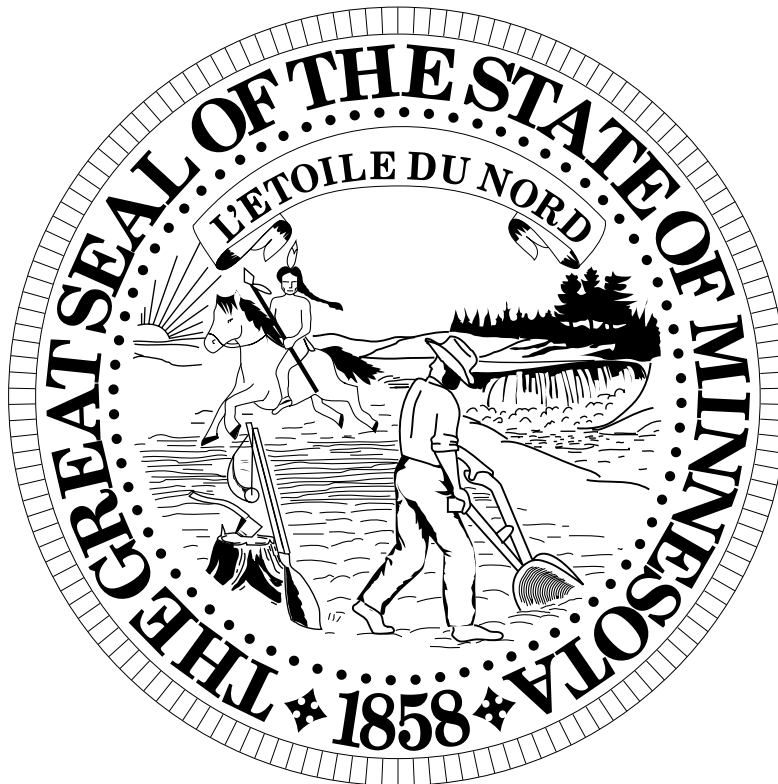


State of Minnesota

State Register

Rules and Official Notices Edition



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State Register

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

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

- proposed, adopted, exempt, expedited emergency and withdrawn rules
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- appointments
- proclamations and commendations
- commissioners' orders
- revenue notices
- official notices
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Vol. 26 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
#21	TUESDAY 13 NOVEMBER	Noon Wednesday 31 October	Noon Tuesday 6 November
#22	Monday 19 November	Noon Wednesday 7 November	Noon Tuesday 13 November
#23	Monday 26 November	Noon Wednesday 14 November	NOON MONDAY 19 NOVEMBER
#24	Monday 3 December	NOON TUESDAY 20 NOVEMBER	Noon Tuesday 27 November

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

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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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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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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.

Expedited and Emergency Expedited Rules

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

Department of Agriculture

Adopted Permanent Rules Relating to Dairy Regulation

The rules proposed and published at *State Register*, Volume 26, Number 10, pages 244-250, August 27, 2001 (26 SR 244), are adopted as proposed.

Department of Health

Adopted Permanent Rules Relating to Hospitals and Surgical Centers

The rules proposed and published at *State Register*, Volume 25, Number 47, pages 1827-1835, May 21, 2001 (25 SR 1827), are adopted with the following modifications:

4650.0102 DEFINITIONS.

Subp. 4a. Available beds. “Available beds” means the number of beds that can be made available for use within 24 hours, as of the end of a reporting period. Available beds include pediatric bassinets, isolation units, quiet rooms, and all other bed facilities that are set up for use by inpatients who have no other bed facilities assigned to or reserved for them. Available beds do not include newborn bassinets, labor rooms, postanesthesia or postoperative recovery room beds, psychiatric holding beds, beds that are used only as holding facilities for patients prior to their transfer to another hospital, or any other bed facilities for patients receiving special procedures for a portion of their stay and who have other bed facilities assigned to or reserved for them.

Subp. 20f. **Hospital patient care services charges.** “Hospital patient care services charges” means the total charges billed by a hospital for care provided to admitted inpatients and registered outpatients by the hospital operating under its Minnesota hospital license. Charges are counted in hospital patient care services charges regardless of whether the hospital expects to collect the amount billed. Hospital patient care services charges include charges for hospital routine inpatient, ~~routine~~ outpatient, and ancillary services.

Subp. 28c. **Other patient care services charges.** “Other patient care services charges” means the total charges billed by the hospital for patient care services that are provided by the hospital, as described in items A to D.

A. Other patient care services charges include charges billed by the hospital for patient care services provided by hospital components to persons who are not admitted as inpatients or registered as outpatients of the hospital. Charges for the sale of reference laboratory services, reference radiology services, ~~and durable medical equipment~~, and retail pharmacy supplies are included under this item.

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

Adopted Rules

Subp. 35c. ~~Set up beds.~~ “Set up beds” means the number of beds that can be made available for use within 24 hours, as of the end of a reporting period. Set up beds include pediatric bassinets, isolation units, quiet rooms, and all other bed facilities that are set up for use by inpatients who have no other bed facilities assigned to or reserved for them. ~~Set up beds do not include newborn bassinets, labor rooms, postanesthesia or postoperative recovery room beds, psychiatric holding beds, beds that are used only as holding facilities for patients prior to their transfer to another hospital, or any other bed facilities for patients receiving special procedures for a portion of their stay and who have other bed facilities assigned to or reserved for them.~~

~~Subp. 35d.~~ **Sole community hospital financial assistance grant.** “Sole community hospital financial assistance grant” means a grant awarded under *Minnesota Statutes*, section 144.1484, subdivision 1. For purposes of reporting under part 4650.0112, a sole community hospital financial assistance grant is public funding for operations.

~~Subp. 35e.~~ **35d. Specialized hospital.** “Specialized hospital” means a state-operated facility licensed as a specialized hospital under *Minnesota Statutes*, sections 144.50 to 144.58, to provide services to inpatients for the diagnosis and treatment of mental illness.

4650.0112 FINANCIAL, UTILIZATION, AND SERVICES REPORT; HOSPITALS.

Subp. 2. **Utilization information.** Utilization information must include:

F. the number of licensed beds, the number of licensed bassinets, the number of ~~set up~~ available beds, the maximum daily census and the minimum daily census for the reporting period, and the average number of beds used by the facility for swing beds and subacute or transitional care;

4650.0115 CHARITY CARE REPORTING.

Subpart 1. **Facility requirements.** For a facility to report amounts as charity care adjustments, the facility must:

B. have a policy on the provision of charity care that contains specific eligibility criteria and is communicated ~~to the public or~~ made available to patients;

Subp. 2. **Classification as charity care adjustments.** In determining whether to classify care as charity care, the facility must consider the following:

E. charity care ~~may does~~ not include contractual allowances, which is the difference between gross charges and payments received under contractual arrangements with insurance companies and payers;

F. charity care ~~may does~~ not include bad debt;

G. charity care ~~may does~~ not include what may be perceived as underpayments for operating public programs;

H. charity care ~~may does~~ not include unreimbursed costs of basic or clinical research or professional education and training;

I. charity care ~~may does~~ not include professional courtesy discounts;

J. charity care ~~may does~~ not include community service or outreach activities; and

K. charity care ~~may does~~ not include services for patients against whom collection actions were taken that resulted in a financial obligation documented on a patient’s credit report with credit bureaus.

Exempt Rules

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

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

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

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

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

Minnesota State Retirement System

Adopted Exempt Permanent Rules Relating to the Minnesota State Retirement System; Deferred Compensation Plan

7905.0100 DEFINITIONS.

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

Subp. 2a. Alternate payee. “Alternate payee” means a former spouse designated by a qualified domestic relations order or similar legal document to be entitled to all or part of a participant’s deferred compensation account.

[For text of subs 3 to 10, see M.R.]

Subp. 12. [See repealer.]

[For text of subs 13 to 17, see M.R.]

Subp. 18a. [See repealer.]

[For text of subp 19, see M.R.]

Subp. 20. ~~Separation from service~~ Severance from employment. “~~Separation from service~~ Severance from employment” means the ~~permanent~~ severance of the participant’s employment relationship with the employer by means of: retirement; discharge, provided all appellate processes have been exhausted ~~or tolled~~; resignation, provided seniority or continuous service is interrupted; permanent layoff; expiration or nonrenewal of appointment or term of office; nonreelection; death; or other form of ~~permanent~~ severance as may be provided by appropriate law, contract, or rules. ~~For purposes of this definition, a break in employment for less than 30 days shall not be considered a separation from service.~~

[For text of subs 21 and 22, see M.R.]

7905.0300 PURPOSE OF PLAN.

The purpose of the plan is to allow employees to designate a portion of their compensation to be withheld each pay period by the employer and invested at the discretion of the employee until ~~separation from service~~ severance from employment, financial hardship, or death of the employee. Any compensation deferred by employees may be invested by the board of directors. Participation in the plan shall not be construed to establish or create an employment contract between the employee and the employer.

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.

Exempt Rules

7905.0800 COPIES OF PLAN, PAMPHLETS, AND ACCOUNT STATEMENTS.

Pamphlets describing the plan and outlining the options and opportunities available shall be prepared under the direction of the director and made available to eligible employees. Copies of the plan documents will be made available upon request. Individual account statements shall be made available to each participant at least quarterly.

7905.0900 ELIGIBILITY.

All employees who are receiving compensation who have not received a distribution based on an unforeseeable emergency as provided in part 7905.2300 within the last ~~12~~ six months shall be eligible to become participants in accordance with part 7905.1000.

7905.1200 MAXIMUM DEFERRAL.

The total amount of deferred compensation during any taxable year shall not exceed the applicable limits established under ~~section~~ sections 457 and 414(v), as applicable, of the Internal Revenue Code.

7905.1500 DURATION OF ELECTION TO DEFER COMPENSATION.

Once an election to have compensation deferred has been made by the participant, the election shall continue in effect until the participant's ~~separation from service~~ severance from employment, unless the participant modifies the amount according to part 7905.1300, or revokes the deferred compensation according to part 7905.1400 or receives a distribution under part 7905.2300.

7905.1600 DEFERRAL ADJUSTMENTS.

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

Subp. 2. **Missed deductions; overdeductions.** If a deferred compensation deduction is missed for any reason, no adjustment shall be made on any future pay period for the missed deduction. However, if for any reason an amount is deducted from a pay period greater than that indicated by the participant on the application, the amount overdeducted will be refunded or future contributions will be adjusted to correct the amount that was overdeducted.

[For text of subp 3, see M.R.]

Subp. 4. **Maximum deduction.** The employer shall attempt to ensure compliance with the maximum deferral in part 7905.1200. If the amount deducted exceeds the maximum deferral in part 7905.1200, the amount of subsequent deductions for the remainder of the taxable year shall be adjusted to conform to the maximum deferral allowed for the year. If it is not possible to correct the total deduction by year end, the overage shall be refunded to the employer or participant according to section 457 of the Internal Revenue Code. A participant is responsible for any tax consequences to the participant that may arise as a result of the participant's deferrals under the plan that exceed the maximum amounts allowable.

7905.2000 DISTRIBUTION EVENTS.

A participant's deferred compensation account may begin to be distributed ~~according to part 7905.2100~~ following the occurrence of one of the following events: ~~separation from service~~ severance from employment; death; unforeseeable emergency; ~~distribution date as provided in part 7905.2200~~; or attainment of age 70 1/2 according to part 7905.2200, subpart 7.

7905.2100 METHODS OF DISTRIBUTION.

Subpart 1. ~~Election in general~~ **Methods of distribution.** Distribution of a participant's, ~~alternate payee's, or beneficiaries~~ deferred compensation account shall be made ~~in one of the following ways as outlined in subpart 2, items A to C, with the date of distribution start date determined according to part 7905.2200, subpart 5. Benefits shall be paid as provided in section 457 of the Internal Revenue Code.~~ Elections by a participant as authorized in this chapter shall be made on forms approved by the director.

Subp. 2. **Payout options.** ~~A participant will have deferred compensation distributed over a period of 60 months, unless the participant elects to have distribution made in one of the following methods~~ Benefits must be made according to section 457 of the Internal Revenue Code. The following options will be provided:

A. ~~in a lump sum; or partial lump sum. Partial lump sum payments are subject to restrictions on subsequent payments as provided by section 457 of the Internal Revenue Code;~~

B. ~~in a lump sum purchase by the director of an annuity contract with one of the companies approved by the board under Minnesota Statutes, section 352.96, subdivision 2; or~~

C. ~~for distribution beginning before the death of the participant, in periodic payments at least annually over a specified period of time or specific dollar amount specified by the participant; provided, however, that the amounts payable to the participant will be paid at times that are not later than the time determined under section 401(a)(9)(G) of the Internal Revenue Code relating to incidental death benefits as prescribed by the federal tax regulations. Any amount not distributed to the participant during the partici-~~

~~part's lifetime will continue to the beneficiary at least as rapidly as was made to the participant before death, alternate payee, or beneficiary.~~

The ~~monthly installment payment payments~~ shall be specified by the participant as long as it conforms conform to the minimum distribution requirements as specified in the Internal Revenue Code.

Subp. 3. **Default method; beneficiary payments.** If no payout election is made by the participant, alternate payee, or beneficiary, the participant's deferred compensation account will be paid ~~on the basis of a 60-month periodic payment according to section 457 of the Internal Revenue Code.~~

~~Notwithstanding any other rule to the contrary, if an account is equal to or less than \$1,000, the account shall be in a lump sum within 60 days following the close of the taxable year during which the distribution event occurs.~~

~~Once payments have begun on an annuity or systematic withdrawal basis, any future payments to a beneficiary will depend on the terms of the annuity or systematic withdrawal payments agreed to by the participant and the employer. If a participant dies before the end of a period certain, any remaining distributions will be paid to the beneficiary determined under part 7905.2500. If annuity payments have begun on a joint and last survivor basis, any payments due after the death of the participant will be due only to the other person on which the annuity payments have been based and not any other beneficiary.~~

7905.2200 DATE OF DISTRIBUTION.

Subpart 1. [See repealer.]

Subp. 2. [See repealer.]

Subp. 3. [See repealer.]

Subp. 4. [See repealer.]

Subp. 5. **When distribution begins.** Distribution may not begin before ~~60~~ 30 days following ~~separation from service~~ severance from employment or death, except for unforeseeable emergency distributions as provided in part 7905.2300 or as listed in subpart 7.

Subp. 6. **No election distribution date.** ~~If no distribution date is elected the participant, alternate payee, or beneficiary does not apply for payout by the mandatory date in which payments must legally begin,~~ payment shall ~~begin~~ be made according to section 457 of the Internal Revenue Code.

Subp. 7. **Distribution election.** If, prior to ~~separation from service~~ severance from employment, the value of a participant's benefits under the plan does not exceed \$5,000, the participant may elect at any time to receive the value in a lump sum if:

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

Subp. 8. **Irrevocable distribution.** Any irrevocable distribution election on file prior to January 1, 2002, is void.

7905.2300 UNFORESEEABLE EMERGENCY.

Subpart 1. **Conditions permitting distribution.** A distribution of all or a part of a participant's deferred compensation account or a change in method of distribution to a participant notwithstanding the fact that distribution has begun, unless the distribution is in the form of an annuity, shall be permitted if the participant is faced with an unforeseeable emergency. Deferrals under the plan shall cease as soon as possible for ~~one year~~ six months for any participant granted a distribution because of an unforeseeable emergency.

[For text of subp 2, see M.R.]

Subp. 3. **Amount and method of distribution.** The distribution shall be limited to an amount sufficient only to meet the emergency and shall not exceed the amount of the deferred compensation account.

The allowed distribution shall be payable by a method determined by the director and begin as soon as possible after notice to the participant of approval. ~~An approved unforeseeable emergency payment from the supplemental investment account may be based on the values determined on the prior month's accounting date only in the case of an extreme financial emergency at the discretion of the director, and only if the application is received by the 20th of the month.~~

7905.2450 ALTERNATE PAYEE.

Amounts may be paid to an alternate payee prior to severance from employment if provided by a qualified domestic relations order or other similar document.

7905.2500 LEAVE OF ABSENCE.

A participant who is granted a leave of absence by the employer may continue to be a participant in the plan as long as the leave of absence is approved by the employer. If an approved leave of absence is terminated by the employer or employee without the

Exempt Rules

resumption of the employment relationship, the participant shall be treated as having a ~~separation from service~~ severance from employment under the plan.

7905.2560 PURCHASE OF SERVICE CREDIT.

Subpart 1. Purchase service credit. Amounts can be transferred from the deferred compensation plan to purchase service credit in eligible plans according to section 457 of the Internal Revenue Code.

Subp. 2. Transfers to and from the plan. The deferred compensation plan will accept rollovers from savings plans as permitted by section 457 of the Internal Revenue Code. The plan will allow transfers upon severance from employment to other savings plans as provided by section 457 of the Internal Revenue Code. The board of directors may establish policies regarding the timing and amount of allowable transfers.

7905.2600 NONASSIGNABILITY OF CONTRACT.

The contract entered into between the employer and a participant through the plan and the benefits, proceeds, or payments under the plan cannot be sold, assigned, pledged, commuted, transferred, or otherwise conveyed by an employee, participant, or beneficiary, except to an alternate payee according to part 7905.2450. An attempt to assign or transfer shall not be recognized and shall impose no liability on the employer.

Except as otherwise required by law, deferred compensation money withheld under the plan shall not be subject to attachment, garnishment, or execution, or to transfer by operation of law in the event of bankruptcy or insolvency of the participant, the employer, or the state.

REPEALER. Minnesota Rules, parts 7905.0100, subparts 12 and 18a; and 7905.2200, subparts 1, 2, 3, and 4, are repealed.

Revenue Notices

The Department of Revenue began issuing revenue notices in July of 1991. Revenue notices are statements of policy made by the department that provide interpretation, detail, or supplementary information concerning a particular statute, rule, or departmental practice. The authority to issue revenue notices is found in *Minnesota Statutes* § 270.0604.

Department of Revenue

Revenue Notice # 01-08: Individual Income Tax - Late Filing Penalty

Under *Minnesota Statutes*, 2001 Supplement, section 289A.60, subdivision 1, paragraph (c), clause (ii), filing an individual income tax return within six months after the April 15 due date is one of the conditions for meeting the reasonable cause presumption for not having a late payment penalty imposed. For individual income tax returns for the tax year 2001 and thereafter, the Department of Revenue will treat this time period as an extension period for purposes of imposing the late filing penalty in *Minnesota Statutes*, 2001 Supplement, Section 289A.60, subdivision 2. The late filing penalty will not be imposed if the return is filed on or before October 15.

Jennifer L. Engh
Assistant Commissioner for Tax Policy

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.

Minnesota State Agricultural Society (State Fair)

MINNESOTA STATE FAIRGROUNDS

The board of managers of the Minnesota State Agricultural Society, governing body of the State Fair, will conduct a business meeting at 10:00 a.m., on Thursday, November 15 at the Libby Conference Center on the Fairgrounds. The business meeting will follow a 9:00 a.m., meeting of the board's sales committee. Agendas are available upon request; please phone the Minnesota State Fair at (651) 642-2200.

Dated: 6 November 2001

Board of Animal Health

Notice for the State Register

The Board of Animal Health will hold its quarterly meeting on Friday, December 14, 2001 at 9:30 a.m., in the Board's office in the Minnesota Department of Agriculture at 90 West Plato Boulevard, St. Paul, Minnesota.

Dated: 1 November 2001

Minnesota Comprehensive Health Association

Notice of Meeting of the Finance Committee

NOTICE IS HEREBY GIVEN that a meeting of the Minnesota Comprehensive Health Association's (MCHA), Finance Committee will be held at 10:30 a.m., on Friday November 16, 2001. The meeting will be held at the MCHA Executive Office 5775 Wayzata Blvd., Suite 910, St. Louis Park.

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

Higher Education Services Offices

Notice of Public Hearing Before the Minnesota Higher Education Services Office Issuance of Said Supplemental Student Loan Program Revenue Bonds, Series 2002 B (Tax-Exempt)

The Minnesota Higher Education Services Office ("MHESO") will hold a public hearing at 9:00 a.m., in 1450 Energy Park Drive, Suite 350, St. Paul, Minnesota on Tuesday the 4th day of December, 2001, on the issuance of Supplemental Student Loan Program Revenue Bonds, Series 2002 B (Tax-Exempt) (the "Bonds"). The Bonds are being issued for the purpose of making loans to eligible students (the "Student Loans") under the MHESO's Supplemental Student Loan Program in accordance with the provisions of *Minnesota Statutes*, Chapter 136A, as amended, funding certain funds and paying a portion of the costs of issuance of the Bonds (the "Project"). MHESO principal offices are located at 1450 Energy Park Drive, Suite 350, St. Paul, Minnesota 55108. The Bonds are proposed to be issued in an amount not to exceed \$35,000,000. The Bonds shall be limited obligations of MHESO payable from and secured solely by all payments of principal and interest on certain student loans and the proceeds thereof, certain funds and accounts and other collateral constituting the security as to be described in the resolution authorizing the Bonds. The Bonds will not be deemed to constitute a pledge of the faith of MHESO or the State of Minnesota, but shall be payable solely from revenues pledged by MHESO in accordance with an indenture of trust. Neither the faith or credit nor the taxing power of the State of Minnesota will be pledged to the payment of principal of or the interest on the Bonds. MHESO has no taxing power. The

Official Notices

hearing shall provide the fullest opportunity for expression of opinion, for argument on the merits and for the introduction of documentary evidence pertinent to the nature of the Project and the proposed issuance of the Bonds. Written comments will be accepted by MHESO at 1450 Energy Park Drive, Suite 350, St. Paul, Minnesota 55108, but must be received on or before the date of the hearing.

Dated: 1 November 2001

BY ORDER OF THE DIRECTOR OF THE
MINNESOTA HIGHER EDUCATION
SERVICES OFFICE
Robert K. Poch, Director

Minnesota Department of Human Services Deaf and Hard of Hearing Services Division

Request for Information (RFI) About the Use of State Dollars to Provide Psychosocial Assessment Services and Follow-Up to Deaf, Deafblind and Hard of Hearing Children

The Minnesota Department of Human Services, through its Deaf and Hard of Hearing Services Division (DHHSD), is responsible for allocating an annual state appropriation of \$150,000 to provide specialized statewide psychological and social assessments, family assessments and school and family consultation and training to benefit children who are **deaf, deafblind or hard of hearing** living in greater Minnesota. Legislation requires these services be provided in cooperation with the Minnesota Resource Center; the Department of Children, Families and Learning; the St. Paul Ramsey Health and Wellness Program Serving Deaf and Hard of Hearing People and greater Minnesota community mental health centers.

These state dollars are currently used to provide psycho-social assessments and follow up services for deaf, deafblind and hard of hearing children (ages 0 - 21) and their families outside of the 7-county metropolitan area. As a means of assuring that funding for public services continue to meet the critical mental health needs of Minnesota consumers, DHHSD is seeking information from families, educators, mental health providers, and interested others to enhance the current delivery system and expand optimal services.

A Request for Proposal will be published in January or February, 2002 with services to begin in July, 2002. The Department of Human Services is seeking input from those familiar with this service area, regarding the services it might request in its new RFP. Interested parties should send their comments and ideas about the following:

1. The current assessment team for each child is typically composed of parents, educators and other student services support staff as appropriate and approved. Is the current testing structure effective? Are testing tools appropriate? Are areas of concern addressed? Are expectations met?
2. The current assessment process includes a follow up report and recommendations and promotes ongoing communication between the evaluating psychologist and the assessment team. Are recommendations clearly defined? How effective is the follow-up service provision? Are the recommendations a useful tool in both the child's home and school environment?
3. The current assessment contract provides training and workshops for families, educators and mental health service providers. How can contract services meet the needs of children through community training efforts? What outreach efforts are successful and what are not?
4. What other gaps in providing assessment services might be addressed by the state appropriation?

Send your written ideas and comments to Deb Olson, DHHSD Program Planner, 444 Lafayette Road, St. Paul, MN 55155-3814 or via **email:** deb.olson@state.mn.us. Please include your name, mailing address, email address and phone number so you can be contacted for further information as needed.

This RFI will be open through December 16, 2001. Vendors are not required to respond to this RFI in order to respond to the anticipated RFP. Vendors may not rely upon any representations or comments made during the RFI process - contract awards may only be made under a subsequent purchasing process.

**Department of Human Services
State Operated Services Division
Deaf and Hard of Hearing Services Division
Mental Health Division
Tri-Agency Planning Group**

**Request for Information (RFI) and Notice of Intent to Solicit Outside Information
Regarding Mental Health Services Lacking Throughout Minnesota for Deaf, Deafblind,
and Hard of Hearing Children and Adults**

The Department of Human Services, through a joint effort between the Deaf and Hard of Hearing Services Division (DHHS), the Mental Health Division (MHD) and the State Operated Services Division (SOSD), is seeking input from mental health providers, deaf and hard of hearing individuals, and other interested parties as to the current mental health needs that exist for children and / or adults who have a hearing loss in Minnesota.

The Deaf and Hard of Hearing Services Division currently provides some contracted mental health services to this population. However, we are aware that service gaps remain. It is hoped that this RFI will identify more of those service gaps and generate ideas as to how services could be developed to address those needs.

The Tri-divisional planning group would appreciate receiving your comments regarding specific service gaps or unmet mental health needs of this population. In addition, we are interested in any ideas you may have as to how these needs could be met in a culturally affirmative way, especially in Greater Minnesota. "Culturally affirmative implies competence in the language, the disability and culture of the specific target population.

The planning group is prepared to work collaboratively with interested mental health providers for the purpose of enhancing service delivery to these individuals and families. Responses should be sent to us by 4:30 p.m., December 15th, 2001. Please be specific regarding service gap(s) and any ideas you have as to how those gaps could be addressed.

After comments are received, a Request for Proposals will be developed and published for the purpose of enhancing the current array of mental health services available to this population. All responses to this RFI should be sent to Thomas M. Faticci, M.A., State Wide Coordinator of Mental Health Services for Deaf, Deafblind and Hard of Hearing, Southern Region State Operated Services Network, 100 Freeman Drive, St. Peter, MN 56082. Inquiries can be made by calling Mr. Faticci at (507) 931-7830 or by **email:** *thomas.faticci@state.mn.us*.

Dated: 31 October 2001

Metropolitan Council

Public Hearing on 2002 Unified Operating Budget and 2002-2007 Capital Improvement Program and 2002 Capital Budget

The Metropolitan Council will hold public hearing on the Council's proposed 2002 Unified Operating Budget, the 2002-2007 Capital Improvement Program and the 2002 Capital Budget. These hearings will be as follows:

- **Metropolitan Council 2002 Unified Operating Budget Public Hearing**
6:00 p.m., Wednesday, December 12, 2001
Metropolitan Council Chambers
Mears Park Centre
230 E. Fifth Street
St. Paul, Minnesota
- **Metropolitan Council 2002-2007 Capital Improvement Program and 2002 Capital Budget Hearing**
6:30 p.m., Wednesday, December 12, 2001
Metropolitan Council Chambers
Mears Park Centre
230 E. Fifth Street
St. Paul, Minnesota

Official Notices

All interested persons are encouraged to attend the hearing and offer comments. People may register in advance to speak by calling (651) 602-1390 or (651) 291-0904 (TTY). Upon request, the Council will provide reasonable accommodations to persons with disabilities.

Comments may also be submitted as follows:

- Send written comments to: Beth Wedstrom-Anderson, Chief Finance Officer, Metropolitan Council, Mears Park Centre, 230 E. Fifth St., St. Paul, MN 55101
- Fax comments to Beth Wedstrom-Anderson at (651) 602-1871.
- Record comments on the Council's Public Comment Line: (651) 602-1500.
- Send comments electronically to: data.center@metc.state.mn.us

Comments must be received by December 19, 2001.

Free copies of the public hearing draft of the Council's proposed 2002 Unified Operating Budget, the 2002-2007 Capital Improvement Program and the 2002 Capital Budget may be obtained from the Council's Data Center by calling (651) 602-1140 or (651) 291-0904 (TTY).

Minnesota State Retirement System

Board of Directors, Regular Meeting

The Board of Directors of the Minnesota State Retirement System will be meeting on Thursday, November 15, 2001, at 9:00 a.m., in the office of the System, 60 Empire Drive, Suite 300, St. Paul, Minnesota 55103.

Minnesota Department of Trade and Economic Development

Minnesota Housing Finance Agency

Minnesota Department of Children, Families and Learning

Notice of Draft Plan Availability and Public Hearing on the State of Minnesota 2002 Consolidated Plan

The State of Minnesota announces the publication of the State's 2002 - 2007 five-year Consolidated Plan draft report for public review and comment beginning November 15, 2001. The State will also publish the Consolidated Annual Performance and Evaluation Report (CAPER) draft for the 2001 program year for public review and comment.

The Consolidated Plan and CAPER are reports that the state submits annually to the U.S. Department of Housing and Urban Development (HUD) in order to receive federal housing and community development funding through the Community Development Block Grant (CDBG), HOME Investment Partnerships, Emergency Shelter Grant (ESG), and Housing Opportunities for People with AIDS (HOPWA) programs. The Consolidated Plan examines the housing and community development needs of the state, sets priorities for allocation of the HUD funds, and establishes an action plan for meeting current and future needs. The CAPER reports on the program year activities and funding allocation.

The State of Minnesota wishes to encourage public comments on the 2002 Consolidated Plan and the 2001 CAPER. A draft copy of the Plan and CAPER will be available for public comment for 30 days between November 15, 2000 and December 14, 2001. Copies of the Plan and CAPER are available on the Internet at www.mhfa.state.mn.us or www.dted.state.mn.us, and in State depositories. Hard copies can be requested by calling Leona Humphrey, Department of Trade and Economic Development, 1-800-675-3858.

Written public comments can be submitted to:

Consolidated Plan
Minnesota Department of Trade and Economic Development
121 East 7th Place
500 Metro Square Building
St. Paul, MN 55101-2146
Please send comments via **email:** aggeler@bbcresearch.com

The State will be holding a public hearing about the Consolidated Plan and CAPER on December 4th, 2001. The hearing will be held between 4:00 p.m., and 6:00 p.m., at the Minnesota Housing Finance Agency, 400 Sibley Street, 1st floor conference room, St. Paul. Call 1-800-657-3858 for more information about the hearing.

The 2002 Consolidated Plan will be submitted to the U.S. Department of Housing and Urban Development (HUD) on or before December 31, 2001. The state will consider any comments of individuals or groups received in writing or at public hearings. A summary of the written and public hearing comments and the states' responses will be included in the final Consolidated Plan and CAPER.

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.

Minnesota Department of Health

Infectious Disease Epidemiology, Prevention and Control Division

STD and HIV Section

Request for Proposals for STD Testing Grants

NOTICE IS HEREBY GIVEN that the STD and HIV Section of the Minnesota Department of Health (MDH) is seeking proposals from clinics serving residents of North Minneapolis interested in increasing the number of patients, ages 15 to 25, being tested for sexually transmitted disease (STD).

Eligible Applicants: Community based clinics providing health care services to residents of North Minneapolis.

Available Funding: \$250,000 is available beginning December 15, 2001 and ending December 15, 2003. Maximum grants will be \$50,000 for the 24 month period.

Deadline: Proposals are due to MDH no later than December 12, 2001.

Eligible activities include, but are not limited to, reimbursement for the cost of laboratory tests, reimbursement for clinician time, or staff to do outreach designed to increase the numbers of clinic patients being tested for STD.

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

Julia Ashley
STD and HIV Section
Minnesota Department of Health
717 Delaware Street Southeast
P.O. Box 9441
Minneapolis, MN 55440-9441
Phone: (612) 676-5665

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

Dated: 2 November 2001

Julia Ashley
STD and HIV Section
Infectious Disease Epidemiology, Prevention and Control Division
Minnesota Department of Health

Minnesota Job Skills Partnership

Training Grant Deadlines

The Minnesota Job Skills Partnership (MJSP) Board solicits grant proposals from educational and training institutions for training programs designed for specific businesses. Proposals will be accepted for the Job Skills Partnership Program, the Pathways Program, the Health Care and Human Services Training Program, and the Distance Work Program. A participating business is limited to one active grant in each grant program at any given time, with the exception of businesses that have multiple locations or businesses engaged in projects that involve a consortium of businesses. The deadline for submission of proposals is 4:00 PM on January 2, 2002. Ten final copies must be submitted at this time for consideration at the MJSP Board meeting to be held on February 25, 2002. No proposals will be accepted after January 2, 2002.

Minnesota Job Skills Partnership Announces New Short Form Grant Applications for Small Partnership/Pathways, Distance Work, and HealthCare and Human Services Training Projects

The short form application is a streamlined application intended for smaller scale Job Skills Partnership Program, Pathways Program, Distance Work, and Healthcare and Human Services training projects and is aimed at serving the training needs of smaller employers. The short form application may be used for a grant of up to \$50,000. Short form applications and guidelines can be obtained by calling the Job Skills Partnership at (651) 296-0388. The deadline for submission of short form applications is 4:00 p.m., on January 2, 2002 for consideration at the MJSP Board meeting to be held on February 25, 2002.

Minnesota Job Skills Partnership Announces a New Pre-Development Grant Application

The Pre-Development grant is intended to be used as a means for covering the costs associated with planning a specific, large scale project for which addition funds will subsequently be requested through the submission of a Partnership or a combination Partnership/Pathways or Partnership/Healthcare and Human Services proposal, or a Distance Work proposal. The intended outcome of a pre-development grant is that the applicant (educational or other non-profit training provider) will have an innovative, highly defined curriculum plan and work statement for inclusion in a forthcoming Partnership, combination or Distance Work grant proposal. A pre-development grant is limited to a maximum of \$50,000 and the full Partnership or combination proposal following the pre-development grant will be reduced by the amount awarded for the pre-development grant. There is currently \$200,000 available for Partnership/Pathways pre-development grants. Pre-development grant applications and guidelines can be obtained by calling the Job Skills Partnership at (651) 296-0388. The deadline for submission of pre-development grant applications is 4:00 p.m., on January 2, 2002 for consideration at the MJSP Board meeting to be held on February 25, 2002.

Minnesota Job Skills Partnership Announces a New Pilot Project for Training Low Income Workers

The Mn Job Skills Partnership Board will operate a pilot project to provide training for individuals who are training-ready, have incomes at or below 200 percent of the federal poverty guidelines, and have dependent children, but are not eligible for training services under the Minnesota Family Investment Program (MFIP). The purpose of the program is to help low income individuals who may be working in low wage jobs, get training and acquire additional skills, in order to move up the ladder to higher paying jobs and economic self-sufficiency. Eligible recipients of grants include: 1) public, private or non-profit entities that provide employment services to low-income individuals; or partnerships of two or more of these entities and 2) partnerships of one or more of these employment service providers and; the Council on Black Minnesotans, the Chicago-Latino Affairs Council, the Council on Asian-Pacific Minnesotans, the Indian Affairs Council, the Minneapolis Community Development Agency, or the St. Paul Port Authority. Grant applicants will submit an application and a written proposal describing the amount requested, the number of individuals to be served and a training plan for the individuals which describes the training that is to be provided and a budget that details the cost of the training. Pilot project grants can only be used to pay for training, and payments will be handled on a reimbursement basis. There is a total of \$750,000 available for pilot project grants. Pilot project applications can be obtained by calling the Job Skills Partnership at (651) 296-0388. The deadline for submission of pilot project grant applications is 4:00 p.m., on January 2, 2002 for consideration at the MJSP Board meeting to be held on February 25, 2002.

State Contracts

Informal Solicitations

Effective December 1, 2001, informal solicitations for all contracting opportunities for professional/technical (consultant) contracts with values estimated to be over \$5,000 and under \$50,000 must be posted on the Department of Administration's, Materials Management Division's web page (www.mmd.admin.state.mn.us).

Formal Requests for Proposals

Department of Administration procedures require that formal notice of any professional/technical (consultant service) contract which has an estimated value over \$50,000 must be printed in the *State Register*. Certain quasi-state agencies and Minnesota State Colleges and Universities institutions are by law exempt from these requirements.

Department of Administration Real Estate Management Division

Antenna Site Applications Accepted

NOTICE IS HEREBY GIVEN that the Department of Administration, Real Estate Management Division, on behalf of the Department of Transportation, is now accepting applications for licenses for private use of antenna sites on certain Mn/DOT-owned radio communications towers statewide.

Requests to use available space on a specific tower(s) will be accepted on a first come first served basis. Fees for using space on Mn/DOT towers will be in accordance with the published rates contained in the information packet provided by the Department of Administration. To obtain an information packet containing a complete list of available towers, a sample License Agreement, and a "Use Request Form" (URF) contact:

Minnesota Department of Administration
Real Estate Management Division
309 Administration Building
50 Sherburne Avenue
St. Paul, MN 55155
Phone: (651) 296-6674
Fax: (651) 215-6245

Department of Administration Real Estate Management Division

Notice of Updated Terms and Conditions for Sale of State Property

NOTICE IS HEREBY GIVEN that the Department of Administration is offering for sale by sealed bid a 25-building campus with 245 acres located in and adjacent to Sauk Centre, Minnesota under updated terms and conditions.

For more information including bid terms and conditions, visit the **website:** www.mainserver.state.mn.us/rem, send an **email** to: wayne.waslaski@state.mn.us, or call Wayne at (651) 296-2278.

Bids are due **no later than 10:00 a.m., CST on Wednesday, November 21, 2001.**

Department of Children, Families and Learning

Notice of Request for Proposal for Design, Development and Implementation of the Minnesota Basic Skills Tests in Reading and Mathematics and the Minnesota Comprehensive Assessment at Grades Three, Five and Seven

The Department of Children, Families and Learning is soliciting proposals from qualified vendors to design and implement a comprehensive assessment system in the Basic Skills tests in reading and mathematics for grades eight through twelve, and the Minnesota Comprehensive assessments in reading and mathematics at grade three; reading, mathematics, and writing at grade five; reading and mathematics at grade seven. These tests will fulfill the requirements of the statewide testing law *Minnesota Statutes* § 121.1113 at grades three, five and eight and Graduation Standards Requirements for the Basic Standards for diploma eligibility.

State Contracts

The Department has estimated the cost of this project should not exceed \$35,100,000 for all goals over the full period of the RFP, January 4, 2002 to June 30, 2006.

The anticipated project period for Goals 1 and 3 is January 4, 2002 to June 30, 2002.

The anticipated project period for goals 2, 4 and 5 is January 21, 2002 to June 30, 2006. The initial contract period for Goals 2, 4 and 5 will be from January 21, 2002 to June 30, 2003.

For a complete copy of the Request for Proposal, please contact:

Diana Moore
Department of Children, Families and Learning
1500 Highway 36 West
Roseville, Minnesota 55113-4567
Phone: (651) 582-8692
Fax: (651) 582-8874

Proposals are due no later than 3:00 p.m., December 12, 2002. Late proposals will not be considered.

Department of Children, Families and Learning

Notice of Request for Proposal to Evaluate an Inter-district Transfer Program Used as a Method to Achieve Desegregation of the Minneapolis School District

The Department of Children, Families and Learning is soliciting proposals to evaluate an inter-district transfer program being used as one of several methods to assist in the desegregation of the Minneapolis School District. Using criteria and methodologies developed by the Department and the contractor will create a variety of measuring instruments, conduct a number of telephone and in-person interviews and focus groups and analyze a wide variety of data in a number of areas. In addition, the contractor will be required to measure the effectiveness of the school choice information strategies mandated by the settlement of the educational adequacy lawsuits brought against the State of Minnesota by the Minneapolis branch of the NAACP and others. The contractor will be required to provide to CFL periodic interim reports concerning all of the aspects of the program that are being evaluated. Following the school year 2004-2005, the contractor must provide to CFL a report containing analyses, interpretations, findings and conclusions derived from the data collected during the four years of the program.

The Department has estimated the cost of this project should not exceed \$500,000 over the four year period. It is estimated the cost of the project should not exceed \$250,000 for the first contract period. The anticipated project period is January 1, 2002 to June 30, 2005. It is anticipated the first contract period will be January 1, 2002 to June 30, 2003. Based on satisfactory performance, adequate funding and mutual agreement, a separate contract will be prepared for the period July 1, 2003 to June 30, 2005.

For a complete copy of the Request for Proposal, please contact:

Lyonel Norris
Office of Equity
Office L-5
Department of Children, Families and Learning
1500 Highway 36 West
Roseville, Minnesota 55113-4567
Phone: (651) 582-8817
Fax: (651) 582-8725

Five (5) copies of the proposal should be delivered to the agency **no later than 3:00 p.m., December 4, 2001. Facsimiles, emailed or late proposals will not be considered.**

Minnesota Department of Health

Drinking Water Protection

Public Notice for Proposals for Groundwater Flow Model Development

NOTICE IS HEREBY GIVEN that the Drinking Water Protection Section of the Minnesota Department of Health (MDH) is accepting proposals from qualified parties to provide expertise related to groundwater flow modeling. This expertise will be directed towards using existing groundwater flow modeling tools and applying these tools to assist MDH efforts to implement source water assessment and wellhead protection programs in Minnesota. The result of this Request for Proposal (RFP) will be a contract for technical services as described below.

The overall objective of this work effort is to modify existing groundwater flow model input sets to represent pumping conditions representative of the year 2000, and to make capture zone delineations for wells as specified by MDH. The scope of this work will encompass two different existing groundwater flow models, each of which represent different hydrogeologic environments in Hennepin and Carver Counties. 10-year time-of-travel capture zones must be computed and documented using these groundwater flow models to support MDH source water assessment efforts for community wells and non-transient, non-community wells in Hennepin and Carver Counties.

MDH expects project work to commence in January, 2002, and to be completed within four months.

This request for proposal does not obligate MDH to complete the project, and MDH reserves the right to cancel the solicitation if it is considered to be in its best interest. All proposals for this project must be submitted by **4:00 p.m., December 4, 2001**.

For a complete copy of the Request for Proposal please contact:

Bruce Olsen, Supervisor
Minnesota Department of Health
Source Water Protection Unit
121 East Seventh Place
P.O. Box 64975
St. Paul, MN 55164-0975
Phone: (651) 215-0796
Fax: (651) 215-0775
Email: bruce.olsen@health.state.mn.us

Department of Human Services

Request for Proposals Pertaining to Proposed Expansion of Psychiatric Inpatient Services

Background

The State of Minnesota, Department of Human Services (DHS), currently administers special Medical Assistance (MA) contracts with community hospitals in the metro and northeast parts of the state to provide inpatient psychiatric services for up to 45 days over and above routine acute care admissions. Effective July 1, 2002, as a result of legislation passed this year, this service will be expanded to the rest of the state and a person will no longer have to be committed as mentally ill to access these services. As is the case with the current contracts, services under these contracts will be limited to adults who have MA fee-for-service coverage. These contracts will not include individuals who are in a pre-paid plan, nor will they include people who are dually eligible for MA and Medicare. The legal requirements for these contracts are described in *Laws of 2001*, First Special Session, Chapter 9, Article 9, Sec. 38.

On August 20, 2001, the *State Register* (26 S.R. 216) published a notice that DHS would be issuing a request for proposals (RFP) this fall, and requested recommendations relating to this RFP. DHS has considered the comments received as a result of that request for information and has completed this RFP.

Summary of RFP

The authorizing legislation allows DHS to use up \$11,600,000 per year in MA funding to contract with hospitals through an RFP process to provide inpatient psychiatric services for up to 45 days over and above routine acute care admissions. These contracts will be for two state fiscal years - beginning July 1, 2002 and ending June 30, 2004 - with a potential renewal after that for an addi-

State Contracts

tional three years. These contracts will be re-opened no later than June 30, 2007. For hospitals in the former Moose Lake Regional Treatment Center (MLRTC) catchment area, the state will also negotiate grants for other qualified patients who are not MA eligible. The total for the additional grants in the MLRTC area will not exceed \$916,000 per year.

The goal of these contracts is to provide statewide availability of psychiatric inpatient services for up to 45 days for fee-for-service MA recipients who need this service. Patients from many areas of the state currently have to travel long distances to access these services, and they sometimes encounter waiting lists. It is hoped that these contracts will result in more appropriate services becoming available closer to the patients' home communities. Please note that these contracts are **NOT** intended to replace state-operated services.

Informational Meeting

There will be an informational meeting about this RFP on December 12, 2001, from 1:00 to 3:00 p.m. at the St. Cloud Civic Center. Respondents are not obligated to attend this meeting, but if you wish to attend, please register by calling Carol Benson at (651) 582-1811 by November 26, 2001 to assure that we have adequate space. This meeting is open to anyone interested.

Instructions to Respondents

All proposals must be received by the State no later than 4:00 p.m., March 1, 2002. Please submit an original and four copies. The original must be signed, in ink, by an authorized member of the firm submitting the proposal. Neither FAX copies nor electronically submitted proposals will be considered.

Late proposals will not be considered. Proposals should be addressed to:

John Zakelj
Department of Human Services
444 Lafayette Road
St. Paul, Minnesota 55155-3828

If you want a copy of the complete RFP, or if you have questions, please call John Zakelj at (651) 582-1825 or Sandie Brown at (651) 582-1812. A written addendum with binding responses to all questions will be furnished to all interested parties one week after the December 12 informational meeting. Additional questions relating to clarification or interpretation of RFP requirements may **NOT** be accepted after the informational meeting.

It is anticipated that selection and notification of the contract awards will occur by May 1, 2002. This RFP does not obligate the State to accept a proposal or to complete the proposed project. The state reserves the right to cancel the solicitation if it is considered to be in its best interest.

This information is available in other forms to people with disabilities by contacting DHS at **phone:** (651) 582-1811 or through the Minnesota Relay Service at **TTY:** 1-800-627-3529, or 1-877-627-3848 (speech-to-speech relay service).

Minnesota State Lottery

Request for Proposals for Online Gaming System

The Minnesota State Lottery intends to issue a Request for Proposal on or about November 15, 2001, for an organization to provide for the design, development, operation, implementation, and maintenance of an Online Gaming System for the Lottery. The new Online Gaming System must be capable of supporting the Lottery's current Online Gaming products that are offered to the public as well as the ability to incorporate additional games and promotions. Organizations submitting a proposal must currently be operating and supporting an Online Gaming System for a lottery.

To request a copy of the Request for Proposal contact:

Ginger Nelson
Contract Administrator
Minnesota State Lottery
2645 Long Lake Road
Roseville, MN 55113
Phone: (651) 635-8102
Email: gingern@mnlottery.com

Proposals will be due February 20, 2002.

Minnesota Department of Natural Resources

Division of Forestry

Notice of Request for Proposals to Establish a Professional Logger Certification Program for the State of Minnesota

The Department of Natural Resources is seeking proposals from qualified individuals or organizations, to establish a professional services contract to develop and assist in the implementation of a program to certify professional loggers in the State of Minnesota.

This contract will result in development of a program that will work in conjunction with existing logger education and training programs in the State of Minnesota, and will administer a certification system that includes an independent third party audit of professional logging operations. No contract may exceed \$100,000.

It is anticipated that the professional services contract will be in effect for 18 months. A complete Request for Proposals may be obtained by calling or writing:

Division of Forestry
Minnesota Department of Natural Resources
P.O. Box 138
Aitkin, MN 56431-0138
Phone: (218) 927-7511
Email: lynn.mizner@dnr.state.mn.us

All completed proposals must be received by **2:30 p.m., CST., Wednesday, December 19, 2001.**

Minnesota Department of Public Safety

State Patrol Division

Request for Proposals (RFP) for Youth and Alcohol/Arrive Alive Video

The Minnesota Department of Public Safety, State Patrol Division is requesting proposals from contractors to develop, write, direct, a 12 to 14 minute master video addressing subject areas of inattentive driving, aggressive driving, youth and crashes, youth and alcohol, and seat belt usage.

Details are contained in a complete Request for Proposals that may be obtained by calling or writing:

Kammy Huneke
Department of Public Safety
Minnesota State Patrol Central Office
444 Cedar Street, Town Square
Suite #130
St. Paul MN 55101-5130
Phone: (651) 297-1748
Fax: (651) 296-5937
Email: Kammy.Huneke@state.mn.us

All questions concerning this RFP must be in writing and must be submitted to the above address **no later than 2:00 p.m., on November 27, 2001.** All answers to questions will be in writing and sent to all entities requesting a complete RFP. Final date for submitting proposals is **2:00 p.m., on December 11, 2001.** Late proposals will not be considered. This Request for Proposal does not obligate the State to complete the proposed project and the State reserves the right to cancel solicitation of it is considered to be in the State's best interest. All expenses incurred in responding to this notice shall be borne by the responder.

State Contracts

Department of Public Safety

State Fire Marshal Division

Request for Proposals to Provide Emergency Service as a Hazardous Materials Chemical Assessment Team

The Minnesota Department of Public Safety is seeking proposals to provide emergency service as a component of the Hazardous Materials Regional Response Team Program. Proposals are being sought to serve as a Hazardous Materials Chemical Assessment Team. Details are contained in a complete Request for Proposal which may be obtained by calling or writing:

Jerry Rosendahl, Director
Division of Emergency Management
Minnesota Department of Public Safety
444 Cedar Street, Suite 223
St. Paul, MN 55101-5145
Phone: (651) 296-0450

The Department is authorized to contract with up to ten (10) Hazardous Materials Chemical Assessment Teams.

The estimated cost of the contract is \$45,000 per year for each Chemical Assessment Team. The Department will issue contracts for a minimum of one (1) year and retain the option to renew each contract annually for an additional four (4) years in one (1) or two (2) year increments. The maximum length of any contract, or series of contracts, will not exceed five (5) years.

A proposal development conference has been scheduled for 10:00 a.m., Thursday, November 29, 2001, at the MN Department of Public Safety, 444 Cedar Street, St. Paul, MN. Anyone interested in submitting a proposal in response to this notice is invited and encouraged to attend.

The final date for submitting proposals is **2:30 p.m., on Tuesday, January 15, 2002. Late proposals will not be considered.**

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 the State's best interest. All expenses incurred in responding to the notice shall be borne by 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

Notice of Request for Proposals (RFP) Project Number 920800

The Metropolitan Council is requesting engineering services proposals for the Rosemount Interceptor Project. This project will include an amendment of a Facility Plan, design and preparation of bidding documents, and construction support services. The Project will start at the Rosemount wastewater treatment plant (WWTP) and end at the MSB 7111 interceptor beginning located in Inver Grove heights. Approximately 7 miles of interceptor will be open cut or tunneled, with a potential lift station depending on design completion. The following dates are the deadlines for the proposals:

Issue Request for Proposals
Receive Proposals
Evaluate and Rank Proposals
Metropolitan Council authorization
Contract negotiated, executed, NTP

November 9, 2001
December 10, 2001 at 3:00 p.m.
December 20, 2001
January 16, 2002
January 25, 2002

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

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

Inquiries regarding technical aspects of the project should be directed to Becky Singer (651) 602-4514.

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

Metropolitan Council - Metro Transit

Invitation for Bids Pre-Encoded Fare Cards

The Metropolitan Council is soliciting sealed bids for the purchase of approximately 3.7 million, magnetic pre-encoded plastic fare cards for its Metro Transit service. Sample cards must be submitted by November 22, 2001 and bids are due at 2:00 p.m., on November 30, 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

Work Uniform Leasing and Laundry Service

The Metropolitan Council is soliciting sealed bids for leasing and laundry of work uniforms for over 500 Metro Transit employees located at seven facilities throughout the Twin Cities metropolitan area. Bids are due at 2:00 p.m., on November 30, 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

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.

