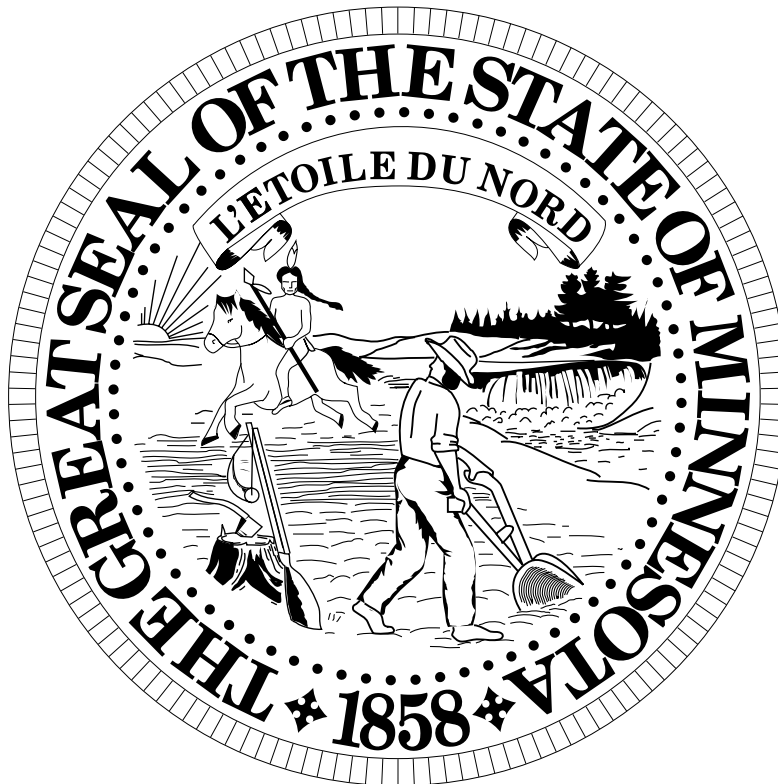


State of Minnesota

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, published weekly to fulfill the legislative mandate set forth in *Minnesota Statutes* § 14.46. The *State Register* contains:

- proposed, adopted, exempt, expedited emergency and withdrawn rules
- executive orders of the governor
- appointments
- proclamations and commendations
- commissioners' orders
- revenue notices
- official notices
- state grants and loans
- contracts for professional, technical and consulting services
- non-state public bids, contracts and grants
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Vol. 25 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
#13	Monday 25 September	Noon Wednesday 13 September	Noon Tuesday 19 September
#14	Monday 2 October	Noon Wednesday 20 September	Noon Tuesday 26 September
#15	Monday 9 October	Noon Wednesday 27 September	Noon Tuesday 3 October
#16	Monday 16 October	Noon Wednesday 4 October	Noon Tuesday 10 October

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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 1999 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*.

Department of Agriculture

Grain and Produce Division

Proposed Permanent Rules Relating to Seed Potatoes

NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

Proposed Amendments to Rules Governing Seed Potatoes, *Minnesota Rules*, 1555.6740, subp. 3; 1555.6800, subp. 2; and 1555.6845, subp. 10

Introduction. The Department of Agriculture 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: Carol Milligan, Minnesota Department of Agriculture, 90 W Plato Blvd., St. Paul, MN 55107; **phone:** (651) 296-6906; (651) 297-5522; **Email:** carol.milligan@state.mn.us. **TTY** users may call the Minnesota Relay at (800) 627-3529.

Subject of Rules and Statutory Authority. The proposed rules are about winter testing for seed potatoes and seed potatoes eligible for planting. The statutory authority to adopt the rules is *Minnesota Statutes*, section 21.118. A copy of the proposed rules is published in the *State Register* and attached to this notice as mailed.

Comments. You have until 4:30 p.m. on October 25, 2000 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 October 25, 2000. 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 affect 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.

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: 6 September 2000

Gene Hugoson
Commissioner

1555.6740 GENERAL GUIDANCE.

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

Subp. 3. **Winter testing.** In order to detect certain virus diseases, samples from all classes ~~higher than Certified class~~ as defined in parts 1555.6840 and 1555.6845 shall be winter tested. In the event of serious malfunctions of the winter test, classification of lots in the certified classes must be based on the previous summer field readings.

[For text of subs 4 to 7, see M.R.]

1555.6800 SEED POTATOES ELIGIBLE FOR MINNESOTA CERTIFICATION PLANTING.

[For text of subpart 1, see M.R.]

Subp. 2. **Minnesota grown seed potatoes.** The following classes of seed potatoes grown in Minnesota are eligible for planting: Prenuclear, Nuclear, Generation 1, Generation 2, Generation 3, Generation 4, Primary Foundation 1, Primary Foundation 2, Foundation 1, Foundation 2, and experimental status seed potatoes. The commissioner shall authorize the planting of Certified class or Generation 5 class seed potatoes if there is no source of higher classes than Certified class or Generation 5 class seed potatoes available to the grower ~~and~~ the lot has been winter tested, and the seed does not pose a serious disease threat.

[For text of subs 3 to 5, see M.R.]

1555.6845 REQUIREMENTS FOR PRODUCTION OF DIFFERENT CLASSES OF CERTIFIED SEED POTATOES.

[For text of subs 1 to 9, see M.R.]

Subp. 10. **Certified class certified seed potatoes.** Certified class seed potatoes must originate from Foundation or Generation classes of seed potatoes. ~~This class is not winter tested.~~ The allowable tolerances for disease and varietal mixture are in subpart 11, Table 2, under column C.

[For text of subs 11 and 12, see M.R.]

<p>KEY: PROPOSED RULES SECTION — <u>Underlining</u> 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 — <u>Underlining</u> indicates additions to proposed rule language. Strike outs indicate deletions from proposed rule language.</p>
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Exempt Rules

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

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

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

These exempt rules are also reviewed for form by the Revisor of Statutes, for legality by the Office of Administrative Hearings and then published in the *State Register*. In addition, the Office of Administrative Hearings must determine whether the agency has provided adequate justification for the use of this exemption. Rules adopted under clauses (1) or (2) above are effective for two years only.

The Legislature may also exempt an agency from the normal rulemaking procedures and establish other procedural and substantive requirements unique to that exemption.

Department of Labor and Industry

Adopted Permanent Exempt Rules Relating to Workers' Compensation; Independent Medical Examination Fees; Conversion Factor

5219.0500 INDEPENDENT MEDICAL EXAMINATION FEES.

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

Subp. 4. **Adjustments.** On October 1, 1994, and on October 1 of each succeeding year, the fees in this part must be adjusted by the percentage determined under *Minnesota Statutes*, section 176.645, in the same manner as the conversion factor of the relative value fee schedule is adjusted under *Minnesota Statutes*, section 176.136. This provision does not apply to expenses under subpart 3, item E, subitem (1). The fees shall be adjusted as follows:

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

- E. On October 1, 1998, the fees as adjusted in item D shall be increased by 4.70 percent; ~~and~~
- F. On October 1, 1999, the fees as adjusted in item E shall be increased by 6.22 percent; ~~and~~
- G. On October 1, 2000, the fees as adjusted in item F shall be increased by 4.39 percent.

5221.4020 FORMULA FOR DETERMINING FEE SCHEDULE PAYMENT LIMITS; CONVERSION FACTOR.

[For text of subpart 1, see M.R.]

Subp. 2. **Conversion factor.** The conversion factor shall be updated annually, pursuant to *Minnesota Statutes*, section 176.136, subdivision 1a. The conversion factor for services included in parts 5221.4030 to 5221.4060 provided after October 1, 1993, is \$52.05. This initial conversion factor is annually adjusted as follows:

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

- E. for dates of service from October 1, 1998, to September 30, 1999: \$62.27; ~~and~~
- F. for dates of service from October 1, 1999, to September 30, 2000: \$66.14; ~~and~~
- G. for dates of service from October 1, 2000, to September 30, 2001: \$69.04.

As a sample calculation, the maximum fee for a new patient office examination by a physician, procedure code 99201, is 0.80 (relative value unit). This is multiplied by 52.05 (conversion factor for 1993). The total payment, excluding any applicable adjustment, would be equal to \$41.64 for the service.

Expedited Emergency Rules

Provisions exist for the Commissioners of some state agencies to 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. Specific *Minnesota Statutes* citations accompanying these emergency expedited rules detail the agency's rulemaking authority.

Department of Natural Resources

Adopted Expedited Emergency Game and Fish Rules; Waterfowl Hunting Regulations

NOTICE IS HEREBY GIVEN that the above entitled rules have been adopted through the process prescribed by *Minnesota Statutes*, section 84.027, subdivision 13 (b). The statutory authority for the contents of these rules in *Minnesota Statutes*, sections 97B.731, 97B.802, and 97B.803.

Dated: 14 September 2000

Allen Garber
Commissioner of Natural Resources

6240.0200 GENERAL RESTRICTIONS FOR TAKING AND POSSESSION OF MIGRATORY GAME BIRDS.

Subpart 1. **Shooting hours.** Shooting hours for migratory game birds are one-half hour before sunrise to sunset, except as follows:

A. on ~~the opening day of the duck season~~ September 30, shooting hours for all migratory game birds, except woodcock, are 12:00 noon to 4:00 p.m.; and

B. from ~~the opening day of the migratory waterfowl season~~ October 1 to ~~the Friday nearest~~ October 19, shooting hours end at 4:00 p.m.

[For text of subps 2 to 6, see M.R.]

6240.0650 TAKING DUCKS, COOTS, AND MOORHENS.

Subpart 1. **Open season.** Ducks, coots, and moorhens may be taken statewide during the 60-day period from September 30 to November 28, 2000.

Subp. 2. **Daily limits.** A person may not in any one day take more than six ducks, other than mergansers; five mergansers; and a total of 15 coots and moorhens. The daily limit of ducks other than mergansers may not include more than four mallards, of which not more than two may be female mallards; one black duck; one canvasback; two redheads; one pintail; three lesser or greater scaup; and two wood ducks. The daily limit of mergansers may not include more than one hooded merganser.

6240.0950 TAKING CANADA GEESE IN THE WEST, WEST CENTRAL, LAC QUI PARLE, AND NORTHWEST GOOSE ZONES.

Subpart 1. **Open season in the West Goose Zone.** Canada geese may be taken during the 40-day period from September 30 to November 8, 2000, except in the West Central Goose Zone and in the Lac qui Parle Goose Zone as provided in subparts 2 and 3.

Subp. 2. **Open season in the West Central Goose Zone.** Canada geese may be taken during the 30-day period from October 7 to November 5, 2000, except that the season may close earlier in the Lac qui Parle Goose Zone as provided in subpart 3.

Subp. 3. **Open season in the Lac qui Parle Goose Zone.** Canada geese may be taken during the 30-day period from October 7 to November 5, 2000, except that the season shall be closed earlier than November 5, 2000, if and when the harvest index reaches 16,000. The commissioner shall provide public notice of the closing no less than 48 hours prior to the effective time of closing by:

A. issuing a news release specifying the time of closing and describing the zone; and

B. posting written notices of the closing at the headquarters of the Lac qui Parle wildlife management area and at four other points around the perimeter of the zone.

Subp. 4. **Open season in the Northwest Goose Zone.** Canada geese may be taken during the 40-day period from September 30 to November 8, 2000.

Subp. 5. **Daily limit.** A person may not take more than one Canada goose in the West, West Central, Lac qui Parle, and Northwest Goose Zones.

Expedited Emergency Rules

6240.1000 TAKING CANADA GEESE IN SOUTHEAST GOOSE ZONE.

Subpart 1. **Zone.** The Southeast Goose Zone is comprised of ~~Isanti, Chisago, Washington, Anoka, Hennepin, Carver, Scott, Ramsey, Dakota, Rice, Goodhue, Wabasha, Winona, Olmsted, Dodge, Steele, Freeborn, Mower, Fillmore, and Houston counties~~ that part of the state within the following described boundaries: beginning at the intersection of U.S. Highway 52 and the south boundary of the Twin Cities Metro Canada Goose Zone; thence along the U.S. Highway 52 to State Trunk Highway (STH) 57; thence along STH 57 to the municipal boundary of Kasson; thence along the municipal boundary of Kasson County State-Aid Highway (CSAH) 13, Dodge county; thence along CSAH 13 to STH 30; thence along STH 30 to U.S. Highway 63; thence along U.S. Highway 63 to the south boundary of the state; thence along the south and east boundaries of the state to the south boundary of the Twin Cities Metro Canada Goose Zone; thence along said boundary to the point of beginning.

Subp. 2. [See repealer.]

6240.1100 TAKING CANADA GEESE IN REMAINDER OF STATE.

Subpart 1. **Zone and season.** The remainder of the state consists of all areas not within the ~~Southeast~~, Northwest, and West Goose Zones. ~~Canada and white-fronted geese and brant~~ may be taken during the 70-day period beginning the Saturday on or nearest October 1.

Subp. 2. **Daily limit.** A person may not take more than two Canada geese each day.

6240.1150 TAKING SNOW, BLUE, ~~AND ROSS'~~, AND WHITE-FRONTED GEESE AND BRANT.

Subpart 1. **Seasons.** ~~Snow, blue, and Ross', and white-fronted geese and brant~~ may be taken statewide during the ~~80-day~~ 86-day period beginning the Saturday on or nearest October 1, except that the season in the Lac qui Parle Goose Zone will be closed when the season for ~~Canada and white-fronted geese~~ is closed.

Subp. 2. **Daily limit.** A person may not take more than 20 snow, blue, and Ross' geese in combination; two white-fronted geese; and one brant each day.

6240.1900 LATE SEASON FOR TAKING CANADA GEESE.

Subpart 1. **Daily limit.** A person may not take more than ~~two~~ five Canada geese per day during the late season, except that no more than two Canada geese per day may be taken in the Southeast Goose Zone.

Subp. 2. **Public roads.** Taking Canada geese from public roads and their rights-of-way is prohibited in the Twin Cities Metro Canada Goose Zone during the late season established by this part.

Subp. 3. **Seasons.** ~~Canada geese may be taken in the Twin Cities Metro Canada Goose Zone and the Fergus Falls/Alexandria Goose Zone and in Olmsted county during the ten day period beginning the second Saturday in December statewide except in the West Central Goose Zone and the Lac qui Parle Goose Zone, from December 9 to December 18, 2000, except for the Southeast Goose Zone where Canada geese may be taken from December 15 to December 24, 2000.~~ Taking Canada geese on or within 100 yards of all surface waters, excluding ice, is prohibited in the Twin Cities Metro Canada Goose Zone during the late season.

Subp. 4. **Special Canada goose license required.** A special Canada goose season license is required for participation in the late season established in this part, as provided in *Minnesota Statutes*, section 97B.802.

REPEALER. *Minnesota Rules*, part 6240.1000, subpart 2, is repealed.

EFFECTIVE PERIOD. The emergency amendments to *Minnesota Rules*, parts 6240.0200; 6240.1000; 6240.1100; 6240.1150; and 6240.1900, expire December 31, 2000. After the emergency amendments expire, the permanent rules as they read prior to those amendments again take effect, except as they may be amended by permanent rule. *Minnesota Rules*, parts 6240.0650 and 6240.0950, expire December 31, 2000.

Commissioners' Orders

Various agency commissioners are authorized to issue "commissioner's orders" on specified activities governed by their agency's enabling laws. See the *Minnesota Statutes* governing each agency to determine the specific applicable statutes. Commissioners' orders are approved by assistant attorneys general as to form and execution and published in the *State Register*. These commissioners' orders are compiled in the year-end subject matter index for each volume of the *State Register*.

Department of Natural Resources

Commissioner's Scientific and Natural Area Order No. 165 Cottonwood River Prairie Scientific and Natural Area; Superseding Scientific and Natural Area Order No. 149

WHEREAS, certain lands in Brown County, Minnesota, containing 331.10 acres, more or less, described as:

The Northwest Quarter (NW1/4) of Section Thirty-one (31), Township One Hundred Nine (109) North, Range Thirty-five (35) West, EXCEPTING THEREFROM the existing right-of-way of the Dakota, Minnesota and Eastern Railroad Corporation (formerly the Winona and St. Peter Railroad Company right-of-way) as the same is now located across said premises; and EXCEPTING also Lot 1 of said Northwest Quarter, Section 31, more particularly described as follows:

Beginning at the northwest corner of Section 31, Township 109, Range 35; thence East along the north line of said Section a distance of 907.0 feet; thence South parallel with west line of said Section a distance of 212.3 feet to the North right-of-way of the C. & N. W. R. R.; thence in a northwesterly direction along the said right-of-way line a distance of 912.3 feet to the west line of said Section; thence North 93.1 feet to the place of beginning.

ALSO, all that part of the Northeast Quarter (NE1/4) of Section Thirty-one (31), Township One Hundred Nine (109) North, Range Thirty-five (35) West, which lies south of the right-of-way of the Dakota, Minnesota and Eastern Railroad Corporation (formerly the Winona and St. Peter Railroad Co. right-of-way) and northerly of the line drawn parallel with and 100 feet distant southerly from the center line of the Dakota, Minnesota and Eastern Railroad Corporation (formerly the Minnesota and Iowa Railway Co. right-of-way).

ALSO, a strip, belt or piece of land 200 feet wide, being 100 feet wide on each side of the center line of the Dakota, Minnesota and Eastern Railroad Corporation (formerly the Minnesota and Iowa Railway Co. right-of-way) as the same is located over and across the Northwest Quarter (NW1/4) and the Northeast Quarter of the Southwest Quarter (NE1/4-SW1/4) of Section Thirty-two (32), Township One Hundred Nine (109) North, Range Thirty-five (35) West.

ALSO, a strip, belt or piece of land 100 feet wide, being 50 feet wide on each side of the center line of the Dakota, Minnesota and Eastern Railroad Corporation (formerly the Winona and St. Peter Railroad Company right-of-way) extending across the following described tract of land:

The Southeast Quarter (SE1/4) of Section Thirty-two (32), Township One Hundred Nine (109) North, Range Thirty-five (35) West, the center line of which said strip intersects the west line of said Southwest Quarter of said Section 32 at a point 3123 feet South of the northwest corner of the Northeast Quarter of said Section 32 and intersects the east line of said Section 32 at a point 312.5 feet North of the southeast corner of said Section 32.

ALSO, two additional strips of land 50 feet in width of each side of and adjoining said original 100 foot strip on said Southeast Quarter of said Section 32. The East ends of which said additional strip of land is bounded by a straight line which intersects the center line of said original strip of land at a point 1200 feet in a southeasterly direction distant from the point where the center line of said 100 foot strip intersects the west line of said Southeast Quarter of Section 32, said additional 50 foot strip extending along on each side of the adjoining said 100 foot strip of said Southeast Quarter of Section 32.

ALSO, that part of the Southwest Quarter (SW 1/4) and the Southwest Quarter of the Southeast Quarter (SW 1/4 SE 1/4) of Section Thirty-three (33), Township One Hundred Nine (109) North, Range Thirty-five (35) West, Brown County, Minnesota, described as follows:

Beginning at the southwest corner of said Southwest Quarter; thence on a bearing based on the Brown County Coordinate System of 1983, of North 00° 50' 02'' East along the west line of said Southwest Quarter 2057.49 feet; thence South 89° 59' 04'' East 2586.98 feet; thence South 00° 00' 56'' West 1526.57 feet; thence South 89° 59' 04'' East 334.16 feet; thence South 00° 00' 56'' West 536.42 feet to the south line of said Southwest Quarter of the Southeast Quarter; thence North 89° 52' 53'' West along said south line 310.42 feet to the

Commissioner's Orders

southwest corner thereof; thence North 89° 52' 22" West along the south line of said Southwest Quarter 2640.11 feet to the point of beginning; EXCEPTING THEREFROM the right-of-way line of the Dakota, Minnesota and Eastern Railroad.

ALSO, that part of the Northeast Quarter of the Northeast Quarter (NE 1/4 NE 1/4) of Section Five (5), and that part of the Northwest Quarter of the Northwest Quarter (NW 1/4 NW 1/4) of Section Four (4), ALL IN Township One Hundred Eight (108) North, Range Thirty-five (35) West lying North of the center of Mound Creek and West of the westerly right-of-way of County Highway #2.

are under the control and possession of the Department of Natural Resources; and

WHEREAS, such lands contain an example of glacial till hill prairie and habitat for the following rare, threatened or endangered plant species: prairie bush clover (*Lespedeza leptostachya*); and

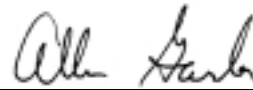
WHEREAS, the most effective means by which such lands can be protected and perpetuated in their natural state and used for educational and research purposes in such a manner as will leave them conserved for future generations is by designation as a Scientific and Natural Area;

NOW THEREFORE, I, ALLEN GARBER, Commissioner of Natural Resources, pursuant to authority vested in me by *Minnesota Statutes* §§ 84.033, 86A.05, subd. 5, 97A.093 and other applicable law, do hereby designate the above-described lands as Cottonwood River Prairie Scientific and Natural Area. Furthermore, the Cottonwood River Prairie Scientific and Natural Area is designated as a Public Use unit, open to the public for nature observation and general educational and research activities.

IT IS FURTHER ORDERED that the provisions of *Minnesota Rules* 6136.0100 through 6136.0600 shall apply to the above-designated area.

IT IS FURTHER ORDERED that Cottonwood River Prairie Scientific and Natural Area Order No. 149 is hereby superseded.

Dated at St. Paul, Minnesota, this 10th day of July, 2000.



ALLEN GARBER, COMMISSIONER
Department of Natural Resources
State of Minnesota

Approved as to form and execution:

MIKE HATCH
Attorney General
State Of Minnesota

By: 
STEPHEN B. MASTEN
Assistant Attorney General

Official Notices

Pursuant to Minnesota Statutes §§ 14.101, an agency must first solicit comments from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking. The *State Register* also publishes other official notices of state agencies and non-state agencies, including notices of meetings and matters of public interest.

Department of Administration

State Designer Selection Board (SDSB)

October Meeting Dates, Times and Agenda Items

Pursuant to SDSB *Minnesota Rule* 3200.0400, below is the schedule of State Designer Selection Board meeting dates, times and agenda items as of September 15, 2000:

- **October 3, 2000**

1. Shortlisting: Project 00-22 Bemidji State University for Architectural and Engineering Services for the Center for Advanced and Emerging Technologies - Laboratory Building

- **October 10, 2000**

1. Interview/Selection: Project 00-22 Bemidji State University for Architectural and Engineering Services for the Center for Advanced and Emerging Technologies - Laboratory Building

- **October 24, 2000**

1. Shortlisting: Project 00-23 Department of Health for the Remodeling & Upgrade of the Department of Health Building at 717 Delaware Street

Unless otherwise stated, all meetings are held in the Administration Building, 50 Sherburne Avenue, St. Paul, Room G-10/Conference Room A. Other matters may come before the Board and be added to the agenda as needed. For additional information, including meeting start times, contact Lisa Blue at (651) 297-5526.

Minnesota Comprehensive Health Association

Notice of Meeting of RFP Ad Hoc Committee

NOTICE IS HEREBY GIVEN that a meeting of the Minnesota Comprehensive Health Association's (MCHA) **RFP Ad Hoc Committee** will be held on Thursday, September 28, 2000, at MCHA's executive office, 5775 Wayzata Blvd., Suite 910, St. Louis Park, MN, at 10:00 a.m.

For additional information, please call Lynn Gruber at (612) 593-9069.

Department of Human Services

Continuing Care Administration

Community Supports for Minnesotans with Disabilities

Public Notice of Payment Rates for Intermediate Care Facilities for Persons with Mental Retardation (ICFs/MR) Participating in the Medical Assistance Program

NOTICE IS HEREBY GIVEN to recipients, providers of services under the Medical Assistance (MA) Program, and to the public, of final payment rates for ICFs/MR. This notice is published pursuant to §4711 of the Balanced Budget Act of 1997 (P.L. 105-33). Section 4711 of the Act amended Title XIX of the Social Security Act (42 *United States Code*, section 1396a(a)(13)) and requires the Department to publish proposed and final ICF/MR payment rates, the methodologies underlying the establishment of such rates, and the justification for such rates.

Prior to the 2000 legislative session, the Department did not propose rate changes and, therefore, did not publish notice regarding possible ICF/MR rate changes. During the session, the Minnesota Legislature gathered information and held public hearings at

Official Notices

which providers, ICF/MR residents, ICF/MR union representatives, trade associations, and the general public were invited to attend. The legislature considered the public's input and enacted the changes described in the *State Register* published on June 26, 2000 (24 SR 1896-1897).

Final ICF/MR payment rates, effective October 1, 2000, have been calculated, and individual facilities were notified of their applicable rates. Individual ICF/MR payment rates are available by contacting John Fillbrandt, Minnesota Department of Human Services, 444 Lafayette Road North, St. Paul, MN 55155-3836 or at (651) 582-1910.

Metropolitan Council

Notice of Public Hearing on Adoption of Housing Agency Plan

The Metropolitan Council's Livable Communities Committee will conduct a public hearing to discuss the Public Housing Agency Plans and receive public comment.

The Public Housing Agency Plan is required by the U.S. Department of Housing and Urban Development (HUD). The Plan includes basic housing agency policies, rules and requirements concerning its operations, programs and services. The Plan is intended to be a convenient source of information for public housing residents, participants in the tenant-based assistance programs and other members of the public. The Plan includes one-year program goals such as maximizing utilization of Section 8 program funding. The five-year plan includes long-term goals of the agency such as new program development and implementation. To the extent practicable, the PHA plans will eventually consolidate all PHA information that is required to be submitted under existing HUD planning and reporting requirements into one document.

The public hearing will be held:

- 3:30 p.m., Monday, November 6, 2000
- Metropolitan Council
- Room 1A
- Mears Park Centre Building
- 230 East Fifth St.
- St. Paul, MN 55101

The Housing Agency Plan is available for public review at the HRA administrative offices located at 230 East Fifth St., in St. Paul, and on the Metropolitan Council's **website**: www.metrocouncil.org. All interested persons are encouraged to attend the hearing and offer comments. People may register in advance to speak by calling **Mary Ahern at (651) 602-1605 or TTY at (651) 291-0904**. Upon request, the Council will provide a reasonable accommodation to persons with disabilities. In addition to speaking at the hearing, comments may be made in the following ways:

- Written, faxed, email and voice mail comments to:
Mary Ahern
Metro HRA
230 East Fifth St.
St. Paul, MN 55101
Telephone: (651) 602-1605
Fax: (651) 602-1313
Email: mary.ahern@metc.state.mn.us
- Comments must be received by Friday, November 3, 2000.

Department of Transportation

State Aid for Local Transportation Group

Notice of Appointment of a State Aid Variance Committee

NOTICE IS HEREBY GIVEN that the Commissioner of Transportation has appointed a State Aid Variance Committee who will conduct a meeting on Thursday, September 28, 2000 at 10:00 a.m. in Conference Room 148 Water's Edge Building, located at 1500 West County Road B-2, Roseville Minnesota, 55113.

This notice is given pursuant to *Minnesota Statute* 47k.705.

The purpose of this open meeting is to investigate and determine recommendations to variance requests from minimum State Aid roadway standards and administrative procedures as governed by *Minnesota Rules* for State Aid Operations 8820.3300 adopted pursuant to *Minnesota Statutes* 161 and 162.

The agenda will be limited to these questions:

- 1. Petition of the City of East Gull Lake** for a variance from *Minnesota Rules* 8820.9920 and 8820.2800, Subp. 2, as they apply to a bridge replacement project located on Birch Island Road, between Birch Island and Scenic Drive in the City of East Gull Lake, Minnesota, so as to allow a design speed of 15 mph in lieu of the required 30 mph minimum, and to allow the opening of bids prior to the required approval of construction plans.

The cities and counties previously listed are requested to adhere to the following time schedule when appearing before the Variance Committee:

10:00 a.m. City of East Gull Lake

Dated this 18th day of September, 2000.

Department of Transportation

State Aid for Local Transportation Group

Petition of the City of East Gull Lake for a Variance from State Aid Requirements for DESIGN SPEED.

NOTICE IS HEREBY GIVEN that the East Gull Lake City Council has made written request to the Commissioner of Transportation, pursuant to *Minnesota Rules* 8820.3300, for a variance from rules as they apply to the completed bridge replacement project on Birch Island Road, between Birch Island and Scenic Drive in the City of East Gull Lake, located in Cass County, Minnesota.

The request is for a variance from *Minnesota Rules* for State Aid Operations 8820.9920, adopted pursuant to *Minnesota Statutes* Chapter 161 and 162, as they apply to the replacement of Old Bridge No. L-2417 with New Bridge No. 11J04 on Birch Island Road, so as to allow a design speed of 15 mph, in lieu of the required 30 mph minimum.

Any person may file a written objection to the variance request with the Commissioner of Transportation, Transportation Building, 395 John Ireland Boulevard, 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 this 18th day of September, 2000.

Julie A. Skallman
State Aid Engineer
State Aid for Local
Transportation

Department of Transportation

State Aid for Local Transportation Group

Petition of Benton County for a Variance from State Aid Requirements for APPROVAL OF CONSTRUCTION PLANS PRIOR TO BID OPENING

NOTICE IS HEREBY GIVEN that the Benton County Board has made written request to the Commissioner of Transportation, pursuant to *Minnesota Rules* 8820.3300, for a variance from rules as they apply to two construction projects in Benton County, located on County State Aid Highway No. 2 and 33, known as State Aid Project No. 05-602-11 and 05-633-08.

The request is for a variance from *Minnesota Rules* for State Aid Operations 8820.2800, Subp. 2, adopted pursuant to *Minnesota Statutes* Chapter 161 and 162, so as to allow bid opening prior to approval of construction plans on the construction projects located in Benton County, Minnesota, known as State Aid Project No. 05-602-11 and 05-633-08.

Any person may file a written objection to the variance request with the Commissioner of Transportation, Transportation Building, 395 John Ireland Boulevard, 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 this 18th day of September, 2000.

Julie A. Skallman
State Aid Engineer
State Aid for Local
Transportation

State Grants & Loans

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

Board of Government Innovation and Cooperation

Funding Available for Pilot Projects that Develop and Implement Alternative Models for Managing Natural Resources at the Local Level

The Minnesota Board of Government Innovation and Cooperation in consultation with the Board of Water and Soil Resources are authorized to fund pilot projects for the development and implementation of alternative models for managing natural resources at the local level.

Watershed Districts, Soil and Water Conservation Districts, Lake Improvement Districts, Watershed Management Organizations, joint powers boards that include these special districts as members, and participating counties are eligible applicants and are encouraged to apply.

The Board encourages applicants to design and implement pilot projects in collaboration with other agencies and units of local and state government in the development of their proposals. The goals are to fund projects that:

- Will benefit other local governments throughout the state (i.e. replicable)
- Are consistent with statewide efforts to improve the effectiveness and efficiency in the management of land and water resources.

An application must be completed and submitted by 5 p.m. on December 1, 2000. For more information or to receive application packets contact: Doug Benson, Acting Executive Director, Board of Government Innovation and Cooperation at (651) 282-2390 or Ron Harnack, Executive Director, Board of Water and Soil Resources at (651) 296-0878.

Minnesota Higher Education Services Office

Request for Proposal for Grant Funding under the Federal Higher Education Eisenhower Professional Development Program

The Minnesota Higher Education Services Office (MHESO) requests proposals from Minnesota postsecondary institutions and nonprofit organizations of demonstrated effectiveness for the provision of sustained and intensive high quality professional development so that K-12 teachers and classroom paraprofessionals will provide challenging learning experiences for their students. The program supports projects in mathematics and science and core academic areas of English as defined by MN Graduation Standards Learning Area #1 and Social Studies as defined by Learning Areas #5 and #7.

The request for proposal does not obligate MHESO to complete this project, and MHESO reserves the right to cancel the solicitation if it is considered to be in its best interest. The total amount available to support grant activities during the federal 2000 fiscal year is \$725,356. A copy of the RFP is posted on the agency **website**: <http://www.heso.state.mn.us> under Collaborations and Networks, or by contacting:

Dr. Nancy B. Walters, Ph.D., Eisenhower Program Manager
Higher Education Services Office
1450 Energy Park Drive, Suite 350
St. Paul, MN 55108-5227
(651) 642-0596
Email: walters@heso.state.mn.us

Proposals must be submitted by 4:00 p.m., Monday, November 13, 2000.

Minnesota Job Skills Partnership

Grant Proposal Deadlines

The Minnesota Job Skills Partnership (MJSP) Board solicits grant proposals from educational and training institutions for training programs designed for specific businesses. This is to announce the deadlines for grant submission.

The deadline for submission of proposals for both the MJSP Partnership Distance Work and the Pathways welfare-to-work grant programs is 4:00 p.m. on October 16, 2000. Twenty final copies must be submitted no later than 4:00 p.m. on October 16, 2000 for consideration at the next scheduled MJSP Board meeting on November 13, 2000. No proposals will be accepted after October 16, 2000.

A Meeting of the MJSP Board is scheduled for Monday, November 13, 2000 at 7:30 a.m., in the Executive Boardroom, Third Floor, World Trade Tower, 30 East Seventh Street, Downtown St. Paul, to hear completed proposals.

Please contact the Partnership office at (651) 296-2953 for details.

Department of Labor and Industry

Workplace Safety Consultant Unit

Notice of Safety Grants for Employers

The Department of Labor and Industry (DLI) announces continuation of its safety hazard abatement matching grant program under *Minnesota Statutes*, section 79.253, and *Minnesota Rules*, parts 5203.0010 through 5203.0070 with two changes as set out below. Employers covered by workers' compensation insurance, and those approved as self-insured employers, are eligible to apply for safety/health matching grants to abate safety hazards in their workplace. The safety/health hazards must have been identified in an on-site survey conducted by one of the following: 1) MNOSHA safety/health investigator, 2) DLI Workplace Safety Consultation safety/health consultant, 3) in-house employee safety/health committee, 4) workers' compensation underwriter, 5) private safety/health consultant or 6) A person under contract with the Assigned Risk Plan. The on-site safety/health survey must have resulted in specifically recommended safety practices or equipment designed to reduce the risk of injury to employees. Costs eligible for program participation are all or part of the cost of purchasing and installing recommended safety/health equipment, the cost of operating or maintaining safety/health equipment, and/or the cost of purchasing or renting real property, if necessary, to meet criteria established by the on-site safety/health survey. Program development, training and education, and employee costs will not be covered by this grant.

Grants are limited to a total maximum match of \$10,000 per project. The employer must provide at least \$1.00 (one dollar) in project costs for every dollar awarded. No grant will be awarded for more than half the amount of the approved project. Projects will

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be judged according to the criteria established by the rules. Qualified projects having the greatest impact and feasibility will be given priority. Less than the requested amount may be awarded if program resources are insufficient to provide full assistance to all approved applicants or if the reduced grant could still achieve safety objectives.

The first of the two changes is that the department will no longer accept grant applications four times per year; instead, grant applications will be accepted only two times during the year. Grant applications will be accepted September 1st through November 15th for January awards and accepted March 1st through May 15th for July awards. Grants will now be awarded the second week in January and the second week in July.

The second change is to eligibility. An employer that has received a grant for a particular worksite will not be eligible to submit another grant application for that worksite during the next three application periods. This change will start with applications received March 1st – May 15, 2001, and grants awarded in July 2001.

Eligible applicants who seek assistance must submit their proposals to: James Collins, OSHA Management Team Director, Workplace Safety Consultation Unit, 443 Lafayette Road, St. Paul, MN 55155. For further information or to request a grant application, please call Tracey Josephson, Grants Administrator, Workplace Safety Consultation Unit, at (651) 215-1097, (800) 731-7232 or **email:** tracey.josephson@state.mn.us

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 \$25,000 be printed in the *State Register*. These procedures also require that the following information be included in the notice: agency name and address, name of agency contact person, description of project and tasks, cost estimate and final submission date and time of completed proposal. Certain quasi-state agencies and MnSCU institutions are exempted from these provisions. In accordance with *Minnesota Rules* 1230.1910, certified Targeted Group Businesses and individuals submitting proposals as prime contractors shall receive the equivalent of a 6% preference in the evaluation of their proposal. Certified Economically Disadvantaged Businesses and individuals shall receive the equivalent of a 4% preference in the evaluation of their proposal. For information regarding certification, call the Materials Management Helpline (651) 296-2600 or [TTY (651) 282-5799.]

Department of Administration State Designer Selection Board

Request for Proposals for the Department of Health (Project 00-23) for the Remodeling & Upgrade of the Department of Health Building at 717 Delaware Street

The State Designer Selection Board has been requested to select consultants for a project. Design firms who wish to be considered for this project must deliver proposals on or before 12 p.m. (Noon), Monday, October 9, 2000, to:

Lisa Blue, Executive Secretary
State Designer Selection Board
Department of Administration
c/o Materials Management Division
50 Sherburne Avenue, Room 112
St. Paul, Minnesota 55155-3000
(651) 297-5526

PROPOSALS RECEIVED AFTER THE SUBMISSION DEADLINE WILL NOT BE CONSIDERED.

Questions concerning the Board's procedures herein described, or the schedule in Item 8.h, should be referred to the Executive Secretary at (651) 297-5526. Questions relating to the project must be referred to the project contact(s) in Item 8.i.

NOTE TO RESPONDERS: Changes May Have Been Made in the Content and Format Requirements. Proposals That Do Not Conform to the Following Content, Order and Format Requirements as Outlined in Items 1 through 5 below May Be Disqualified.

1. **The front cover of the proposal should be clearly labeled** with the project number and project title as shown at the top of this request for proposal, together with the designer's firm name, address, telephone number, fax number and the name of the contact person. The back cover should remain blank.
2. **All data should be on 8-1/2" x 11" sheets**, soft bound. No more than 20 printed faces should be included (see the following for clarification):
 - a. All letters directed to the Board should 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 the Executive Secretary.

Professional, Technical & Consulting Contracts

- b. Blank dividers (with printed tab headings only) will not be counted as faces.
- c. Front and back covers of proposals will not be counted as faces.
- d. None of the statutory or mandatory information, except as requested in Item 3 below, should appear on the dividers or covers.
- e. All pages should be numbered.

Proposals that deviate from the above may be disqualified.

3. 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 persons in leadership roles for project management, design and production of architecture; design of civil, structural, mechanical and electrical engineering, landscape architecture, land surveying, fire protection and geoscience for each and every discipline called for in Section 8.b. The name of each person so mentioned must also include their Minnesota registration number. Fire protection engineering requires a licensed fire protection engineer, identified by their number OR the engineering registration number accompanied in Section 4.b by a listing of past projects demonstrating competency in this field.

Consultants and assistants to the persons in leadership roles, as identified above, need not provide a Minnesota registration number. These individuals should be listed separately from those above.

- c. 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 into the work promptly, if selected, by engaging the consultants and assigning the persons named in Item 3.b above, along with adequate staff to meet the requirements of work;
- e. At least one copy of the proposal must contain an original signature by an authorized member of the firm submitting the proposal, in ink, on the bottom of the first page of the proposal.
- f. A list of all State and University of Minnesota current and past projects and studies awarded to the prime firm(s) responding to this request for proposal during the four years immediately preceding the date of this request for proposal.

Projects and studies shall mean those projects and studies (1) funded by the state legislature, by state/user agencies or University of Minnesota operating funds, or by funding raised from the private sector or individuals by state/user agencies or the University of Minnesota; (2) awarded as a result of the State Designer Selection Board process or awarded directly by state/user agencies or the University of Minnesota without employing the State Designer Selection Board process; or (3) related to design-bid-build or design/build project delivery systems.

The prime firm(s) shall list and total all gross fees associated with the above projects and studies, whether the fees have been received or are anticipated. In addition, the prime firm(s) shall indicate the amount of fees listed which were paid, or are anticipated to be paid, to engineering or other specialty consultants employed, or anticipated to be employed, on the projects and studies listed pursuant to the above. The prime firm(s) shall subtract consultant fees from gross fees to determine total net fees using the format below.

PROJECT	(A) GROSS FEES	(B) SUBDESIGNERS PORTION	(C) NET TOTAL PROJECT FEE
TOTAL			

(The total shown in column (A) shall equal the sum of those shown in columns (B) and (C).)

4. ADDITIONAL MANDATORY PROPOSAL CONTENTS:

- a. A section containing graphic material (e.g., photos, plans, drawings, etc.) as evidence of the firm's qualifications for the work. The graphic material shall be identified. It shall be work in which the personnel listed in Item 3.b above have had significant participation and their roles shall be clearly described. It shall 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 Item 3.b above, administering or producing the major elements of the work, including consultants. Identify roles which such persons played in projects which are relevant to the project at hand.

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- c. A discussion of the firm's understanding of and approach to the project.
- d. A listing of relevant past projects.

5. Thirteen (13) copies of the proposal should be submitted.

6. Design firms wishing to have their proposals returned after the Board's review shall 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 selection, proposals will be returned using this envelope.

7. BOARD SELECTION CRITERIA:

In making its selection of designers the Board shall consider the criteria listed below:

Credit for the following criteria will equal not less than sixty percent.

- a. Qualifications and technical competence in the required field of design;
- b. Ability to deal with aesthetic factors;
- c. Project understanding and approach.

Credit for the following criteria will equal up to forty percent.

- d. Capacity to accomplish the work and services within the required constraints;
- e. Availability of appropriate personnel;
- f. Geographic relationship of the designer's base to the project site; and
- g. Awards previously made to a designer by the state. This is in the interest of equitable distribution of commissions.

The criteria do not necessarily have the same weight, nor are their relative weights necessarily constant from one project to another. The Board may issue statements regarding criteria as they relate to individual projects.

Evaluations of the proposals shall be made independently by the Board members.

8. PROJECT 00-23

Department of Health
717 Delaware Street, SE
University of Minnesota
Minneapolis Campus

a. PROJECT DESCRIPTION:

The Minnesota Department of Administration intends to retain architectural and engineering design services, in order to extend the useful life of the Health Building located at 717 Delaware Street SE, Minneapolis, by correcting mechanical and electrical system deficiencies which prevent full use of the building by the current tenants.

This project will improve employee comfort; correct negative air pressure throughout the building caused by ever increasing needs of the laboratory for biological hoods, and other lab equipment; and replace outdated telecommunication infrastructure and improve high voltage distribution. Indoor air quality concerns need to be examined. This project was funded by the 2000 Legislature.

The existing building is a six-story building of brick and mortar construction of approximately 125,000 NUSF. The high-tech laboratories occupy half of the fourth floor, all of the fifth, and half of the sixth. The remainder of the building is office and bay area with a mixture of modular workstations and traditional office furniture. The building was completed in 1969.

The scope of the improvement should take into consideration the need to improve air quality throughout the building, improve air cooling for the numerous department Network Servers, replace current low voltage telecommunication infrastructure, and re-wire to State and Health Department approved standards for wiring and equipment, including fiber between floors and wings. Currently, high and low voltage wiring is distributed in floor-tunnels. These tunnels are completely full. Work conducted will need to prevent contaminants such as dust or fumes from impacting the laboratory areas on fourth, fifth and sixth floor. Laboratory functions will need to be able to continue on-site. Construction activities throughout the building need to minimize relocations necessary to complete the project. A

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qualified design firm must demonstrate the ability to coordinate the construction work with tenant occupancy of the space during construction.

In an effort to better understand the problems and limitations of the work associated with this design, the firm of Karges-Faulconbridge Inc. (KFI) prepared a predesign report. This report is available for review in the Division of State Building Construction office.

The priorities which will be applied to the activities identified in the predesign report, will be:

- **Reducing negative air pressure in the building.**
- **Replacing the telecommunication infrastructure and equipment throughout the building.**

The scope of the design services required includes:

- A review of the predesign investigation and refining the criteria and prioritizing the general building upgrades to establish one final program.
- Design the architectural, mechanical/electrical engineering work to complete the program requirements.
- Design the telecommunication infrastructure. At a minimum, this design shall comply with state and Department of Health technology standards.
- Designs, at a minimum, shall comply with the State's Consultant Designer Procedures Manual, the State's Indoor Air Quality Standards and Electrical Standards. Designs shall comply with the Minnesota State Building Code.

b. REQUIRED CONSULTANT SERVICES:

The scope of the project includes full design services for the project including cost estimating, mechanical and electrical consultants, telecommunications consultants, industrial hygienist, architectural, bidding and construction phase services in accordance with the State's Consultant Designer Procedures Manual. (The State's Consultant Designer Procedures Manual is available on the following website: www.admin.state.mn.us/dsbc)

Specifically note, accurate mechanical and electrical cost estimating is required for this project. The consultant is expected to coordinate design with the state industrial hygienist in the Department of Employee Relations. The design of telecommunication systems shall be reviewed by Intertechnologies Group in the Department of Administration.

All designs must comply with infectious laboratory environment standards.

Due to the size and complexity of the project, the design must include an analysis of the options, and recommendations regarding the final program, taking into account both minimizing disruptions to the ongoing work and financing.

The designer will consult Dr. Jonathan Richmond, Director, Office of Health & Safety, Centers for Disease Control & Prevention, Atlanta, Georgia 30333 as a source of approval for all ventilation system issues which impact the public health laboratory occupied space.

The designer will help develop a staff relocation plan by providing a schedule of construction activities (staging plan) which identifies the timing and floor/wing locations for those activities, and any other information which may be helpful in developing this plan.

The designer will be expected to employ state approved contractors for performing the telecommunication wiring work.

The designer shall complete all construction design documents using computer aided design and drafting technology in an electronic data exchange file format in compliance with the State of Minnesota, Division of State Building Construction, Computer Aided Drafting (CAD) Guidelines (AutoCAD Release 14). A copy of the Guidelines is available on Web Site <http://www.admin.state.mn.us/dsbc>. A copy of these electronic construction design documents, on CD-ROM disks shall be provided to the owner at the bid opening for the project.

The consultant must provide "as-builts" in electronic data file format. This should be included as a part of each design team's proposal for this project.

c. SERVICES PROVIDED BY OTHERS:

- Mold abatement
- Asbestos abatement

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d. SPECIAL CONSIDERATIONS:

Proposals should include:

- A restatement of the objectives, goals and tasks to demonstrate the responder's view of the nature of the project.
- Examples of relevant previous work that would demonstrate knowledge and performance success in similar projects involving total building rewiring for telecommunications, and creating central server Network rooms.
- Examples of relevant previous work that would demonstrate experience with ventilation of laboratory space.
- Examples of previous work that would demonstrate experience with coordinating construction work with tenant occupancy of building during construction.

e. PROJECT BUDGET/FEEES:

The current construction budget available from the capital budget request is estimated to be \$3,000,000. Design fees available for this project are approximately 8 percent of the allocated construction cost.

f. PROJECT SCHEDULE:

The designer shall start the project as soon as the contract is executed. The Department of Health expects the design process to be completed and documents ready for bidding by March 1, 2001.

Ventilation related construction should start May 1, 2001, and be completed by June 30, 2002.

Telecommunication wiring and related construction should be completed by June 30, 2001.

g. PROJECT INFORMATIONAL MEETING(S)/SITE VISIT(S):

An informational meeting will be held on Wednesday, October 4, at 1:30 p.m. at the Department of Health, 717 Delaware Street. Upon arrival, check in with the security guard on the main floor to be directed to the meeting room.

Copies of the predesign are available for review at the Division of State Building Construction office or by calling Winnie Sullivan at (651) 296-4640.

h. STATE DESIGNER SELECTION BOARD SCHEDULE:

<i>Project Information Meeting and/or Site Visit:</i>	Wednesday, October 4, 2000
<i>Project Proposals Due:</i>	October 9, 2000, by 12 p.m. (Noon)
<i>Project Shortlist:</i>	October 24, 2000
<i>Project Interviews and Award:</i>	November 7, 2000

i. PROJECT CONTACT(S):

Questions concerning the project should be referred to:

Jim Whipkey, Project Manager
Minnesota Department of Administration
Division of State Building Construction
50 Sherburne Avenue, G-10 Administration Building
St. Paul, MN 55101
Phone: (651) 296-8809

Rick Kantorowicz, Director
Facilities Management
Minnesota Department of Health
4th Floor Golden Rule Bldg
85 E. 7th Place
St. Paul, MN 55101
Phone: (651) 296-3875

Dave Will, Plant Management Engineer Chief
Minnesota Department of Administration
Division of Plant Management
117 University Avenue, 3rd Floor
St Paul, MN 55101
Phone: (651) 296-7883

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Art Newberg, Facilities Management
Minnesota Department of Health
151 Metro Square
121 E. 7th Place
St. Paul, MN 55101
Phone: (651) 296-3788

Wayne Williams, Manager
Telecommunications Technical Services
Minnesota Department of Health
4th Floor Golden Rule
85 E 7th Place
St Paul, MN 55101
Phone: (651) 296-3106

9. CONTRACT REQUIREMENTS:

- a. The amended Minnesota Human Rights Act (*Minnesota Statute 363.073*) divides the contract compliance program into two categories. Both categories apply to any contracts for goods or services in excess of \$100,000. The first category applies to businesses who have more than 40 full-time employees within Minnesota on a single working day during the previous 12 months. The businesses in this category must have submitted an affirmative action plan to the Commissioner of the Department of Human Rights prior to the date and time set for the solicitation opening and must have received a Certificate of Compliance prior to the execution of the contract or agreement. The second category applies to businesses who have more than 40 full-time employees on a single working day in the previous 12 months in the State in which they have their primary place of business. The business in this category must either have an unexpired Certificate of Compliance previously issued by the Department of Human Rights, or certify to the contracting State agency that they are in compliance with federal affirmative action requirements before execution of the contract. This Certificate is valid for two (2) years. For further information, contact the Department of Human Rights, 190 East Fifth Street, Suite 700, St. Paul, MN 55101, (651) 296-5663 or (800) 657-3704.

The Department of Administration is under no obligation to delay award or execution of this contract until a vendor has completed the human rights certification process. It is solely the responsibility of the vendor to apply for, and obtain, a human rights certificate prior to contract award.

- b. Costs incurred in responding to this RFP shall be borne by the responder. In accordance with existing statutes, the Board shall retain one copy of each proposal submitted. Responses to this RFP become public information under the Freedom of Information Act after the final selection has been made.
- c. *Laws of Minnesota 1997*, require the successful responder to submit acceptable evidence of compliance with workers' compensation insurance coverage requirements prior to execution of the contract.
- d. *Laws of Minnesota 1997*, Chapter 202, Article 1, Section 12, Subdivision 2, require that during the biennium ending June 30, 1999, for an executive agency contract that is subject to *Minnesota Statutes*, Section 363.073 (over \$100,000 and subject to Human Rights Certification requirements), before the agency enters into the contract, should to the extent practical and to the extent consistent with the business needs of the State, ensure that the company to receive the contract attempts to recruit Minnesota welfare recipients to fill vacancies in entry level positions if the company has entry level employees in Minnesota.
- e. This RFP 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.

Department of Economic Security

Notice of Request for Proposal to Build a Workforce Development One-Stop Operating System

The Department of Economic Security is looking for a vendor experienced in WorkForce Development programs to develop a complete One-Stop Operating System (OSOS) for the Minnesota Department of Economic Security and the WorkForce Center Partners. The OSOS project is a collaborative effort involving several state agencies and their partners and will primarily support programs addressed by the Workforce Investment Act.

The anticipated contract dates would be from November 1, 2000 to October 30, 2002.

Completed proposals are due no later than 3:00 p.m. on October 18, 2000. Late proposals will not be considered.

A copy of the complete Request for Proposal is available at <http://www.mnworkforcecenter.org/rfps/>

Or contact:

John Hennum
Minnesota Department of Economic Security
390 North Robert Street
St. Paul, Minnesota 55101
Phone: (651) 282-5195
E-mail: JHENNUM@ngwmail.des.state.mn.us

Board of Electricity

Notice of Request for Proposals for Providing Electrical Inspection Service for Fiscal Year 2002 (July 1, 2000 Through June 30, 2002) in Specific Geographical Areas of the State

The Board of Electricity is requesting proposals to provide electrical inspection service in the following geographical areas:

1. Nobles, Pipestone, and Rock Counties
2. Carlton County; in Pine County, the townships of Birch Creek Breman, Bruno, Finlayson, Flemming, Keene, Kerrick, Kettle River, New Dosey, Nickerson, Norman, Park, Pine Lake, Partridge, Sturgeon Lake, Windemire, T44 R15; and in Saint Louis County, the cities of Brookston, Floodwood, Hermantown, Meadowlands, Proctor, Saginaw, and the townships of Alborn, Arrowhead, Brevator, Cedar Valley, Culver, Elmer, Fine Lakes, Floodwood, Halden, Industrial, Kelsey, Meadowlands, Midway, Ness, New Independence, Northland, Payne, Prairie Lake, Solway, Stoney Brook, Toivola, and Van Buren.

In accordance with *Minnesota Statutes* section 326.241, subdivision 2(2), all individuals providing inspection service must be licensed as journeyman or master electricians.

A detailed Request for Proposals has been prepared by the Board that defines minimum service requirements and other related information.

Prospective responders who are interested in submitting a proposal for this service should request the detailed Request for Proposals. Requests for the detailed Request for Proposals and related questions should be directed to the following person:

John A. Schultz, Executive Secretary
Minnesota Board of Electricity
Griggs-Midway Building, Suite S-128
1821 University Avenue
Saint Paul, MN 55104
Telephone: (651) 642-0800
Fax: (651) 642-0441
Email: john.schultz@state.mn.us

Proposals must be received at the Board office by 4:30 p.m. Central Time, October 9, 2000. Late proposals will not be considered.

Department of Health

Division of Family Health

Notice of Request for Proposals for Preparation of a Request for Proposals for Ongoing Operation and Enhancement of Automated Information Management System for the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC Program)

The Minnesota Department of Health's WIC Program is soliciting proposals for the preparation of a Request for Proposals with respect to ongoing operation and enhancement of the WIC Program's automated information management system. Optional services include assistance in the selection of a successful responder for ongoing operation and enhancement, and contract negotiations. The WIC Program's current contract for ongoing operation of the automated information management system expires on November 19, 2001.

It is expected that the contract for the preparation of a Request for Proposals will begin on November 1, 2000, or as soon as all signatures can be obtained on the contract. The contract for preparation of the Request for Proposals will end on November 30, 2001. The Department estimates that the total cost of the preparation of the Request for Proposals and optional services will not exceed \$90,000.

Copies of the complete Request for Proposals can be obtained by contacting:

Cindy Malm
WIC Program
Minnesota Department of Health
P.O. Box 64882
St. Paul, MN 55164-0882
(651) 281-9919
Fax: (651) 215-8951
Email: cindy.malm@health.state.mn.us

Proposals are due by 2:30 p.m. on October 16, 2000.

Department of Transportation

Office of Advanced Transportation Systems

Notice of Availability of Contract for Operational Test of Low Cost Active Warning System for Low Volume Highway-Rail Intersections

The Minnesota Department of Transportation (Mn/DOT) is requesting proposals for partners for the purpose of installing and testing new technology for active train detection and warning at railroad grade crossings along the Twin City and Western railroad line from just west of the Twin Cities to near South Dakota.

Work is proposed to start after: December 1, 2000

A Request for Proposals for Partners will be available by mail from this office through October 18, 2000. **A written request (by direct mail or fax) is required to receive the RFPP.** After October 18, 2000, the Request for Proposal for Partners must be picked up in person.

The Request for Proposal for Partners can be obtained from the Agreement Administrator:

Susan Sheehan
Mn/DOT, Office of Advanced Transportation Systems
395 John Ireland Boulevard, MailStop 320
St. Paul, Minnesota 55155
Fax: (651) 215-0409

Proposals submitted in response to the Request for Proposals for Partners in this advertisement must be received at the address above no later than 3:00 p.m. Central Time on Wednesday, November 8, 2000. **Late proposals will not be considered.** No time extensions will be granted.

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

Department of Transportation

District Operations Division

District 6 - Rochester

Request for Information and Qualifications - Multimodal Industrial Travel Demand Study in Southeast Minnesota

Overview

The Minnesota Department of Transportation (Mn/DOT) is requesting information and qualifications from consultants and researchers with experience assessing and forecasting multi-modal industrial travel demand at the municipal level for the development of a multi-modal system planning strategy.

The district is looking for examples of market-based studies that use information about the local and regional economy to estimate current and future industrial travel demand into and out of one city across modes.

The basic approach is presented in chapter 3 of NCHRP Report 421 (1999). Information and qualifications are requested for *economic/market-based planning studies only*. Studies in the design of inter-modal facilities are not requested.

The following outline based on the NCHRP Report gives a general view of the type of studies on which information is requested. Information is requested on studies and plans that include the following activities:

(1) Analyze existing conditions and historical development

- a. Review available sources of information and assemble local and regional reports and/or data bases
- b. Review historical structure of local and regional economy as well as regional and state economic trends
- c. Understand the transport requirements of the major economic sectors and industries

(2) Land Use and Demand Projections

- a. Consider the growth plans of existing industries and businesses
- b. Working with the economic development planners, identify which new industries are targeted for development
- c. Consider transportation requirements of existing businesses and new targeted industries

(3) Identify the Resulting Problems or Issues and Propose Solutions

- a. Understand how the transport needs of businesses and industries are affected by the existing constraints on the transportation system
- b. Categorize area by predominant needs of the dominant businesses or those identified as targeted
- c. Examine strategies to meet business needs
- d. Produce report on current and future transport requirements

(4) Project Selection Criteria/Methodology

- a. Identify criteria or a methodology for selecting and prioritizing specific projects to meet business/industrial travel demand.

(5) Develop Alternative Strategies to Address Problems or Issues at the system level

(6) Evaluate Alternatives and Recommend Preferred Alternative

(7) Select Strategies for Implementation

Contact

Studies, papers and other information or inquiries in response to this request should be addressed to:

Chandler Sikes Duncan
Regional Planner
Minnesota Department of Transportation, District 6
4900 48th Street N.W., Box 6177
Rochester, Minnesota 55903-6177
Phone: (507) 280-3188

Department of Transportation

Program Support Division

Office of Technical Support

Request for Proposal for Wakota Bridge Nos. 82855 and 82856

The Minnesota Department of Transportation (Mn/DOT) is soliciting proposals for Final Design Services for a new \$47,000,000.00 river crossing project, Bridge Nos. 82855 & 82856. These are adjacent structures carrying I-494 Eastbound and Westbound over the Mississippi River, at the Dakota/Washington County line. Each bridge will be designed as a 4 lane, 2 shoulder multi-span structure. Additionally, Bridge 82856 has a pedestrian walkway. Each bridge will have a cast-in-place, segmental, post tension, concrete box girder superstructure. The project is scheduled for a November 2002 construction letting. To receive a copy of the complete Request for Proposal, prospective responders will be required to submit a written request, either by direct mail or fax, to the address indicated below through October 16, 2000. After October 16, 2000, prospective responders will be required to pickup the Request for Proposal in person from our offices. Complete Requests for Proposals can be obtained from:

David B. Baker
Agreement Administrator
Minnesota Department of Transportation
Seventh Floor North
395 John Ireland Boulevard, Mail Stop 680
St. Paul, MN 55155-1899
Fax: (651) 282-5127

The responses to the Request for Proposal must be received by 2:00 p.m. CST October 25, 2000, according to the time and date stamp on the Consultant Services Unit receptionist desk, 7th floor north - Transportation Building. **Late Submittals will not be considered.** No time extensions will be granted. The successful responders will be required to submit acceptable evidence of compliance with worker's compensation insurance coverage requirements prior to execution of the contract. This request does not obligate the Minnesota Department of Transportation to complete the work contemplated in this notice, and the Department reserves the right to cancel this solicitation at any time. All expenses incurred by submitting contractors responding to this notice will be borne by the responder. All proposals will become public information after the contract is awarded, under the Minnesota Data Practices Act, and will remain the property of the Minnesota Department of Transportation.

Department of Transportation

Program Support Group

Office of Technical Support

Requests for Proposal (RFP) to Map the Landform/Sediment Associations of the Mississippi River Valley from St. Paul to St. Cloud, According to Methods and Standards Developed for Mn/Model

Notice of availability of Contract for Highway Related Technical Activity. Responses to this advertisement become public information under the Freedom of Information Act. This request does not obligate the State of Minnesota Department of Transportation to complete the work contemplated in this notice, and the department reserves the right to cancel this solicitation. All expenses incurred in responding to this notice shall be borne by the responder.

One component of Mn/Model, the statewide archaeological predictive model for Minnesota, was geomorphic mapping of several major river valleys and upland quads. The basic geomorphic unit was the landform/sediment assemblage. A classification scheme for these units was developed, as was a mapping methodology. Mapping is at a scale of 1:24,000. The final map is in ARC/VIEW coverage format. This mapping must now be extended to other parts of the state.

Contractor will create a 1:24,000 scale map of landform/sediment assemblages for the Mississippi River Valley between St. Cloud and St. Paul, Minnesota. Mn/DOT expects that approximately 95% of the modeling will be in fluvial and some colluvial depositional environments. Contractor must follow the mapping methods developed for Mn/Model and use the classification scheme provided. Mapping will be done from aerial photos of a scale of 1:40,000 or better. National Aerial Photography Project (NAPP) photos have been used for previous mapping. Mapping must edge match with Mn/DOT's pre-existing Mn/Model geomorphic maps at St. Cloud and with similar maps produced by the U.S. Army Corps of Engineers near St. Paul, Minnesota.

Request for Proposals (RFP) are available by mail or in person. **Please submit in writing, a request for the RFP to "Map the Landform/Sediment Associations of the Mississippi River Valley from St. Paul to St. Cloud, According to Methods and Standards Developed for Mn/Model."**

Request for the **RFP** may be mailed or faxed to:

Dawn D. Thompson, Agreement Administrator
Minnesota Department of Transportation Consultant Services Unit
395 John Ireland Boulevard, Seventh Floor North, Mail Stop 680
St. Paul, MN 55155
Fax: (651) 282-5127

In order to obtain the RFP in time, requests for the RFP must be received on or before October 19, 2000. Requests made after that date must be in person.

Note: PROPOSALS WILL BE DUE ON THURSDAY, OCTOBER 26 AT 2:00 P.M. CENTRAL DAYLIGHT TIME.

Non-State Public Bids, Contracts & Grants

The *State Register* also serves as a central marketplace for contracts let out on bid by the public sector. The *State Register* meets state and federal guidelines for statewide circulation of public notices. Any tax-supported institution or government jurisdiction may advertise contracts and requests for proposals from the private sector. It is recommended that contracts and RFPs include the following: 1) name of contact person; 2) institution name, address, and telephone number; 3) brief description of 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.

Elm Creek Watershed Management Commission

Request for Interest Proposals for Professional Legal and Administrative Services

Pursuant to *Minnesota Statutes Annotated* 103B.227, Subd. 5, the Elm Creek Watershed Management Commission hereby solicits LETTERS OF INTEREST for legal and administrative services for the fiscal years 2000-2002. The budget for these services for the organization for the year 2001 is \$45,000.

Letters should include a brief description of the company and the experience of the individual(s) proposing to perform services for the Commission. The Commission will review said letters and reserves to itself the right to take such action as it deems in its best interests. All Letters of Interest shall be submitted on or before October 27, 2000, to:

Gary Morrison, Chairman
Elm Creek Watershed Management Commission
3001 Harbor Lane, Suite 150
Plymouth, MN 55447
(NO CALLS)

Minnesota Health Data Institute

Notice of Request for Proposals for Survey Data Collection and Analysis Services

The Minnesota Health Data Institute (MHDI), in a management contract with the Minnesota Buyers Health Care Action Group (BHCAG), the Minnesota Department of Employee Relations (DOER), and the Minnesota Department of Human Services (DHS), is requesting proposals from qualified vendors to conduct survey data collection and analysis services for: 1) the 2001 BHCAG/DOER Health Care Quality Survey; and 2) the 2001 Medicaid and MinnesotaCare Health Care Quality Survey.

The projects will use the Consumer Assessment of Health Plans Study (CAHPS™) instrument, adapted appropriately to survey state employees, employees of member companies of BHCAG, and enrollees of health plans participating in the state Medical Assistance and MinnesotaCare programs. MHDI will supply the vendor with the survey questionnaires and data files of enrollee information from the various populations to be surveyed.

The vendor will complete the following tasks by December 31, 2001: 1) Check the enrollee data files and draw samples from these data files according to the CAHPS technical specifications and additional requirements specified in the RFP; 2) Perform mail and telephone data collection, according to CAHPS technical specifications, to obtain 650 completed surveys (325 adults and 325 children) for up to 30 separate population groups for the 2001 BHCAG/DOER project and 300 completed surveys for up to 37 separate population groups for the 2001 DHS project; 3) Prepare summary stub and banner tables and datasets on diskettes for the survey items collected; and 4) Perform additional data analysis functions, as prescribed in this RFP.

Vendors must be certified by the National Committee for Quality Assurance (NCQA) to conduct the CAHPS™ survey and have extensive skills and experience in conducting large-scale mail and telephone data collection projects. Extensive experience in administering health care surveys to a variety of population groups, including Medical Assistance, is required.

Call, write or e-mail for the full RFP which will be sent free of charge to interested vendors. For more information or to receive a copy of the RFP contact:

Non-State Public Bids, Contracts & Grants

Julie Apold
Program Manager
Minnesota Health Data Institute
2550 University Avenue West, Suite 345 North
St. Paul, MN 55114
Phone: (651) 917-6705
Fax: (651) 917-6720
Email: julie.apold@mhd.org

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

This is a competitive bid. Proposals are due by 5:00 p.m. central time, Tuesday, October 24, 2000.

Metropolitan Council

Request for Bids for Hastings Fine Bubble Project

Sealed bids will be received in the office of the Metropolitan Council, Environmental Services Division, (MCES), 230 East 5th Street, St. Paul, Minnesota 55101, for the FURNISHING AND DELIVERING OF COMPONENTS FOR THE FINE BUBBLE DIFFUSER SYSTEM TO THE HASTINGS WASTE WATER TREATMENT PLANT.

Bids will be received until WEDNESDAY, OCTOBER 25, 2000 at 2:00 p.m., at which time and place the bids will be publicly opened and read aloud.

Copies of the specifications and bid instructions may be obtained from the offices of the Metropolitan Council or by calling (651) 602-1093 or via **Fax** request at (651) 602-1083.

All bids to be considered must be submitted on **Council approved bid forms**.

The award will be based upon, but not necessarily limited to, factors of price, lead time, agreement to the terms and conditions and past experience with the Metropolitan Council.

The Metropolitan Council shall consider all bids received and intends to award a contract to the responsive and responsible bidder submitting the lowest total costs to the Council, by the due date and time, provided, however, that the Metropolitan Council reserves the right to reject all bids, to investigate the qualifications and experience of any bidder, to reject any provisions of any bid, to obtain new bids, or to proceed to do the work otherwise.

Metropolitan Council

Request for Bids for Laboratory Glassware Washer System for Metro Wastewater Treatment Plant

Sealed bids will be received in the office of the Metropolitan Council, Environmental Services Division, (MCES), 230 East 5th Street, St. Paul, Minnesota 55101, for the procurement of a Laboratory Glassware Washer System for the Metro Wastewater Treatment Plant.

Bids will be received until TUESDAY, OCTOBER 10, 2000 at 2:00 p.m., at which time and place the bids will be publicly opened and read aloud.

Copies of the specifications and bid instructions may be obtained from the offices of the Metropolitan Council or by calling (651) 602-1499 or via Fax request at (651) 602-1083.

All bids to be considered must be submitted on **Council approved bid forms**.

The award will be based upon, but not necessarily limited to, factors of price, lead time, agreement to the terms and conditions and past experience with the Metropolitan Council.

Non-State Public Bids, Contracts & Grants

The Metropolitan Council shall consider all bids received and intends to award a purchase order to the responsive and responsible bidder submitting the lowest total cost to the Council, by the due date and time, provided, however, that the Metropolitan Council reserves the right to reject all bids, to investigate the qualifications and experience of any bidder, to reject any provisions of any bid, to obtain new bids, or to proceed to do the work otherwise.

Metropolitan Council

Notice of Request for Proposals (RFP) for Consulting Engineering Services for Lift Station Supervisory Control and Field Telemetry Upgrade

MCES Project Number 8001

MCES Contract Number 00P0081

The Metropolitan Council is requesting consulting engineering services proposals for Lift Station Supervisory Control and Field Telemetry Upgrade. The project includes engineering services for planning and pilot design for replacement of Lift Station Controls and Metering, and Alarm Telemetry units within the MCES Interceptor Sewer System. This contract will be for the preliminary planning/design phase of this project. However, the Council intends to award a separate contract for a more detailed design phase to the successful proposer for this phase of the project.

The project schedule is shown below.

<i>Issue Request for Proposals</i>	September 18, 2000
<i>Pre-Submittal Conference</i>	October 4, 2000
<i>Receive Proposals</i>	October 18, 2000
<i>Interviews</i>	November 1, 2000
<i>Environment Committee</i>	November 14, 2000
<i>Metropolitan Council authorization</i>	November 29, 2000
<i>Notice to Proceed</i>	January 2001
<i>Project Completion</i>	June 2002

All firms interested in being considered for this project and desiring to receive an RFP package are invited to submit a Letter of Interest to:

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

Inquiries regarding technical aspects of the project should be directed to Roger Rehbein at (651) 602-8726.

Minnesota Statutes, Sections 473.144 and 363.073, and *Minnesota Rules*, Parts 5000.3400 to 5000.3600 will be incorporated into any contract based upon the Proposal or any modifications to it. If a contract for the project is awarded in excess of \$100,000, the requirements of *Minnesota Rules* 5000.3530 will be applicable.

Metropolitan Council

Notice of Request for Proposals for Various Professional and Technical Support Services for Environmental Services

Contract 00P0130

The Metropolitan Council is soliciting proposals for various professional and technical services to support the Council's Environmental Services Division in completing smaller projects on an as needed basis. These services include:

Non-State Public Bids, Contracts & Grants

I. ARCHITECTURAL AND ENGINEERING SERVICES

A. Professional Disciplines

1. Architecture
2. Civil Engineering
3. Environmental Engineering
4. Structural Engineering
5. Mechanical Engineering
6. Electrical Engineering
7. Instrumentation and Control

B. Types of Services

1. Engineering studies and preliminary engineering reports
2. Preparation of detailed design plans and specifications
3. Cost estimating services
4. Value engineering services
5. Assistance during bidding and construction-contract award
6. Shop drawing review and other construction support services
7. Record drawings
8. Permitting assistance
9. Assistance with compliance with the Americans with Disabilities Act

C. Types of Facilities

1. Gravity interceptor sewers and access structures
2. Pressure interceptor sewer and value structures
3. Metering stations
4. Pumping stations, including submersible and wet well/dry well types
5. Wastewater treatment plant liquids and solids processing systems
6. Wastewater treatment plant buildings, toads, flood protection, etc.
7. Wastewater treatment plant utilities, including compressed air, potable water, service water, groundwater wells, relief well systems, storm sewers, storm water management facilities, etc.

II. PROFESSIONAL/TECHNICAL SERVICES

A. Land Surveying Services

1. Site surveys
2. Construction control points
3. Property surveys (purchase, easements)
4. Plotting of survey information
5. Legal property descriptions

B. Environmental Assessments and Investigations

1. Project Environmental Information Worksheets
2. Phase I Property Environmental Assessments
3. Phase II Property Environmental Assessments
4. Asbestos investigations and reports
5. Hazardous materials investigations and reports

C. Geotechnical Investigations

1. Soil borings
2. Soil analysis
3. Engineering reports
4. Special investigations using other technologies
5. Fuel oil spill remediation investigations
6. Materials core sampling
7. Hydrogeological investigations

D. Testing Services

1. Concrete strength, slump, air, constant, etc.
2. Asphalt strength, composition, etc.
3. Soil density, compaction, moisture, etc.
4. Coatings/liner adhesion strength and thickness
5. HVAC system air flows and air balances
6. Electrical power distributions system testing
7. Air quality testing
8. Construction compliance testing

E. Other Support Services

1. Operations and maintenance manuals
2. Standard operating procedures
3. Air permitting and reporting
4. Construction scheduling

The Council intends to execute professional services contract(s) with one or more Proposers that are able to provide one or more of these services. The contract(s) will be structured to allow the Council to request specific professional services, generally valued at less than \$25,000, on an as needed basis by issuing Work Orders. Each Work Order will include a specific scope of services, the specified cost for those services, and a designated Council Project Manager.

The Council intends to select firms for these services based on the following tentative schedule:

<i>Issue Request for Proposals</i>	September 18, 2000
<i>Proposals Due Date</i>	October 18, 2000
<i>Election of Contractor(s)</i>	November 2000

All firms interested in providing these services should request a copy of the Request for Proposals. Send or fax requests to:

Amanda Petersen, Administrative Assistant
Contracts and Documents Unit
Metropolitan Council
Mears Park Centre
230 East Fifth Street
St. Paul, MN 55101
Phone: (651) 602-1585
Fax: (651) 602-1138
Email: amanda.petersen@metc.state.mn.us

Non-State Public Bids, Contracts & Grants

Metropolitan Council

Metro Transit

Floor Repairs at Metro Transit's Ruter Garage

The Metropolitan Council is soliciting sealed bids for Floor Repairs at Metro Transit's Ruter Garage. Bids are due at 2 p.m., on September 29, 2000.

Bids must be submitted in accordance with the Invitation for Bids documents available from:

Metropolitan Council
Metro Transit Purchasing Department
515 N. Cleveland Avenue
St. Paul, MN 55114
(612) 349-5070

Minnehaha Creek Watershed District

Request for Proposal for Engineering Services

The Minnehaha Creek Watershed District, a political subdivision established to Chapter 103D *Minnesota Statutes*, is conducting a bi-annual review of its needs for engineering services and the most effective way of meeting those needs.

Experienced engineers or engineering firms who wish to be considered as potential service providers are asked to write, describing their level of expertise and proposed fee structure.

Send responses to:

Mr. Eric Evenson, District Administrator
Minnehaha Creek Watershed District
Gray Freshwater Center
2500 Shadywood Road, Suite 149
Excelsior, MN 55331

Deadline: October 25, 2000

Pioneer-Sarah Creek Watershed Management Commission

Request for Interest Proposals for Professional Legal, Engineering and Technical Consultant Services

Pursuant to *Minnesota Statutes Annotated* 103B.227, Subd. 5, the Pioneer-Sarah Creek Watershed Management Commission hereby solicits LETTERS OF INTEREST for legal, engineering and technical consultant services for the fiscal years 2000-2002. The annual budget for these services for the organization for the year 2001 is \$19,000.

Letters should include a brief description of the company and the experience of the individual(s) proposing to perform services for the Commission. The Commission will review said letters and reserves to itself the right to take such action as it deems in its best interests. All Letters of Interest shall be submitted on or before October 20, 2000, to:

Cindy Sykes, Chair
Pioneer-Sarah Creek Watershed Management Commission
3001 Harbor Lane, Suite 150
Plymouth, MN 55447
(NO CALLS)

Shingle Creek Watershed Management Commission

Request for Interest Proposals for Professional Legal, Administrative, and Engineering and Technical Consultant

Pursuant to *Minnesota Statutes Annotated* 103B.227, Subd. 5, the Shingle Creek Watershed Management Commission hereby solicits LETTERS OF INTEREST for legal, administrative, and engineering and technical consultant services for the fiscal years 2000-2002. The annual budget for these services for the organization for the year 2001 is \$148,750.

Letters should include a brief description of the company and the experience of the individual(s) proposing to perform services for the Commission. The Commission will review said letters and reserves to itself the right to take such action as it deems in its best interests. All Letters of Interest shall be submitted on or before October 27, 2000, to:

Ronald Quanbeck, Chair
Shingle Creek Watershed Management Commission
3001 Harbor Lane, Suite 150
Plymouth, MN 55447
(NO CALLS)

University of Minnesota

Notice of Bid Information Service (BIS) Available for All Potential Vendors

The University of Minnesota offers 24 hour/day, 7 day/week access to all Request for Bids/Proposals through its web based Bid Information Services (BIS). Subscriptions to BIS are \$75/year. Visit our web site at bidinfo.umn.edu or call the BIS Coordinator at (612) 625-5534.

Requests for Bids/Proposals are available to the public at no charge each business day from 8:00 a.m. to 4:30 p.m. in Purchasing Services lobby, Suite 560, 1300 S. 2nd Street, Mpls., MN 55454.

West Mississippi Watershed Management Commission

Request for Interest Proposals for Professional Legal, Administrative, and Engineering and Technical Consultant Services

Pursuant to *Minnesota Statutes Annotated* 103B.227, Subd. 5, the West Mississippi Watershed Management Commission hereby solicits LETTERS OF INTEREST for legal, administrative, and engineering and technical consultant services for the organization for the year 2001 is \$72,000.

Letters should include a brief description of the company and the experience of the individual(s) proposing to perform services for the Commission. The Commission will review said letters and reserves to itself the right to take such action as it deems in its best interests. All Letters of Interest shall be submitted on or before October 27, 2000, to:

Gerald Butcher, Chairman
West Mississippi Watershed Management Commission
3001 Harbor Lane, Suite 150
Plymouth, MN 55447
(NO CALLS)



Admin MINNESOTA

Department of Administration
Communications Media Division

117 University Avenue • St. Paul, Minnesota 55155
Metro Area 651-297-3000
Toll Free 1-800-657-3757
FAX 651-297-8260
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