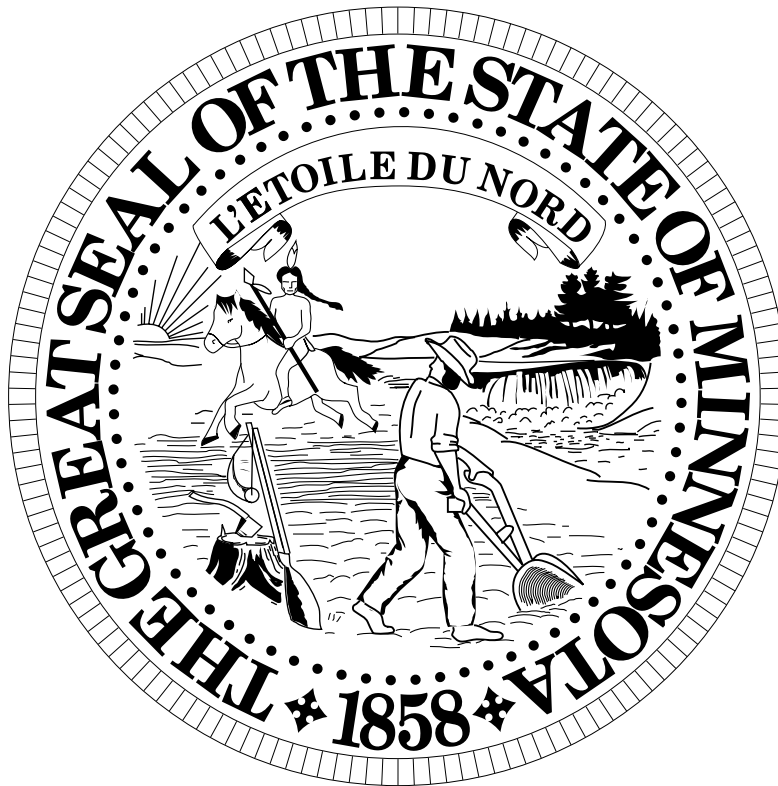


State of Minnesota

State Register

Rules and Official Notices Edition



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Tuesday 16 January 2001
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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- proposed, adopted, exempt, expedited emergency and withdrawn rules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
- certificates of assumed name, registration of insignia and marks

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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
#29	Tuesday 16 January	Noon Wednesday 3 January	Noon Tuesday 9 January
#30	Monday 22 January	Noon Wednesday 10 January	Noon Tuesday 16 January
#31	Monday 29 January	Noon Wednesday 17 January	Noon Tuesday 23 January
#32	Monday 5 February	Noon Wednesday 24 January	Noon Tuesday 30 January

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An "**Affidavit of Publication**" can be obtained at a cost of \$10.00 for notices published in the *State Register*. This service includes a notarized "Affidavit of Publication" and a copy of the issue of the *State Register* in which the notice appeared.

The *State Register* is published by Communications.Media Division, Department of Administration, State of Minnesota, pursuant to *Minnesota Statutes* § 14.46 and is available at the main branch of county libraries in Minnesota and all "State Depository Libraries": State University and Community College libraries; the University of Minnesota libraries; St. Paul, Minneapolis and Duluth Public Libraries; the Legislative Reference Library; State Law Library; Minnesota Historical Society Library; and the Library Development Service at the State Department of Children, Families and Learning.

Legislative Information

Senate Public Information Office (651) 296-0504
State Capitol, Room 231, St. Paul, MN 55155

Website: www.senate.leg.state.mn.us/departments/secretary/seninfo.htm

House Information Office (651) 296-2146

State Office Building, Room 175, 100 Constitution Ave., St. Paul, MN 55155

Website: www.house.leg.state.mn.us/hinfo/hinfo.htm

Minnesota State Court System

Court Information Office (651) 296-6043 Website: www.courts.state.mn.us
Minnesota Judicial Center, Room 135, 25 Constitution Ave., St. Paul, MN 55155

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Commodity, Service, and Construction contracts are published Tuesday and Friday in a bulletin, the **Solicitation Announcements**. Award results are available from the Materials Management Helpline (651) 296-2600. **Web-site:** www.mmd.admin.state.mn.us

Individual copies and subscriptions or the **State Register** and **Solicitation Announcements** are available through Minnesota's Bookstore, (651) 297-3000, or (800) 657-3757.

Minnesota Rules: Amendments and Additions

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

The *State Register* is the official source, and only complete listing, for all state agency rulemaking in its various stages. State agencies are required to publish notice of their rulemaking action in the *State Register*. Published every Monday, the *State Register* makes it easy to follow and participate in the important rulemaking process. Approximately 80 state agencies have the authority to issue rules. Each agency is assigned specific **Minnesota Rule** chapter numbers. Every odd-numbered year the **Minnesota Rules** are published. The current 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*.

Board of Chiropractic Examiners

Proposed Permanent Rules Relating to Rendering Opinions

DUAL NOTICE: Notice of Intent to Adopt Rules Without A Public Hearing Unless 25 or More Persons Request a Hearing, and Notice of Hearing if 25 or More Requests for Hearing Are Received

Proposed Rules Governing the Definition of Rendering Opinions, *Minnesota Rules*, 2500.0100

Introduction. The Minnesota Board of Chiropractic Examiners 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. If, however, 25 or more persons submit a written request for a hearing on the rules within 30 days or by 4:30 p.m. on February 15, 2001, a public hearing will be held in Conference Room A, University Park Plaza, 2829 University Avenue SE, #300, Minneapolis, Minnesota 55414, starting at 9:30 a.m. on February 28, 2001. To find out whether the rules will be adopted without a hearing or if the hearing will be held, you should contact the agency contact person after February 15, 2001 and before February 28, 2001.

Agency Contact Person. Comments or questions on the rules and written requests for a public hearing on the rules must be submitted to the agency contact person. The agency contact person is: Micki King at the Minnesota Board of Chiropractic Examiners; 2829 University Avenue SE, #300, Minneapolis MN 55414-3220; **phone:** (612) 617-2222, **fax:** (612) 617-2224, and **email:** micki.king@state.mn.us. **TTY:** (800) 627-3529.

Subject of Rules and Statutory Authority. The proposed rules are about the rendering of opinions. The statutory authority to adopt the rule is *Minnesota Statutes*, section 148.08, Subd. 3. A copy of the proposed rules is published in the *State Register*, and on the Board web site at www.mn-chiroboard.state.mn.us, and attached to this notice as mailed.

Comments. You have 30 days or until 4:30 p.m. on Thursday, February 15, 2001, to submit written comment in support of or in opposition to the proposed rules or 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 comments should identify the portion of the proposed rules addressed, the reason for the comment, and any change proposed. 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 Thursday, February 15, 2001. Your written request for a public hearing must include your name and address. You must identify the portion of

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

Proposed Rules

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 when determining whether a public hearing must be held. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

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

Alternative Format/Accommodation. Upon request, this Notice can be made available in an alternative format, such as large print, Braille, or cassette tape. To make such a request or if you need an accommodation to make this hearing accessible, please contact the agency contact person at the address or telephone number listed above.

Modifications. The proposed rules may be modified, either as a result of public comment or as a result of the rule hearing process. Modifications must be supported by data and views submitted to the agency or presented at the hearing 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.

Cancellation of Hearing. The hearing scheduled for February 28 2001, will be canceled if the agency does not receive requests from 25 or more persons that a hearing be held on the rules. If you requested a public hearing, the agency will notify you before the scheduled hearing whether or not the hearing will be held. You may also call the agency contact person at (612) 617-2222 after February 15, 2001, to find out whether the hearing will be held.

Notice of Hearing. If 25 or more persons submit written requests for a public hearing on the rules, a hearing will be held following the procedures in *Minnesota Statutes*, sections 14.131 to 14.20. The hearing will be held on the date and at the time and place listed above. The hearing will continue until all interested persons have been heard. Administrative Law Judge Phyllis Reha is assigned to conduct the hearing. Judge Reha can be reached at the Office of Administrative Hearings, 100 Washington Square, Suite 1700, Minneapolis, Minnesota 55401-2138, **phone:** (612) 341-7602, and **fax:** (612) 349-2665.

Hearing Procedure. If a hearing is held, you and all interested or affected persons, including representatives of associations or other interested groups, will have an opportunity to participate. You may present your views either orally at the hearing or in writing at any time before the close of the hearing record. All evidence presented should relate to the proposed rules. You may also submit written material to the Administrative Law Judge to be recorded in the hearing record for five working days after the public hearing ends. This five-day comment period may be extended for a longer period not to exceed 20 calendar days if ordered by the Administrative Law Judge at the hearing. Following the comment period, there is a five-working-day response period during which the agency and any interested person may respond in writing to any new information submitted. No additional evidence may be submitted during the five-day response period. All comments and responses submitted to the Administrative Law Judge must be received at the Office of Administrative Hearings no later than 4:30 p.m. on the due date. All comments or responses received will be available for review at the Office of Administrative Hearings. This rule hearing procedure is governed by *Minnesota Rules*, parts 1400.2000 to 1400.2240, and *Minnesota Statutes*, sections 14.131 to 14.20. Questions about procedure may be directed to the Administrative Law Judge.

The agency requests that any person submitting written views or data to the Administrative Law Judge prior to the hearing or during the comment or response period also submit a copy of the written views or data to the agency contact person at the address stated above.

Statement of Need and Reasonableness. A statement of need and reasonableness is now available from the agency contact person and on the Board web site and www.mn-chiroboard.state.mn.us. 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. The statement may also be reviewed and copies obtained at the cost of reproduction from either the agency or the Office of Administrative Hearings.

Other notices. The language of this change and the SONAR were published on the Board's web page on December 18, 2000. The board also published our intent to propose this rule in our quarterly newsletter dated "Spring 2000" which was mailed to the profession in Minnesota and other interested parties in April of 2000.

Lobbyist Registration. *Minnesota Statutes*, chapter 10A, requires each lobbyist to register with the State Campaign Finance and Public Disclosure Board. Questions regarding this requirement may be directed to the Campaign Finance and Public Disclosure Board at: Suite 190, Centennial Building, 658 Cedar Street, St. Paul, Minnesota 55155, **phone:** (651) 296-5148 or (800) 657-3889.

Adoption Procedure if No Hearing. 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.

Adoption Procedure After a Hearing. If a hearing is held, after the close of the hearing record, the Administrative Law Judge will issue a report on the proposed rules. You may ask to be notified of the date when the Administrative Law Judge's report will become available, and can make this request at the hearing or in writing to the Administrative Law Judge. You may also ask to be notified of the date on which the agency adopts the rules and files them with the Secretary of State, and can make this request at the hearing or in writing to the agency contact person stated above.

Order. I order that the rulemaking hearing be held at the date, time, and location listed above.

Dated: 2 January 2001

Larry A. Spicer, DC
Executive Director

2500.0100 DEFINITIONS.

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

Subp. 9b. **Practice of chiropractic.** "Practice of chiropractic" ~~means~~ includes the examination, diagnosis, prognosis, and treatment by chiropractic methods that include those procedures preparatory to and complementary to an adjustment and the normal chiropractic regimen and rehabilitation of the patient as taught in accredited chiropractic schools and colleges, or the rendering of opinions pertaining to those methods, for the purposes of determining a course of action in the best interests of the patient, such as a treatment plan or appropriate referral, or both. The methods may include those procedures preparatory or complementary to a chiropractic adjustment or other normal chiropractic regimen and rehabilitation of the patient as taught in accredited chiropractic schools or programs, pursuant to *Minnesota Statutes*, section 148.06.

[For text of subs 9c to 12, see M.R.]

Board of Chiropractic Examiners

Proposed Permanent Rules Relating to Examination Requirements

NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

Proposed Amendment to Rules Governing License Examination Requirements, NBCE IV *Minnesota Rules*, 2500.0700 to 2500.0750

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

Agency Contact Person. Comments or questions on the rules and written requests for a public hearing on the rules must be submitted to the agency contact person. The agency contact person is: Micki King at Minnesota Board of Chiropractic Examiners; 2829 University Avenue SE #300, Minneapolis, MN 55414-3220; **phone:** (612) 617-2222 and **fax:** (612) 617-2224; or **email:** micki.king@state.mn.us. **TTY:** (800) 627-3529.

Subject of Rules and Statutory Authority. The proposed rules are about licensing examination requirements. This change to the rule addresses the substitution of a standardized national licensing examination as a replacement for the state's practical examination and non-jurisprudence portions of the written licensure examination, and establishes standards consistent with utilization of this examination. The statutory authority to adopt the rule is *Minnesota Statutes*, section 148.08, Subd. 3. A copy of the proposed rules is published in the *State Register*, and on the Board web site at www.mn-chiroboard.state.mn.us, and attached to this notice as mailed.

<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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Proposed Rules

Comments. You have until 4:30 p.m. on Thursday, February 15, 2001, 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 Thursday, February 15, 2001. 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 when determining whether a public hearing must be held. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

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

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

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

Statement of Need and Reasonableness. A statement of need and reasonableness is now available from the agency contact person and on our web page at www.mn-chiroboard.state.mn.us. 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: 3 January 2001

Larry A. Spicer, DC
Executive Director

2500.0700 EXAMINATION ADMINISTRATION.

The board may solicit the help of Minnesota licensed chiropractors for the purpose of:

- A. examination development;
- B. examination administration; and
- C. postexamination audit.

Each chiropractor must be in good standing with the board and must have been licensed in Minnesota three years before helping with any portion of the examination.

Other than board members, no chiropractor may participate in more than one portion of the examination process described in items A to C for any single administration of the examination.

2500.0710 CONTINUING EDUCATION HOURS FOR EXAMINERS.

Minnesota licensed chiropractors ~~who contribute at least two hours of time~~ may receive up to six hours of credit for continuing education for participation in the development of an examination, the administration of ~~the an~~ examination, or the postexamination audit ~~shall receive two regular continuing education hours applied toward the next license renewal~~. No chiropractor may receive more than ~~four~~ 18 hours per ~~calendar year~~ biennium. Hours awarded under this part must be verified in writing by the chief examiner or other designee of the board.

2500.0720 APPLICATION AND LICENSURE PREREQUISITES.

~~In addition to the prerequisites in A. Subject to parts 2500.0700 to 2500.1000 and Minnesota Statutes, section 148.06, evidence of qualification for licensure, which may include passing the National Board of Chiropractic Examiners' tests: Part I, Part II, the Written Clinical Competency Examination, and the Physiotherapy Examination, is required for the applicant to be permitted to sit for the examination must be received by the board before an applicant may sit for the examination. With the exception of those examinations, an applicant may not take examinations approved by the board more than six months before the applicant's expected date of graduation from an approved college of chiropractic.~~

B. No applicant is eligible for licensure until:

(1) the prerequisites in item A have been completed;

(2) the applicant has successfully completed the National Board of Chiropractic Examiners Part IV Practical or other approved examination; and

(3) the applicant has successfully completed all prerequisites, according to Minnesota Statutes, section 148.06, subdivision 1, clause (c), and taken the board's jurisprudence/ethics examination.

2500.0750 RETAKING EXAMINATION.

~~Applicants who fail portions of the licensure jurisprudence/ethics examination may retake the failed portions once at the next scheduled examination. Failure to take the portions necessary at the next scheduled examination shall cause the applicant to forfeit the right to do so this examination.~~

~~Applicants need not reapply to the board for reexamination of the failed portions; however, applicants must notify the board not later than 30 days before the examination of their intention to sit for the examination.~~

~~If within one year from submission of the original application fee the applicant fails to successfully complete the failed portions of the examination all requirements for licensure, the applicant must resubmit an application, pay the required examination application fee, and retake the entire jurisprudence/ethics examination.~~

2500.1000 LICENSE APPLICATION FEE.

Applications for examination and licensure must be accompanied by a fee of \$250.

REPEALER. Minnesota Rules, parts 2500.0730, and 2500.0740, are repealed.

Board of Chiropractic Examiners

Proposed Permanent Rules Relating to Approval of Examination from another State or Jurisdiction

NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

Proposed Amendment to Rules Governing License Examination Requirements, Reciprocity-Endorsement *Minnesota Rules, 2500.0800*

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

Agency Contact Person. Comments or questions on the rules and written requests for a public hearing on the rules must be submitted to the agency contact person. The agency contact person is: Micki King at Minnesota Board of Chiropractic Examiners;

<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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Proposed Rules

2829 University Avenue SE #300, Minneapolis, MN 55414-3220; **phone:** (612) 617-2222 and **fax:** (612) 617-2224; or **email:** micki.king@state.mn.us. **TTY:** (800) 627-3529.

Subject of Rules and Statutory Authority. The proposed rules are about license examination reciprocity and endorsement. This change to the rule allows inter-jurisdictional mobility for persons actively licensed and in good standing in another jurisdiction when the examination they passed to obtain their current license meets Minnesota requirements. The statutory authority to adopt the rule is *Minnesota Statutes*, section 148.08, Subd. 3. A copy of the proposed rules is published in the *State Register*, and on the Board web site at www.mn-chiroboard.state.mn.us, and attached to this notice as mailed.

Comments. You have until 4:30 p.m. on Thursday, February 15, 2001, 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 Thursday, February 15, 2001. 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 when determining whether a public hearing must be held. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

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

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

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

Statement of Need and Reasonableness. A statement of need and reasonableness is now available from the agency contact person and on our web page at www.mn-chiroboard.state.mn.us. 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: 2 January 2001

Larry A. Spicer, DC
Executive Director

2500.0800 APPROVAL OF EXAMINATION FROM ANOTHER STATE OR JURISDICTION.

A practitioner who is licensed in another state or jurisdiction may request that the examination resulting in the practitioner's licensure in that state or jurisdiction be approved for Minnesota licensure. The board shall consider requests according to the requirements in items A to M.

A. The applicant must submit the required license application and all appropriate fees established in part 2500.1150.

B. The applicant must be actively licensed in the other state or jurisdiction at the time of application.

C. The applicant must not be the subject of current disciplinary action in the other state or jurisdiction.

D. The applicant must not have been found guilty of any actions which could have resulted in discipline pursuant to *Minnesota Statutes*, section 148.10, at any time within the five years immediately preceding the application.

E. The applicant must remain in good standing in the other state or jurisdiction until the applicant is licensed in Minnesota.

F. The applicant must have all other states or jurisdictions in which the applicant has held a license to practice supply letters of good standing as part of the application.

G. The applicant must have all other states or jurisdictions in which the applicant has held a license to practice forward any and all available information pertaining to the examination taken by the applicant which resulted in licensure in the other state or jurisdiction.

H. If the licensing examination of the other state or jurisdiction is inadequate to meet the requirements of the Minnesota board, the applicant may be required to take other exams, including the National Board of Chiropractic Examiners Practical Examination or the National Board of Chiropractic Examiners Special Purposes Examination in Chiropractic.

I. The applicant must be current with continuing education requirements of the state or jurisdiction in which the applicant currently resides.

J. The applicant must submit an affidavit that contains the statements described in subitems (1) to (3).

(1) The applicant is not the subject of any current complaints or investigations in any other state or jurisdiction in which the applicant has held a license to practice. Alternatively, if the applicant is the subject of a complaint against the applicant's license in any other state or jurisdiction in which the applicant has held a license to practice, the applicant must provide all details regarding the complaint. The board may withhold approval on an application until it has completed its review of any such complaint.

(2) The applicant has not been subject to disciplinary action in any other state or jurisdiction. If the applicant has been subject to disciplinary action that precedes the application by a period of five years or more, the applicant must attach a copy of the order to the application.

(3) The applicant has remained in continual practice for the two-year period immediately preceding the application.

K. If disciplinary action described in item J exists, the applicant must, prior to licensure, cooperate with any necessary investigation or inquiry initiated by the board, according to *Minnesota Statutes*, section 148.104.

L. The board may assess reasonable costs of the investigation or inquiry, which must be remitted prior to the granting of a license.

M. An applicant whose application is denied may, within 30 days of receipt of the denial, request a contested case hearing. An applicant whose application is denied under this item may not reapply for a period of one year from the date of the denial.

Board of Chiropractic Examiners

Proposed Permanent Rules Relating to Biennial Requirements and Scheduling for Continuing Education

NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

Proposed Amendment to Rules Governing Continuing Education, Biennial Requirements *Minnesota Rules*, 2500.1200

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

Agency Contact Person. Comments or questions on the rules and written requests for a public hearing on the rules must be submitted to the agency contact person. The agency contact person is: Micki King at Minnesota Board of Chiropractic Examiners; 2829 University Avenue SE #300, Minneapolis, MN 55414-3220; **phone:** (612) 617-2222 and **fax:** (612) 617-2224; or **email:** micki.king@state.mn.us. **TTY:** (800) 627-3529.

<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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Proposed Rules

Subject of Rules and Statutory Authority. The proposed rules are about continuing education biennial requirements. This change to the rule modifies the continuing education requirements to more accurately reflect the course content necessary in the area of professional boundaries as evidenced by complaints submitted, and also to coincide with the current overall continuing education biennial requirements. The statutory authority to adopt the rule is *Minnesota Statutes*, section 148.08, Subd. 3. A copy of the proposed rules is published in the *State Register*, and on the Board web site at www.mn-chiroboard.state.mn.us, and attached to this notice as mailed.

Comments. You have until 4:30 p.m. on Thursday, February 15, 2001, 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 Thursday, February 15, 2001. 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 when determining whether a public hearing must be held. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

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

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

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

Statement of Need and Reasonableness. A statement of need and reasonableness is now available from the agency contact person and on our web page at www.mn-chiroboard.state.mn.us. 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: 2 January 2001

Larry A. Spicer, DC
Executive Director

2500.1200 CONTINUING EDUCATION.

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

Subp. 2. **Biennial requirement.** Except as otherwise provided in this part, every person licensed to practice chiropractic in this state shall, ~~as a prerequisite for the continued renewal of a license, attend a minimum of 40 continuing education units during the two preceding calendar years of continuing education preceding the renewal. The continuing education courses must be recognized and approved by the board or a board-approved sponsor. At least six of the continuing education units shall be devoted to radiographic or advanced imaging safety, technique, and/or or interpretation. All chiropractors applying for license renewal must have completed, during the biennium, two hours of course work regarding the establishment and maintenance of professional boundaries in the clinical setting.~~

Subp. 4. **Schedule of required continuing education units.** ~~Beginning January 1, 1992, all Chiropractors licensed prior to January 1, 1992, must obtain 40 continuing education units by December 31, 1993, in order to receive a license to practice during the calendar year 1994, and every two calendar years thereafter of each odd-numbered calendar year.~~

~~Chiropractors who are licensed after January 1, 1992, will be is~~ A chiropractor who is initially licensed during any even-numbered calendar year ~~will be is~~ required to obtain at least 20 continuing education units, with at least three of those continuing education units devoted to education in radiographic or advanced imaging safety, technique, or interpretation, by the end of the biennial continuing education requirement period in which ~~they are the chiropractor is~~ licensed. ~~Chiropractors who are licensed after January 1, 1992, will be is~~ A chiropractor who is initially licensed during any odd-numbered calendar year ~~will be is~~ not be required to obtain any continuing education units during the biennial continuing education requirement period in which ~~they are the chiropractor is~~ initially licensed. ~~For example, anyone licensed between January 1, 1992, and December 31, 1992, would be required to obtain 20 continuing education units, as described in this subpart, by December 31, 1993, in order to obtain a license to practice chiropractic for the year 1994. Anyone licensed between January 1, 1993, and December 31, 1993, would not be required to obtain any continuing education units prior to receiving a license to practice chiropractic for the year 1994.~~

After a licensed chiropractor has ~~gone through~~ completed the biennial continuing education cycle ~~in~~ during which the chiropractor is initially licensed, that chiropractor ~~will be is~~ required to ~~attend 40 continuing education units of~~ complete continuing education courses every two calendar years as described in subpart 2.

Subp. 5. [See repealer.]

[For text of subp 6, see M.R.]

REPEALER. Minnesota Rules, part 2500.1200, subpart 5, is repealed.

Board of Chiropractic Examiners

Proposed Permanent Rules Relating to Continuing Education Sponsor Eligibility

NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

Proposed Amendment to Rules Governing Continuing Education, Sponsor Eligibility *Minnesota Rules, 2500.1410*

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

Agency Contact Person. Comments or questions on the rules and written requests for a public hearing on the rules must be submitted to the agency contact person. The agency contact person is: Micki King at Minnesota Board of Chiropractic Examiners; 2829 University Avenue SE #300, Minneapolis, MN 55414-3220; **phone:** (612) 617-2222 and **fax:** (612) 617-2224; or **email:** micki.king@state.mn.us. **TTY:** (800) 627-3529.

Subject of Rules and Statutory Authority. The proposed rules are about sponsor eligibility for continuing education. This change to the rule allows the board to consider complaint and disciplinary history as well as training, licensing, and experience when approving continuing education sponsors. The statutory authority to adopt the rule is *Minnesota Statutes*, section 148.08, Subd. 3. A copy of the proposed rules is published in the *State Register*, and on the Board web site at www.mn-chiroboard.state.mn.us, and attached to this notice as mailed.

Comments. You have until 4:30 p.m. on Thursday, February 15, 2001, 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 Thursday,

<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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Proposed Rules

February 15, 2001. 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 when determining whether a public hearing must be held. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

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

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

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

Statement of Need and Reasonableness. A statement of need and reasonableness is now available from the agency contact person and on our web page at www.mn-chiroboard.state.mn.us. 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: 2 January 2001

Larry A. Spicer, DC
Executive Director

2500.1410 SPONSORSHIP OF EDUCATION PROGRAMS.

The board shall register and approve organizations or individuals who wish to offer continuing education programs to individuals licensed to practice chiropractic in this state as described in items A to C.

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

C. The sponsor must sign a statement agreeing to allow any representative of the board to attend all or part of any program that the sponsor is offering. If the representative of the board is a chiropractor licensed in Minnesota, that person must pay the full registration fee in order to be awarded continuing education units for attending the program.

The board may consider, when granting approval to individual sponsors providing continuing education programs for credit, whether the providers or instructors are qualified by training, experience, or licensure to provide such education. The board may also deny approval to individual sponsors who may be the subject of current discipline by their licensing boards, or whose licensing boards have issued any notice of contested case hearing in which the allegations, if proven, may directly reflect on the provider's qualifications to provide such programs.

Board of Chiropractic Examiners

Proposed Permanent Rules Relating to Graduate Preceptorship

NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

Proposed Amendment to Rules Governing Graduate Preceptorship Program Eligibility *Minnesota Rules*, 2500.2520

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

Agency Contact Person. Comments or questions on the rules and written requests for a public hearing on the rules must be submitted to the agency contact person. The agency contact person is: Micki King at Minnesota Board of Chiropractic Examiners; 2829 University Avenue SE #300, Minneapolis, MN 55414-3220; **phone:** (612) 617-2222 and **fax:** (612) 617-2224; or **email:** micki.king@state.mn.us. **TTY:** (800) 627-3529.

Subject of Rules and Statutory Authority. The proposed rules are about the Graduate Preceptorship Program Eligibility. This change to the rule allows a licensee from another jurisdiction to enter the program while applying for licensure in Minnesota and further sets the criteria for approval or denial of the application. The statutory authority to adopt the rule is *Minnesota Statutes*, section 148.08, Subd. 3. A copy of the proposed rules is published in the *State Register*, on the Board web site at www.mn-chiroboard.state.mn.us, and attached to this notice as mailed.

Comments. You have until 4:30 p.m. on Thursday, February 15, 2001 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 February 15, 2001. 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 when determining whether a public hearing must be held. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

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

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

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

Statement of Need and Reasonableness. A statement of need and reasonableness is now available from the agency contact person and on our web page at www.mn-chiroboard.state.mn.us. 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.

Other notices. This Notice is also posted on the Board's web-site at www.mn-chiroboard.state.mn.us. Additionally, the Board's newsletter regularly carries information related to rules, and methods of being added to the Board's rules notification list.

<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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Proposed Rules

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: 2 January 2001

Larry A. Spicer, DC
Executive Director

2500.2520 ELIGIBILITY AND RESPONSIBILITIES OF EXTERN.

Subpart 1. **Eligibility and limitations.** Prior to approval, an extern must ~~be a graduate of an accredited chiropractic college;~~

A. be a graduate of an accredited chiropractic college;

B. if licensed elsewhere, provide evidence of good standing in all jurisdictions in which the extern is licensed; and

C. if licensed elsewhere, not currently be the subject of any discipline or complaints in any jurisdiction in which the extern is licensed.

Subp. 2. **Malpractice insurance.** Prior to approval, an extern must submit to the board proof of application and acceptance to an authorized malpractice insurance carrier for coverage during the term of the preceptorship training program.

The extern must contact the insurance carrier of the preceptor doctor and fulfill the carrier's requirements to obtain malpractice insurance coverage during the entirety of the extern's preceptorship program.

~~The extern should be aware that documents required may take some time to obtain. Therefore, it is suggested that the extern initiate this procedure within an appropriate amount of time before application for inclusion in the preceptorship training program.~~

~~All documents verifying malpractice coverage must be received by the board before approval of participation in the preceptorship training program will be given.~~

Subp. 3. **Application.** An applicant for externship must:

~~A. complete and file with the board an application in a form prescribed by the board; and~~

~~B. submit a certified copy of the applicant's final chiropractic college transcript showing a date of graduation within six months immediately preceding the next scheduled license examination.~~

[For text of subp 4, see M.R.]

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. 161 Oronoco Prairie Scientific and Natural Area

WHEREAS, certain lands in Olmsted County, Minnesota, described as:

The South Half (S 1/2) of the Southwest Quarter (SW 1/4) of Section Twenty-two (22), Township One Hundred Eight North (108N), Range Fourteen West (14W).

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

WHEREAS, such lands contain a high quality native prairie and habitat for rare plant species; 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 Oronoco Prairie Scientific and Natural Area. Furthermore, the Oronoco 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.

Dated at St. Paul, Minnesota, this 19th day of December, 2000.

Allen Garber, Commissioner
Department of Natural Resources

Department of Natural Resources

Commissioner's Scientific and Natural Area Order No. 166 Kawishiwi Pines Scientific and Natural Area

WHEREAS, certain lands in Lake County, Minnesota, described as:

The West Half of the Southwest Quarter (W1/2 SW1/4) of Section Sixteen (16), Township Sixty-two (62) North, Range Eleven (11) West, containing 80 acres, more or less.

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

WHEREAS, such lands contain old growth forest; 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 laws, do hereby designate the above-described lands as Kawishiwi Pines Scientific and Natural Area. Furthermore, the Kawishiwi Pines 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 dogsledding and the use of snowmobiles will be allowed along the existing trail which may be maintained to a cleared width not to exceed eight (8) feet.

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

Dated at St. Paul, Minnesota, this 19th day of December, 2000.

Allen Garber, Commissioner
Department of Natural Resources

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 Agriculture

Board of Animal Health Quarterly Meeting

The Board of Animal Health will hold its quarterly meeting on Thursday, February 22, 2001, at 9:30 a.m., in the Board offices in the Minnesota Department of Agriculture at 90 W. Plato Blvd., St. Paul, Minnesota.

Department of Agriculture

Dairy and Food Division

Planned Amendments to and Repeal of Rules Governing Dairy Industries and Milk, Milk Products and Standards, *Minnesota Rules*, Chapters 1525 and 1530

Rule Subject. The Minnesota Department of Agriculture requests comments on its planned repeal of rules governing producer quality records for milk and butter, and amendments to and repeal of rules governing dairy industry, dairy plants, certified milk laboratories, testing of milk on the basis of protein, milk and cream and related product, grade A requirements for milk and milk products including goats milk, skim milk and milk fat bought by weight, grading and labeling of butter, quiescently frozen confections and frozen dairy foods.

Persons Affected. The rules would likely affect Minnesota dairy manufacturers, packers, and distributors. The department does not contemplate appointing an advisory committee to comment on the planned rules.

Statutory Authority. *Minnesota Statutes*, section 31.10 requires the commissioner to adopt standards of quality, purity, identity, composition analysis content and strength of article of food. *Minnesota Statutes* section 31.101 requires rules adopted to administer the food law to conform with federal law, insofar as practicable. *Minnesota Statutes* 31.11 requires the commissioner to adopt rules for the food law that prevent fraud and deception and protect public health, *Minnesota Statutes* 32.394, subd. 4 requires the commissioner to adopt rules that set standards for milk identity, production and processing, *Minnesota Statutes* 32.415, subd. (a) allows the commissioner to adopt rules to provide uniform quality standards for milk used for manufacturing purposes.

Public Comment. Interested persons or groups may submit comments or information on the planned rules in writing or orally until 4:30 p.m. on March 19, 2001. The department has not prepared a draft of the planned repeal. Written or oral comments, questions, requests to receive a draft proposed rules, and requests for more information on the planned rules should be addressed to: Dave Weinand, Minnesota Department of Agriculture, 90 W. Plato Blvd., St. Paul, MN 55107: **Phone:** (651) 215-3946, **fax:** (651) 297-5637. **TTY:** (800) 627-3529.

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

Dated: 21 December 2000

Tom Masso
Assistant Commissioner

Metropolitan Council

Adoption of the Transportation Policy Plan for the Twin Cities Metropolitan Area

The Metropolitan Council will consider adoption of the 2000 Development Guide/Transportation Policy Plan for the Twin Cities Metropolitan Area as its Wednesday, January 24, 2001 meeting. The Metropolitan Council is required by federal and state law to prepare a surface transportation plan for the Seven-County Metropolitan Area. The Council prepared and adopted such a plan along

with the Regional Blueprint, the development plan for the region in 1996. That plan was readopted by the Council in June 2000. The Transportation Plan includes sections on transit, highways, freight, pedestrian and bicycle movement.

The Federal Transportation Equity Act for the 21st Century requires the Council to prepare a plan in conformance with federal transportation and air quality requirements every three years.

The Plan incorporates the 2020 Transit Master Plan adopted in early 2000. The planning horizon has been extended to 2025. Significant new material on the relationship between Transportation and Smart Growth, Bicycle and Pedestrian systems, and Freight have been included.

The Council initiated the public input process on October 11, 2000 when it adopted the draft Transportation Policy Plan for purposes of a public hearing. The public hearing was held on November 20, 2000. Copies of all comments received were sent to Council Members for their consideration. Staff response and recommendations were included in the public hearing report that will also be considered by the Council on January 24, 2001.

Upon request the Council will provide reasonable accommodations to persons with disabilities. Free copies of the 2000 Development Guide/Transportation Policy Plan and the Public Hearing Report are available from the Council's Regional Data Center. **Phone:** (651) 602-1140 or **TTY:** (651) 291-0904. Copies are also available for review at major public libraries in the Twin Cities area. Other background materials describing the Council's transportation planning and programming efforts are also available.

Questions concerning the Council's proposed action can be direct to Carl Ohrn, Planning Analyst, Metropolitan Council, Mears Park Centre Bldg., 230 East Fifth St., St. Paul, MN 55101. **Phone:** (651) 602-1719.

Minnesota Housing Finance Agency

Notice of Public Hearing on the Housing Tax Credit Allocation Plan

The Minnesota Housing Finance Agency (MHFA) will hold a public hearing pursuant to Section 42 of the Internal Revenue Code of 1986, as amended. The public hearing will be held at the time and place listed below:

Tuesday, January 30, 2001
1 p.m. - 3 p.m. - State Street Meeting Room-1st Floor
Minnesota Housing Finance Agency
400 Sibley Street, Suite 300
St. Paul, MN

The Omnibus Budget Reconciliation Act of 1989 (OBRA) requires that Housing Tax Credit Allocating Agencies develop a plan for allocating tax credits within their jurisdiction, setting forth criteria to determine priorities for selection of developments to receive tax credits. The OBRA also requires Tax Credit Agencies to hold a public hearing to receive public comment on the Allocation Plan.

The above public hearing is in response to the Community Renewal Tax Relief Act of 2000 (Public Law 106-554) enacted December 21, 2000, which increased the per capita housing tax credit amount to be allocated and also included several changes to the Housing Credit allocation law (Section 42 of the internal Revenue Code). These changes are effective January 1, 2001 and will be incorporated into the MHFA 2001 Housing Tax Credit Procedural Manual and Qualified Allocation Plan.

All persons interested will be given an opportunity to express their views. In order to more effectively plan for the conduct of the hearings, persons desiring to speak at the hearing must so request in writing at least 24 hours before the hearing. Oral remarks by any person will be limited to 10 minutes. Written comments may also be submitted to the undersigned, and will be considered at the hearing.

Note that this public hearing is not a workshop or training session, but is intended to solicit the comments of the public.

Copies of summaries of the proposed changes to the Housing Tax Credit Procedural Manual and Qualified Allocation Plan may be picked up at the address listed below or by request. Please specify your request for Housing Tax Credit Hearing Materials and give your name and address or e-mail address:

Minnesota Housing Finance Agency
Multifamily Underwriting
Housing Tax Credit Program
400 Sibley Street, Suite 300
St. Paul, MN 55101
Phone: (651) 215-6240 or **Toll Free** (800) 657-3701
Email: *Joyce.Kraus@state.mn.us*

UAW-Ford-MnSCU Training Center

Board of Directors Meeting

The UAW-Ford-MnSCU Board of Directors will meet on Tuesday, February 13 at 9:00 a.m., in the Conference Room of the Training Center, 966 S. Mississippi River Blvd., St. Paul, MN 55116, **phone:** (651) 696-0560.

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.

Department of Corrections

Grants and Subsidies Unit

Notice of Availability of Funds

The Minnesota Department of Corrections, Community and Juvenile Services Division, Grants and Subsidies Unit announces the availability of state grant funds for two-year projects in the following categories:

- 1. Intensive Probation for Repeat DWI Offenders:** Three or more grants of up to \$75,000 per year (\$250,000 total) are available for the purpose of establishing, expanding or continuing intensive probation programs for repeat DWI offenders. Only Community Corrections Act programs and county probation offices are eligible to apply. The grants are for the twenty-four month (24) period from July 1, 2001, through June 30, 2003. **All applications are due Thursday, March 15, 2001.**
- 2. Juvenile Restitution:** Grants for up to \$25,000 per year (average—\$6,575) for a total of \$250,000 are available to establish programs to provide and finance work for juveniles who have monetary restitution obligations to victims. Non-profit 501(c)(3) organizations, local units of government and American Indian tribal governments are eligible to apply for these funds. Grants are for the twenty-four (24) month period from July 1, 2001, through June 30, 2003. **All applications are due Thursday, March 15, 2001.**
- 3. Adult Female Offender:** Grants of up to \$15,000 per year (\$123,000 total) are available to provide model programming for adult female offenders. Non-profit 501 (c)(3) organizations, local units of government and American Indian tribal governments are eligible to apply. Grants are for the twenty-four (24) month period from July 1, 2001, through June 30, 2003. **All applications are due Thursday, March 15, 2001.**
- 4. Adult Female Offender Recidivism:** One grant of \$62,000 per year is available to establish transitional services for female adult offenders being released from MCF-Shakopee for the second or subsequent times. Non-profit 501 (c)(3) organizations, local units of government and American Indian tribal governments are eligible to apply for these funds. The grant is for the twenty-four (24) month period from July 1, 2001, through June 30, 2003. Successful applicants may be eligible to request an additional four years of funding. **All applications are due Thursday, March 15, 2001.**
- 5. Juvenile Female Offender:** Grants of up to \$15,000 per year (\$120,000 total) are available to establish model programming for at risk or adjudicated juvenile females. Non-profit 501 (c)(3) organizations, local units of government and American Indian tribal governments are eligible to apply for these funds. Grants are for the twenty-four (24) month period from July 1, 2001, through June 30, 2003. Successful applicants may be eligible to request an additional two years of funding. **All applications are due Thursday, March 15, 2001.**

To receive a copy of any of the Request for Proposals, which describe in detail how to apply for funding, contact:

Lynda Davis
Minnesota Department of Corrections
Community/Juvenile Services
Grants and Subsidies Unit
1450 Energy Park Drive, Suite 200
St. Paul, Minnesota 55108-5219
Phone: (651) 642-0235
TTY: (651) 643-3589
Email: ldavis@co.doc.state.mn.us

These RFPs can be accessed on the DOC website at www.doc.state.mn.us

Department of Finance

Cash and Debt Management Division

Notice of Available Tax Exempt Bonding Authority

NOTICE IS HEREBY GIVEN pursuant to *Minnesota Statute* 474A.14 that on January 2, 2001 the total sum of \$307,467,000 of tax exempt bonding authority was available for calendar year 2001. Of this amount, \$85,914,000 was available for the Small Issue Pool; \$80,459,000 was available for the Housing Pool; \$14,319,000 was available for the Public Facilities Pool; and \$126,775,000 was available for entitlement issuers.

Available tax exempt bonding authority for entitlement issuers in 2001 consists of \$21,479,000 for the City of Saint Paul; \$28,638,000 for the City of Minneapolis; \$62,339,000 for the Minnesota Housing Finance Agency; and \$14,319,000 for Dakota County. For further information please contact Mr. Lee Mehrkens at (651) 296-1700.

Pamela Wheelock
Commissioner

Department of Public Safety

Office of Drug Policy and Violence Prevention

Notice of Availability of Funds for Criminal Gang Strike Force Officer Replacement

NOTICE OF AVAILABILITY OF FUNDS. The Minnesota Department of Public Safety announces the availability of funds to reimburse local law enforcement agencies for the costs associated with hiring an officer to replace an officer assigned to the Gang Strike Force. Local law enforcement agencies may apply. The deadline for grant submission is 4:00 p.m., February 28, 2001. To receive an application contact:

Jeri Boisvert
Office of Drug Policy and Violence Prevention
Minnesota Department of Public Safety
444 Cedar Street
Suite 100 Town Square
St. Paul, MN 55101
Phone: (651) 284-3318
TTY: (651) 282-6555

State Grants & Loans

Department of Public Safety

Office of Drug Policy and Violence Prevention

Notice of Availability of Funds for Expanding Local Capacity to Combat Gangs

NOTICE OF AVAILABILITY OF FUNDS. The Minnesota Department of Public Safety announces the availability of funds to local law enforcement agencies and city and county attorneys' offices to expand the capacity of the agency or office to successfully investigate and prosecute crimes committed by criminal gangs. Local law enforcement agencies, city and county attorneys' offices may apply. The deadline for grant submission is 4:00 p.m., February 28, 2001. To receive an application contact:

Jeri Boisvert
Office of Drug Policy and Violence Prevention
Minnesota Department of Public Safety
444 Cedar Street
Suite 100 Town Square
St. Paul, MN 55101
Phone: (651) 284-3318
TTY: (651) 282-6555

Department of Public Safety

Office of Drug Policy and Violence Prevention

Notice of Application for Continued Funding from the Bureau of Justice Assistance

The Office of Drug Policy and Violence Prevention is submitting an application for continued funding from the Bureau of Justice Assistance. The Edward Byrne Memorial State and Local Law Enforcement Assistance (Byrne) Program, authorized by the Anti-Drug Abuse Act of 1988, is administered by the Bureau of Justice Assistance (BJA) of the Office of Justice Program (OJP), U. S. Department of Justice. The program is designed to assist States and local units of government in carrying out specific programs that offer a high probability of improving the functioning of the criminal justice system. Special emphasis is placed on drug-related and violent crime, serious offenders, and multi-jurisdictional and multi-state efforts to support the National Drug Control Strategy. Those wishing to comment on the application may contact Mary Ellison at the Department of Public Safety, **phone:** (651) 297-7883.

State 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

Request for Information on Available Land and Redevelopment Opportunities for Potential Office Development

The State of Minnesota is interested in obtaining information on land and redevelopment opportunities of up to 25 acres, located within ten miles of the capitol area, for an office building project. If you own and are interested in selling, have the capacity to

assemble, or have an exclusive listing on such a property, please send information to: State of Minnesota, Department of Administration, Real Estate Management Division, 50 Sherburne Avenue, Room 309, St. Paul, MN 55155, until 2:00 p.m., local time, February 2, 2001.

For a copy of the Request for Information contact:

Wayne Waslaski
State of Minnesota
Department of Administration
Real Estate Management Division
50 Sherburne Avenue, Room 309
St. Paul, MN 55155
Phone: (651) 296-2278
Fax: (651) 215-6245
Email: wayne.waslaski@state.mn.us

Minnesota State Colleges and Universities (MnSCU)

System Office

Notice of Request for Proposal (RFP): Market Survey/Study for MnSCU related to MnSCU Involvement in the E-Learning Market

NOTICE IS HEREBY GIVEN that MnSCU requests proposals for creation of a market survey and analysis to assist it in decision-making relating to its further contemplated potential involvement in e-learning, both within MnSCU and within the context of the economy at large. The objective of the survey and analysis is to permit MnSCU to evaluate its capacities, opportunities, and risks associated with its participation in the e-learning markets.

This market survey and analysis is being obtained by MnSCU to permit appropriate review prior to MnSCU making an equity investment or jointly venturing in the e-learning market, all as authorized by *Minnesota Statutes* 136F.77.

The current dollar value of the compensation for the production of the requested market survey/analysis is not currently known. This request for proposals does not obligate MnSCU to spend any specific dollar amount.

Paper copies of the Request for Proposals are available free of charge to interested vendors from:

Karen Pratt, Assistant to Strategic Partnerships Division
Minnesota State Colleges and Universities
500 World Trade Center (5th Floor)
30 East 7th Street
St. Paul, MN 55101
Phone: (651) 296-3938

Please note:

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

- Additionally, an electronic copy of the RFP and all changes and notices will be published on the Internet, as follows:
 - Website posting RFP for downloading: www.AcademicAffairs.mnscu.edu
 - Website for answering questions: www.RFPQuestions@so.mnscu.edu

Proposal Due Date:

Vendor proposals should be submitted in writing no later than 2:00 p.m., Tuesday, February 20, 2001. Proposals received after this time will not be considered.

State Contracts

Minnesota State Colleges and Universities (MnSCU)

Request for Qualification (RFQ)

Request for Qualifications for a Consultant to advise on the Facilities Condition Audit (existing database) to create a dynamic document and to advise on on-going strategies in Facilities upgrading of existing backlog and preventative maintenance programs. **Request for Qualification to be due on January 31, 2001 at 4:00 p.m.**, to Sally Grans, MnSCU Facilities, 30 E. 7th Street, 5th Floor World Trade Center, St Paul, 55101.

For a complete copy of the requirements of the RFQ contact:

Mailor Moua
500 World Trade Center
30 E. 7th Street
St. Paul, MN 55101
Phone: (651) 297-7862
Fax: (651) 296-8488
Email: *mailor.moua@so.mnscu.edu*

Department of Corrections

Notice of Request for Proposals for a Web Based Reporting Tool

The Minnesota Department of Corrections (DOC) is requesting proposal for creating and implementing a web based tool to report on Strategic plan activities and an internet based measurement tool that can be accessed by multiple DOC staff for purposes of inputting measurement data and generating measurement reports.

Potential responders interested in submitting a proposal on this project should call, write, e-mail or fax for the full RFP which will be sent free of charge to interested vendors. Proposal must be submitted to the department contact listed below. Other State personnel are NOT allowed to discuss the Request for Proposal with anyone, including responders, before the proposal submission deadline. **Proposals must be received by the contact person listed below no later than 2:30 p.m., CST February 5, 2001.**

Rachel Juno, Research/Evaluation
Department of Corrections
1450 Energy Park Drive, Suite 200
St. Paul, MN 55108-5219
Phone: (651) 603-0193
Fax: (651) 642-0251
Email: *rjuno@co.doc.state.mn.us*

State Board of Investment

Official Notice

The Minnesota State Board of Investment (MSBI) retains private money management firms to manage a portion of the pension assets and other accounts under its control. Firms interested in managing domestic stock, international stock, domestic bond or global bond portfolios for the MSBI are asked to write to the following address for additional information:

External Manager Program
Minnesota State Board of Investment
Capitol Professional Office Building
Suite 200 590 Park Street
St. Paul, MN 55103
Phone: (651) 296-3328
Fax: (651) 296-9572
Email: *mim.sbi@state.mn.us*

Please refer to this notice in your written request.

Department of Military Affairs

Notice of Request for Proposals for Mechanical and Electrical Engineering Services for Renovation of Nine Kitchens and One Boiler Replacement at Various National Guard Armory Locations throughout Minnesota (Project No. 01901)

The Minnesota Department of Military Affairs is seeking professional engineering services for the design and construction supervision of kitchen renovations and boiler replacement at various National Guard Armory facilities. Scope of services shall consist of Schematic/Design Development, Construction Documents, Bidding, and Construction Supervision. At the completion of the project, record sets of drawings will be furnished in electronic digital file on compact disks to show the project "as built".

Project No. 01901 includes:

- (1) Kitchen Renovations at Alexandria, Fairmont, Madison, Morris, Olivia, Ortonville, Sauk Centre, Wadena and Winona
- (2) Boiler Replacement at Sauk Centre Armory

Timeline: Proposals to be submitted by 5 February 2001 with contract commencement in February 2001. The project is broken into three different construction bid packages with three distinct schedules:

Package #1	Sauk Centre, Alexandria and Wadena	(Bids Open May 2001)
Package #2	Fairmont and Winona	(Bids Open June 2001)
Package #3	Madison, Morris, Olivia and Ortonville	(Bids Open August 2001)

The Request for Proposals is available by writing or calling Ms. Carol Prozinski, Minnesota Department of Military Affairs, Facilities Management Office, Camp Ripley, 15000 Highway 115, Little Falls, MN 56345-4173, **phone:** (320) 632-7303, **email:** prozinskic@mn-armg.ngb.army.mil

Proposals must be submitted in the format provided in the Request for Proposals. **Proposals must be received not later than 4:30 p.m. Central Time, 5 February 2001.** No late proposals will be accepted.

Minnesota Historical Society

Request for Bids for Data Center Relocation - St. Paul, Minnesota

The Minnesota Historical Society is seeking bids from qualified firms to provide all labor, materials, equipment and supplies to complete the Data Center Relocation, located at the Minnesota History Center, 345 Kellogg Boulevard West, St. Paul, Minnesota. The work shall include complete design, certified drawings, systems equipment, materials, etc., as required and as outlined in the design drawings and specifications. The work shall also include the installation of an Uninterruptable Power Source (UPS) to provide continuous, regulated AC power to critical equipment. The UPS will be supplied by the Minnesota Historical Society. All work will be in accordance with the Drawings, Technical Specifications, Instructions to Bidders, Supplemental Conditions, General Conditions, the Contract and the Request for Bids.

The Request for Bids is available by calling or writing Chris M. Bonnell, Contracting Officer, 345 Kellogg Boulevard West, St. Paul, Minnesota 55102. **Phone:** (651) 297-5863. **Email:** chris.bonnell@mnhs.org

A MANDATORY pre-bid meeting will be held on Wednesday, January 31, 2001 at 10:00 a.m. local time. The meeting will be held at the Minnesota History Center, which is located at 345 Kellogg Boulevard West, St. Paul, Minnesota.

All bids must be received by Chris M. Bonnell, Contracting Officer for the Minnesota Historical Society, 345 Kellogg Boulevard West, St. Paul, Minnesota 55201 or an authorized agent **no later than 2:00 p.m., local time, Wednesday February 14, 2001.** A bid opening will be conducted at that time. Bids must be submitted in a sealed envelope with the project name clearly written on the envelope. A bid bond must be included in the amount of 5% of the total base bid if the total base bid is over \$50,000. Late bids will not be considered.

Authorized agents for receipt of bids are the following: Mary Green-Toussaint, Contracting and Procurement Technician or any Work Service Center staff member in the Finance and Administration Division on the 4th floor of the History Center. Bids may not be delivered to the information desk, to the guard or to any location or individual other than as specified above.

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

State Contracts

Minnesota Historical Society

Proposals Sought for Printing Services

The Minnesota Historical Society is seeking bids from qualified presses to provide printing services for the Society All-Site Travel Guide. Bids are being requested for quantities of 450,000; 500,000 and pricing per additional 50,000's. The guide will be a 24- page, self cover, 3.875" x 9" finished size, saddle stitch on spine. All pages printed 4-color process. Paper stock: 70# Sommerset Text Matte Recycled.

The Request for Bids is available by calling or writing Chris M. Bonnell, Contracting Officer, Minnesota Historical Society, 345 Kellogg Blvd. W., St. Paul, MN 55102. **Phone:** (651) 297-5863, **email:** chris.bonnell@mnhs.org. Complete specifications, bid format and details concerning submissions requirements are included.

Sealed bids must be received no later than 2 p.m., Central Time, Thursday, February 1, 2001 by the Contracting Office, or his agent. No late bids will be accepted.

Minnesota Historical Society

Request for Bids for Uninterruptible Power System – St. Paul, Minnesota

The Minnesota Historical Society is seeking bids from qualified firms to provide an Uninterruptible Power System (UPS) to provide continuous, regulated AC power to critical loads under normal and abnormal conditions, including loss of the utility AC power, to a data center located within the Minnesota History Center, 345 Kellogg Boulevard West, St. Paul, Minnesota. The work will include furnishing the equipment, operation and maintenance manuals and installation information as required and as outlined in the design drawings and specifications. Installation of the UPS is not a part of this bid. All equipment supplied will be in accordance with the Drawings, Technical Specifications, Instructions to Bidders, Supplemental Conditions, General Conditions, the Contract and the Request for Bids.

The procurement specification is available by calling or writing Chris M. Bonnell, Contracting Officer, 345 Kellogg Boulevard West, St. Paul, Minnesota 55102. **Phone:** (651) 297-5863. **Email:** chris.bonnell@mnhs.org

A non-mandatory pre-bid meeting will be held on Wednesday, January 31, 2001 at 10:00 a.m. local time. The meeting will be held at the Minnesota History Center, which is located at 345 Kellogg Boulevard West, St. Paul, Minnesota.

All bids must be received by Chris M. Bonnell, Contracting Officer for the Minnesota Historical Society, 345 Kellogg Boulevard West, St. Paul, Minnesota 55201 or an authorized agent **no later than 2:00 p.m. local time, Wednesday February 14, 2001.** A bid opening will be conducted at that time. Bids must be submitted in a sealed envelope with the project name clearly written on the envelope. A bid bond must be included in the amount of 5% of the total base bid if the total base bid is over \$50,000. Late bids will not be considered.

Authorized agents for receipt of bids are the following: Mary Green-Toussaint, Contracting and Procurement Technician or any Work Service Center staff member in the Finance and Administration Division on the 4th floor of the History Center. Bids may not be delivered to the information desk, to the guard or to any location or individual other than as specified above.

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

Department of Natural Resources

Request for Proposals to Prepare and Execute a Study of Central Minnesota Boating During Summer of 2001

The Minnesota Department of Natural Resources (DNR) is requesting proposals from qualified firms and individuals to conduct a study of Central MN boating from mid May to Labor Day 2001 (study area approximately: Wright, Stearns, Kandiyohi and Meeker County). The study will involve boat counts and boater interviews. The study will provide information to the DNR's water access and boating safety programs. A similar study was conducted in 1987 and, in part, this study is an update of the earlier one.

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

A. Measure total use by source of boater

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

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

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

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

Tim Kelly
Minnesota Department of Natural Resources, OMBS, Box 10
500 Lafayette Road
St. Paul, Minnesota 55155-4010
Phone: (651) 296-4892
Email: tim.kelly@dnr.state.mn.us

All proposals must be sent to and received by Mr. Kelly no later than 4:00 p.m., February 8, 2001.

All final deliverables from this project will be submitted to Mr. Kelly by March 31, 2002.

It is estimated that the cost of this project should not exceed \$60,000.

In compliance with *Minnesota Statutes* § 16C.07, the availability of this work is being offered to state employees. The State will evaluate the responses of any state employee, along with other responses to this Request for Proposals.

Department of Revenue

Request for Proposals for Installing Applix iEnterprise™ – Version 8.x, Customizing Applix iHelpdesk™ and Providing On-going Support

The State of Minnesota, Department of Revenue is seeking to contract for professional and technical services to install Applix iEnterprise™ – Version 8.x, customize Applix iHelpdesk™ and provide ongoing support. The selected Contractor will also provide transfer of knowledge that will enable the Department of Revenue to customize and support the software independently in the future. The Department of Revenue has already purchased the Applix iEnterprise™ software. This software will be used by two areas within the Department of Revenue.

A complete hard copy of the Request for Proposals may be obtained from:

Larry Collette
Minnesota Department of Revenue
600 North Robert Street
Mail Station 1400
St. Paul, MN 55146-1400
Fax: (651) 282-2423
Email: dor.rfp@state.mn.us

Please refer to this notice in your written request. In your request include your complete receiving address, including the street address. Only hard copies of the RFP are available.

All responses to the RFP are due no later than 2:00 p.m., on January 31, 2001, in the manner specified in the RFP document.

Late responses will not be considered.

Department of Transportation

Program Support Group

Office of Technical Support

Request for Proposals (RFP) To Provide Right-Of-Way Acquisition Assistance, Trunk Highway 14/52/63, Rochester, MN

The State of Minnesota through its Department of Transportation (Mn/DOT) requests proposals to provide right-of-way services in District 6 - Rochester, in the areas of field title investigation, direct purchasing, and relocation assistance. These services will be provided for the reconstruction of Trunk Highway (TH) 14 and 52 in the City of Rochester, the interchanges of 40th and 48th Streets with TH 63 south of Rochester (identified as an Interregional Corridor (IRC)), and any other projects as directed by Mn/DOT's Project Manager. The anticipated length of contract will be through June 2003. It is the goal of this project that right-of-way required for these highway improvements be acquired in accordance with the highway program schedules, and in conformance with applicable federal statutes such as Title 23 *United States Code* and regulations, state laws, and Mn/DOT procedures, such as the Right-Of-Way Manual.

All expenses incurred in responding to this notice will be borne by the responder. The proposed term of the contract will be from February 2001 to June 2003.

Requests for Proposals (RFP) are available by mail or in person. Please submit, in writing, a request for the RFP for "Right-Of-Way Acquisition Assistance, TH 14/52/63."

Requests for the RFP may be mailed, emailed, or faxed to:

Brad Hamilton, Agreement Administrator
Minnesota Department of Transportation Consultant Service Unit
395 John Ireland Boulevard,
Seventh Floor, Mail Stop 680
St. Paul, MN 55155
Fax: (651) 282-5127
Email: brad.hamilton@dot.state.mn.us

In order to obtain the RFP in time, requests for the RFP must be received on or before January 22, 2001. Requests made after that date must be in person.

NOTE: PROPOSALS ARE DUE ON JANUARY 30, 2001 AT 2:00 P.M., CENTRAL STANDARD TIME. LATE PROPOSALS WILL NOT BE CONSIDERED.

Non-State 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.

Metropolitan Airports Commission

Bids Sought for Roll Towels

Sealed BIDS will be received by the Metropolitan Airports Commission at its office at 6040 28th Avenue South, Minneapolis, MN 55450-2799, until 1:30 p.m., Local Time, MONDAY, JANUARY 22, 2001, for the procurement of **ROLL TOWELS**.

At that time and place the BIDS will be publicly opened and read aloud. If mailed the Commission's mailing address is 6040 28th Avenue South, Minneapolis, MN 55450-2799, **and BIDS to be considered must be received by the Commission by the date and hour set for opening of BIDS.**

BIDS shall be according to the specifications. The Commission reserves the right to reject any or all bids or portions thereof, and to waive any minor irregularities or informalities therein. Copies of the Specifications may be obtained at the office of the Commission, 6040 28th Avenue South, Minneapolis, Minnesota 55450, **phone:** (612) 726-8146.

Dated: 8 January 2001

Metropolitan Airports Commission
JoAnn Brown/Buyer-Administrator

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 Service (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.

