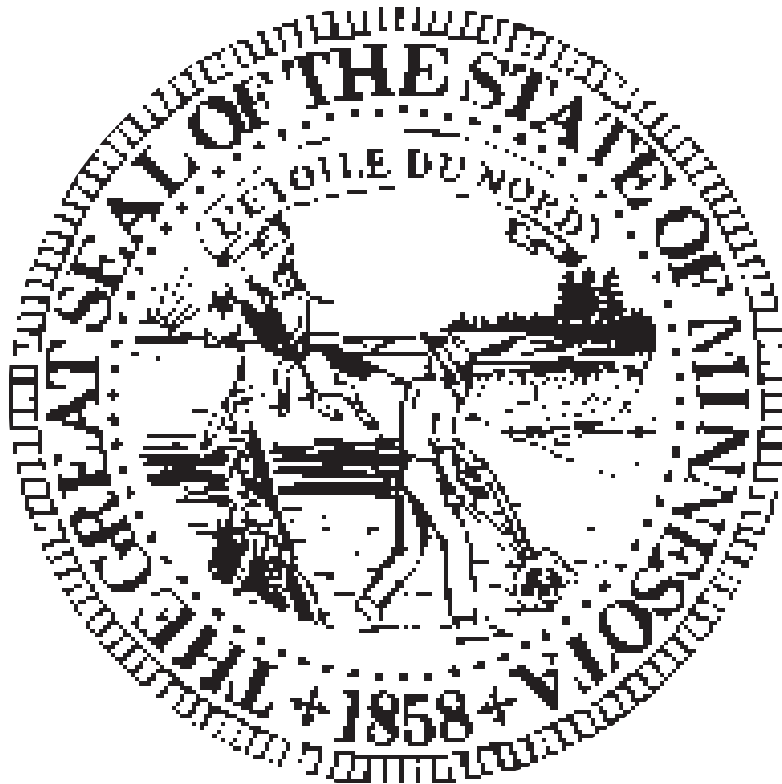


The Minnesota

# 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.

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Vol. 22 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
# 29	Tuesday 20 January	Monday 5 January	Monday 12 January
# 30	Monday 26 January	Monday 12 January	Friday 16 January
# 31	Monday 2 February	Friday 16 January	Monday 26 January
# 32	Monday 9 February	Monday 26 January	Monday 2 January

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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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## Adopted Rules

A rule becomes effective after the requirements of *Minnesota Statutes* §§ 14.05-14.28 have been met and five working days after the rule is published in the *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 a 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.

### Exempt Rules

An exempt rule adopted under *Minnesota Statutes* §§ 14.386 or 14.388 is effective upon its publication in the *State Register*.

### Emergency Expedited Rules

Provisions for the Commissioner of Natural Resources to adopt emergency expedited Game and Fish Rules are specified in *Minnesota Statutes* §§ 84.027. The commissioner may adopt emergency expedited rules when conditions exist that do not allow the Commissioner to comply with the requirements for emergency rules. The Commissioner must submit the rule to the attorney general for review and must publish a notice of adoption that includes a copy of the rule and the emergency conditions. Emergency expedited rules are effective upon publication in the *State Register*, and may be effective up to seven days before publication under certain emergency conditions. Emergency expedited rules are effective for the period stated or up to 18 months.

## Department of Health

### Adopted Permanent Rules Relating to Alcohol and Drug Counselor Licensing

The rules proposed and published at *State Register*, Volume 22, Number 10, pages 376-396, September 8, 1997 (22 SR 376), are adopted with the following modifications:

#### 4747.0030 DEFINITIONS.

Subp. 26. **Qualified interpreter.** "Qualified interpreter" means a neutral person who is readily able to ~~communicate, verbally and simultaneously,~~ facilitate communication between two languages and accurately translate spoken ~~and,~~ written, or sign language communication between a client and a licensee.

Subp. 27. **Sign language.** "Sign language" means American Sign Language or any form of manual communication used to communicate with persons who are deaf ~~or,~~ hard-of-hearing, or deaf-blind.

#### 4747.1100 CONTINUING EDUCATION REQUIREMENTS.

Subp. 2. **Continuing education requirements for licensee's first four years.** Licensees must, as part of meeting the clock hour requirement of this part, obtain and document the following clock hours within the first four years after their initial license effective date according to the commissioner's reporting schedule. Alcohol and drug counselor training obtained up to three years prior to the effective date of this chapter which meets the requirements of this subpart must be considered as having met the requirements of this part. Alcohol and drug counselor classroom education obtained any time prior to the effective date of this chapter which meets the requirements of this subpart must be considered as having met the requirements of this part.

A. ~~Twelve~~ Six clock hours in Native American issues, including gaining knowledge of:

B. ~~Twelve~~ Six clock hours in Asian American issues, including gaining knowledge of:

D. ~~Twelve~~ Six clock hours in Chicano/Latino issues, including gaining knowledge of:

E. ~~Twelve~~ Six clock hours in disability issues, including gaining knowledge of:

F. ~~Twelve~~ Six clock hours in African American issues, including gaining knowledge of:

G. ~~If the licensee practices alcohol and drug counseling with deaf, deaf-blind, hard-of-hearing, or late-deafened clients, then the licensee must obtain an additional six hours in the areas described in item A, subitem (3), within the four-year period.~~

**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

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Subp. 3. **Continuing education requirements after licensee's initial four years.** ~~Beginning~~ four years following a licensee's initial license effective date and according to the commissioner's reporting schedule, a licensee must document completion of ~~the following requirements each continuing education reporting period as part of the 40 clock hour requirement under this part. Clock hours obtained under items A to F must comply with the requirements of subpart 2:~~

- ~~A. three clock hours in deaf and hard-of-hearing issues;~~
- ~~B. three clock hours in African American issues;~~
- ~~C. three clock hours in Asian American issues;~~
- ~~D. three clock hours in Chicano/Latino issues;~~
- ~~E. three clock hours in disability issues;~~
- ~~F. three clock hours in Native American issues; and~~

~~G. a minimum of six clock hours each reporting period in one or more of the areas described in subpart 2. Licensees must also document completion of six clock hours in courses directly related to the rules of professional conduct in part 4747.1400.~~

Subp. 9. **Competency in practice with ethnic minority, disabled, and identified population group clients.**

A. A licensee meets the standards in part 4747.1100, subpart 2, when practicing alcohol and drug counseling with a client who is a member of an ethnic minority group, an identified population group, or a client with a disability by acting according to this subpart. If a licensee is inexperienced as compared to other licensees or the professional community's standard of care in practicing alcohol and drug counseling with ethnic minority, identified population, or disabled clients, the licensee:

C. Licensees who practice alcohol and drug counseling with deaf, deaf-blind, hard-of-hearing, or late-deafened clients:

(1) are proficient in American Sign Language at the advanced-plus level or higher of the Sign Communication Proficiency Interview (SCPI) ratings, if the client's primary or preferred language is American Sign Language; or

(2) are trained in working with and work with an American Sign Language interpreter who qualifies as both a certified interpreter and a certified transliterator by the Registry of Interpreters for the Deaf or certified at level ~~three~~ four or higher by the National Association of the Deaf; or

# 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*.

## Department of Public Service

### Notice of Continuation of Hearing on the Minnesota Energy Code

**Proposed Amendment to *Minnesota Rules*, chapter 7670, and Adoption of New *Minnesota Rules*, Chapters 7672, 7674, 7676, and 7678, in Combination Known as the Minnesota Energy Code.**

**Continuation of Public Hearing.** The Department of Public Service has scheduled the continuation of the December 19, 1997 public hearing on the aforementioned matter. The public hearing will reconvene at Conference room #1 of the Minnesota Department of Agriculture, 90 West Plato Boulevard, St. Paul (one block West of Wabasha Street, across the river from downtown St. Paul), starting at 9 a.m. on Tuesday, January 27, 1998. Additional days of hearing will be scheduled if necessary. All interested or affected persons will have an opportunity to participate by submitting either oral or written data, statements, or arguments. Statements may be submitted without appearing at the hearing. You may present your views either orally at the hearing or in writing at any time before the close of the hearing record. The agency requests that any person submitting written views or data to the Administrative Law Judge prior to the hearing or during the comment period also submit a copy of the written views or data to the agency contact person at the address stated below. Persons planning to attend the January 27 public hearing may wish to contact the Department of Public Service as indicated below with any questions regarding the hearing's timing or location.

**Administrative Law Judge.** The hearing will be conducted by Administrative Law Judge Richard C. Luis, who can be reached at the Office of Administrative Hearings, 100 Washington Square, Suite 1700, Minneapolis, Minnesota 55401-2138, telephone 612-341-7600, and FAX 612-349-2665. The rule hearing procedure is governed by *Minnesota Statutes*, Sections 14.131 to 14.20, and by the rules of the Office of Administrative Hearings, *Minnesota Rules*, Parts 1400.2000 to 1400.2240. Questions concerning the rule hearing procedure should be directed to the Administrative Law Judge.

**Citation to Prior Notice.** Information on the subject of rules, statutory authority, statement of need and reasonableness, public comment, alternative format/accommodation, modifications, adoption procedure after the hearing, and lobbyist registration is contained in the Notice of Hearing published in the *State Register* on November 17, 1997 (22 S.R. 771). A copy of the Notice of Hearing and Rules as Proposed may be obtained at no charge from the Department of Public Service as indicated below.

**Agency Contact.** The agency contact person is: Bruce Nelson, Senior Engineer at Minnesota Department of Public Service, 121 7th Place East, Suite 200, Saint Paul, MN 55101-2145, telephone 612-297-2313, FAX 612-297-1959, or email bnelson@dpsv.mn.us. TTY users may call the Department of Public Service at 612-296-3067. The Department of Public Service may also be contacted through the Energy Information Center, same address, telephone 296-5175, or toll free 1-800-657-3710.

**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

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

The *State Register* also publishes other official notices of state agencies and non-state agencies, including notices of meetings and mat-

## Board of Animal Health

### Request for Comments on Planned Amendment to Rules Governing Pseudorabies, *Minnesota Rules*, Importation of Swine 1700.2590-1700.3010, Pseudorabies Control 1705.2400-1705.2530, Pseudorabies Requirements for Exhibition 1715.0105, Sale of Swine at Markets and other Sales 1715.0550, Sale of Swine at State-Federal Markets 1715.0705, Sale of Swine at Public Stockyards 1715.1450

**Subject of Rules.** The Minnesota Board of Animal Health requests comments on its planned amendment to rules governing pseudorabies. The Board is considering rule amendments that:

- (1) make provisions to allow movement of pigs through nursery facilities and subsequently to remote finishing sites,
- (2) amend requirements for testing in qualified negative swine herds to allow for use of official random sample testing,
- (3) amend requirements for release of quarantine by official random sample to eliminate inconsistencies between eradication stages,
- (4) repeal obsolete language regarding qualified negative gene-altered vaccinated herds,
- (5) clarify requirements for movement of swine from Stage IV and V areas.

**Persons Affected.** The amendment to the rules would likely affect Minnesota swine producers and the veterinarians who provide health care service to them.

**Statutory Authority.** *Minnesota Statutes*, section 35.03 and 35.255, authorizes the Board to adopt rules to protect the health of domestic animals and control pseudorabies in swine.

**Public Comment.** Interested persons or groups may submit comments or information on these planned rules in writing or orally until 4:30 p.m. on March 24, 1998.

The Board of Animal Health has a standing pseudorabies advisory committee made up of members who represent the Minnesota Veterinary Medical Association, Minnesota Pork Producers Association, Minnesota Livestock Marketing Association, Minnesota Livestock Breeders Association, Minnesota State Cattlemen's Association, University of Minnesota College of Veterinary Medicine, University of Minnesota College of Agriculture Department of Animal Science, Minnesota Purebred Swine Producers Association, Minnesota Feeder Pig Association, Minnesota Farm Bureau, Minnesota Farmer's Union, and the United States Department of Agriculture Animal and Plant Inspection Service - Veterinary Services Division.

This committee has been consulted by the Board and has had input in the proposal of these amendments. The committee met in June 1997 and will meet in June 1998.

**Rules Drafts.** The Board had prepared a draft of the planned rules amendments.

**Agency Contact Person.** Written or oral comments, questions, requests to receive a draft of the rules, and requests for more information on these planned rules should be addressed to:

Paul L. Anderson, DVM, MS  
Minnesota Board of Animal Health  
90 West Plato Boulevard  
St. Paul, MN 55107  
Telephone - 612-296-2942 ext 21

TTY users may call the Board of Animal Health at 1-800-627-3529.

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

Dated: 12 January 1998

Thomas J. Hagerty, DVM  
Executive Secretary  
Board of Animal Health



## Department of Commerce

### Request for Comments on Planned Proposal of Rules Recognizing New Annuity Mortality Tables for Use in Determining Reserve Liabilities for Annuities, *Minnesota Rules Chapter 2752*

**Subject of Rules.** The Minnesota Department of Commerce (“Department”) requests comments on its planned proposal of rules recognizing new annuity mortality tables for use in determining reserve liabilities for annuities.

**Persons Affected.** The proposal of the rules will affect life insurance companies licensed in Minnesota.

**Statutory Authority.** *Minnesota Statutes*, section 45.023, authorizes the commissioner of commerce to adopt rules in accordance with chapter 14, and as otherwise provided by law, whenever necessary or proper in discharging the commissioner’s official responsibilities. *Minnesota Statutes*, section 61A.25, authorizes the commissioner to adopt rules for including annuity mortality tables adopted after 1980 by the National Association of Insurance Commissioners.

**Public Comment.** Interested persons or groups may submit comments or information on these planned rules in writing or orally until 4:30 p.m. on March 20, 1998.

**Rules Drafts.** The Department has prepared a draft of the planned rules.

**Agency Contact Person.** Written or oral comments, questions, requests to receive a draft of the rules, and requests for more information on these planned rules should be addressed to: Donna M. Watz, Staff Attorney, State Department of Commerce, 133 East Seventh Street, St. Paul, Minnesota, 55101, phone (612) 296-6593, and fax (612) 296-4328. TTY users may call the Department of Commerce at (612) 296-2860.

**Alternative Format.** Upon request, this Request for Comments can be made available in an alternate 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.

Dated: 12 January 1998

David B. Gruenes, Commissioner  
Department of Commerce

## Minnesota Comprehensive Health Association

### Notice of Meeting of the Executive Committee

**NOTICE IS HEREBY GIVEN** that a meeting of the Minnesota Comprehensive Health Association’s (MCHA) Executive Committee will be held on Tuesday, January 27, 1998, at Allina Health System, 5601 Smetana Drive, Minnetonka, at 11:00 A.M. The main purpose of the meeting is to complete the annual performance review of the Executive Director. This portion of the meeting will be closed to the public pursuant to *Minnesota Statutes*: 62E.10, subd. 4 and 471.705 (1d) (d).

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

## Department of Human Services

### Notice of Availability of the Minnesota Health Care Programs Provider Participation List [Also Known As DHS Rule 101 Provider Compliance List]

**NOTICE IS HEREBY GIVEN** that the Minnesota Health Care Programs Provider Participation List for January 1, 1998 is now available. The Provider Participation List is a compilation of health care providers who are in compliance with DHS Rule 101. This list is distributed on a quarterly basis to the Department of Employee Relations, the Department of Labor and Industry, and the Department of Commerce. To obtain the list, contact Jodey Klein, Rule 101 Specialist, at (612) 296-0766, 1-800-657-3974. You may FAX your request to (612) 296-5690 or send to the Customer Services Division, Department of Human Services, 444 Lafayette Road, St. Paul, MN 55155-3856.

David Doth, Commissioner  
Department of Human Services

## Minnesota Planning

### Request for Comments on Minnesota Milestones 1998 Proposed Revisions

Minnesota Planning is proposing significant revisions in Minnesota Milestones goals and indicators and invites public comment through the end of February 1998. Minnesota Milestones is a set of goals for Minnesota's future and a tool used by citizens, state agencies, policy-makers and communities to measure the state's progress and make government accountable for results. The proposed revisions fulfil Minnesota Planning's commitment to review and improve Minnesota Milestones after five years.

A draft copy of the proposed revisions can be obtained at most public libraries or through the Internet at: [www.mnplan.state.mn.us](http://www.mnplan.state.mn.us). Copies can also be obtained by contacting Minnesota Planning through e-mail at: [milestones@mnplan.state.mn.us](mailto:milestones@mnplan.state.mn.us), by phone at (612) 296-3985 or by mail at: Minnesota Milestones, Minnesota Planning, 658 Cedar St., St. Paul, MN 55155

Interested persons or groups may submit comments to Minnesota Planning by February 27, 1998. Comments may be submitted through any of five methods: an Internet comment form available at [www.mnplan.state.mn.us](http://www.mnplan.state.mn.us), a response form enclosed with the report, the Milestones toll-free message line at 1-888-345-4562, e-mail submitted to: [milestones@mnplan.state.mn.us](mailto:milestones@mnplan.state.mn.us) or mail sent to the address listed above.

### Summary of Minnesota Milestones Revised Goals and Indicators

The public review draft explains the rationale for the goals and indicators and identifies those that have changed.

#### Children, families and learning

##### Goal A Our children will not live in poverty

- 1 Percentage of children living in households below the poverty line (data by race and ethnicity)
- 2 Percentage of children approved for free or reduced-price school meals

##### Goal B Families will provide a stable, supportive environment for their children

- 3 Teen pregnancy rate
- 4 Runaway children
- 5 Percentage of parents satisfied with the quality of care their children receive from others
- 6 Apprehensions of children for violent and property crimes
- 7 Percentage of youth who report using alcohol or illegal drugs at least monthly
- 8 Abused or neglected children
- 9 Percentage of students who move more than once a year

##### Goal C All children will be healthy and start school ready to learn

- 10 Percentage of babies with low birth weight (data by race and ethnicity)
- 11 Percentage of children who are adequately immunized at age 2
- 12 Percentage of children whose development skills are within normal ranges at preschool screening

##### Goal D Minnesotans will excel in basic and challenging academic skills and knowledge

- 13 Percentage of fifth-graders scoring "proficient" or better on statewide tests
- 14 Percentage of eighth-graders passing the statewide graduation test
- 15 Average score on ACT college entrance test
- 16 High school completion rate (data by race and ethnicity)

**Health**

**Goal E Minnesotans will be healthy**

- 17 Infant mortality rate (data by race and ethnicity)
- 18 Percentage of Minnesotans with health care insurance
- 19 Percentage of Minnesota adults who smoke
- 20 Percentage of 12th-graders who say they use tobacco daily
- 21 Life expectancy, in years
- 22 Suicide rate among Minnesotans age 10 to 19
- 23 Suicide rate among Minnesotans age 20 and over
- 24 Top three causes of death as a percentage of all deaths: heart disease, cancer and stroke

**Community**

**Goal F Our communities will be safe, friendly and caring**

- 25 Percentage of people who feel they can rely on another person in their community for help
- 26 Violent crimes reported per 100,000 people (statewide and in the median county)
- 27 Percentage of people who feel safe in their communities
- 28 Percentage of people who have been crime victims
- 29 Percentage of adult Minnesotans who volunteer for community activities

**Goal G People who need help providing for themselves will receive the help they need**

- 30 Percentage of unemployed people who remain unemployed more than 26 weeks
- 31 Number of people using homeless shelters and number turned away
- 32 Percentage of welfare recipients who are employed or in training

**Goal H People with disabilities will participate in society**

- 33 Employment rate of people with disabilities who are able to work
- 34 Number of counties with transportation serving people with disabilities

**Goal I People of all races, cultures and ethnicities will be respected and participate fully in Minnesota's communities and economy**

- 35 Percentage of people who say they have been discriminated against in the past year
- 36 Percentage of state legislators who are African-American, American Indian, Asian-American or Hispanic
- 37 Percentage of public school teachers who are African-American, American Indian, Asian-American or Hispanic

**Economic prosperity**

**Goal J Minnesota will have sustainable, strong economic growth**

- 38 Annual real growth in the gross state product
- 39 Minnesota's share of the nation's employed people
- 40 Percentage of Minnesotans age 16 to 64 who are employed
- 41 Ratio of gross state product to energy consumption

**Goal K Minnesota's work force will have the education and training to make the state a leader in the global economy**

- 42 Percentage of high school graduates pursuing advanced education or training
- 43 Percentage of recent two-year public college graduates employed in a job related to their training
- 44 Percentage of Minnesota adults with college education

**Goal L All Minnesotans will have the economic means to maintain a reasonable standard of living**

- 45 Minnesota median family income as a percentage of U.S. median family income
- 46 Poverty rate
- 47 Percentage of Minnesotans who want to work full time who actually work full time

## Official Notices

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### **Goal M All Minnesotans will have decent, safe and affordable housing**

- 48 Percentage of low-income renters paying more than 30 percent of their income for housing
- 49 Home ownership rate (data by race and ethnicity)

### **Goal N Rural areas, small cities and urban neighborhoods throughout the state will be economically viable places for people to live and work**

- 50 Highest unemployment rate of any Minnesota region
- 51 Number of counties with declining population
- 52 Number of counties where business births exceed business deaths

## **Environment**

### **Goal O Minnesotans will conserve natural resources to give future generations a healthy environment and a strong economy**

- 53 Average annual energy use per person
- 54 Percentage of Minnesota's energy supplied from renewable sources within the state
- 55 Vehicle miles traveled per person
- 56 Estimated total of certain air pollutants emitted each year
- 57 Gallons of water used each day per person
- 58 Wood harvest from Minnesota timberlands
- 59 Solid waste produced per person, and percentage recycled
- 60 Toxic chemicals released into the air, water and earth

### **Goal P Minnesotans will improve the quality of the air, water and earth**

- 61 Number of days per year that air pollution exceeds moderate levels
- 62 Percentage of monitored waters suitable for swimming and for aquatic life
- 63 Average mercury concentration in fish
- 64 Percentage of monitored wells that exceed the health risk limit for nitrate
- 65 Soil erosion per acre of cropland

### **Goal Q Minnesotans will restore and maintain healthy ecosystems that support diverse plants and wildlife**

- 66 Trends in the population of birds that are "indicator species" for five habitat types
- 67 Changes in land use

### **Goal R Minnesotans will have opportunities to enjoy the state's natural resources**

- 68 Land in federal, state and regional parks, forests and wildlife refuges
- 69 Miles of recreational trails

## **Democracy**

### **Goal S People will participate in government and politics**

- 70 Percentage of eligible voters who vote in gubernatorial elections
- 71 Percentage of income tax filers who check the box to contribute \$5 to public campaign financing

### **Goal T Government in Minnesota will be cost-efficient and services will be designed to meet the needs of the people who use them**

- 72 Percentage of Minnesotans satisfied with the amount and quality of services they get from state and local government
- 73 Price of government

## Department of Trade and Economic Development

### Minnesota Agricultural and Economic Development Board

#### Notice of Public Hearing on Proposed Project on Behalf of Formative Engineering Corp. 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 February 5, 1998, at 9:00 a.m., 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 Formative Engineering Corp., a Minnesota corporation and/or Dale A. Woodbeck and/or Ann R. Woodbeck or a related entity (the "Applicant"). Such persons as desire to be heard with reference to said issue of Bonds will be heard at this public hearing.

The project to be financed consists of the acquisition, construction and equipping of a new manufacturing plant to be used primarily for the manufacture of custom injection molding at northeast corner of Second Avenue South and McLeod County Road or the northwest corner of Hwy. 9 and Hwy. 23 in the City of Lester Prairie, Minnesota (the "Project") The initial owner of the Project will be Dale A. Woodbeck and Ann R. Woodbeck or a related entity or 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 custom injection molding. The estimated amount of the Board's proposed bond issue as an amount not to exceed \$3,000,000. 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: 7 January 1998

By Order of the Members of the  
Minnesota Agricultural and  
Economic Development Board  
Paul Moe, Executive Director  
Minnesota Agricultural and  
Economic Development Board

## Official Notices

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### Department of Transportation

#### **Petition of the City of Albert Lea for a Variance from State Aid Requirements for AFTER-THE-FACT PLAN APPROVAL**

**NOTICE IS HEREBY GIVEN** that the City Council of the City of Albert Lea has made written request to the Commissioner of Transportation pursuant to *Minnesota Rules* 8820.3300 for a variance from rules as they apply to signal construction projects on Trunk Highway No. 65 contained in State Project No. 2404-34 (TH 65=1), State Aid Project No. 101-030-02 in the City of Albert Lea.

The request is for a variance from *Minnesota Rules* for State Aid Operations 8820.2800, adopted pursuant to *Minnesota Statutes* Chapter 161 and 162, so as to permit plan approval after award of contract, in lieu of the required State Aid plan approval prior to award of contract on the T.H. No. 65 signal project in Albert Lea, Minnesota.

Any person may file a written objection to the variance request with the Commissioner of Transportation, Transportation Building, St. Paul, Minnesota 55155.

If a written objection is received within 20 days from the date of this notice in the *State Register*, the variance can be granted only after a contested case hearing has been held on the request.

Dated: 8 January 1998

Patrick B. Murphy  
Division Director  
State Aid for Local Transportation

### United States Department of Agriculture

#### **Natural Resources Conservation Service**

#### **Revision of Conservation Practice Standards 330 Contour Farming, 382 Fencing, 585 Strip Cropping, 380 Windbreak/Shelterbelt, 660 Tree/Shrub Pruning. Development of Conservation Practice Standards 332 Contour Buffer Strips, 511 Forage Harvest Management, 528A Prescribed Grazing and 586 Strip Cropping, Field**

**NOTICE IS HEREBY GIVEN** that the Natural Resources Conservation Service (NRCS) of the United States Department of Agriculture (USDA) is revising or developing its Minnesota Conservation Practice Standards as listed above.

The NRCS is now seeking comments on these proposed revised and new standards. The proposed standards may be modified according to the comments submitted.

Please direct comments, questions, and requests for copies of the proposed standards to:

William Hunt, State Conservationist  
USDA - NRCS  
375 Jackson St., Suite 600  
St. Paul, MN 55101-1854  
Telephone: 612-602-7854      FAX: 612-602-7914

Comments will be accepted until February 15, 1998.

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.

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### Department of Corrections

#### Request for Proposals for Restorative Justice Coordinator Pilot Project

The Minnesota Department of Corrections, Community Services Division, intends to award one grant of up to \$50,000 to establish a one-year pilot to demonstrate the effectiveness of a fulltime restorative justice coordinator position to promote community involvement, in partnership with the criminal justice system, to develop and implement restorative justice programs and practices.

#### Eligibility

Community corrections agencies, county probation offices, human services agencies, schools, business associations, law enforcement departments, offices of prosecuting or defense attorneys, courts, victims services organizations, civic organizations, youth organizations, churches, synagogues and temples, and other not for profit organizations are eligible to apply for these funds.

#### Key Dates

- Proposals must be received at the Department of Corrections Central Office no later than March 16, 1998, 4:30 pm. **Late proposals and facsimiles of proposals will not be accepted.**
- Award will be announced April 9, 1998
- Project begins July 1, 1998
- Funding must be used by June 30, 1999

#### Note

The grant program will provide funding of up to \$50,000 in state fiscal year 1999 (7/1/98- 6/30/99). There is no assurance of continued funding for following fiscal years.

#### RFP

To receive a copy of the request for proposal which describes in detail how to apply for this funding, contact Susan L. Stacey, Minnesota Department of Corrections, Community Services Division, 1450 Energy Park Drive, Suite 200, St. Paul, Minnesota 55108-5219. Telephone (612) 642-0338 TTY (612) 643-3589.

### Minnesota Planning

#### Land Management Information Center

#### Notice of Technology Grants Available for GIS (Geographic Information System) Education Partnership

#### Purpose

The Land Management Information Center serves Minnesota by promoting the effective use of geographic information and technology, especially as they affect the state's natural resources. To further this goal, LMIC wishes to encourage the use of GIS technology in post-secondary education, contribute to development of a skilled GIS work force, and foster GIS use in community-based planning efforts.

## State Grants & Loans

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### Technology grants

LMIC's new *GIS Education Partnership Program* will provide GIS technology grants, including licenses to use EPPL7 and EPIC for Windows, to qualified post-secondary institutions that agree to collaborate with LMIC in promoting the program goals.

Successful grant applicants will receive the following:

- Licenses to use EPPL7 and EPIC for Windows software in the institution's GIS laboratory.
- Comprehensive data sets covering the state of Minnesota and the Minneapolis-St. Paul metropolitan region.
- Printed documentation for EPPL7 and EPIC for Windows.
- Software support for a designated contact person.
- Access to the EPPL7 Questions and Answers web site.
- Complimentary enrollment in classes on EPPL7 and EPIC for Windows.

### Who is eligible

Grants will be awarded to institutions for the purpose of furthering GIS instruction to students. The following educational organizations are eligible to apply:

- Minnesota post-secondary institutions offering or developing a GIS curriculum.
- Post-secondary institutions outside Minnesota that serve Minnesota residents and offer or are developing a GIS curriculum.

### Obligations

Recipients will be expected to contribute to the development and effective application of GIS through one or more of the following:

- Testing and evaluation of software provided by LMIC.
- Assistance with development of new software features.
- Involvement in the preparation and evaluation of user manuals, tutorials or applications.
- Sharing of curricula, tutorials or applications developed by the institution with other users.
- Participation in the annual EPPL7 conference.
- Presentation of EPPL7-related projects at other professional conferences.
- Other options approved by LMIC.

### Grant conditions

Software, data and other materials provided by grants are intended for educational purposes only. No authorization is granted or implied for the use of such materials for contract consulting or other commercial endeavors. The licensed software will remain at the grantee institution and may not be transported to other locations unless approved by the Land Management Information Center.

LMIC reserves the right to revoke the privileges associated with this grant if conditions and obligations are not met. In addition, grantees will be expected to acknowledge LMIC's support in any reports produced or presentations made involving resources provided by the grant.

### How to apply

Grant applicants must submit a letter of intent to apply to LMIC before May 31, 1998. The letter should contain the following supporting materials:

- Verification that the applicant meets the eligibility conditions.
- Description of the student population that will benefit from the grant.
- A brief description of the GIS curriculum, course work and degrees offered or being developed by the institution.
- A brief description of the GIS resources available for instruction.
- Identification of the contact person, address, phone number and e-mail address.



LMIC will respond to all letters within 30 days of receipt. If judged eligible, applicants will receive the following materials to assist in their preparation of the grant proposal:

- A 90 day Evaluation License of EPPL7 and EPIC for Windows software.
- Comprehensive data sets covering the state of Minnesota and the Minneapolis-St. Paul metropolitan region.
- Printed documentation of EPPL7 and EPIC for Windows.
- Software support for a designated contact person.
- Access to the EPPL7 help line and web site during the grant application process.

**Grant proposal**

Applicants must submit a completed grant proposal by September 1, 1998. Applications must be submitted on standard letter size paper and should contain the following supporting materials:

- A description of the GIS curriculum, its practical or theoretical focus, course work, degrees offered, and relationship to other closely related programs in the institution.
- A detailed description of current GIS resources including number and types of computers available, input devices, printers, licensed software, a network description and availability of Internet access.
- A description of how the grant will support the educational goals of the GIS program.
- A description of how the grant will promote the program goals of promoting a skilled GIS work force and fostering GIS use in community-based planning efforts.
- A description of the specific tasks, plans, or options proposed to fulfill the grant obligations.
- Identification of the contact person, address, phone number and e-mail address.
- Names of primary instructor(s) affiliated with the GIS laboratory.
- Letter of support by the head of the host department or administrative division.

LMIC will review all grant proposals and determine whether a grant award is appropriate within 30 days of receipt of proposal, unless additional information is required.

**Send proposal to:**

**EPPL7 Coordinator  
Minnesota Planning  
Land Management Information Center  
658 Cedar Street  
St. Paul, MN 55155**

# Professional, Technical & Consulting Contracts

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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].

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## Department of Health

Division of Family Health  
Maternal and Child Health Section

### Request for Proposals for Training and Technical Consultation Services Related to Community Organizing Including Media/Public Relations for State-Funded MN ENABL (Education Now and Babies Later) Abstinence Program and the Federal-Funded Abstinence Education Program

#### Background:

MN ENABL is an initiative of the Minnesota Department of Health (MDH) authorized and supported by the Minnesota Legislature. The Abstinence Education Program is part of the 1996 federal welfare reform legislation, P.L. 104-93, signed into law on August 22, 1996, which created a new section, Section 510 of Title V (Maternal and Child Health Block Grant) of the Social Security Act. Both Programs are designed to award grants to community agencies to support multi-faceted, primary prevention, community health promotion approaches to pregnancy prevention. Recipient agencies are required to implement the following components: community organization, core curricula approved by the state, and media/public relation efforts. The Minnesota Attorney General's office will collaborate with recipients to promote a statewide media campaign around the abstinence message. The state has estimated the cost of the Community Organizing Training Contract shall not exceed \$40,000. The contract shall end on December 31, 1999.

#### Eligibility:

Applicants must demonstrate administrative, organizational, programmatic, and fiscal capability to provide training services to the MN ENABL and the Abstinence Education Programs. Other desirable qualifications include applicants which can demonstrate capacity to educate and train adults on issues particularly related to adolescent pregnancy prevention, adolescent development and sexuality, health promotion, principles of public health and community organization.

#### Minimum Expectations:

The MDH Family Health Division, is seeking proposals from qualified agencies or individuals to provide community organizing training services and technical consultation including but not limited to:

- 1) designing a work plan that addresses the purpose of the training,
- 2) conducting a training needs assessment among approximately 38 community-based project grantees,
- 3) using California's ENABL and MN ENABL's 1996-97 training materials to plan the trainings,
- 4) providing follow up technical consultation to grantees as needed, up to a total of 10 hours per week,
- 5) working closely with MDH staff to assure training is carried out appropriately,
- 6) working cooperatively with the Attorney General's office as necessary for that contractor to provide media/public relations information,
- 7) working cooperatively with the evaluation contractor as necessary for that contractor to evaluate the community organizing training, and
- 8) working with conference planner to assure training will be coordinated with training on requested curricula.

Products for the training services include but are not limited to:

- 1) conducting three sequential trainings, one in early 1998, one in Fall 1998 and one in Spring 1999,
- 2) a training manual, and
- 3) two formal training reports: one due at least four weeks prior to the Fall 1998 workshop and one due within three weeks after December 31, 1999.

### Procedure for Submitting Proposals

Proposals must be received by the receptionist in the Maternal and Child Health Section at the Minnesota Department of Health on or prior to 4:30 P.M. February 17, 1998, OR have a legible postmark from the United States Postal Service or a legible pick-up or drop off time from a private carrier with a date and time that precedes the deadline of February 17, 1998. Late or faxed proposals will not be accepted. Submit seven copies of the proposal. Proposals are to be sealed in mailing envelopes or packages with responder's name and address clearly written on the outside. Each proposal must be signed, in ink, by an authorized member of the firm. Prices and terms of the proposal as stated must be valid for the length of any resulting contract. It is expected that evaluation and selection will be completed by the end of the February. The complete Request for Proposals is available from:

Gabriel Watts, MN ENABL Coordinator  
Minnesota Department of Health  
Division of Family Health  
Maternal and Child Health Section  
717 Delaware Street SE  
PO Box 9441  
Minneapolis, MN 55440-9441  
phone: (612) 623-5446  
fax: (612) 623-5442  
e-mail: gabriel.watts@health.state.mn.us

### Right of Refusal

The MDH reserves the right to reject any and all proposals in whole or in part if, in the Health Commissioner's judgement, the best interests of the State of Minnesota will be served.

## Department of Health

Division of Family Health  
Maternal and Child Health Section

### Request for Proposals for Program Evaluation Services for State-Funded MN ENABL (Education Now and Babies Later) Abstinence Program and Federal-Funded Abstinence Education Program

#### Background:

MN ENABL is an initiative of the Minnesota Department of Health (MDH) authorized and supported by the Minnesota Legislature. The Abstinence Education program is part of the 1996 federal welfare reform legislation, P.L. 104-93, signed into law on August 22, 1996, which created a new section, Section 510 of Title V (Maternal and Child Health Block Grant) of the Social Security Act. Both Programs are designed to award grants to community agencies to support multi-faceted, primary prevention, community health promotion approaches to pregnancy prevention. Recipient agencies are required to implement the following components: community organization, core curricula approved by the state, and media/public relation efforts. The Minnesota Attorney General's office will collaborate with recipients to promote a statewide media campaign around the abstinence message. The state has estimated the cost of the Program Evaluation Services Contract shall not exceed \$180,000 for two year's activities.

#### Eligibility:

Applicants must demonstrate administrative, organizational, programmatic, and fiscal capability to provide evaluation services to MN ENABL and the Abstinence Education programs. Other desirable qualifications include capacity of designing, writing and implementing the evaluation plan for the programs as described in the proposal. Implementation tasks include but will not be limited to: data collection, summarization, analysis and reporting.

## Professional, Technical & Consulting Contracts

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### Minimum Expectations:

The MDH Family Health Division, is seeking proposals from qualified agencies or individuals to provide evaluation services including but not limited to:

- 1) designing, writing and implementing evaluation plans for the training component, media/public relations campaign and state level program administration. Contractor is responsible for the plans, data collection, data quality assurance, summarization, analysis, and reporting,
- 2) providing technical assistance to state staff and training and media/public relations contractors to assist them in developing their own ongoing evaluations,
- 3) surveying key stakeholders concerning program administration,
- 4) presenting evaluation overview and required tasks to grantees during the scheduled workshops.
- 5) meeting with each of about 38 community-based grantees to develop and implement the formal evaluation plan including examining the impact the projects are having in their communities,
- 6) providing technical assistance to community based grantees to assist them in developing their own ongoing evaluation(s), and
- 7) answering evaluation questions listed in the proposal.

Products for the evaluation services include but are not limited to:

- 1) An evaluation plan covering program activities between January 1, 1998 and December 31, 1999.
- 2) An evaluation plan for a longer term, impact evaluation of the programs, through December 31,2002. This second Phase will be implemented if funding permits.
- 3) participation in at least three training workshops one in early 1998, one in Fall 1998 and one in Spring 1999,
- 4) submitting four reports (six, twelve months, eighteen months, and twenty four months) outlining progress toward meeting evaluation plan activities and time lines and recommendations for enhancement/modification of processes.

### Procedure for Submitting Proposals

**Proposals must be received by the receptionist in the Maternal and Child Health Section at the Minnesota Department of Health on or prior to 4:30 P.M. February 17,1998, OR have a legible postmark from the United States Postal Service or a legible pick-up or drop off time from a private carrier with a date and time that precedes the deadline of February 17, 1998.** Late or faxed proposals will not be accepted. Submit seven copies of the proposal. Proposals are to be sealed in mailing envelopes or packages with responder's name and address clearly written on the outside. Each proposal must be signed, in ink, by an authorized member of the firm. Prices and terms of the proposal as stated must be valid for the length of any resulting contract. It is expected that evaluation and selection will be completed by the end of the February. The complete Request for Proposals is available from:

Gabriel Watts  
MN ENABL Coordinator  
Minnesota Department of Health  
Division of Family Health  
Maternal and Child Health Section  
PO Box 9441  
Minneapolis, MN 55440-9441  
phone: (612) 623-5446  
fax: (612) 623-5442  
e-mail: gabriel.watts@health.state.mn.us

Erica Fishman  
Family Planning Program Consultant  
Minnesota Department of Health  
Division of Family Health  
Maternal and Child Health Section  
PO Box 9441  
Minneapolis, MN 55440-9441  
phone: (612) 623-5267  
fax: (612) 623-5442  
e-mail: erica.fishman@health.state.mn.us

### Right of Refusal

The MDH reserves the right to reject any and all proposals in whole or in part if, in the Health Commissioner's judgement, the best interests of the State of Minnesota will be served.

## Department of Health

### Division of Family Health Maternal and Child Health Section

#### Request for Proposals for Curriculum Training Services for State-Funded MN ENABL (Education Now and Babies Later) Abstinence Program and Federal-Funded Abstinence Education Program Curriculum Training Services

##### Background:

MN ENABL is an initiative of the Minnesota Department of Health (MDH) authorized and supported by the Minnesota Legislature. The Abstinence Education Program is part of the 1996 federal welfare reform legislation, P.L. 104-93, signed into law on August 22, 1996, which created a new section, Section 510 of Title V (Maternal and Child Health Block Grant) of the Social Security Act. Both Programs are designed to award grants to community agencies to support multi-faceted, primary prevention, community health promotion approaches to pregnancy prevention. Recipient agencies are required to implement the following components: community organization, core curricula approved by the state, and media/public relation efforts. The Minnesota Attorney General's office will collaborate with recipients to promote a statewide media campaign around the abstinence message. The state has estimated the cost of the Curriculum Training Contracts shall not exceed \$60,000. The training contracts will end on December 31, 1999.

##### Eligibility:

Applicants must demonstrate administrative, organizational, programmatic, and fiscal capability to provide training services to the MN ENABL and Abstinence Education Programs. Other desirable qualifications include applicants which can demonstrate capacity to educate and train youth and adults on issues related to adolescent pregnancy prevention, training experience in using one or more of the following curricula; Postponing Sexual Involvement -PSI (for young teens and parents of young teens), Managing Pressures (formerly known as PSI/Corollary), Abstinence Curriculum, Worth the Wait and /or any other related curriculum, adolescent development and sexuality, health promotion, and principles of public health. Eligible agencies may submit applications for training on one, several or all of the curricula. The Fall 1998 and Spring 1999 curricula trainings may be canceled at the discretion of the state if there are not sufficient registrations. In addition, training on a specific curricula may be canceled at one, several or all of the trainings at the discretion of the state if there are not sufficient registrations.

##### Minimum Expectations:

The MDH Family Health Division, is seeking proposals from qualified agencies or individuals to provide curriculum training services including but not limited to:

- 1) designing a work plan that addresses the purpose of the training,
- 2) conducting a training needs assessment among 39 community-based project grantees,
- 3) providing information on how to use and implement the curriculum for adults and teen leaders who participate in the training,
- 4) providing suggestions for supplemental abstinence education ideas (e.g., videos, classroom activities, etc.)
- 5) working closely with MDH staff to assure training is carried out appropriately,
- 6) working cooperatively with the evaluation contractor as necessary for that contractor to evaluate the curriculum training, and
- 7) working closely with conference planners to assure training is coordinated with training on community organizing strategies.

Products for the training services include but are not limited to:

- 1) conducting three trainings, one in early 1998, one in Fall 1998 and one in Spring 1999,
- 2) a training manual, and
- 3) two training reports: one due prior to the Fall 1998 workshop, one due six weeks after the end of the Spring 1999 training.

## Professional, Technical & Consulting Contracts

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### Procedure for Submitting Proposals

Proposals must be received by the receptionist in the Maternal and Child Health Section at the Minnesota Department of Health on or prior to 4:30 P.M., February 17, 1998 OR have a legible postmark from the United States Postal Service or a legible pick-up or drop off time from a private carrier with a date and time that precedes the deadline of February 17, 1998. Late or faxed proposals will not be accepted. Submit seven copies of the proposal. Proposals are to be sealed in mailing envelopes or packages with responder's name and address clearly written on the outside. Each proposal must be signed, in ink, by an authorized member of the firm. Prices and terms of the proposal as stated must be valid for the length of any resulting contract. It is expected that evaluation and selection will be completed by the end of the February. The complete Request for Proposals is available from:

Gabriel Watts, MN ENABL Coordinator  
Minnesota Department of Health  
Division of Family Health  
Maternal and Child Health Section  
717 Delaware Street SE  
PO Box 9441  
Minneapolis, MN 55440-9441  
phone: (612) 623-5446  
fax: (612) 623-5442  
e-mail: gabriel.watts@health.state.mn.us

Erica Fishman  
Family Planning Program Consultant  
Minnesota Department of Health  
Division of Family Health  
Maternal and Child Health Section  
PO Box 9441  
Minneapolis, MN 55440-9441  
phone: (612) 623-5267  
fax: (612) 623-5442  
e-mail: erica.fishman@health.state.mn.us

### Right of Refusal

The MDH reserves the right to reject any and all proposals in whole or in part if, in the Health Commissioner's judgement, the best interests of the State of Minnesota will be served.

## Department of Health

### Division of Family Health

### Notice of Intent to Solicit Proposals for a Household Survey in the Powderhorn Park and Phillips Communities of Minneapolis

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Health, Division of Family Health, is requesting proposals to undertake, in conjunction with and with guidance from Department staff, a household-level sample survey of the Powderhorn Park and Phillips communities of Minneapolis.

The survey is designed to provide an assessment of the general health beliefs, practices and status of residents of Powderhorn Park and Phillips communities, and will be administered to a proportionate, representative sample of residents of these communities.

The contractor will be responsible for most technical elements of the survey, including development of a suitable sampling frame. Because of uneven telephone coverage in the target communities, the survey will be based on door-to-door interviews. Estimated 1990 population sizes for the Powderhorn Park and Phillips communities are 52,000 and 17,000 persons, respectively; the survey sample size must be adequate to provide separate estimates for each community.

#### **Preference will be given to responders who propose using community-based field staff for the household interviews.**

The Minnesota Department of Health has determined that the cost of this project should not exceed approximately \$35,000.

Proposals are due February 20, 1998. To receive free of charge a copy of the full Request for Proposals, call or write:

Debora Barnes-Josiah, Ph.D.  
Research Scientist, Division of Family Health  
Minnesota Department of Health  
Box 9441  
717 Delaware Street Southeast  
Minneapolis, Minnesota 55440-9441  
Telephone: (612) 623-5538 Fax: (612) 623-5442

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

## State Board of Investment

### Notice of Request for Proposals for Investment Management Services to Provide Investment Products for The State of Minnesota 457 Deferred Compensation Plan

The State Board of Investment (SBI) is soliciting proposals for investment management services. This request for proposal is designed to select investment product providers for the State of Minnesota 457 Deferred Compensation Plan.

All interested vendors should contact the person named below by letter or telephone to request a copy of the complete Request For Proposal.

James E. Heidelberg  
Minnesota State Board of Investment  
Room 105, MEA Building  
55 Sherburne Avenue  
St. Paul, MN 55155  
Telephone: (612) 296-3328

All proposals must be submitted to the address listed above on or before 3:00 P.M. February 27, 1998. **NO PROPOSALS RECEIVED AFTER THAT DATE AND TIME WILL BE CONSIDERED.**

## Department of Natural Resources

### Request for Proposals to Prepare and Execute a Study of North Central Minnesota Boating During the Summer of 1998

The Minnesota Department of Natural Resources (DNR) is requesting proposals from qualified firms and individuals to conduct a study of North Central MN boating from mid May to Labor Day 1998. The study will involve aerial boat counts and boater interviews. The study will provide information to the DNR's water access, boating safety and fishery programs. A similar study was conducted in 1985 and, in part, this study is an update of the earlier one.

The goals of the project are to measure the quantity and source of boating use on North Central lakes, and to measure boater characteristics and attitudes concerning their experience on the water. The quantity and source of boating use will largely be determined from aerial counts, while interviews and/or mail surveys will be used to measure boater characteristics and attitudes. The specific objectives are to:

#### A. Measure total use by source of boater

1. Determine Directly — from aerial counts — boat density distribution at peak times on fair weather weekdays and weekends/holidays.
2. As part of each aerial count, determine the number of boats on the water from public accesses, resorts and private campgrounds.

#### B. Measure Boater experiences, perceptions and characteristics by source of boater

3. The DNR and contractor will review surveys used recently and decide whether to change, add and delete questions. Most of the survey content has been decided on by the DNR. The contractor will administer surveys (mail and hand-off surveys) throughout the study period and area.

Prospective respondents who have any questions regarding this request for proposals, or who would like to obtain a more detailed description of this project, may call or write:

Tim Kelly  
Minnesota Department of Natural Resources  
500 Lafayette Road  
Box 10  
St. Paul, Minnesota 55155-4010  
(612) 296-4892

All proposals must be sent to and received by Mr. Kelly no later than 4:00 p.m., February 10, 1998

All final deliverables from this project will be submitted to Mr. Kelly by December 31, 1998.

It is estimated that the cost of this project should not exceed \$65,000.

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

## Professional, Technical & Consulting Contracts

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### Department of Public Safety

#### Office of Traffic Safety

#### Notice of Request for Proposals for Law Enforcement Liaisons

The Minnesota Department of Public Safety is seeking proposals for a peace officer (may be retired) to act as a liaison with the law enforcement community in Southern Minnesota on federally funded traffic safety programs. Details are contained in a Request for Proposals which may be obtained free of charge by calling or writing:

Contact: Susan J. Palmer  
Telephone: (612) 296-8512  
TTY: (612) 297-2100  
Address: Department of Public Safety  
Office of Traffic Safety  
444 Cedar Street, Suite 150  
St. Paul, Minnesota 55101-5150

This is the only person designated to answer questions regarding this request for proposals. Estimated total cost of the contract is \$30,000.00. Final date for submitting proposals is Friday, February 6th, 1998 by 4:00 P.M.. The Department of Public Safety will retain an option to extend the contract for two additional one-year periods.

### Minnesota State Retirement System (MSRS)

#### Notice of Request for Proposals for Participant Enrollment and Education Services to Assist the MSRS in Carrying Out Responsibilities with Respect to the Minnesota State Deferred Compensation Plan (MSDCP)

The Minnesota State Retirement System is soliciting proposals for Participant Enrollment and Education Services. This request for proposal is designed to select a service provider to enroll, educate, and provide retirement counseling to participants. The service provider will present all plan investment options in an unbiased manner, and will be the exclusive representative for the MSDCP.

All interested vendors should contact the person named below by letter or telephone to request a copy of the complete Request For Proposal.

Kenneth R. Lang  
Manager, Deferred Compensation Plan  
Minnesota State Retirement System  
MidAmerica Bank Building, Suite 300  
175 West Lafayette Frontage Road  
St. Paul, MN 55107-1425  
Telephone: (612) 296-1526

Responders must participate in a pre-proposal telephone conference on February 4, 1998. All proposals must be submitted to the address listed below on or before 3:00 P.M. February 27, 1998. **NO PROPOSALS RECEIVED AFTER THAT DATE AND TIME WILL BE CONSIDERED.**

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



## Minnesota State Retirement System (MSRS)

### Notice of Request for Proposals for Third Party Record Keeping Services to Assist the MSRS in Carrying Out Responsibilities With Respect to the Minnesota State Deferred Compensation Plan (MSDCP)

The Minnesota State Retirement System is soliciting proposals for third party record keeping. This request for proposal is designed to select a record keeper to maintain accounts and handle transactions for all participants. The record keeper will handle transactions through a variety of means including, at a minimum, a voice response system and a customer service center. The record keeper will also provide plan materials.

All interested vendors should contact the person named below by letter or telephone to request a copy of the complete Request For Proposal.

Kenneth R. Lang  
Manager, Deferred Compensation Plan  
Minnesota State Retirement System  
MidAmerica Bank Building, Suite 300  
175 West Lafayette Frontage Road  
St. Paul, MN 55107-1425  
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In compliance with *Minnesota Statutes* § 16B.167, the availability of this contracting opportunity is being offered to state employees. We will evaluate the responses of any state employee along with other responses to this Request for Proposal.

## Board of Water and Soil Resources

### Notice of Request for Proposals for Database Unification Project

The Minnesota Board of Water and Soil Resources (BWSR) is seeking proposals from qualified firms for database unification project. BWSR is looking to overhaul the databases as they currently exist. The project will address redundant data, redundant processes, and new forms of interfaces for data entry, retrieval and maintenance. The project should produce new working databases with easy to use interfaces. The new systems should be able to deliver data to web browsers and applications. BWSR also expects database users to receive training for the new software. For a more detailed and official Request for Proposals contact the following person.

#### Contact Person:

Doug Thomas  
Minnesota Board of Water and Soil Resources  
One West Water Street  
Suite 200  
St. Paul, MN 55107  
Telephone: (612) 297-5617  
Fax: (612) 297-5615  
E-mail: doug.thomas@state.mn.us

#### Proposal Deadline:

Four (4) copies of the proposal must be received and time stamped by BWSR at the address above no later than 4:30 pm, Friday February 20th, 1998. Late proposals will not be accepted. Prices and terms of the proposal must be valid for the length of any resulting contract.

# 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.

## Minnesota Historical Society

### Request for Proposals for An Information Technology Project

The Minnesota Historical Society is seeking proposals from qualified consultants with experience in planning and designing strategic information systems for a project to continue the logical modeling phase of a multi-phase project related to library and museum collections management.

This project is for facilitation of business process reengineering and detailed data modeling and further specifications. It is *not* a project to build the complete functional system.

The Request for Proposal is available by calling or writing Jenna Gruen, Contracting Officer, Minnesota Historical Society, 345 Kellogg Blvd. West, St. Paul, MN 55102. Telephone is (612) 297-5863 (jenna.gruen@mnhs.org).

Proposals must be received no later than 2:00 pm Central Time, Tuesday February 24, 1998. Proposals must be submitted in a sealed envelope with the project name clearly written on the envelope. Late proposals will not be considered.

There will be a mandatory pre-proposal meeting for all interested parties on Monday, February 2, 1998 at the Minnesota History Center in the Deluxe I Classroom. All parties wishing to submit a proposal must attend this meeting.

Complete specifications and details concerning submission requirements are included in the Request for Proposals.

## Environmental Protection —

### Videos & Training Material

#### Transport Packaging: Reducing Waste & Saving Money — Video **New!**

Video shows how business can eliminate waste and increase profits with reusable and source-reduced transport packaging. Includes *Reusable Transport Packaging Directory*. (color, 12 minutes, 1997) Stock No. 4-22 \$9.50

#### Source Reduction: How to Implement a Source Reduction Program — Video **New!**

Video and resource manual *Source Reduction* Now demonstrates how to set up a source reduction program in a commercial, industrial or institutional organization. (color, 12 minutes, 1997) Stock No. 4-21 \$9.50

#### Motor Vehicle Salvage Facility Environmental Compliance Manual & Video

Durable manual and color video *Salvage Yards & the Environment: The Next Generation*, AND 3 work-site posters. Convenient tabs guide you through general operating procedures, draining, dismantling & storage practices, waste handling, storage and disposal practices, PLUS a quick reference table for handling hazardous waste. 220pp. with VHS. (PCA, 1994) Stock No. 10-9 \$35.00

#### Hazardous Waste: Identification & Evaluation — Video

Find out how to determine if a waste is hazardous, and what basic steps to take to evaluate wastes. Fact sheets on F-listed wastes are included with video. (color, 9.5 minutes, 1995) Stock No. 4-7 \$16.00

#### Blue Ribbon Task Force Report

Findings and recommendations of task force examining the funding of Minnesota's water quality programs. 76pp. (PCA, 1995) Stock No. 10-6 \$19.95

#### Common Automotive Wastes — Video

Video covers eight sections on hazardous wastes most commonly found in vehicle maintenance and collision-repair operations (antifreeze, lead acid batteries, sludges and residues, parts washer solvents & cleaners, towels, wipes and sorbents, used oil and paint-related wastes). Includes management options for each plus a 'Used Oil' fact sheet. (color, 17.6 minutes, 1995) Stock No. 4-8 \$10.00

#### Hazardous Waste Storage — Video

Learn how to choose the right container, close and mark it correctly, plus proper care when moving it off-site. Also includes handy storage poster and fact sheet on labeling and storing hazardous waste correctly. (color, 12.5 minutes, 1994) Stock No. 4-6 \$10.00

#### MPCA Point-Source Final Report **New!**

Phase 2 of *Blue Ribbon Task Force Report* features Improvement Initiative. 142pp. (PCA, 1996) Stock No. 10-1 \$10.95

