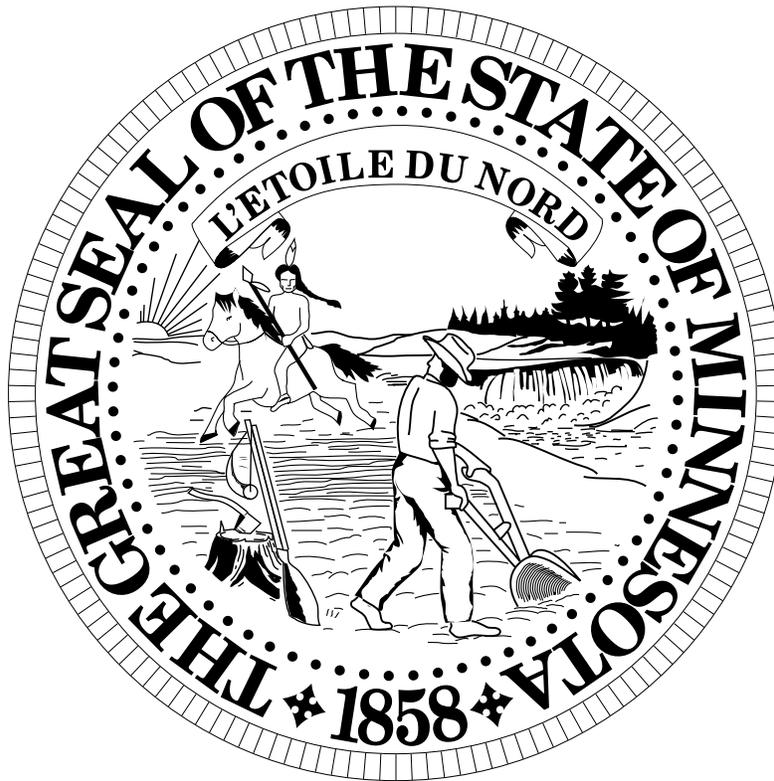


State of Minnesota

State Register

Rules and Official Notices Edition



Published every Monday (Tuesday when Monday is a holiday) by the
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Monday 11 June 2001
Volume 25, Number 50
Pages 1911-1936

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- proposed, adopted, exempt, expedited emergency and withdrawn rules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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Printing Schedule and Submission Deadlines

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
#50	Monday 11 June	Noon Wednesday 30 May	Noon Tuesday 5 June
#51	Monday 18 June	Noon Wednesday 6 June	Noon Tuesday 12 June
#52	Monday 25 June	Noon Wednesday 13 June	Noon Tuesday 19 June
Vol 26 #1	Monday 2 July	Noon Wednesday 20 June	Noon Tuesday 26 June

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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.

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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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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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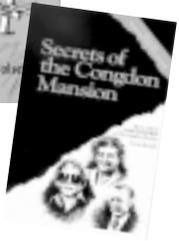
Minnesota Aeronautical Chart
 This color 31" x 25" map chart designates all airports in the state and notes fuel, water, radio facilities, control tower information, hard surface runways, etc.
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Adopted Rules

A rule becomes effective after the requirements of *Minnesota Statutes* §§14.05-14.28 have been met and five working days after the rule is published in the *State Register*, unless a later date is required by statutes or specified in the rule.

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

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

Exempt Rules

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

Emergency Expedited Rules

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

Board of Chiropractic Examiners

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

The rules proposed and published at *State Register*, Volume 25, Number 29, pages 1287-1289, January 16, 2001 (25 SR 1287), are adopted as proposed.

Department of Natural Resources

Adopted Permanent Rules Relating to Dam Inspections

The rules proposed and published at *State Register*, Volume 25, Number 31, pages 1331-1333, January 29, 2001 (25 SR 1331), are adopted as proposed.

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

Agronomy and Plant Protection Division

Notice of Special Local Need Registration

Pursuant to *Minnesota Statutes* 18B.27 and Parts 1505.0880-1505.0930, the Minnesota Department of Agriculture issued, on May 30, 2001, a Special Local Need (SLN) registration for Define DF Herbicide, manufactured by Bayer Corporation, Kansas City, MO 64120. This registration would allow early postemergence applications of Define DF for weed control in corn.

A federal or state agency, a local unit of government, or any person or groups of persons filing with the commissioner a petition that contains the signatures and addresses of 500 or more individuals of legal voting age, shall have 30 days from publication of notice in the *State Register* to file written objections with the commissioner regarding the issuance of the special local need registration.

Objections may be submitted to: John C. Sierk, Minnesota Department of Agriculture, Agronomy and Plant Protection Division, 90 West Plato Boulevard, St. Paul, MN 55107.

Comment deadline is July 11, 2001.

Minnesota Comprehensive Health Association

Notice of Annual Meeting of Members and Annual Board Meeting

NOTICE IS HEREBY GIVEN that the **Annual Meeting of Members** of the Minnesota Comprehensive Health Association (MCHA), will be held at 9:00 a.m., on Thursday, June 14, 2001 at the Hyatt Whitney Hotel, 150 Portland Avenue, Minneapolis, to be immediately followed by the **Annual Meeting of the Board of Directors**.

For additional information, please call Lynn Gruber at (952) 593-9609.

Minnesota Comprehensive Health Association

Notice of Meeting of the Enrollee Appeal Committee

NOTICE IS HEREBY GIVEN that a meeting of the Minnesota Comprehensive Health Association's (MCHA), Enrollee Appeal Committee will be held at 1:30 p.m., on Tuesday, June 12, 2001, at the MCHA executive office located at 5775 Wayzata Blvd., Suite 910, St. Louis Park, MN.

This meeting may be closed to the public, if so requested by the appellant, pursuant to *Minnesota Statutes* 62E. 10, subd. 4.

For additional information, please call Lynn Gruber at (952) 593-9609.

Department of Human Services

Continuing Care for Persons with Disabilities

Community Supports for Minnesotans with Disabilities

Public Notice of Increase in Medical Assistance and MinnesotaCare Rates for Private Duty Nursing Services

NOTICE IS HEREBY GIVEN to recipients and enrollees, providers of services under the Medical Assistance (MA) Program and the MinnesotaCare Program, and to the public of new MA and MinnesotaCare rates for private duty nursing services provided by independent (self-employed) registered nurses (RNs) and licensed practical nurses (LPNs). This notice is published pursuant to 42 CFR §447.205, which requires public notice of significant proposed changes in methods and standards for setting payment rates for fee-for-service MA services.

If medically necessary, individuals receiving services under MA and MinnesotaCare receive private duty nursing services. Currently, the payment independent RNs and LPNs receive is less than the payment received by nurses employed by agencies. Because the Department is committed to providing persons with disabilities and special health care needs with a wide range of providers, the payment independent RNs and LPNs receive for providing MA and MinnesotaCare private duty nursing services is increased.

Effective June 15, 2001, the rate for providing private duty nursing services will be increased as follows:

- Independent RN (Procedure code X5646): from \$4.56/unit to \$6.73/unit
- Independent LPN (Procedure code X5648): from \$3.40/unit to \$5.17/unit

(1 unit = 15 minutes)

For further information, please refer to the Department's Bulletin #01-56-13, available soon at: <http://www.dhs.state.mn.us/fmo/LegalMgt/bulletins/default.htm>

Also effective on June 15, 2001 are rate increases for independent nurses under the Community Alternative Care (CAC) MA waiver. For further information on the procedure codes and rates for the CAC waiver, please refer to the Department's Bulletin #01-56-13.

There should be no fiscal impact due to the rate changes. The Department does not anticipate a change in the number of RNs and LPNs providing private duty nursing services. The same nurses that are currently employed by agencies will have the opportunity to provide private duty nursing services as independent providers, and the rates currently paid to agencies will be paid to the nurses.

Pursuant to 42 CFR §447.205(c)(5), the Department must provide an address where written comments may be sent and reviewed by the public. Written comments and requests for information (including the Department's bulletin) may be sent to:

Ms. Lori Dablow
Community Supports for Minnesotans with Disabilities
Minnesota Department of Human Services
444 Lafayette Road North
St. Paul, Minnesota 55155-3857
Phone: (651) 582-1905

Department of Natural Resources

Notice of Sale of State Metallic Minerals Leases

NOTICE IS HEREBY GIVEN that a sale of leases to explore for, mine and remove metallic minerals in trust fund lands, lands and minerals forfeited for non-payment of taxes, lands and minerals otherwise acquired, and other state-owned land under the jurisdiction of the Commissioner of Natural Resources, and located in portions of Aitkin, Lake, and Saint Louis Counties, is scheduled to be held on July 17, 2001, at 9:00 a.m. The sale will take place in the Fourth Floor Conference Room, Department of Natural Resources, 500 Lafayette Road, St. Paul, Minnesota.

The Commissioner of Natural Resources, c/o Division of Lands and Minerals, 500 Lafayette Road, St. Paul, Minnesota 55155-4045, will receive sealed bids and applications for leases covering minerals in state lands, in accordance with *Minnesota Rules*, parts 6125.0100 through 6125.0700, the metallic minerals rules, issued under the authority of *Minnesota Statutes*, sections 93.08 through 93.12 and 93.25.

Each bid must be submitted on a form obtained from the Commissioner. Each bid form must be accompanied by a certified check, cashier's check, or bank money order, payable to the Department of Natural Resources in the sum of the following amounts: a) an application fee of \$100.00 for each mining unit bid upon; and b) rental for one full calendar year for each mining unit bid upon. All bids must be received by the Commissioner at the office of the Division of Lands and Minerals, Fourth Floor, DNR Building, 500 Lafayette Road, St. Paul, Minnesota 55155-4045, before 4:30 p.m., of July 16, 2001.

On July 17, 2001, at the time specified, the Commissioner or his representative will publicly open the bids and announce the amount of each bid separately. At a subsequent time leases will be awarded by the Commissioner, with the approval of the State Executive Council, to the highest bidder for the respective mining units, but no bids will be accepted that do not equal or exceed the base royalty rates set forth in the rules or that do not comply with all provisions of the rules. The right is reserved to the State, through the Executive Council, to reject any or all bids.

The purpose of Minnesota's metallic minerals rules is to promote and regulate the prospecting for, mining and removal of metallic minerals on state-owned and state-administered lands. These rules, and the leases issued under the rules, authorize exploration and development of these minerals and impose certain requirements on the lessee. The requirements include: the payment of minimum rentals which increase with the passage of time, the payment of royalty for all ore mined and removed, the submission of data and other reports, and the submission of exploration plans. In addition, the state lessee must comply with all applicable regulatory laws. No land or water areas within the Boundary Waters Canoe Area Wilderness or Voyageurs National Park are included in this or any state mineral lease sale.

After the conclusion of the sale, the Commissioner shall request each high bidder to provide evidence the bidder is qualified to hold state mineral leases pursuant to *Minnesota Rules*, part 6125.0410. The rules state that a lease will only be issued to an applicant qualified to do business in Minnesota and qualified to conduct exploratory borings in Minnesota. In addition, the Commissioner may request evidence that the lease applicant is technically and financially capable of performing under the terms of a state mineral lease. The requested evidence must be provided within 45 days of the request from the Commissioner or the bids from that high bidder will be rejected.

Upon the award of a lease, the application fee submitted with the bid will be deposited with the State Treasurer as a fee for the lease. All bids not accepted will become void, and the application fee and rental payment accompanying such bids will be returned to the respective bidders; provided, however, the application fee and rental payment accompanying a bid shall not be returned if the bidder was the high bidder and subsequently withdrew the bid prior to the awarding of a lease.

Bid forms, instructions on how bids are to be submitted, copies of the rules (*Minnesota Rules*, parts 6125.0100 through 6125.0700) and copies of the Mining Unit Book, listing the land areas designated by the Commissioner as mining units, may be obtained from the Transactions Section, Division of Lands and Minerals, DNR Building, 500 Lafayette Road, St. Paul, Minnesota 55155-4045.

The Mining Unit Book will be available at least thirty days prior to July 17, 2001. Application for each copy of the Mining Unit Book must be accompanied by a check or money order, payable to the Department of Natural Resources in the sum of \$16.00, as a fee for such Mining Unit Book, plus \$1.04 State of Minnesota Sales Tax. Unit books will also be available for inspection at the Hibbing and St. Paul offices of the Division of Lands and Minerals.

Allen Garber, Commissioner
Department of Natural Resources
St. Paul, Minnesota

Minnesota Pollution Control Agency

Policy and Planning Division

Fact Sheet and Public Notice of Intent to Reissue a National Pollutant Discharge Elimination System (NPDES) and State Disposal System (SDS) General Permit for Activities Conducted at Sand and Gravel Mines, Rock Quarries and Hot Mix Asphalt Plants

NOTICE IS HEREBY GIVEN that the Minnesota Pollution Control Agency (MPCA) intends to reissue the National Pollutant Discharge Elimination System (NPDES)/State Disposal System (SDS) general permit MN G490000 for activities conducted at sand and gravel mines, rock quarries and hot mix asphalt plants. This general permit covers categories whose operations, emissions, activities, discharges or facilities are the same or substantially similar. The reissued general permit will have a term of approximately five years. This general permit provides alternative permit coverage for storm water and gravel pit dewatering activities as an option to existing NPDES/SDS permits for these activities. The permit may cover owners and operators of facilities within the

Official Notices

boundary of the state of Minnesota that: a) discharge storm water from construction sand and gravel mines, crushed and broken stone, or dimension stone mining and quarrying areas; b) discharge storm water from hot mix asphalt production areas; c) discharge pit dewatering flow from construction sand and gravel mine pits; or d) operate wet scrubber wastewater disposal systems at hot mix asphalt production plants. The draft permit conditions are based on *Minnesota Statutes* Chapters 115 and 116 and *Minnesota Rules* Chapters 7001, 7050 and 7060. The permit discharge limits are based on a combination of state standards specified in *Minnesota Rules* Chapter 7050. The receiving waters of the State of Minnesota are classified for domestic consumption, protection of aquatic life and recreation, industrial consumption, agriculture and wildlife, aesthetic enjoyment and navigation, and other uses. The requirements of *Minnesota Statutes* Chapter 116D, which relate to environmental review, have been considered. Sites for which Environmental Assessment Worksheets or Environmental Impact Statements are required, in accordance with *Minnesota Rules* Chapter 4410, are not eligible for coverage under this permit until that environmental review is completed.

Public Comment Period Begins:	June 11, 2001
Public Comment Period Ends:	July 11, 2001
Current Permit Issued:	October 8, 1996
Current Permit Expiration Date:	August 31, 2001

Preliminary Determination on the Draft Permit

The MPCA commissioner has made a preliminary determination to reissue NPDES/SDS permit MN G490000 for a term of approximately 5 years.

The draft permit is available for review at the MPCA central office at the St. Paul address listed below, and at the MPCA regional offices in Brainerd, Detroit Lakes, Duluth, Marshall, Rochester, and Willmar. The draft permit may be copied between 9:00 a.m. and 3:30 p.m., Monday through Friday. In addition, the public notice and a fact sheet describing the differences between the previously issued and proposed permits may be downloaded and viewed from the following web address <http://statsbox.pca.state.mn.us/pca/news/index.cfm?PN=1>. A copy of the draft permit will be mailed to you if the MPCA receives your written or oral request at one of these offices. If you have questions on this draft permit or the commissioner's preliminary determination, please contact Duane Duncanson, **phone:** (612) 296-7072.

Written Comments

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

1. A statement of your interest in the permit applications or the draft permit;
2. A statement of the action you wish the MPCA to take, including specific references to sections of the draft permit that you believe should be changed; and
3. The reasons supporting your position, stated with sufficient specificity as to allow the commissioner to investigate the merits of your position.

Petition for Public Informational Meeting

You also may request that the MPCA commissioner hold a public informational meeting. A public informational meeting is an informal meeting that the MPCA may hold to solicit public comment and statements on matters before the MPCA, and to help clarify and resolve issues. A petition requesting a public informational meeting must include the following information:

1. A statement identifying the matter of concern;
2. The information required under items 1 through 3 of "written comments" identified above;
3. A statement of the reasons the MPCA should hold a public informational meeting; and
4. The issues that you would like the MPCA to address at the public informational meeting.

Petition for Contested Case Hearing

You also may submit a petition for a contested case hearing. A contested case hearing is a formal evidentiary hearing before an administrative law judge. In accordance with *Minnesota Rules* 7000.1900, the MPCA will grant a petition to hold a contested case hearing if it finds that: (1) there is a material issue of fact in dispute concerning the application or draft permit; (2) the MPCA has the jurisdiction to make a determination on the disputed material issue of fact; and (3) there is a reasonable basis underlying the disputed material issue of fact or facts such that the holding of the contested case hearing would allow the introduction of information that would aid the MPCA in resolving the disputed facts in making a final decision on the draft permit. A material issue of fact means a fact question, as distinguished from a policy question, whose resolution could have a direct bearing on a final MPCA decision. A petition for a contested case hearing must include the following information.

1. A statement of reasons or proposed findings supporting the MPCA decision to hold a contested case hearing according to the criteria in *Minnesota Rules* 7000.1900, as discussed above; and
2. A statement of the issues proposed to be addressed by a contested case hearing and the specific relief requested of resolution of the matter.

In addition, and to the extent known, a petition for a contested case hearing should also include the following information:

1. A proposed list of prospective witnesses to be called, including experts, with a brief description of proposed testimony or summary of evidence to be presented at a contested case hearing;
2. A proposed list of publications, references, or studies to be introduced and relied upon at a contested case hearing; and
3. An estimate of time required for you to present the matter at a contested case hearing.

MPCA Decision

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

During the public comment period, however, you also may request that the draft permit be presented to the MPCA Board for final decision. You may participate in the activities of the MPCA Board as provided in *Minnesota Rules* 7000.0650.

Comments, petitions, and/or requests must be submitted in writing on or before the end date of the public comment period identified in this notice to:

Duane Duncanson
Minnesota Pollution Control Agency
Policy and Planning Division
520 Lafayette Road North
St. Paul, Minnesota 55155-4194

Public Employees Retirement Association

Notice of Meeting of the Board of Trustees

A regular meeting of the Board of Trustees of the Public Employees Retirement Association (PERA) will be held on Thursday, **June 14, 2001, at 9:30 a.m.**, in the PERA offices, 514 St. Peter Street, Suite 200 – Skyway Level, St. Paul, Minnesota.

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 Children, Families and Learning Office of Teaching and Learning

Request for Proposal for a Grant Contract for Adult Basic Education Statewide Supplemental Services

The Minnesota Department of Children, Families and Learning is seeking proposals from qualified nonprofit organizations to provide supplemental services for Adult Basic Education (ABE) providers statewide. Supplemental services may include staff development, tutor training, technological training and services, services related to learners with disabilities, promotional services and other services which provide assistance to local ABE programs across Minnesota. Two current gaps in supplemental services for ABE programs and learners include services in relation to visually impaired adults and services in relation to mentally ill adults. By funding organizations which specialize in the delivery of supplemental services, expertise and capacity building can be shared with all Minnesota Adult Basic Education programs.

Funding is available for fiscal year 2002 (July 1, 2001 through June 30, 2002). State law requires that no single organization may receive more than \$100,000. **Application deadline is June 25, 2001 for continuing programs.** Deadline for new programs can be negotiated with DCFL.

For further information or to request a copy of the Request for Proposal, please contact:

Laurie Rheault, Grant Specialist
Minnesota Department of Children, Families and Learning
Adult Basic Education Unit
1500 Highway 36 W.
Roseville, MN 55113
Phone: (651) 582-8432
Email: laurie.rheault@state.mn.us

Department of Human Services Adult Supports Division Refugee Services Section

Request for Proposals for Social Services to Refugees

NOTICE IS HEREBY GIVEN that the Refugee Services Section, Adult Supports Division, Minnesota Department of Human Services, is seeking proposals to provide services to school age refugee children and elderly refugees.

We are seeking proposals for one-year projects that begin October 1, 2001 and can be renewed for an additional year contingent on contract performance and availability of funds.

Funding for this Request for Proposals is from refugee social service funds allocated to the State by the federal Office of Refugee Resettlement. The estimated amount of funds available for this announcement is \$600,000.00.

To be considered for funding, proposals must be post-marked or hand-delivered to the Refugee Services Section by **4:20 p.m., CDT, July 16, 2001.** We reserve the right not to act on this Request for Proposals.

Please direct all questions and requests for copies of the full Requests for Proposals to :

Mayjouna Ly
Minnesota Department of Human Services
Adult Supports Division
Refugee Services Section
Human Services Building
444 Lafayette Road
St. Paul, Minnesota 55155-3837
Phone: (651) 282-9817

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

Notice to Contractors, Vendors and Grantees:

Re: Potential Temporary Suspension of State Contract Performance

This is a notice to contractors, vendors and grantees that have contractual relationships with the State of Minnesota. It concerns both current contracts with an expiration date after June 30, 2001, as well as new contracts that are to become effective on or after July 1, 2001.

The Minnesota State Legislature adjourned May 21, 2001, without appropriating money to fund the continuing operations of state government for the fiscal year beginning as of July 1, 2001. Although talks continue among legislative conferees, there is no assurance that agreements will be reached or that a special legislative session called prior to July 1 will result in fund appropriations.

The State of Minnesota operates on a biennial budget. Funds are appropriated by the Minnesota Legislature every two years, with each fiscal year beginning on July 1 and ending on June 30 of the following calendar year. Our current biennial budget is due to end after June 30, 2001. In the absence of legislation specifically appropriating funds for the continuing operations of the State of Minnesota for the next biennium, the State will have no or only very limited authority to expend or release funds to pay for goods or services after June 30, 2001. In this event, expenditures will be limited to fund or support only critical life, health, and safety functions of state government.

While we expect that the Legislature will complete its work in time to avoid a disruption in State operations, the State must advise all contractors, vendors and grantees that in the absence of legislatively authorized appropriations as of July 1, 2001, all work, activity and performances under the contracts as of that date must be suspended, pending authorized appropriations, as will all payments required of the State of Minnesota under those contracts.

State Contracts

In the event that any contract concerns a critical state function, as described above, you will be notified by separate letter, publication, bulletin, or other appropriate means.

We will work to keep you informed of progress regarding legislative authorization of appropriations, and will make every reasonable effort to issue public notices promptly when budgets are approved and contract performance may be resumed. We do suggest that you monitor state web sites, bulletins, and media publications for further information.

David F. Fisher
Commissioner, Department of Administration
State of Minnesota

Department of Administration

State Designer Selection Board

Request for Proposals for the University of Minnesota, Duluth Campus (Project 01-04) For the New Laboratory Science Building

To Minnesota Registered Design Professionals

Pursuant to SDSB *Minnesota Rule* 3200.0400, below is an update of the schedule that appeared in the *State Register* on Monday, June 4, 2001, Page 1902.

The State Designer Selection Board has changed the meeting *location* for the University of Minnesota-Duluth Campus (Project 01-04). The meeting will be held in the Administration Building, 50 Sherburne Avenue, St. Paul, Room G-10/Conference Room A on July 10, 2001. For additional information, contact Winnie Sullivan, **phone:** (651) 297-1545.

Colleges and Universities, Minnesota State (MnSCU)

Request for Proposals for Executive Search Firm

NOTICE IS HEREBY GIVEN that proposals are being solicited to select an executive search consultant to assist the Minnesota State Colleges and Universities System in the search for qualified candidates for President of Minnesota State University, Mankato.

Applicants must have evidence of successful experience in working with search committees on searches for higher education chief executives and evidence of success in providing clients with diverse pools of candidates for searches in higher education. For further information or to request a copy of the full Request for Proposal, please contact:

Linda Skallman, Associate Vice Chancellor
Minnesota State Colleges & Universities/Personnel
500 World Trade Center, 30 East Seventh Street
St. Paul, MN 55101
Phone: (651) 297-8263
Fax: (651) 297-3145
Email: linda.skallman@so.mnscu.edu

Proposals are due by **July 9, 2001 no later than 5:00 p.m.**

Review of proposals will begin by July 16, 2001, and continue until a firm is chosen.

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

Minnesota State Colleges and Universities (MnSCU)

Request for Proposals for Vendor Services for MnSCU 403(b) Tax Sheltered Annuity Program

NOTICE IS HEREBY GIVEN that proposals are being solicited to select a vendor to potentially provide administration, investment and employee education services to MnSCU Faculty and staff covered by its 403(b) Tax Sheltered Annuity Program. The contract with the selected provider will be for a period of three to five years.

Proposals are due by July 2, 2001 no later than 3:00 p.m. CST.

To request a copy of the full Request for Proposal, please contact:

Jamie Bentley
Watson Wyatt Worldwide
8400 Normandale Lake Boulevard
Suite 1500
Minneapolis, MN 55437-3811
Phone: (952) 842-6209
Fax: (952) 842-6800
Email: jamie_bentley@watsonwyatt.com

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

Minnesota State Colleges and Universities (MnSCU)

In Partnership with iSeek Solutions

System Office

Notice of Request for Proposal (RFP): For an Electronic Portfolio (E-Portfolio)

NOTICE IS HEREBY GIVEN that MnSCU, in partnership with its affiliated organization iSeek Solutions is seeking proposals to develop, pilot and implement a customizable, fully-functional electronic portfolio system designed to support individual students, workers and faculty/teachers in compiling and presenting their experience, education and skills. It is intended that iSeek Solutions will make this tool available for Minnesota residents along with non-residents who are enrolled at various Minnesota education institutions.

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

Paul Wasko
Assistant Director
Iseek Solutions
Minnesota State Colleges and Universities (MnSCU/iSeek Solutions)
1450 Energy Park Drive, Suite 300
St. Paul, MN 55108-5227
Phone: (651) 649-5956
Email: paul.wasko@iseek.org

Please note: Other MnSCU or iSeek Solutions personnel are NOT allowed to discuss the Request for Proposal with anyone, including responders, before the proposal submission deadline.

Proposal Due Date:

Vendor proposals should be submitted in writing no later than **2:00 p.m., Tuesday, June 25, 2001**. Proposals received after this time will not be considered.

MnSCU/iSeek Solutions reserves the right to accept or reject any or all proposals or parts of proposals and to waive informalities therein.

Department of Commerce Unclaimed Property Division

Request for Proposals for Identifying Holders of Unclaimed Property

The Minnesota Department of Commerce, Unclaimed Property Division, is seeking proposals from individuals or organizations qualified to perform special consultant audit services. The services consist of identifying holders of unclaimed property who are subject to the Minnesota unclaimed property law, auditing their records, preparing reports of reportable unclaimed property, and collecting reportable unclaimed property.

For a copy of the complete Request for Proposal or more information contact:

Sandy Mackenthun, Director
Minnesota Department of Commerce
Unclaimed Property Division
85 7th Place East, Suite 600
St. Paul, MN 55101-3165
Phone: (651) 297-4630
Fax: (651) 284-4108
Email: *Sandy.Mackenthun@state.mn.us*

The deadline for proposal submittal is **June 29, 2001, 4:00 p.m., CDT.**

Department of Health Division of Family Health

Notice of Request for Proposals Regarding Work Simplification of WIC Practices at the Local Agency Level for the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC Program)

The Minnesota Department of Health's WIC Program is soliciting proposals for a contractor to conduct a review of local agency operations with the intention of developing a final report which will highlight recommendations for improving workflow, removing redundancies, minimizing paperwork and improving operations and operational efficiencies.

It is expected that the contract for the services will begin on July 31, 2001, or as soon as all signatures can be obtained on the contract. The contract for the review of local agency operations will end on December 31, 2001. The Department estimates that the total cost of the preparation of the report will not exceed \$90,000.

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

David Eichers
WIC Program
Minnesota Department of Health
P.O. Box 64882
St. Paul, MN 55164-0882
Phone: (651) 281-9923
Fax: (651) 215-8951
Email: *david.eichers@health.state.mn.us*

Proposals are due by 2:30 p.m. on July 6, 2001.

Department of Human Services

Request for Proposals for the Evaluation of the Intermediate Care Facilities Payment System

Community Services for Minnesotans with Disabilities (CSMD) division of the Minnesota Department of Human Services (MDHS) is contracting for the evaluation of the intermediate care facilities payment system. The revised payment system was implemented on October 1, 2000. The intent was to move from a cost reporting to a more client oriented performance based payment system. The intent of the new system was to incorporate a needs planning process to help counties evaluate the preferences and the needs of consumers, take into account the recommendations of the Statewide Advisory Committee, incorporate a variable rate methodology and simplify the financial reporting system.

The contractor will be asked to evaluate how well these goals were met and accomplished. The evaluation will also determine what barriers there are to attaining these goals, and to determine the impact on clients, providers, counties and the administration of CSMD, and to make recommendations for improvements.

As part of the evaluation, each element of the processing of reports and payments will be reviewed and evaluated. Recommendations for improving the efficiency of these processes for both providers and CSMD are requested. The review would include, but not be limited to, the base rate calculation, billing process, census reporting, local systems needs planning, system change processing, continuous quality improvement, profile change processing, regulatory relief, and other related processes. Other issues include evaluating whether or not consumers were able to maintain current living arrangements, did consumers have greater freedom of choice, are adequate fiscal controls in place and what is the current and future impact of the waiver slots on intermediate care facilities.

The results of this evaluation along with the recommendations will be used to improve intermediate care facility services, increase efficiency and decrease unnecessary or redundant paperwork for facilities and counties as well as CSMD. It is expected that the evaluation will take approximately 3 months to complete from the starting date and cost up to \$25,000. Proposals will be evaluated on the qualifications and experience of the contractor, the statement of work submitted by the contractor and on the total cost of the evaluation. For a copy of the RFP, contact Sanford Bettcher at (651) 582-1930 or email: sanford.bettcher@state.mn.us

Teachers Retirement Association

Request For Proposal for Retirement Plan Compliance Audit

Project Overview:

The Teachers Retirement Association requests proposals for a tax and statutory compliance audit of Teacher Retirement Association (TRA) plan provisions and administrative procedures. The basis for the review is Internal Revenue Service code requirements and *Minnesota Statutes* and the purpose is to assure that TRA maintains its tax-qualified status.

Goal:

The intent and purpose of this Request for Proposal (RFP) is to solicit sealed proposals from qualified firms and subsequently enter into a contract for a Plan Compliance Audit and related services covering the defined benefit plan administered by the Minnesota Teachers Retirement Association.

Background:

The Teachers Retirement Association is a state agency governed generally by *Minnesota Statutes* Chapter 354, 356 and 356A. TRA is governed by an eight-member Board of Trustees, consisting of four active members, one retired member, and three ex-officio members.

As of June 30, 2000, TRA has assets of approximately \$17.75 billion. TRA has about 70,000 active members, 25,000 inactive members, and approximately 32,000 benefit recipients. TRA has approximately 455 employer entities.

The Association administers a multi-employer, cost sharing defined benefit system. TRA has two plans: the Basic Plan for members who do not contribute to Social Security and the Coordinated Plan for members who also contribute to Social Security. The Basic plan is closed for active members and less than 25 active members remain.

State Contracts

Sample Tasks:

1. Review all documentary materials governing TRA. This would include an examination of *Minnesota Statutes*, administrative policies and procedure manuals, forms and member communication materials, and opinions from the Attorney General.
2. Interview key TRA personnel seeking information regarding administrative compliance practices and clarification on any of the written materials provided.
3. Review plan activities and provisions for compliance with various legal-compliance standards.
4. Present draft report with preliminary findings and recommendations to legal counsel and Executive staff followed by corrections and updates to the final document.
5. Present final report to the TRA Board of Trustees in St. Paul, Minnesota.
6. Prepare and present draft proposal legislation.

Scope of the Review:

The following public pension plan legal compliance requirements should be reviewed as part of the scope of the final report:

1. Written Plan Requirements
2. Exclusive Benefit Rule
3. Vesting on Plan Termination
4. Compensation Limit
5. Actuarial Assumptions
6. Definitely Determinable Benefits
7. Maximum Benefits and Contributions
8. Use of Forfeitures
9. Required Distributions
10. Vesting at Normal Retirement Age
11. Non-Discrimination Rules
12. Age Discrimination Rules
13. Qualified Domestic Relations Orders
14. Veterans Reemployment Rights
15. Participation of Private Sector employees
16. Participation of Labor Union employees
17. Taxation of Distributions and Investment in Contract
18. Direct Rollover and Rollover Rules
19. Reporting and Disclosure
20. Americans With Disabilities Act
21. Family Medical Leave Act
22. Purchase of Prior Service Credit
23. Repayment of Past Refunded Service
24. Break-In Service/In-Service Distributions
25. Reemployed Annuitant Limitations
26. Post-Retirement Increases in Benefit
27. Teacher Deposits, Calculation and Application of IMP Interest Rate
28. On-going IRS reporting requirements
29. Compliance with Health Insurance Portability and Accountability Act (HIPAA)

Proposal Content:

Each firm shall prepare a proposal outline of the type and nature of the services to be performed. The following will be considered minimum contents of the proposal:

a. Qualifications:

Provide a list of the individuals to be assigned to the engagement including resumes. Identify the experience category of the individual proposed to lead the project.

Provide the number of personnel employed by the Contractor who will act as support staff for the individuals assigned to the engagement.

Provide evidence of professional liability insurance and amounts of coverage.

Describe turnover of staff over the last three years and procedure of handling turnover of staff assigned to this engagement.

Provide a brief, but informative history of the firm especially focusing on the breadth of knowledge and experience it has to provide the type of service sought through this engagement.

b. Experience:

How many public pension clients has the firm had in the past three years? List all public clients served in the last three years noting those that have discontinued with the reason why.

How many public plan clients does the firm have?

What is the number of clients currently serviced by this team or individual?

Who will be lead on this engagement and how many clients does that individual currently handle?

c. Project Approach

Provide a description of the general approach of the compliance review process.

Outline specific methodology and reporting format that the firm employs on this type of engagement.

Provide a comprehensive work plan, including a detailed schedule, identifying the major tasks to be accomplished,

Provide examples of the firm's ability to respond to special requests.

Provide a statement of any other services that the firm believes must be performed to completely meet the goal of this proposal.

Provide a statement of any expected tasks or contributions by the TRA staff that the firm requires to complete this engagement.

Indicate the anticipated number of on-site visits necessary to complete this engagement. Separate by category the number anticipated to work with TRA staff and the number anticipated for reporting to the Board of Trustees.

Indicate what on-site service will be needed such as phone access, working space, Internet access, fax machine, etc.

Proposal Submission:

Submit three copies of the proposal including attachments. Proposals are to be sealed in mailing envelopes or packages with the responder's name and address written on the outside. Each copy of the proposal must be signed in ink by an authorized officer or employee of the firm.

Provide one (1) copy of the cost proposal in a separately sealed envelope clearly marked "Cost Proposal" along with the firm's name. For purposes of completing the cost proposal, TRA does not make regular payments based upon the passage of time; it only pays for services performed or work delivered after it is accomplished.

Proposals will be evaluated on "best value" as 75 percent qualifications and 25 percent on cost considerations. The cost proposal will not be opened by the review committee until after the qualification points are awarded.

All proposals must be sent to:

Luther Thompson, Ph.D, J.D.
Assistant Executive Director, Legal and Legislative Services
Teachers Retirement Association
Gallery Professional Building
17 W. Exchange St. Suite 500
St. Paul, MN 55102

State Contracts

All proposals must be received not later than 4:00 p.m. Central Daylight Time on Tuesday, June 26, 2001. Late proposals will not be considered.

Additional Considerations:

Prospective responders who have any questions regarding this request may contact Dr. Thompson. Other personnel are NOT allowed to discuss this request for proposal with responders, before the proposal submission deadline. Contact regarding this RFP with any agency employees could result in disqualification.

Responders are encouraged to propose additional tasks or activities if they will substantially improve the results of the project. These items should be separated from the required items on the cost proposal.

This request for proposal does not obligate the Teachers Retirement Association to award a contract or to complete the project. TRA reserves the right to cancel this solicitation if it is considered to be in its best interest.

All costs incurred in responding to this RFP will be borne by the responder. Fax and email proposals will not be considered.

The desired completion date for the review and report portion of this proposal is January 15, 2002.

Proposal Evaluation:

All proposals received by the deadline will be evaluated by the four members of the TRA Executive Team. A 100-point scale will be used to create the final evaluation recommendation. The factors and weighting on which the proposals will be evaluated are:

1. Work Plan	35 %
2. Qualifications/experience of personnel	25 %
3. Qualifications/experience of firm	5 %
4. Expressed understanding of project objectives	10 %
5. Cost and detail of pricing provided	25 %

It is anticipated that the evaluation and selection will be completed by July 31, 2001.

General Requirements:

Affidavit of Noncollusion

Each responder must complete the attached Affidavit of Noncollusion and include it with the response.

Conflicts of Interest

Responder must provide a list of all entities with which it has relationships that create, or appear to create, a conflict of interest with the work that is contemplated in this request for proposals. The list should indicate the name of the entity, the relationship, and a discussion of the conflict.

Disposition of Responses

All materials submitted in response to this RFP will become property of the State and will become public record after the evaluation process is completed and an award decision made. If the Responder submits information in response to this RFP that it believes to be trade secret materials, as defined by the Minnesota Government Data Practices Act, *Minnesota Statutes* 13.37, the Responder must:

- clearly mark all trade secret materials in its response at the time the response is submitted ,
- include a statement with its response justifying the trade secret designation for each item, and
- defend any action seeking release of the materials it believes to be trade secret, and indemnify and hold harmless the State, its agents and employees, from any judgements or damages awarded against the State in favor of the party requesting the materials, and any and all costs connected with that defense. This indemnification survives the State's award of a contract. In submitting a response to this RFP, the Responder agrees that this indemnification survives as long as the trade secret materials are in possession of the State.

The State will not consider the prices submitted by the Responder to be proprietary or trade secret materials.

Responses to this RFP will not be open for public review until the State decides to pursue a contract and that contract is awarded.

Contingency Fees Prohibited

Pursuant to Minnesota Statutes Section 10A.06, no person may act as or employ a lobbyist for compensation that is dependent upon the result or outcome of any legislation or administrative action.

State Employees

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.

Preference to Targeted Group and Economically Disadvantaged Business and Individuals

In accordance with *Minnesota Rules* 1230.1810, subpart B and *Minnesota Rules* 1230.1830, Certified Targeted Group Businesses or individuals and certified Economically Disadvantaged Businesses or individuals submitting proposals as prime contractors will receive up to six-percent preference in the evaluation of their proposals. For information regarding certification, contact the Department of Administration, Materials Management Helpline, **phone:** (651) 296-2600, **TTY:** (651) 296-5799.

Human Rights Requirements

For all contracts estimated to be in excess of \$100,000, responders are required to complete the attached Affirmative Action Data page and return it with the response. As required by Minnesota Rules 5000.3600, "It is hereby agreed between the parties that Minnesota Statutes 363.073 and Minnesota Rules 5000.3400 - 5000.3600 are incorporated into any contract between these parties based upon this specification or any modification of it. A copy of Minnesota Statutes 363.073 and Minnesota Rules 5000.3400 - 5000.3600 are available upon request from the contracting agency."

Insurance Requirements

- A. The State will require that a certificate of insurance for each type of insurance required will be filed with the State's authorized agent within 30 days of execution of the Contract and prior to commencement of any work under this Contract. Each policy must contain a 10-day notice of cancellation, nonrenewal, or material change to all named and additional insured.
- B. The contractor will be required to maintain and furnish satisfactory evidence of the following insurance policies.
 1. Loss by any means, of all data furnished to the contractor by the state, and for partially completed data for which state has made payment.
 2. **Workers' Compensation Insurance:** The contractor must provide Workers' Compensation insurance for all its employees and, in case any work is subcontracted, the contractor will require the subcontractor to provide Workers' Compensation insurance in accordance with the statutory requirements of the state of Minnesota, including Coverage B, Employer's Liability, at limits not less than \$100,000.00 bodily injury by Disease per employee; \$500,000.00 bodily injury by disease aggregate; and \$100,000.00 bodily injury by accident.
 3. **Commercial General Liability:** The contractor will be required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as from claims for property damage including loss of use which may arise from operations under the Contract whether the operations are by the contractor or by a subcontractor or by anyone directly or indirectly employed under the contract. Insurance minimum amounts will be as follows:
 - \$1,000,000.00 - per occurrence
 - \$2,000,000.00 - per annual aggregateIn addition, the following coverages should be included:
 - Bodily Injury and Property Damage
 - Products and Completed Operations Liability
 - Blanket Contractual Liability
 - Name the state as an Additional Insured
 4. **Commercial Automobile Liability:** The contractor will be required to maintain insurance protecting the contractor from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services, as well as from claims for property damage including loss of use which may arise from operations under the Contract whether such operations were by the contractor or by subcontractor or by anyone directly or indirectly employed under the contract. Insurance minimum amounts will be as follows:
 - \$1,000,000.00 - per occurrence Combined Single limit for Bodily Injury and Property DamageIn addition, the following coverages should be included:

State Contracts

Owned, Hired, and Non-owned

Name the state as an Additional Insured

5. Professional/Technical, Errors and Omissions, and/or Miscellaneous Liability Insurance:

The contractor will be required to carry the following minimum amounts:

\$1,000,000.00 - per claim

\$2,000,000.00 - annual aggregate

The contractor will be required to submit a certified financial statement that provides evidence that the contractor has adequate assets to cover any deductible that applies to this policy.

This policy will provide coverage for all claims the contractor may become legally obligated to pay resulting from any actual or alleged negligent act, error, or omission related to the contractor's professional services required under the contract.

CONTRACTOR will be required to :

- Include legal defense fees in addition to its liability policy limits, with exception of B.5. above; and
 - Obtain insurance policies from an insurance company having an "AM BEST" rating of A.VIII or better.
- C. The state will reserve the right to immediately terminate the contract if the contractor is not in compliance with the insurance requirements and retains all rights to pursue any legal remedies against the contractor. All insurance policies must be open to inspection by the state, and copies of policies must be submitted to state's authorized agent upon written request.

The successful responder will be required to submit acceptable evidence of insurance coverage requirements prior to execution of the contract.

Department of Transportation Management Operations Group Office of Human Resources

Notice of Availability of Contract for Pre-Employment Examinations and Testing

The Minnesota Department of Transportation (Mn/DOT) is requesting proposals for the purpose of performing physical examinations and testing to individuals conditionally hired employees and to perform fitness for duty examinations for employees of the Minnesota Department of Transportation.

Work is proposed to start after July 31, 2001.

A Request for Proposals will be available by mail from this office through June 29, 2001. **A written request (by direct mail or fax) is required to receive the Request for Proposal.** After June 29, 2001, the Request for Proposal must be picked up in person.

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

Jennifer Christopherson
Workers' Compensation Manager
Office of Human Resources
395 John Ireland Blvd.
MS 200
St. Paul, MN 55155-1477
Phone: (651) 296-1394
Fax: (651) 297-7944

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than July 23, 2001 at 4:00 p.m., Central Standard Time. **Late proposals will not be considered.** No time extensions will be granted.

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

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 Council

Alarm Monitoring and Maintenance

The Metropolitan Council is soliciting sealed bids for Alarm Monitoring and Maintenance at its Metro Transit facilities. Bids are due at **2:00 p.m., on June 21, 2001.**

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

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

Metropolitan Council

Purchase of Portable Lifts

The Metropolitan Council is soliciting sealed bids for the purchase of six portable lifts for the new East Metro Transit Facility. Bids are due at **2:00 p.m., on June 22, 2001.**

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

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

Metropolitan Council - Metro Transit

Notice of Request for Proposals – Snelling Joint Development Consulting Services RFP No. 00P0105-A

NOTICE IS HEREBY GIVEN that the Metropolitan Council, which provides mass transit bus services to the Twin Cities of Minneapolis/St. Paul, Minnesota, is soliciting proposals from professional development consultants to provide development consulting services to assist the Council in undertaking a joint development project.

The Council owns the Snelling Avenue Bus Facility (Snelling Garage) and the approximate 9.5 acres of land it sits upon. The Snelling Garage is adjacent to the Midway Shopping Center and a 5 acre unoccupied site, all located within a “megablock” area bounded by Snelling Avenue, University Avenue, Pascal Street and St. Anthony Avenue in the City of St. Paul.

The Council is interested in exploring a public/private partnership for a joint development project to construct a new full-service bus facility supporting 100-150 buses and occupying approximately four acres of the 9.5 acre tract. The private sector joint development options could include facilities indicated by Consultant’s study and recommendations.

The Council is seeking proposals from consultants who can provide technical and advisory services that would assist the Council in undertaking a successful joint development project in a manner that is consistent with all applicable FTA regulations. The Consultant will develop a Joint Development Project Plan and assist the Council in identifying and traversing the procedures, rules, regulations and related issues to properly implement and execute a successful joint development project, which may be funded in part by the Federal Transit Authority (FTA).

Non-State Contracts & Grants

The tentative schedule for this process is:

RFP Issue Date June 13, 2001

All firms interested in this project should request a copy of the RFP through:

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

Metropolitan Council - Metro Transit

Notice of Request for Proposals – Northwest Corridor Scoping Services – Alternatives Analysis RFP No. 01P013-A

NOTICE IS HEREBY GIVEN that the Metropolitan Council Metro Transit (Council), which provides mass transit bus services to the Twin Cities of Minneapolis/St. Paul, Minnesota, is soliciting proposals from professional transportation consultants to provide scoping services to assist the Council in developing a Corridor alternatives Analysis to analyze potential for a busway in the Northwest Corridor.

The Council seeking proposals from consultants who can provide technical services that would assist the council in undertaking analysis that will satisfy all future requirements of the FTA New Starts criteria, including refinements as defined in the Federal Register dated December 7, 2000. The tentative schedule for this process is:

RFP Issue Date June 13, 2001

All firms interested in this project should request a copy of the RFP through:

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

Metropolitan Council - Metro Transit

Notice of Request for Proposals – Southwest Corridor Scoping Services – Alternatives Analysis RFP No. 01P043-A

NOTICE IS HEREBY GIVEN that the Metro Transit, a division of Metropolitan Council (Council) is soliciting proposals from professional transportation consultants to provide scoping services to assist Metro transit in developing a Corridor Alternatives Analysis, analyzing the potential for a busway in an area identified by the Council as the Southwest Corridor. The Southwest Corridor includes segments within Minneapolis, St. Louis Park, Hopkins, Minnetonka and Eden Prairie, and is one of three corridors identified for busway development in the Twin Cities Metropolitan Region. It contains several railroad rights-of-way and major trunk highway routes within the western Metropolitan District.

Metro Transit is seeking proposals from consultants who can provide technical services that would assist the Council in undertaking analysis that will satisfy all future requirements of the FTA New Starts criteria, including refinements as defined in the Federal Register dated December 7, 2000. The consultant shall conduct the alternatives analysis, document its methodology and findings, and

report to a Project Management Team, comprised of the Council, Metro Transit, Hennepin County and Minnesota Department of Transportation. The Final Report shall be consistent with the New Starts Criteria and meet the requirements for a scoping study defined by NEPA.

The tentative schedule for this process is:

RFP proposed Issue Date June 13, 2001

All firms interested in this project should request a copy of the RFP through:

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

University of Minnesota

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

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

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

Minnesota Workers' Compensation Assigned Risk Plan

Notice of Request for Proposals for Safety Inspection Services

The Minnesota Workers' Compensation Assigned Risk Plan intends to contract with one or more firms to conduct on-site safety inspections of Plan insureds for purposes of a safety rating program. The contract period will commence on or about September 1, 2001. Interested parties may obtain the complete Request for Proposals by sending a written request by mail or fax to:

MWCARP Administrative Office
Safety Inspection RFP
4500 Park Glen Road, Suite 410
Minneapolis, MN 55416
Fax: (952) 922-5423

Please provide an email address if you wish to receive the proposal via email. **Deadline for proposals is Monday, July 16 at 4:00 p.m.**

