. Notwithstanding the foregoing, no holders of any such Bonds shall ever have the right to compel any exercise of the taxing powers of the State of Minnesota or any political subdivision thereof to pay the Bonds or the interest thereon nor to enforce payment against any property of said State or said political subdivision.

A copy of the Application to the Board for approval of the Project, together with all attachments and exhibits thereto and a copy of the Board's resolution accepting the Application and accepting the Project is available for public inspection at the offices of the Board at 500 Metro Square, 121 7th Place East, Saint Paul, Minnesota from the date of this notice to the date of the public hearing hereinabove identified, during normal business hours.

Dated: 18 February 1997

BY ORDER OF THE MEMBERS OF THE
MINNESOTA AGRICULTURAL AND
ECONOMIC DEVELOPMENT BOARD

Paul Moe
Executive Director
Minnesota Agricultural and Economic
Development Board

State Grants and 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.

Department of Health

Notice of Consolidated Grant Funds and Request for Proposal

Grant Funds are available for the following programs for calendar years 1998-1999:

- ASSIST Tobacco Use Prevention
- Commodity Supplemental Food Program (CSFP)
- Dental Health Program
- Family Planning Hotline
- Family Planning Special Projects (FPSP)
- Fetal-Infant Mortality Review Projects
- Home Visiting Projects to Prevent Child Abuse and Neglect
- Immunization Action Plan
- Indian Health
- Lead Program - Lead Cleanup Equipment
- Lead Program - Lead-Safe Housing
- Local Public Health Core Function Funding (increase to CHS subsidy)
- Maternal and Child Health Special Projects (MCHSP)
- Migrant Health
- Minnesota Breast and Cervical Cancer Control Program (MBCCCP)
- Minnesota Healthy Communities Program
- Refugee Health Program
- Special Supplemental Nutrition Program for Women, Infants and Children (WIC)

Description of Available Grants - Purpose, Scope and Eligibility

Please see pages 1253 - 1266.

ASSIST Tobacco Use Prevention

Eligible Applicants:	Community health boards, non-profit organizations, private organizations, community based organizations.
Amount of Available Funds:	approximately \$400,000 (dependent on federal funding)
Duration of Grants:	10/01/98 - 09/30/99
Application Materials Available:	To Be Determined
Application Deadline:	To Be Determined
Award Decision:	Within 60 days of application due date.
Beginning Contract Date:	10/01/98
Description of Grant:	

The Minnesota ASSIST Project seeks to fund community coalitions and special projects focused on tobacco control policy change. The four objectives of MN ASSIST are: (1) to eliminate environmental tobacco smoke; (2) to reduce youth access to tobacco; (3) to reduce tobacco advertising and promotion; and, (4) to create economic disincentives related to tobacco. MN ASSIST approaches its objectives through policy advocacy and media advocacy strategies. MN ASSIST focuses on change at the community or statewide level, rather than the individual level.

State Grants and Loans

The primary intervention area for MN ASSIST, the region where the majority of funds will be distributed to local coalitions, includes the following 20 counties: Anoka, Benton, Carver, Chisago, Dakota, Dodge, Goodhue, Hennepin, Isanti, Olmsted, Ramsey, Rice, Scott, Sherburne, Stearns, Steele, Wabasha, Washington, Winona, and Wright. Funding will also be available for special projects including larger collaborative efforts within the primary intervention area, projects involving communities of color, and/or statewide activities. A smaller portion of funds will be available for local coalitions outside of the primary intervention region.

Contact Person: Paul Martinez
Division of Family Health
Minnesota Department of Health
717 Delaware Street Southeast
P.O. Box 9441
Minneapolis, MN 55440-9441
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Commodity Supplemental Food Program (CSFP)

Eligible Applicants: Food banks, public or private nonprofit health or human service agencies with warehouse storage space (including some refrigeration capacity) for approximately 50 types of commodity food products weighing in the vicinity of 35,000 pounds.

Amount of Available Funds: Determined on an annual basis according to federal appropriation; the federal fiscal year 1997 grant totals \$420,136.

Duration of Grants: Two years, beginning 10/01/97 and ending on 09/30/99.

Application Materials Available: Mailed out upon receipt of application.

Application Deadline: 05/23/97

Award Decision: Within 30 days of application deadline or within 30 days of receipt of a complete application, whichever is later.

Beginning Contract Date: 10/01/97, subject to funding and case load availability.

Description of Grant:

The CSFP is a federally funded grant program sponsored by the United States Department of Agriculture (USDA) and administered through the Minnesota Department of Health (MDH). Subject to the availability of federal funds, MDH awards grants to qualified local agencies to warehouse and disburse commodity food products and to provide nutrition education assistance to eligible participants. The populations eligible for the CSFP include: pregnant, breast-feeding and postpartum women, infants, and children up to age 6 who have family incomes at or below 185% of the federal poverty income guidelines and individuals over the age of 60 with an income at or below 130% of the federal poverty income guidelines. Because the CSFP is not an entitlement program, the number of individuals served on an annual basis is dependent upon the caseload allotment which USDA provides to each participating state. Minnesota is currently able to serve 8,804 participants per month. This includes 2,855 women, infants and children participants per month and 5,949 senior participants per month.

The responsibilities of the local agencies include: identifying and reaching out to individuals potentially eligible for the program, assessing the eligibility of and certifying participants, preparing and distributing monthly food packages to participants, offering nutrition education assistance to participants, maintaining warehouse facilities sufficient to store at least 3 months of commodity food products along with refrigeration capabilities to store perishable commodities, following established food warehousing procedures in the storage and inventorying of the commodity food products, and submitting to the State CSFP office monthly caseload, inventory and financial reports.

The CSFP is presently administered by 2 local agencies: Channel One Incorporated located in Rochester and Second Harvest St. Paul Food Bank located in Maplewood. Administrative funds are provided to the local agencies on a per participant basis, which is dependent upon the amount of federal funds available and the performance of each local agency in meeting its authorized caseload level. The current per participant rate per month is \$3.05.

Applications will be reviewed immediately upon receipt. If additional information or revisions are needed, a written request will be made within 10 days of receipt of the original application. The additional information or revisions must be received within 15 days of the date the written request for additional information is mailed. Applications not received by the specified deadlines will not be considered.

Contact Person: Mary Clare Rieschl, CSFP Program Specialist
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Commodity Supplemental Food Program
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Dental Health Program

Eligible Applicants: Community health boards; schools, school boards, school districts; any public or private (not-for-profit) agency that can demonstrate the administrative, organizational, programmatic, and fiscal capability to deliver a proposed activity.

Amount of Available Funds: Variable

Duration of Grants: 01/01/98 - 01/31/99

Application Materials Available: 05/05/97

Application Deadline: 10/03/97; 4:30 p.m.

Award Decision: 10/31/97

Beginning Contract Date: 01/01/98

Description of Grant:

Dental Health Program (DHP) Grant funds and technical assistance are available for the implementation of oral disease prevention activities and training. Activities include the following demonstration projects: Baby Bottle Tooth Decay, Dental Sealant, Innovative Agency Designed Oral Disease Prevention, Oral Health Care Access, Oral Home Health Care, Oral Injury Prevention, Smokeless Tobacco Use Prevention; and, the Well Water Fluoride Identification Program.

The goal of these grant programs is to improve the oral health of individuals from rural and low to moderately low income areas who are at great risk of developing oral diseases by increasing the capacity of local agencies to provide needed dental public health services. Priority consideration will be given to grant applications that: (1) serve individuals in primarily rural and low to moderately low income counties (as indicated by the county per capita personal income and by the percent of the county on non-fluoridated water supplies); or, (2) serve children who attend school buildings in primarily rural areas where a high percentage of students are from low to moderately low income families (as indicated by the percentage of children on free and reduced lunch and by the percent of the county on non-fluoridated water supplies); and, (3) serve individuals in areas that have not been previously targeted for the requested category of DHP grant activity.

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State Grants and Loans

Family Planning Hotline

Eligible Applicants:	Local government agencies, non-profit corporations.
Amount of Available Funds:	To be Determined
Duration of Grants:	01/01/98 - 12/31/99
Application Materials Available:	05/30/95
Application Deadline:	08/08/97
Award Decision:	11/30/97
Beginning Contract Date:	01/01/98
Description of Grant:	

Subject to favorable legislative action, funds will be available, specifically designated for a statewide family planning hotline. The total annual funds available for this purpose will be five percent of the total annual Family Planning Special Project funds appropriated or \$100,000 per year, whichever is less.

Local government agencies and non-profit corporations may apply for the grant to provide hotline services in accordance with the Family Planning Act (*Minnesota Statutes* 145.925) and the Family Planning Rule (*Minnesota Rule* Parts 4700.1900 - 4700.2500). The application must contain identifiable plans and budget allocations for both the operation of the hotline and its promotion statewide.

Applications will be reviewed and scored, and award recommendations made according to the Criteria for Award in part 4700.2300.

Contact Person: Mary Jo Mehelich
Family Planning Special Project Consultant
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Family Planning Special Project (FPSP)

Eligible Applicants:	Local government agencies, non-profit corporations.
Amount of Available Funds:	To be Determined
Duration of Grants:	01/01/98 - 12/31/99
Application Materials Available:	05/30/97
Application Deadline:	08/08/97
Award Decision:	11/30/97
Beginning Contract Date:	01/01/98
Description of Grant:	

Family planning is voluntary planning and action by individuals to attain or prevent pregnancy. Family Planning Special Project (FPSP) grants will be made to continue, expand or develop pre-pregnancy family planning services in accordance with the Family Planning Act (*Minnesota Statutes* 145.925) and the Family Planning Rule (*Minnesota Rule* Parts 4700.1900- 4700.2500).

The level of funding available for FPSP is yet to be determined by the legislature. The amount appropriated by the legislature for the two-year period 1996-97 was \$7,610,000.

Applications will be reviewed and scored, and award recommendations made according to the Criteria for Award in part 4700.2300. Funds will be allocated on a regional basis according to a needs-based distribution formula. Applications will be funded within each region in rank order from highest to lowest, as funds are available.

To assist interested parties in developing applications, workshops on the FPSP grant application process will be conducted. Agencies submitting a Notice of Intent will receive a packet of application materials and information regarding workshops and the availability of technical assistance.

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Fetal-Infant Mortality Review Projects

Eligible Applicants: Community Health Boards and Other Agencies
Amount of Available Funds: Approximately \$100,000
Duration of Grants: 01/01/98 - 12/31/99 (for new projects) or
07/01/98 - 12/31/99 (for continuing projects)
Application Materials Available: Request for Proposals to be published in *State Register* and available for distribution in June, 1997.
Application Deadline: As appropriate after publication of above RFP.
Award Decision: Within 45 days of receipt of completed applications.
Beginning Contract Date: 01/01/98 or 07/01/98
Description of Grant:

The Infant Mortality Reduction Initiative will be awarding grant contracts to community health boards and other agencies to establish and/or continue community-based fetal and/or infant mortality review (FIMR) projects. The goal will be to develop recommendations to improve pregnancy outcomes through systems change. Projects will be notified when deaths occur to residents of their communities. They will make referrals to local public health nursing (PHN) agencies for PHNs to offer, and if accepted, provide assessment, grief support, and referral services to surviving family members and conduct maternal interviews. Project staff will then collect medical, health, and coroner/medical examiner data for each pregnancy and death, and prepare case summaries. They will establish one or more interdisciplinary case review teams, assuring appropriate cultural/ethnic representation, and (if possible) collaborate with local social service child mortality review panels in their areas. Case review teams will review case summaries to: (1) identify significant medical, family, community, and other factors; (2) determine potential modifiability of factors; and, (3) develop recommendations for systems changes. Projects will be provided with training, technical assistance, and protocols, tools, and software for case tracking, medical abstraction, PHN referrals, maternal interviews, case summary preparation, case review team coordination, and database development; some modifications may be needed for local conditions and needs, but it is expected that findings will be comparable between projects. Projects may establish a local or regional community advisory group, and will participate in a state advisory group. Advisory group(s) will review findings and recommendations and strategize to implement them at state and local levels.

Contact Person: Junie Svenson, MPH, Infant Mortality Consultant
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State Grants and Loans

Home Visiting Projects to Prevent Child Abuse and Neglect

Eligible Applicants:	Community Health Boards (CHBs) (Priority will be given to CHBs that received 1996-97 grants and are successfully meeting the project objectives; however, applications from other CHB's will also be accepted in the event that additional funds become available for grant funding.)
Amount of Available Funds:	To be Determined
Duration of Grants:	01/01/98 - 12/31/99
Application Materials Available:	06/01/97
Application Deadline:	08/31/97
Award Decision:	10/01/97
Beginning Contract Date:	01/01/98
Description of Grant:	

The Minnesota Department of Health (MDH) is seeking proposals from community health boards for public health nursing home visiting services designed to provide early intervention to families at-risk for child abuse and neglect. These services may be provided from the first trimester of pregnancy and continued, based upon need, until the child reaches age 6. Such services must be an *expansion* of current public health nurse and family aide home visiting activities.

Program services must be culturally relevant and designed to foster collaboration among existing agencies and community-based organizations. Coordination with other local home visiting programs, particularly those offered by school districts, is also required so as to avoid duplication of services. Successful applicants will be required to participate fully in the MDH evaluation for these projects, and to meet the statutory requirements for staff training.

Contact Person: Barbara Palmer, Home Visiting Program Coordinator
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Telephone: (612) 623-5339 FAX: (612) 623-5775

Immunization Action Plan

Eligible Applicants:	Community Health Boards
Amount of Available Funds:	Unknown
Duration of Grants:	01/01/98 - 12/31/98
Application Materials Available:	If formula-based, 10/97. If competitive, 09/97.
Application Deadline:	If formula-based, there is no application deadline. If competitive, 10/97.
Award Decision:	If formula, award letters will be mailed 10/97. If competitive, 11/97.
Beginning Contract Date:	01/01/98
Description of Grant:	

The Immunization Action Plan (IAP) grants fund community health boards to work with medical care providers, schools, and others in identifying and addressing barriers to age-appropriate childhood immunizations. This is accomplished through local assessments of barriers and community resources, and the development of collaborative action plans that strengthen the community's immunization delivery system and target under-immunized areas. During 1995 through 1997, this federally-funded grant was awarded to each of the community health boards on a formula, non-competitive basis.

It is unlikely there will be sufficient federal funds in 1998 to support a statewide formula, and possibly no federal IAP funding will be available in 1998. Available funds may be distributed on a formula basis but targeted to only certain areas of under-immu-

nization, be awarded on a statewide competitive basis, or some other method. Decisions on available funding and the basis for award will be made during the summer and fall of 1997, using input from representatives of community health boards.

Contact Person: Bill Brand
Minnesota Department of Health
Acute Disease Prevention Services Section
P.O. Box 9441
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Indian Health

Eligible Applicants: Community Health Boards
Amount of Available Funds: \$177,000 per year
Duration of Grants: 01/01/98-12/31/99
Application Materials Available: 04/28/97
Application Deadline: 10/31/97
Award Decision: 12/01/97
Beginning Contract Date: 01/01/98
Description of Grant:

The purpose of this program is to provide assistance to community health boards to establish, operate or subsidize clinic facilities and services to furnish health services for American Indians who reside off reservations.

Contact Person: Sheila Brunelle
Office of Rural Health and Primary Care
Minnesota Department of Health
P.O. Box 64975
St. Paul, MN 55164-0975
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Lead Program - Lead Cleanup Equipment

Eligible Applicants: Nonprofit, community-based organizations serving areas at high risk for toxic lead exposure.
Amount of Available Funds: \$75,000 for one or more grants.
Duration of Grants: Usually 18 months.
Application Materials Available: Request for Proposals published in fall or winter in *State Register*.
Application Deadline: As published.
Award Decision: 60 days after deadline.
Beginning Contract Date: As soon as contract executed.
Description of Grant:

Funding is to purchase and maintain lead cleanup equipment for loan to the public. Lead cleanup equipment includes high efficiency particle accumulator vacuum cleaners and/or wet shop vacuum cleaners, drop cloths, secure containers, respirators, scrapers, dust and particle containment material, and other cleanup and containment materials to remove loose paint and plaster, patch plaster, control household dust, wax floors, clean carpets and sidewalks, and cover bare soil. Waste disposal and training are also eligible expenses.

Contact Person: Douglas Benson
Division of Environmental Health
Minnesota Department of Health
121 East Seventh Place
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St. Paul, Minnesota 55164-0975
Telephone: (612) 215-0881 FAX: (612) 215-0975

State Grants and Loans

Lead Program - Lead-Safe Housing

Eligible Applicants:	Community Health Boards
Amount of Available Funds:	\$35,000 for one or more grants.
Duration of Grants:	Usually 18 months.
Application Materials Available:	Request for Proposals published in fall or winter in <i>State Register</i> .
Application Deadline:	At least 45 days after publication.
Award Decision:	60 days after deadline.
Beginning Contract Date:	As soon as contract executed.
Description of Grant:	

Funding is to provide temporary lead-safe housing and relocation costs for families displaced from their primary residence by lead abatement or lead hazard reduction ordered by a board of health. Related training is also an eligible expense.

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Local Public Health Core Function Funding (Increase to Community Health Services (CHS) Subsidy)

Eligible Applicants:	Community Health Boards
Amount of Available Funds:	Anticipated \$5.8 Million Annually Funding is contingent upon an appropriation from the 1997 legislature.
Duration of Grants:	Appropriation is to be a part of the CHS subsidy base awarded biennially.
Application Materials Available:	Funds would be administered in accordance with the CHS subsidy (any additional application to be determined).
Application Deadline:	To be determined.
Award Decision:	To be determined.
Beginning Contract Date:	01/01/98
Description of Grant:	

Funds will be distributed to all community health boards, consistent with the distribution mechanisms of the CHS subsidy formula (*Minnesota Statutes* 145A.13). Funds will be used to address new demands on the public health system and changes in health care funding. Funding will assist public health departments to evolve their practices from providing health care services to assessing the health status of populations and working collaboratively with providers to meet health needs. Funding will help assure that local governments can continue to fulfill core public health responsibilities.

Contact Person: Patricia Lind
Community Development
Division of Community Health Services
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St. Paul, MN 55164-0975
Telephone: (612) 296-9726 FAX: (612) 296-9362

Maternal and Child Health Special Projects (MCHSP)

Eligible Applicants:	Community Health Boards
Amount of Available Funds:	To be Determined
Duration of Grants:	01/01/98 - 12/31/99
Application Materials Available:	03/21/97
Application Deadline:	09/15/97
Award Decision:	12/01/97
Beginning Contract Date:	Not Applicable

Description of Grant:

Eligible applicants are Community Health Boards as defined in *Minnesota Statutes* 145A.01, subdivision 5. Other local public and private providers *may not* apply directly to the department for funding through this category.

Each community health board is required by statute to establish a process for its service area by which proposals may be solicited and considered from all qualified programs that have interest in financial participation in the Maternal and Child Health Special Projects (MCHSP), including those of non-profit and other public agencies and Indian reservations.

State law targets MCHSP funds to serve high-risk and low-income persons and establishes four statewide program priorities: (1) Improved Pregnancy Outcome Program, (2) Family Planning Program, (3) Handicapped/Chronically Ill Children's Program, and (4) Childhood Injury Control Program. State law also requires that maternal and child health projects established prior to the statewide formula MCHSP program be continued. The affected Community Health Boards, (North Country, Carlton-Cook-Lake-St. Louis, Minneapolis, St. Paul and Goodhue-Wabasha) are required as part of their formula MCHSP grant programs to maintain the same kinds of services to the same populations as previously served unless they can provide equivalent alternative funding or demonstrate that the need for the specific services provided by the project has significantly decreased.

The level of funding available for the MCH Special Projects for the two-year period, calendar years (CY) 1998-99, is yet to be determined through congressional and legislative actions. For CY 1996-97, a total of \$14,676,020 was available. As soon as appropriation amounts can be determined, a table of agency-specific allocations will be distributed.

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Migrant Health

Eligible Applicants:	Cities, counties, groups of cities or counties, or nonprofit corporations
Amount of Available Funds:	\$104,000 per year
Duration of Grants:	01/01/98-12/31/99
Application Materials Available:	04/28/97
Application Deadline:	07/28/97
Award Decision:	09/01/97
Beginning Contract Date:	01/01/98

Description of Grant:

The purpose of this program is to provide assistance to community health boards to establish, operate or subsidize clinic facilities and services, including mobile clinics, to furnish health services for migrant agricultural workers and their families in areas of the state in which significant numbers of migrant workers are located. A "Migrant Agricultural Worker" means any individual whose

State Grants and Loans

principal employment is in agriculture on a seasonal basis who has been so employed within the last 24 months, and who established a temporary residence for the purpose of such employment. First consideration for funding will be given to organizations that can provide services on a statewide basis.

Contact Person: Sheila Brunelle
Office of Rural Health and Primary Care
Minnesota Department of Health
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St. Paul, MN 55164-0975
Telephone: (612) 282-3853 Fax: (612) 282-5628

Minnesota Breast and Cervical Cancer Control Program (MBCCCP)

Eligible Applicants: Health Care Providers, Community Health Boards, American Indian Health Care Providers.

Amount of Available Funds: Determined on an annual basis according to federal appropriation.

Duration of Grants: 07/01/97 - 06/30/98

Application Materials Available: 03/97

Application Deadline: Applications are accepted throughout the year.

Award Decision: Within 6 weeks of receipt of application.

Beginning Contract Date: 07/01/97 or upon acceptance of application.

Description of Grant:

The Minnesota Breast and Cervical Cancer Control Program (MBCCCP) is a federally funded project through the Centers for Disease Control and Prevention designed to increase utilization of breast and cervical cancer screening services. Funds are awarded to medical care providers to offer free screening services to women at or below 250% of federal poverty guidelines who are uninsured or underinsured and age eligible. Grants are available to community health boards and American Indian health agencies to recruit women age 50 and over for breast and cervical cancer screening services.

Contact Person: Russ Varnado, Grants and Contracts Coordinator
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Division of Disease Prevention and Control
Minnesota Department of Health
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Minnesota Healthy Communities Program

Eligible Applicants: Community Health Boards

Amount of Available Funds: Determined by Federal Appropriations (estimated that approximately \$142,000 will be available)

Duration of Grants: 01/01/98 - 12/31/99

Application Materials Available: To be Announced

Application Deadline: To be Announced

Award Decision: To be Announced

Beginning Contract Date: 01/01/98

Description of Grant:

The Minnesota Healthy Communities Program (MHCP) will provide monies and technical assistance to increase the capacity of community health services (CHS) agencies to address chronic disease risk factors by involving the community in creating, influencing and strengthening community coalitions to build environments that support healthy choices.

The objectives of this program are (1) to demonstrate effective models for facilitating and sustaining broad-based community involvement in health promotion; (2) to disseminate state-of-the-art strategies for community-wide health promotion which are scientifically sound and easily replicable in Minnesota; and (3) to build on emerging bodies of knowledge in the areas of community

organization, coalition building, use of mass media in health promotion, on-going integration of health promotion strategies, and environmental approaches to health behavior and community change.

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Refugee Health Program

Eligible Applicants: See Below: "Description of Grant"
Amount of Available Funds: Determined by federal appropriations. Each grant is not expected to exceed \$15,000 annually.
Duration of Grants: 10/01/97 - 09/30/99
Application Materials Available: 04/28/97
Application Deadline: Postmarked Friday, 07/25/97.
Award Decision: Within 30 days of completed application.
Beginning Contract Date: 10/01/97
Description of Grant:

Eligible applicants are community health boards which are experienced in providing or facilitating health assessments and follow-up care to refugees and are located in a county which has become home to more than 500 refugees whose primary resettlement was to Minnesota in federal fiscal year 1996.

The purpose of this program is to assist local health agencies in providing health assessments and follow-up activities to refugees for problems of public health concern. The target population is refugees as defined in Section 101(a)(42) of the Immigration and Nationality act. Any such persons receiving this alien classification, regardless of national origin are eligible for services under this program. Exceptions are immigrants who are legally classified as "entrants," and certain other refugees (e.g., Tibetans) whose medical care and other resettlement needs are to be privately provided. Not more than one grant will be issued for each eligible county. Funds will be awarded on a formula basis based on the number of refugees resettled in federal fiscal year 1996 in the county.

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Special Supplemental Nutrition Program for Women, Infants and Children (WIC)

Eligible Applicants: See Below: "Description of Grant"
Amount of Available Funds: Determined by Federal Appropriation
Duration of Grants: 10/01/97 - 9/30/99
Application Materials Available: Mailed Out Upon Receipt of Notice
Application Deadline: 5/30/97
Award Decision: Within 30 days of receipt of completed application, but no sooner than June 13, 1997.
Beginning Contract Date: 10/01/97
Description of Grant:

The WIC Program is a state and federally-funded grant program administered through the Minnesota Department of Health; grants are made available to qualified local agencies to deliver program services. WIC provides nutrition education services and vouchers for the purchase of specified nutritious food supplements to pregnant, postpartum, and nursing women, and to infants and

State Grants and Loans

children up to five years of age who are judged by health professionals to be at nutritional risk and who have family incomes at or below 185 percent of poverty income guidelines prescribed by the United States Department of Agriculture. The WIC Program serves as an adjunct to good health care during critical times of growth and development, in order to prevent the occurrence of health problems and to improve the health status of those persons. All current WIC agreements will terminate on 09/30/97.

The types of local agencies which may apply for the WIC Grant are listed as follows in order of their priority for application approval:

- First priority is given to a community health board.
- Second priority is given to a public or private nonprofit health service agency.
- Third priority is given to a public human service agency.
- Fourth priority is given to a private nonprofit human service agency.

An agency will be classified as either a health service agency or a human service agency, based on the type of services it primarily provides during its current fiscal year. The priority system applies to agencies that are applying for the first time, that have applied before, and that have previously administered the WIC Program.

Only one application will be approved for each geographic area or special population. If two or more competing applicants have the same priority, a subpriority will be assigned as follows;

- First subpriority will be given to an agency whose employee can provide ongoing routine pediatric and obstetric care, and administrative services.
- Second subpriority will be given to an agency that must enter into a written agreement with another agency for either ongoing, routine pediatric and obstetric care, or administrative services.
- Third subpriority will be given to an agency that must enter into a written agreement with private physicians to provide ongoing, routine pediatric and obstetric care for women, infants, or children, or for participants not eligible for health services at the agency.
- Fourth subpriority will be given to an agency that must enter into a written agreement with private physicians to provide ongoing, routine pediatric and obstetric care for all participants.
- Fifth subpriority will be given to an agency that must provide ongoing routine pediatric and obstetric care through referral to a health care provider.

The performance record, if any, of each competing agency will be taken into consideration. If all of the competing agencies have a poor performance record, the grant will be awarded to the agency with the least poor performance record. If only one of the competing agencies does not have a poor performance record, the grant will be awarded to that agency. If two or more competing agencies do not have a poor performance record, the grant will be awarded to the agency with the highest priority, or subpriority if appropriate, as described above. Factors which will be taken into consideration in judging a performance record include whether the agency has failed to:

- Maintain a participation level within two percent of the authorized participation level.
- Maintain or increase the rate of participation by pregnant women.
- Respond to the written findings of the Financial Review or Management Evaluation within 30 days.
- Take corrective action in the areas identified by the Financial Review or Management Evaluation within six months from the date of the approval of the corrective action plan.

If additional information or revisions are needed to the application after it is submitted, a request will be made within 15 days of receipts. A complete, correct application must be received within 15 days of the date of the request, if two or more agencies have applied to serve the same geographic area or special population; if only one agency has applied, a complete, correct application must be received within 30 days of the date of the request. Applications which are not complete and correct at the specified deadlines will not be considered.

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Procedures and Information for Applying for Grants**STEP 1: Applicants Must Provide Notice of Intent to Apply for Funds**

Any organization interested in applying for funds should complete the "Notice of Intent to Apply for 1998-99 Grant Funds Checklist."

The "Notice of Intent to Apply for 1998-1999 Grant Funds Checklist" must be received by the Department of Health no later than 4:30 p.m., Monday, April 7, 1997. In addition, agencies who are not community health boards must submit a copy of the "Notice of Intent to Apply for 1998-1999 Grant Funds Checklist" to the community health board in their geographical service area.

NOTE: If interested parties intend to submit a proposal that the Department of Health judges is of statewide significance, the department will provide one copy of the "Notice of Intent to Apply for 1998-1999 Grant Funds Checklist" to each community health board in the state. Any community health board may subsequently request one copy of the completed application from the applicant for review and comment.

STEP 2: The Department Will Provide Application Materials

An organization expressing an intent to apply will be provided with pertinent application materials, information on the review and award process, and the names and telephone numbers of Minnesota Department of Health consultants available to provide technical assistance concerning preparation of the grant application.

STEP 3: Submission of Completed Applications

Completed applications must be received by the Minnesota Department of Health office listed in the application materials you receive (Step 2 above) no later than 4:30 p.m. on the date identified for each grant. Agencies who are not community health boards must also submit the completed application to the community health board in the applicant's proposed geographic service area no later than the deadline of receipt of the application at the Minnesota Department of Health.

WIC applications not received by the deadline will not be considered. Other applications not received by the deadline will be reviewed and considered for funding only after all other applications are reviewed and funded (in accordance with available funds).

STEP 4: Awarding of Funds

Applications will be reviewed as submitted except that, at its discretion, the department may request further clarification. Grants will be awarded in accordance with priority areas and criteria identified in the application materials. Applicant organizations will be notified in writing of the grant award decisions and contracts will be completed to begin according to the schedule for each grant.

Duration of Funding

Funding for the full award period of all grants will be dependent upon federal and state appropriations.

Consultant

For further information, please contact the Minnesota Department of Health staff person identified for each grant.

**Minnesota Department of Health
Notice of Intent to Apply for 1998-1999 Grant Funds Checklist**

State Grants and Loans

PAGE 1266

Our agency intends to apply for the following programs: *(Descriptions of grant programs are included in the Notice of Availability included with this form; please refer to it for more details.)*

Name and Address of Applicant Organization		Type of Applicant Organization (e.g., community health board, non-profit organization, hospital)	
WIC ONLY-Proposed Geographic Area and/or Special Population of Project		CSFP ONLY-Proposed Geographic Area	
MDH Grant Program	Local Agency Contact Person	Contact Person's Phone Number	Check here if you plan to apply for these funds
ASSIST Tobacco Use Prevention			
Commodity Supplemental Food Program (CSFP)			
Dental Health Program			
Family Planning Hotline			
Family Planning Special Projects (FPSP)			
Fetal-Infant Mortality Review Projects			
Home Visiting Projects to Prevent Child Abuse and Neglect			
Immunization Action Plan			
Indian Health			
Lead Program - Lead Cleanup Equipment			
Lead Program - Lead-Safe Housing			
Local Public Health Core Function Funding (increase to CHS subsidy)			
Maternal and Child Health Special Projects (MCHSP)			
Migrant Health			
Minnesota Breast and Cervical Cancer Control Program (MBCCCP)			
Minnesota Healthy Communities Program			
Refugee Health Program			
Special Supplemental Nutrition Program for Women, Infants and Children (WIC)			

State Register, Monday 3 March 1997

(CITE 21 S.R. 1266)

Please return this form by **April 7, 1997** to:

D'Ann Topoluk, Section of Financial Management, Minnesota Department of Health, 717 Delaware Street SE, PO Box 9441, Minneapolis, MN 55440-9441

Professional, Technical & Consulting Contracts

Department of Human Services

Children's Mental Health Division

Notice of Availability of Funds for Organizing a Seminar to Train Advocates and Court Personnel on Issues of Children's Mental Health

The Department of Human Services (DHS), Children's Mental Health Division, announces the availability of funding for organizing a seminar or series of seminars to train advocates and court personnel on issues of children's mental health, such as laws, funding, and access to resources.

Up to \$30,000 will be made available from federal block grant funds to person(s) or organization(s) that demonstrate the ability to develop, organize, and conduct seminars focusing on legal issues of children's mental health. Funding is available beginning April 1997. DHS expects the training seminars to be conducted by November 15, 1997.

Applications are due by 4:00 p.m. on March 28, 1997. Notification of approved proposals will be completed by April 25, 1997. All other applicants will be notified of the final funding decisions by May 2, 1997. Interested parties should contact Asha Sharma at DHS, 444 Lafayette Road, St. Paul, MN 55155-3860 or at (612/282-9850) for application instructions.

Professional, Technical & Consulting Contracts

Department of Administration procedures require that notice of any consultant services contract or professional and technical services contract which has an estimated cost of over \$10,000 be printed in the *State Register*. These procedures also require that the following information be included in the notice: name of contact person, agency name and address, description of project and tasks, and final submission date of completed contract proposal.

In accordance with *Minnesota Rules* Part 1230.1910, certified Targeted Group Businesses and individuals submitting proposals as prime contractors shall receive the equivalent of up to 6% preference in the evaluation of their proposal. For information regarding certification, call the Materials Management Helpline (612) 296-2600 or TTY (612) 297-5353 and ask for 296-2600.

Department of Administration

Facilities Management Bureau

Notice of Request for Proposals for a Total Foodservice Management Contract for Foodservice Facilities in the State Capitol Complex, St. Paul, Minnesota

The Department of Administration is requesting proposals for a three-year total foodservice management contract for foodservice facilities in the State Capitol Complex including the Centennial Office Building Cafeteria, the Transportation Building Cafeteria, the Judicial Building Cafe, the State Capitol Cafe, and the State Office Building Cafe. The term of the contract shall be July 1, 1997 to June 30, 2000, with an opportunity for two one-year extensions. All types of financial/fee proposals will be considered.

A Request for Proposal is to be obtained by calling or writing:

Department of Administration
Plant Management Division
625 North Robert Street
St. Paul, Minnesota 55101
Telephone: (612) 282-5228

Proposal responses must be submitted no later than 3:30 p.m. on April 17, 1997. A mandatory walk-through of foodservice facilities by prospective foodservice providers has been scheduled for March 13, 1997. It is anticipated that evaluation and selection will be completed by May 24, 1997.

Professional, Technical & Consulting Contracts

Department of Administration

State Designer Selection Board

Request for Proposals for a Department of Transportation Project

IN AN ATTEMPT TO FACILITATE COMMUNICATION, THE STATE DESIGNER SELECTION BOARD HAS MADE SOME CHANGES IN THEIR STANDARD RFP LANGUAGE. PLEASE READ CAREFULLY THE SECTIONS THAT ARE IN BOLD TYPE AS THEY CONTAIN REVISIONS TO THE RFP.

To Minnesota Registered Design Professionals:

The State Designer Selection Board has been requested to select a consultant for a Department of Transportation (Mn/DOT) project. Design firms who wish to be considered for this project should deliver proposals on or before 4:00 p.m., Monday, March 24, 1997 to:

John Retzer, Executive Secretary
State Designer Selection Board
Department of Administration
50 Sherburne Avenue, Room G-10
St. Paul, Minnesota 55155-3000
(612) 297-1640

The proposal must conform to the following:

- 1) **Six (6) copies of the proposal will be required plus one additional unbound copy in black and white for micro fiche purposes only.***
- 2) All data must be on 8 1/2" x 11" sheets, soft bound. No more than 20 printed faces will be allowed (see the following bullet points for clarification).
 - **Any letters directed to the Board shall be bound into the proposal and all pages will be counted as printed face(s).** It is not necessary to do a cover letter to John Retzer.
 - **Blank dividers (with printed tab headings only) are not counted as faces.**
 - Front and back covers of proposals are not counted as faces.
 - **None of the statutory, mandatory, or optional information, except as required in 3) below, shall appear on the dividers or covers.**
- 3) **The front cover of the proposal must be clearly labeled with the project number, as listed in 7) below, together with the designer's firm name, address, telephone number, **fax number, and the name of the contact person. The back cover shall remain the blank.**
- 4) **Brief Proposal Summary:**

All proposals shall begin with a summary which includes **only** the following items:

- a) Name of firm and its legal status;
- b) **Names of the persons responsible for the management, design, and production of each major element of the work, including consultants, as well as Minnesota registration numbers for all (e.g. architects, civil/electrical/mechanical/structural engineers, landscape architects, land surveyors, and geotechnical);**
- c) The proposal shall contain a statement indicating that the consultants listed have been contacted and have agreed to be a part of the design team;
- d) A commitment to enter the work promptly, if selected, by engaging the consultants and assigning the persons named in 4 b) above, along with adequate staff to meet the requirements of work;
- e) **A list of State and University of Minnesota current and past projects and studies awarded to the prime firms(s) submitting this proposal during the four years immediately preceding the date of this request for proposal. For the purposes of this list, "awarded" shall mean you have been selected for a given project regardless of the status of the contract.**

The prime firm(s) shall list and total all fees associated with these projects and studies whether or not the fees have been received or are anticipated. In addition, the prime firm(s) shall indicate the amount of fees listed which were paid directly to engineers or other specialty consultants employed on the projects and studies listed pursuant to the above.

Professional, Technical & Consulting Contracts

NOTE: Please call John Retzer and leave your address or fax number to receive a copy of the acceptable format for providing this information.

- f) In accordance with the provisions of *Minnesota Statutes*, 1981 Supplement, Section 363.073; for all contracts estimated to be in excess of \$50,000, all responders having more than 20 full-time employees anywhere in the United States at any time during the previous 12 months, must have an affirmative action plan **approved by the Commissioner of Human Rights before a proposal may be submitted**; therefore, the proposal shall include one of the following:
 1. A copy of your firm's current certificate of compliance issued by the Commissioner of Human Rights; or
 2. A statement certifying that the firm has a current certificate of compliance issued by the Commissioner of Human Rights; or
 3. A statement certifying that the firm has not had a cumulative total of more than 20 full-time employees at any time during the previous 12 months, anywhere in the United States. Any questions regarding this topic may be directed to the Department of Human Rights, (612) 296-5663 Phone and (612) 296-9042 Fax.
- 5) **Additional Mandatory Proposal Contents:**
 - a) A section containing graphic material (e.g. photos, plans, drawings, etc.) as evidence of the firm's qualification for the work. The graphic material must be identified. It must be work in which the personnel listed in 4 b) above have had significant participation and their roles must be clearly described. It must be noted if the personnel were, at the time of the work, employed by other than their present firms.
 - b) Expanded resumes showing qualification of individuals, listed in 4 b) above, administering or producing the major elements of the work, including consultants. Identify roles that such persons played in projects which are relevant to the project at hand.
 - c) A discussion of the firm's understanding of and approach to the project.
 - d) A listing of relevant past projects.
- 6) Design firms wishing to have their proposals returned after the Board's review, must follow one of the following procedures:
 - a) Enclose a **self-addressed stamped** postal card with the proposals. Design firms will be notified when material is ready to be picked up. Design firms will have two weeks to pick up their proposals, after which time the proposals will be discarded; or
 - b) Enclose a **self-addressed stamped** mailing envelope with the proposals. When the Board has completed its review, proposals will be returned using this envelope.

In accordance with existing statutes, the Board will retain one copy of each proposal submitted.

Any questions concerning the Board's procedures or their schedule for the projects herein described may be referred to John Retzer at (612) 297-1640.

7) **PROJECT 1-97**
DEPARTMENT OF TRANSPORTATION
MN/DOT METRO DIVISION - ROSEVILLE
PREDESIGN, DESIGN AND CONSTRUCTION OF TRAFFIC MANAGEMENT CENTER
ROSEVILLE, MINNESOTA

1: **PROJECT:**

The project will consist of a new facility to house a combined operations center for the State Patrol Metro Dispatch, Department of Public Safety Emergency Management, MnDOT Traffic Management Center, MnDOT Metro Maintenance Dispatch and MnDOT Metro Traffic Operations. The proposed site for the project will be an addition to the Metro Division Headquarters in Roseville, but other site may be considered.

2: **REQUIRED CONSULTANT SERVICES:**

The scope of the work under this contract will be to provide the complete design service from predesign through construction. The first phase of the project for which funding is available will be the predesign phase. The design and construction document work will be funded as part of future requests to the legislature.

The selected design firm and their associated firms shall each demonstrate experience in successfully completing projects of a similar type, size and complexity. Specific knowledge and skills are required in the design of operational control centers, ergonomic and human factors design, acoustic design, network and computer operation center design.

Professional, Technical & Consulting Contracts

The consultant will be required to provide architectural, structural, acoustical, mechanical and electrical services.

The construction documents shall be done using Computer Aided Design and Drafting (CADD) in a system compatible with Bentley Systems Microstation version 5. AutoCAD version 12 and 13 are compatible. The MN/DOT Building Section will provide the consultant with a copy of their Consultant Procedures for Construction Projects to aid in completing their work.

3: PROJECT SCHEDULE:

The consultant will start work on the project as soon as the contract has been executed, which should be by May 15, 1997. The Predesign Phase shall be completed by January 15, 1998. The proposed schedule for the project is for construction to begin in the spring of 2000 with occupancy by June of 2001.

4: PROJECT INFORMATION MEETING:

Consultants submitting RFP's may attend an information meeting on the project. The meeting will be at 2:00 pm on March 10, 1997 in Conference Room "A" at Metro Division Headquarters (Watersedge), 1500 West County Road B-2, Roseville MN 55113.

The existing Traffic Management Center or Dispatch Centers will not be open for tours by consultants submitting RFP's.

5: PROJECT INFORMATION:

Project information is available upon request. Questions concerning the project should be referred to:

Ronald Lagerquist, Architect
Minnesota Department of Transportation
Office of Maintenance: Building Section
Transportation Building MS 715
395 John Ireland Boulevard
St Paul Minnesota 55155-1899
Tel: 612.297.4742 Fax: 612.282.9904

6: DESIGNER SELECTION BOARD SCHEDULE

Proposals Due:	Monday	March 24, 1997
Project Short List:	Tuesday	April 1, 1997
Project Selection:	Tuesday	April 15, 1997

Questions regarding the RFP format should be directed to John Retzer at 297-1640.

Department of Natural Resources

Parks and Recreation Division

Notice of Request for Proposals for a Natural Resource Management Plan Involving Fort Snelling State Park Property

NOTICE IS HEREBY GIVEN that the Department of Natural Resources Division of Parks and Recreation is seeking to have a comprehensive natural resource management plan written for a 2,347 acre complex of wetland natural communities that include calcareous seepage fen, emergent marsh, floodplain forest, aspen forest, old fields, and various water bodies. The plan will detail methods of restoring, monitoring, evaluating and determining research needs for the entire wetland complex within the Fort Snelling State Park property in Dakota County.

Proposal deadline: 4:00 p.m. Tuesday, April 1, 1997

For more information or for the full RFP which will be sent free of charge to interested vendors, call or write:

Sarah Vest, Regional Resource Specialist
1200 Warner Road
St. Paul, MN 55106
(612) 772-7998

This is the only person designated to answer questions regarding this request for interested vendors.

Minnesota State Retirement System

Actuarial Consultant Contract Available for the Two-Year Period Ending June 30, 1999

The Minnesota State Retirement System intends to engage the services of an "approved actuary" as defined in *Minnesota Statutes* §352.01, subd. 15, to review, analyze, and critique the actuarial valuations and experience studies required by *Minnesota Statutes*, Chapter 356, performed by the actuary retained by the Legislative Commission on Pensions and Retirement each of the two years ending June 30, 1997 and 1998; to prepare and submit the reports on the analysis to the Board of Directors of the Minnesota State Retirement System; to provide consulting and advisory services to the management on technical, policy, or administrative problems; and to provide actuarial cost estimates of plan amendments as requested.

Estimated Cost: \$100,000 to \$150,000

Contact Person: Arvin Herman, Minnesota State Retirement System, Suite 300, 175 W. Lafayette Frontage Road, St. Paul, MN 55107-1425. Telephone: (612) 297-1902.

Final Submission Date: April 7, 1997

St. Cloud State University

Notice of Request for Printing Services for SCSU Undergraduate Bulletin

SCSU Undergraduate Bulletin; 27,000 quantity, camera ready by March 21 for April 15 delivery; 6 x 9" perfect bound; 240 pages plus cover, plus option to print additional 4-page sig.; black ink on inside pages, no bleed; black plus PMS 200 on cover, full bleed; inside cover prints black only; cover stock is 80# Cross pointe Genesis cover; inside pages are 35# white Mando Supreme; output from ZIP or 128 optical includes photo; blueprints inside pages and color key or matchprint for cover proof to Sandra Barnhouse, AS 207, SCSU, 720 4th Ave. S., St. Cloud, MN 56301-4498. Phone: (320) 255-4030 Tue.-Sat. Bid opening March 7, 1997 at 2:00 p.m.

Professional, Technical & Consulting Contracts

Minnesota Veterans Home - Minneapolis

Request For Proposal for Dental Services

The Minnesota Veterans Home - Minneapolis makes dental/oral health services available to residents. The Home does not have a Dentist on staff.

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

Scope of project - Dental/oral health services to be available to residents on the Home's premises.

Goals and objectives - Dental/oral health services are made available to residents.

Contractor's Duties

- A. Coordinate the provision of services through HOME'S Dental Liaison.
- B. Provide each new resident of HOME with an initial oral exam and prophylaxis within ten (10) days of admission, thereafter, perform at least annual exams for each resident. X-rays shall be included as necessary. Provide appropriate documentation of all dental services performed for resident's medical records.
- C. Provide for the marking of dentures and any adjustments as necessary.
- D. Provide emergency dental care to residents when requested by HOME.
- E. Perform other dental services as requested by HOME and consented to by residents.
- F. Bill all dental services not covered under this contract directly to residents or their representatives, as appropriate. HOME shall provide such insurance information as consented to by the residents.
- G. Participate in quality assurance and quality improvement programs, at request of HOME.
- H. Assist with development and review of oral health policies and procedures, as requested by HOME.
- I. Plan and conduct oral health care in-service training programs for staff of HOME, as requested by HOME.
- J. Assure that all persons performing services under this contract are free from tuberculosis, pursuant to *Minnesota Rules* 4655.3000.
- K. Provide documentation that all persons performing services under this contract are not disqualified from providing direct care services to residents of nursing [boarding care facilities], pursuant to *Minnesota Statutes* § 144.057 and § 245A.04. CONTRACTOR understands and agrees that no services shall be performed by persons who have been disqualified from providing direct care services to nursing [boarding care] facilities, pursuant to the above-referenced statutes.
- L. Possess current, valid license to perform services under this contract. CONTRACTOR shall provide evidence of licensure upon request of STATE.
- M. Maintain adequate general and professional liability for the term of this contract, and provide evidence of such insurance upon request of STATE.
- N. Provide services according to the standards and principles applicable to CONTRACTOR's profession for providing services in a nursing [boarding care] facility. CONTRACTOR agrees that its services shall be delivered according to the dictates of CONTRACTOR's professional licensure requirements and the standards of CONTRACTOR's profession.

Responder may propose additional tasks or activities if they will substantially improve the results of the project.

Department contract - Prospective responders who have any questions regarding this request for proposal may call or write:

Name: Patricia Weitzel
Title: Assistant Director of Nursing
Address: Minnesota Veterans Home - Minneapolis
5101 Minnehaha Avenue South
Minneapolis, Minnesota 55417
Phone: 612-721-0600

Please note that other department personnel are not allowed to discuss the request for proposal with anyone, including responders, before the proposal submission deadline.

Professional, Technical & Consulting Contracts

Submission of proposals - All proposals must be sent to and received by:

Name: William Trcka
Title: Purchasing Agent
Address: Minnesota Veterans Home - Minneapolis
5101 Minnehaha Avenue South
Minneapolis, Minnesota 55417

Not later than 2:00 PM March 25, 1997

Late proposals will not be accepted. Submit 3 copies of proposal. Proposals are to be sealed in mailing envelopes or packages with the responder's name and address clearly written on the outside. Each copy of the proposal must be signed, in ink, by an authorized member of the firm. Prices and terms of the proposals stated must be valid for the length of the project.

Project costs - The department has estimated that the cost of this project should not exceed \$45,000.00.

Project completion date - This project will be completed by March 31, 1998.

Proposal contents - The following will be considered minimum contents of the proposal:

1. A restatement of the objectives, goals, and tasks to show or demonstrate the responder's view of the nature of project.
2. Identify and describe the deliverables to be provided by the responder.
3. Outline the responder's background and experience with particular emphasis on local, state and federal government work. Identify personnel to conduct the project and detail their training and work experience. No change in personnel assigned to the project will be permitted without the approval of the State Project Director/Manager.
4. Responder will prepare a detailed cost and work plan which will identify the major tasks to be accomplished and be used as a scheduling and managing tool, as well as the basis for invoicing.
5. Identify the need for services or other participation to be provided by the Minnesota Veterans Home - Minneapolis.

Evaluation criteria - all proposals received by the deadline will be evaluated by representatives of the Minnesota Veterans Home - Minneapolis. There are state-mandated TB and criminal background check requirements. In some instances, an interview may be part of the evaluation process. Factors upon which proposals will be judged, but are not limited to, include the following.

1. Expressed understanding of the project objectives.
2. Project work plan.
3. Project cost detail.
4. Qualifications of both company and personnel. Experience of project personnel will be given greater weight than that of the firm.

Evaluation and selection may be completed by March 25, 1997.

Workers Compensation - The successful responder will be required to submit acceptable evidence of compliance with worker compensation insurance coverage requirements prior to execution of the contract.

In compliance with *Minnesota Statutes* § 16B.167, the availability of this contracting opportunity is being offered to state employees. We will evaluate the response of any state employee along with other responses to this Request for Proposal.

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 *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 project and tasks; 4) cost estimate; and 5) final submission date of completed contract proposal. Allow at least three weeks from publication date (four weeks from date article is submitted for publication). Surveys show that subscribers are interested in hearing about contracts for estimates as low as \$1,000. Contact the editor for further details.

Metropolitan Council Environmental Services

Public Notice for Letters of Interest for Professional Services for Step I Facility Planning for the Metropolitan Waste Water Treatment Plant Solids Processing Improvements Project

NOTICE IS HEREBY GIVEN that the Metropolitan Council Environmental Services (MCES) is soliciting qualifications for professional services for Step I Facility Planning for the MWWTP Solids Processing Improvements project. This project is to be completed within 3 years after issuance of Notice To Proceed. The cost for this Step I Facility Plan is estimated to be less than \$2,500,000.

This project has the following components: (i) investigation of fluidized bed incineration and heat drying with a marketable product for utilization of wastewater biosolids; (ii) high torque centrifuges for dewatering; (iii) market analysis for the heat dried product; (iv) major modifications to the existing air permit in a PM10 Nonattainment area, including mercury emission reductions; (v) examine various project delivery options including design-bid-construct, design-build, design-build-operate, and design-build-own-operate; and (vi) coordination with public and regulatory agencies.

The tentative schedule for selecting a consulting firm for this project is as follows:

Receive Letters of Interest	February 1997
Request for Qualifications (RFQ) issued	February 1997
Statement of Qualifications (SOQ) received	March 1997
Short list of firms developed	March 1997
Request for Proposals (RFP) Issued	March 1997
General Informational Meeting	April 1997
Proposals Received	April 1997
Select Consultant	May 1997
Negotiate final Contract Agreement	May 1997
Notice To Proceed given	June 1997

All firms interested in being considered for this project are invited to submit a Letter of Interest asking for the Request For Proposals package.

All inquiries are to be addressed to:

Administrative Assistant, Contracts and Documents
Metropolitan Council Environmental Services
Mears Park Centre
230 East Fifth Street
St. Paul, MN 55101

Minnehaha Creek Watershed District

Notice of Call for Bids for 1997 Water Quality Sampling and Analysis-Stream and Lake Monitoring

Sealed Bid Proposals for work indicated above will be received by the Minnehaha Creek Watershed District (District) at Gray Freshwater Center, 2500 Shadywood Road, Excelsior, Minnesota 55331-9578 until 10:00 a.m. CST, Wednesday, March 12, 1997, after which time such bids will be publicly opened and read aloud at the District Office. The work, in accordance with drawings and specifications prepared by Wenck Associates, Inc., 1800 Pioneer Creek Center, P.O. Box 428, Maple Plain, Minnesota 55359, consists of the following major items of work:

1. Preparation of a detailed Field Sampling Plan, Quality Assurance Project Plan, and Health and Safety Plan.
2. Collect and analyze samples biweekly (from April through October, 1997) from six lakes in the Upper Watershed of Lake Minnetonka, and 18 bays of Lake Minnetonka.
3. Collect and analyze samples weekly (from April through October, 1997) from 12 stream locations in the Upper Watershed of Lake Minnetonka, and six stream locations along Minnehaha Creek.
4. Collect and analyze samples after any run-off producing storm event from 14 locations in the Upper and Lower Watershed of Minnehaha Creek, during the period from April through October, 1997.

Bid Proposals shall be submitted on forms furnished for that purpose. One copy of the bid proposal shall be submitted.

A Pre-Bid Meeting shall be held at 10:00 a.m. CST, Wednesday, February 26 at the District office at Gray Freshwater Center (see above), to acquaint bidders with the project and answer questions.

The bid of the lowest responsible bidder, will be accepted on or before the expiration of thirty (30) days after the date of the opening of bids. The OWNER, however, reserves the right to reject any or all bids, award all or only portions of the work to a qualified bidder, and to waive any minor irregularities, informalities or discrepancies.

Bidders desiring drawings and specifications for personal use may secure a complete set from:

Contact: Howard M. Trussell (612) 479-4238
Wenck Associates, Inc.
1800 Pioneer Creek Center
P.O. Box 428
Maple Plain, Minnesota 55359-0428
Telephone: (612) 479-4200
Facsimile: (612) 479-4242
E-mail: wenckmp@wenck.com

Non-refundable deposits in the form of a check shall be made payable to:

Minnehaha Creek Watershed District. The deposit shall be in the amount of \$35.00 per set of bid documents (drawings and specifications).

Dated: 13 February 1997

Minnehaha Creek Watershed District
John Thomas, President

Non-State Public Bids, Contracts & Grants

Minnesota Historical Society

Notice of Request for Bids for Printing, Binding and Mailing of Publications Catalog

The Minnesota Historical Society is seeking bids from qualified firms and individuals to provide the printing, binding and mailing of the Spring/Summer Catalog of Publications.

The Request for Bids is available by calling or writing Deane M. Roe, Contracting Officer, Minnesota Historical Society, 345 Kellogg Blvd. West, St. Paul, MN 55102. Telephone (612) 297-5863.

Bids must be received not later than 2:00 P.M. Central Time March 12th, 1997.

Complete Specifications and details concerning submission requirements are included in the Request for Bids.

Ramsey County

Notice of Request for Proposals for Design and Construction Services for Expansion of the Ramsey County Juvenile Justice Service Center

Ramsey County intends to begin soliciting proposals from interested architectural and engineering firms for the complete design and construction services necessary for expansion of the Ramsey County Juvenile Service Center, 480 St. Peter Street, Saint Paul, MN. Pending approval of the Ramsey County Board, documents will be available on February 28, 1997.

The planned addition to the current 30 cell facility includes sixty beds and related administration space totaling approximately 47,600 additional square feet and Juvenile Court space including courtrooms, chambers and administrative space of approximately 49,600 square feet. The project will be funded through the County's Capital Improvement Program and total cost including architectural fees are budgeted at \$20,700,000, with a possible \$250,000 additional for a Truancy Curfew Center.

Documents Available: February 28, 1997 after 1:00 p.m. in the Joint Purchasing Office

MANDATORY Preproposal Meeting and Tour of Facility: March 12, 1997 at 9:00 am

Proposals Due: 2:00 p.m. Wednesday, March 26, 1997

If you are interested in receiving the RFP information please call the Joint Purchasing Office at 612-266-8900.

Dated: 19 February 1997

**Now Available
on the
Internet !!!**



*In response to demand,
Minnesota's Bookstore now offers the
State Register via the Internet.*

As an introduction to this new service, customers will be able to view current issues of the State Register FREE of CHARGE starting now through March 31. After that time, subscriptions will be available BOTH to new subscribers and to current subscribers who wish to change from mail delivery to Internet access. To view the current issue, simply browse through the Minnesota's Bookstore web site at ---

<http://www.comm.media.state.mn.us>

From the home page, select "Minnesota's Bookstore" from the left panel menu; then select "State Register". Once on the "State Register" page, click on "Sample Issues" and explore.

An access code will be assigned to Internet subscribers for use beginning with the April 7 issue. The subscription rate for the State Register via Internet will be \$175.00/year and can be prorated for those wishing to switch from mail delivery.

Interested? Give us a call or send us an e-mail message. Call 612/297-3000 or 1-800/657-3757, Mon- Fri 8am-5pm OR send us an e-mail at: mnbook.list@state.mn.us

