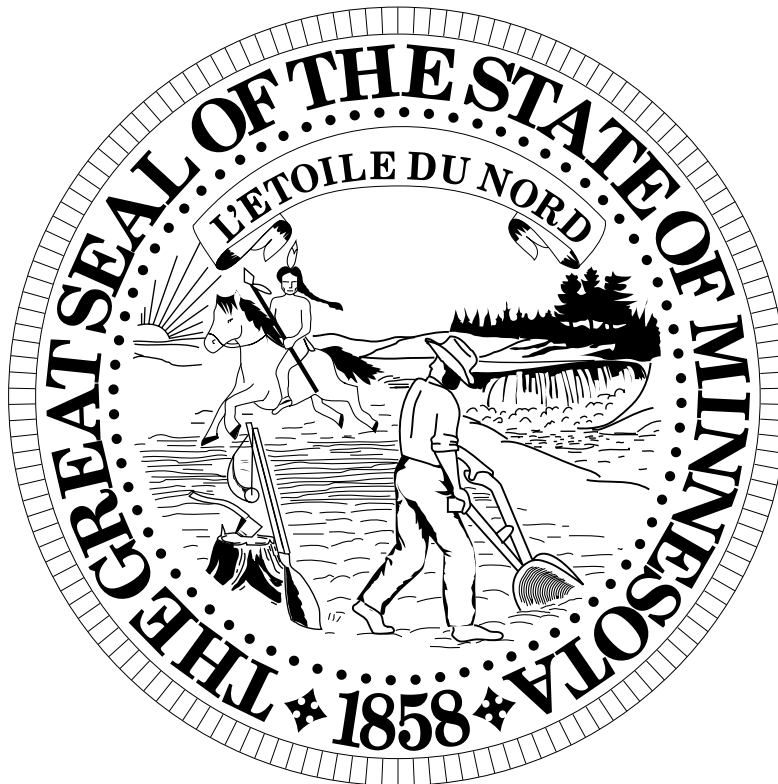


State of Minnesota

# State Register

Rules and Official Notices Edition



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# State Register

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- proclamations and commendations
- commissioners' orders
- revenue 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
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#44	Monday 22 April	Noon Wednesday 10 April	Noon Tuesday 16 April
#45	Monday 29 April	Noon Wednesday 17 April	Noon Tuesday 23 April
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# Minnesota Rules: Amendments and Additions

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

The *State Register* is the official source, and only complete listing, for all state agency rulemaking in its various stages. State agencies are required to publish notice of their rulemaking action in the *State Register*. Published every Monday, the *State Register* makes it easy to follow and participate in the important rulemaking process. Approximately 80 state agencies have the authority to issue rules. Each agency is assigned specific **Minnesota Rule** chapter numbers. Every odd-numbered year the **Minnesota Rules** are published. The current 1999 set is a 13-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Generally speaking, proposed and adopted exempt rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

An agency must first solicit **Comments on Planned Rules** or **Comments on Planned Rule Amendments** from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency (*Minnesota Statutes* §§ 14.101). It does this by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, or within 60 days of the effective date of any new statutory grant of required rulemaking.

When rules are first drafted, state agencies publish them as **Proposed Rules**, along with a notice of hearing, or a notice of intent to adopt rules without a hearing in the case of noncontroversial rules. This notice asks for comment on the rules as proposed. Proposed emergency rules and withdrawn proposed rules are also published in the *State Register*. After proposed rules have gone through the comment period, and have been rewritten into their final form, they again appear in the *State Register* as **Adopted Rules**. These final adopted rules are not printed in their entirety in the *State Register*, only the changes made since their publication as Proposed Rules. To see the full rule, as adopted and in effect, a person simply needs two issues of the *State Register*, the issue the rule appeared in as proposed, and later as adopted. For a more detailed description of the rulemaking process, see the most current edition of the *Minnesota Guidebook to State Agency Services*.

The *State Register* features partial and cumulative listings of rules in this section on the following schedule: issues #1-13 inclusive; issues #14-25 inclusive; issue #26 cumulative for issues #1-26; issues #27-38 inclusive; issue #39, cumulative for issues #1-39; issues #40-51 inclusive; and issues #1-52 (or 53 in some years), cumulative for issues #1-52 (or 53). An annual subject matter index for rules was separately printed usually in August, but starting with Volume 19 now appears in the final issue of each volume. For copies or subscriptions to the *State Register*, contact Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155 (612) 297-3000, or toll-free 1-800-657-3757.

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# Proposed Rules

## Comments on Planned Rules or Rule Amendments

An agency must first solicit **Comments on Planned Rules** or **Comments on Planned Rule Amendments** from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency (*Minnesota Statutes* §§ 14.101). It does this by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking.

## Rules to be Adopted After a Hearing

After receiving comments and deciding to hold a public hearing on the rule, an agency drafts its rule. It then publishes its rules with a notice of hearing. All persons wishing to make a statement must register at the hearing. Anyone who wishes to submit written comments may do so at the hearing, or within five working days of the close of the hearing. Administrative law judges may, during the hearing, extend the period for receiving comments up to 20 calendar days. For five business days after the submission period the agency and interested persons may respond to any new information submitted during the written submission period and the record then is closed. The administrative law judge prepares a report within 30 days, stating findings of fact, conclusions and recommendations. After receiving the report, the agency decides whether to adopt, withdraw or modify the proposed rule based on consideration of the comments made during the rule hearing procedure and the report of the administrative law judge. The agency must wait five days after receiving the report before taking any action.

## Rules to be Adopted Without a Hearing

Pursuant to *Minnesota Statutes* § 14.22, an agency may propose to adopt, amend, suspend or repeal rules without first holding a public hearing. An agency must first solicit **Comments on Planned Rules** or **Comments on Planned Rule Amendments** from the public. The agency then publishes a notice of intent to adopt rules without a public hearing, together with the proposed rules, in the *State Register*. If, during the 30-day comment period, 25 or more persons submit to the agency a written request for a hearing of the proposed rules, the agency must proceed under the provisions of §§ 14.14-14.20, which state that if an agency decides to hold a public hearing, it must publish a notice of intent in the *State Register*.

## Pollution Control Agency Policy and Planning Division

### Proposed Permanent Rules Relating to Stationary Sources

#### NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

#### Proposed New Rules Governing Conditionally Insignificant and Conditionally Exempt Air Emissions to be Codified in *Minnesota Rules* Ch. 7008, and Amendments to Rules Governing Permits and Offsets, *Minnesota Rules* Ch. 7007, Amendments to Rules Governing Air Quality Division Definitions and Abbreviations, *Minnesota Rules* Ch. 7005 and Amendments to Rules Governing Standards for Stationary Sources, *Minnesota Rules* Ch. 7011

**Introduction:** The Minnesota Pollution Control Agency (MPCA) intends to adopt rules without a public hearing following the procedures set forth in the Administrative Procedure Act, *Minnesota Statutes* §§ 14.22 to 14.28, and rules of the Office of Administrative Hearings, *Minnesota Rules* parts 1400.2300 to 1400.2310. You may submit written comments on the proposed rules and may also submit a written request that a hearing be held on the rules until 4:30 p.m. May 15, 2002.

**Agency Contact Person:** Comments or questions on the rules and written requests for a public hearing on the rules must be submitted to the MPCA contact person. The MPCA contact person is: Mike Mondloch at the Minnesota Pollution Control Agency, 520 Lafayette Road, St. Paul, Minnesota, 55155-4194, **phone:** (651) 297-8593, **fax:** (651) 297-8717, and **email:** [michael.mondloch@pca.state.mn.us](mailto:michael.mondloch@pca.state.mn.us). TTY users may call the MPCA at **TTY:** (651) 292-5332 or 1-800-657-3867.

**Subject of Rules and Statutory Authority:** Air emission sources are required to obtain air permits based on “potential to emit.” This rulemaking is intended to streamline and simplify the MPCA air quality permitting program by establishing conditions (and consolidating existing regulations) under which certain types of facilities can avoid the requirement to obtain a permit if the facilities meet certain criteria intended to ensure that *actual* emissions do not exceed levels where a permit would be required. The rule will also define where certain emissions do not need to be counted towards “potential to emit” where certain criteria are met.

The rulemaking will establish a new chapter to be codified in *Minnesota Rules* Ch. 7008, and amend existing *Minnesota Rules* Chs. 7005, 7007, and 7011. New *Minnesota Rules* Ch. 7008 establishes two new regulatory classifications, “conditionally exempt stationary sources” and “conditionally insignificant activities.” “Conditionally exempt stationary sources” means stationary sources that may avoid the requirement to apply for and obtain an air emissions permit because they comply with the conditions set forth in proposed *Minnesota Rules* Ch. 7008. “Conditionally insignificant activities” means activities or emissions units that, if in compli-

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



## Proposed Rules

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ance with the conditions set forth in *Minnesota Rules* Ch. 7008, may be insignificant activities for purposes of air emissions permitting under *Minnesota Rules*. The proposed amendments to *Minnesota Rules* Ch. 7005 add definitions that are needed and used in *Minnesota Rules* Chs. 7007, 7008, and 7011. *Minnesota Rules* Ch. 7007 is the chapter that establishes which stationary sources must apply for and obtain an air emissions permit and the permitting requirements for those sources. *Minnesota Rules* Ch. 7007 is amended to exempt stationary sources that comply with *Minnesota Rules* Ch. 7008 from the requirement to apply for and obtain an air emissions permit. *Minnesota Rules* Ch. 7007 is also amended to treat conditionally insignificant activities the same as insignificant activities currently listed in part 7007.1300, subp. 3. *Minnesota Rules* Ch. 7011 is amended by moving the permitting exemption for concrete manufacturing plants found in part 7011.0860 to proposed *Minnesota Rules* Ch. 7008. *Minnesota Rules* Ch. 7011 is also amended to establish design and operation requirements for stage-one vapor recovery systems.

The statutory authority to adopt these rules is found in *Minnesota Statutes* § 116.07, subs. 4 and 4a. A copy of the proposed rules is published in the *State Register* and attached to this notice as mailed.

**Comments:** You have until 4:30 p.m. on May 15, 2002, to submit written comment in support of or in opposition to the proposed rules and any part or subpart of the rules. Comment is encouraged. Your comment should identify the portion of the proposed rules addressed and the reason for the comment. You are encouraged to propose any change desired. Any comments that you would like to make on the legality of the proposed rules must also be made during the comment period.

**Request for a Hearing:** In addition to submitting comments, you may also request that a hearing be held on the rules. Your request for a public hearing must be in writing and must be received by the MPCA contact person by 4:30 p.m. on May 15, 2002. Your written request for a public hearing must include your name and address. You must identify the portion of the proposed rules to which you object or state that you oppose the entire set of rules. Any request that does not comply with these requirements is not valid and cannot be counted by the MPCA when determining whether a public hearing must be held. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

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

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

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

**Statement of Need and Reasonableness:** A statement of need and reasonableness (SONAR) is now available from the MPCA contact person. This SONAR contains a summary of the justification for the proposed rules, including a description of who will be affected by the proposed rules and an estimate of the probable cost of the proposed rules. Copies of the SONAR may be obtained at the cost of reproduction from the MPCA. In addition, the MPCA has placed a copy of the SONAR on its Web site at [www.pca.state.mn.us](http://www.pca.state.mn.us). Click on the News/Notices selection button to access the public notice that also contains the proposed rules and SONAR.

**Consideration of Economic Factors:** The proposed rules are intended to reduce the administrative burden of regulating a large number of similar sources with low actual emissions. This will reduce the cost of regulating these businesses for the owner, operator, and agency. The savings for the compliant owner or operator will be the result of avoiding the need to prepare or submit an application. This saves the owner or operator at least the time to complete the forms and possibly the cost of hiring a consultant. Consultant fees, even for relatively simple applications, can be thousands of dollars. The compliant owner or operator will also save the cost of an annual air emissions fee; currently \$24.94/ton of chargeable pollutant emitted. The savings discussed here are relative to the cost of individual permits for each stationary source that could be a conditionally exempt stationary source. Additional information regarding the MPCA's consideration of economic factors is discussed in Sections V and VI of the SONAR.

**Impact on Farming Operations:** *Minnesota Statutes* § 14.111 requires that if an agency adopts or repeals rules that affect farming operations, the agency must provide a copy of the proposed rules to the Commissioner of Agriculture, no later than 30 days prior to publication of the proposed rules in the *State Register*. The requirements of *Minnesota Statutes* § 14.111 are not applicable because the proposed rules do not affect farming operations.

**Notification of the Commissioner of Transportation:** *Minnesota Statutes* § 174.05 requires the MPCA to inform the Commissioner of Transportation of all rulemaking that concern transportation, and requires the Commissioner of Transportation to prepare a written review of the rules. While the MPCA believes that the proposed amendments will not impact Department of Transportation activities or transportation concerns in Minnesota, on August 6, 2001, a draft of the proposed rules was mailed to the Commissioner of the Department of Transportation. No comments or questions were received.

**State Regulatory Policy:** *Minnesota Statutes* § 14.131 requires an agency to consider, in developing rules, the legislative policy supporting performance-based regulatory systems set forth in *Minnesota Statutes* § 14.002. The proposed rules are intended to assist the regulated community in complying with its statutory obligations. The proposed rules increase flexibility for the regulated party, but are mindful of the MPCA's regulatory objectives. Like other air emissions permitting streamlining efforts (registration permits, general permits, and the control equipment performance standards), the goal of these rules and amendments is to minimize cost to the affected owners and operators and the MPCA. For example, *Minnesota Rules* Ch. 7008 establishes the "conditionally exempt stationary source" classification of stationary sources. Owners and operators of qualifying stationary sources may choose to operate under the proposed exemption or apply for and obtain an air emissions permit. For most gasoline service stations, either method (permitting or exemption under *Minnesota Rules* Ch. 7008) effectively limits the potential to emit of the stationary source, thereby fulfilling the statutory obligations of the owner or operator.

**Lobbyist Registration:** *Minnesota Statutes* Ch. 10A, requires each lobbyist to register with the Campaign Finance and Public Disclosure Board. Questions regarding this requirement may be directed to the Campaign Finance and Public Disclosure Board at: First Floor South, Centennial Building, 658 Cedar Street, St. Paul, Minnesota 55155, **phone:** (651) 296-5148 or 1-800-657-3889.

**Request to Have MPCA Board Make Decision on Rule if No Hearing is Required.** If a hearing is required, the MPCA Board will make the final decision on whether to adopt the proposed rules. However, even if no hearing is required, you may submit a request to the MPCA Commissioner or an MPCA Board member to have the MPCA Board make the decision on whether to adopt the proposed rule amendments. Your request must be in writing, must state to whom it is directed and must be received by the MPCA contact person by 4:30 p.m. on May 15, 2002. Under *Minnesota Statutes* § 116.02 where a hearing is not required the MPCA Board will only make the decision on the rule if the MPCA Commissioner grants your request or if an MPCA Board member makes a timely request that the decision be made by the MPCA Board.

**Adoption and Review of Rules:** If no hearing is required, the MPCA may adopt the rules after the end of the 30-day comment period. The rules and supporting documents will then be submitted to the Office of Administrative Hearings for review for legality. You may request the MPCA contact person to notify you of the date the rules are submitted to the Office of Administrative Hearings. In addition, if you want to receive a copy of the adopted rules, or want to register with the MPCA to receive notice of future rule proceedings, submit your request to the MPCA contact person listed above.

Karen A. Studders  
Commissioner

#### **7005.0100 DEFINITIONS.**

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

**Subp. 2a. Aggregate.** "Aggregate" means any combination of sand, gravel, and crushed stone or other material serving a similar purpose in its natural or processed state.

[For text of subs 3 to 4b, see M.R.]

**Subp. 4c. Cementitious material.** "Cementitious material" means a powdered substance which consists of any combination of the following:

A. material manufactured from calcined carbonate rock, also known as burned lime, and clay;

B. fly ash generated from coal burning that meets the requirements outlined in ASTM C 618-96, as found in the Annual Book of American Society for Testing and Materials Standards (ASTM), 100 Barr Harbor Drive, West Conshohocken, PA 19428-2959, volume 4.02 (1996). This document is incorporated by reference and is subject to frequent change. It is available through the Minitex interlibrary loan system;

C. pulverized blast furnace slag; or

D. any other similar fine substance that, when mixed with water, forms a cohesive, adhesive material that will harden into a rigid substance.

**Subp. 4d. Concrete.** "Concrete" means a material consisting of a coarse and fine aggregate bound by a paste of cementitious material and water, with admixtures added to achieve various properties, which then sets into a hard and rigid substance.

<p><b>KEY: PROPOSED RULES SECTION</b> — <u>Underlining</u> indicates additions to existing rule language. <del>Strike outs</del> indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." <b>ADOPTED RULES SECTION</b> — <u>Underlining</u> indicates additions to proposed rule language. <del>Strike outs</del> indicate deletions from proposed rule language.</p>
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## Proposed Rules

Subp. 4e. Concrete manufacturing plant. “Concrete manufacturing plant” means a facility that manufactures concrete, both hardened and unhardened, for sale.

Subp. 4f. Conditionally exempt stationary source. “Conditionally exempt stationary source” means a stationary source listed in part 7008.2100 that complies with chapter 7008 and all applicable requirements as defined in part 7007.0100, subpart 7, and is not part of another stationary source.

Subp. 4g. Conditionally insignificant activity. “Conditionally insignificant activity” means any emissions unit, emissions units, or activity listed in part 7008.4100 that complies with chapter 7008 and all applicable requirements as defined in part 7007.0100, subpart 7.

[For text of subs 5 to 45, see M.R.]

### 7007.0150 PERMIT REQUIRED.

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

#### Subp. 4. Calculation of potential to emit.

A. For purposes of parts 7007.0200 and 7007.0250, the owner or operator of a stationary source shall calculate the stationary source’s potential to emit using the definition in part 7005.0100, subpart 35a, except as provided in subitems (1) ~~and (2)~~ to (3).

[For text of subitems (1) and (2), see M.R.]

(3) Emissions caused by any conditionally insignificant activity must be considered in the calculation of potential emissions if required by the agency under part 7007.0500, subpart 2, item C, subitem (2).

Calculations of emissions under this subpart are only intended to determine if a permit is required.

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

[For text of subp 5, see M.R.]

### 7007.0300 SOURCES NOT REQUIRED TO OBTAIN A PERMIT.

Subpart 1. **No permit required.** The following stationary sources are not required to obtain a permit under parts 7007.0100 to 7007.1850:

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

D. any stationary source with only emissions units listed as insignificant activities in part 7007.1300, subparts 2 and 3, ~~not including the activity described in part 7007.1300, subpart 3, item H, subitem (1) and conditionally insignificant activities.~~ The owner or operator must maintain records that demonstrate that a permit is not required. These records shall contain a list of all emissions units and the *Minnesota Rules* citation that defines those emissions units as an insignificant activity or conditionally insignificant activity. The records shall be permanently kept at the stationary source or a central office and be readily available for examination and copying by the commissioner or a representative of the commissioner;

~~E. any stationary source that would be required to obtain a permit solely because its VOC potential to emit is equal to or greater than 100.0 tons per year, that uses less than 200 gallons of VOC (including hazardous air pollutant containing VOC) combined in any calendar year, and whose only other emissions are from insignificant activities under part 7007.1300, subparts 2 and 3. The owner or operator shall:~~

~~(1) maintain records for each calendar year of the number of gallons of VOC-containing materials purchased or used and the maximum VOC content;~~

~~(2) maintain a record of the material safety data sheet (MSDS), or a signed statement from the supplier stating the maximum VOC content, for each VOC-containing material used;~~

~~(3) if requested by the commissioner, calculate and record for any of the previous five calendar years the sum of the actual number of gallons of VOCs purchased or used, the calculation itself, and a list of the associated emissions units in which it was used;~~

~~(4) maintain at the stationary source or a central office the records required by subitems (1) to (3) for a period of five years from the date the record was made; and~~

~~(5) make the records available for examination and copying by the commissioner or a representative of the commissioner.~~

Under this item, gallons of VOC equals volume percentage of VOC multiplied by the gallons of VOC-containing material, except that if the owner or operator ships VOC off site for recycling, the amount recycled may be subtracted from the amount of VOC used. “Recycling” means the reclamation or reuse, as defined in part 7045.0020, of a VOC. If the owner or operator ships VOC off site for recycling, the owner or operator shall keep records of the amount of material shipped off site for recycling and the cal-



~~ulations done to determine the amount to subtract. Records may be MSDS, invoices, shipping papers, or hazardous waste manifests; and~~

E. a conditionally exempt stationary source; and

[For text of item F, see M.R.]

#### **7007.0500 CONTENT OF PERMIT APPLICATION.**

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

Subp. 2. **Information included.** Applicants shall submit the following information as required by the standard application form:

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

C. The following emissions-related information:

[For text of subitem (1), see M.R.]

(2) The application need not include the information required by this part for any activity listed on the insignificant activities list in part 7007.1300 or for conditionally insignificant activities, except as provided in this subitem. The application shall include a list identifying any activity at the stationary source described in subparts 3 and 4 of the insignificant activities list and conditionally insignificant activities. If requested by the agency, the permittee shall provide a calculation of emissions from any activity described in subparts 3 and 4 of the insignificant activities list and conditionally insignificant activities. The agency shall request such a calculation if it finds that the emissions from those activities, in addition to other emissions from the stationary source, could make the stationary source subject to different applicable requirements under parts 7007.0100 to 7007.1850.

[For text of subitems (3) to (11), see M.R.]

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

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

#### **7007.1115 REGISTRATION PERMIT OPTION A.**

Subpart 1. **Eligibility.** The owner or operator of a stationary source may apply for a registration permit under this part if the stationary source is required to obtain a permit solely because it is subject to a new source performance standard listed in part 7007.1110, subpart 2, item C, and the owner or operator does not anticipate making changes in the next year which will cause the stationary source to require a permit for other reasons. Insignificant activities at the stationary source listed in part 7007.1300, subparts 2 and 3, and conditionally insignificant activities, are not considered in the eligibility determination under this subpart.

Subp. 2. **Application content.** An application for a registration permit under this part must contain the following:

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

C. a copy of the applicable new source performance standards (NSPS) listed in part 7007.1110, subpart 2, item C, with the applicable portions of the standards highlighted, including applicable parts of *Code of Federal Regulations*, title 40, part 60, subpart A, General Provisions, or an NSPS checklist form provided by the commissioner, for each affected facility as defined in *Code of Federal Regulations*, title 40, section 60.2.

Insignificant activities at the stationary source listed in part 7007.1300, subparts 2 and 3, and conditionally insignificant activities, are not required to be included in the application.

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

#### **7007.1120 REGISTRATION PERMIT OPTION B.**

Subpart 1. **Eligibility.** The owner or operator of a stationary source may apply for a registration permit under this part if:

[For text of item A, see M.R.]

B. the only emissions from the stationary source are from VOC-containing materials, or are from insignificant activities under part 7007.1300, subparts 2 and 3, or conditionally insignificant activities except for part 7008.4100, conditionally insignificant VOC usage; and

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[For text of item C, see M.R.]

Subp. 2. **Application content.** An application for a registration permit under this part must contain the following:

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

E. the gallons of VOC-containing materials purchased or used ~~on~~ in a calendar year basis. If the stationary source has not been operated, the owner or operator shall estimate the gallons of VOC-containing materials that will be purchased or used on a calendar year basis during normal operation using a worksheet provided by the commissioner. If the stationary source has been operated less than 12 months or has not been operated a full calendar year on the date of application under this part, the owner or operator shall calculate gallons of VOC-containing materials purchased or used by multiplying 12 months by the larger of the two following monthly averages:

[For text of subitem (1), see M.R.]

(2) the estimated average monthly gallons purchased or used for normal operation.

Insignificant activities at the stationary source listed in part 7007.1300, subparts 2 and 3, and conditionally insignificant activities except for part 7008.4100, conditionally insignificant VOC usage, are not required to be included in the application.

Subp. 3. **Compliance requirements.** The owner or operator of a stationary source issued a registration permit under this part shall:

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

D. have emissions from the stationary source only from VOC-containing materials or from insignificant activities under part 7007.1300, subparts 2 and 3, and conditionally insignificant activities except for part 7008.4100, conditionally insignificant VOC usage;

[For text of items E and F, see M.R.]

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

### 7007.1125 REGISTRATION PERMIT OPTION C.

Subpart 1. **Eligibility.** The owner or operator of a stationary source may apply for a registration permit under this part if the stationary source consists of only indirect heating units (boilers), reciprocating internal combustion engines, and/or emissions from use of VOC-containing materials, and meets the following criteria:

A. all emissions units at the stationary source are included under calculations 1, 2A, 2B, and 3 in subpart 4, ~~or~~ are insignificant activities under part 7007.1300, subparts 2 and 3, or are conditionally insignificant activities;

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

E. all VOC emissions from the stationary source are included under calculation 3 or all VOC emissions from the stationary source are from conditionally insignificant activities in compliance with parts 7008.4000 and 7008.4100;

F. the 12-month rolling sum of calculations determined under calculations 1, 2A, 2B, and 3 in subpart 4 is less than 100; and

~~F. G.~~ the owner or operator does not anticipate making changes in the next 12 months which will cause the stationary source to be ineligible for this type of registration permit ~~as set forth~~ under items A to ~~E~~ F.

Subp. 2. **Application content.** An application for a registration permit under this part must contain the following:

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

E. the calculations required by subpart 4. If the stationary source has not been operated, the owner or operator shall estimate the gallons of VOC-containing materials, amount of fuels burned, and hours of operation on a 12-month rolling sum basis during normal operation in performing the calculations required in subpart 4. If the stationary source has been operated less than 12 months on the date of application under this part, the owner or operator shall perform the calculation in subpart 4 by calculating gallons of VOC-containing materials purchased or used, amount of fuels purchased or used, or hours of operation by multiplying by 12 the larger of the following:

[For text of subitem (1), see M.R.]

(2) calculating an estimated monthly average for normal operations.

Insignificant activities at the stationary source listed in part 7007.1300, subparts 2 and 3, and conditionally insignificant activities, are not required to be included in the application.

Subp. 3. **Compliance requirements for Option C sources.** Unless a stationary source is eligible under subpart 3a, the owner or operator of a stationary source issued a registration permit under this part shall comply with all of the requirements in items A to J.

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

G. The owner or operator must have emissions from the stationary source only from indirect heating units (boilers, except hand-fed boilers burning bituminous or subbituminous coal), from reciprocating internal combustion engines, from insignificant activities under part 7007.1300, subparts 2 and 3, from conditionally insignificant activities, and/or from use of VOC-containing materials.

[For text of items H to J, see M.R.]

[For text of subps 3a and 4, see M.R.]

#### **7007.1130 REGISTRATION PERMIT OPTION D.**

Subpart 1. **Eligibility.** The owner or operator of a stationary source may apply for a registration permit under this part if the stationary source meets the following criteria:

A. all emissions units at the stationary source are either included in calculations in subpart 4, or are insignificant activities under part 7007.1300, subparts 2 and 3, or are conditionally insignificant activities;

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

Subp. 2. **Application content.** An application for a registration permit under this part must contain all of the following requirements:

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

G. if the calculations required by subpart 4 used emission factors established by a performance test approved by the commissioner under parts 7017.2001 to 7017.2060 and reflected use of control equipment that is not listed in part 7011.0070, a copy of the portion of the control equipment manufacturer's specifications which includes the operating parameters. If the emissions are discharged to the control equipment through a hood, then the owner or operator must evaluate, on a form provided by the commissioner, whether the hood conforms to the design and operating practices recommended in "Industrial Ventilation - A Manual of Recommended Practice, American Conference of Governmental Industrial Hygienists," and must include with the permit application the certification required in part 7011.0070, subpart 3.

Insignificant activities at the stationary source listed in part 7007.1300, subparts 2 and 3, or conditionally insignificant activities, are not required to be included in the application.

Subp. 3. **Compliance requirements for Option D sources.** Unless a stationary source is eligible under subpart 3a, the owner or operator of a stationary source issued a permit under this part shall comply with all of the requirements in items A to J.

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

E. The owner or operator must recalculate and record by the last day of each month, pursuant to subpart 4, the 12-month rolling sum of actual emissions from the stationary source for the previous 12 months, the date the calculation was made, and the calculation itself. This calculation must include all emissions units at the stationary source, ~~except for insignificant activities under part 7007.1300, subparts 2 and 3,~~ and the information required by subpart 4, item B, subitem (3), if continuous emissions monitor (CEM) data is used in the calculation. This calculation need not include emissions from insignificant activities under part 7007.1300, subparts 2 and 3, or conditionally insignificant activities.

[For text of items F to J, see M.R.]

[For text of subps 3a to 6, see M.R.]

#### **7007.1300 INSIGNIFICANT ACTIVITIES LIST.**

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

Subp. 3. **Insignificant activities required to be listed.** The activities described in this subpart must be listed in a permit application, and calculation of emissions from these activities shall be provided if required by the agency, under part 7007.0500, subpart 2, item C, subitem (2). If emissions units listed in this subpart are subject to additional requirements under section 114(a)(3) of the act (Monitoring Requirements) or section 112 of the act (Hazardous Air Pollutants), or if part of a title I modification, or, if accounted for, make a stationary source subject to a part 70 permit, emissions from the emissions units must be calculated in the permit application.

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

### H. Miscellaneous:

~~(1) total usage of less than 200 gallons of VOC (including hazardous air pollutant containing VOC) combined in any consecutive 12 month period at a stationary source. Under this subitem, gallons of VOC equals volume percentage of VOC multiplied by the gallons of VOC containing material, except that if the owner or operator ships VOC off site for recycling, the amount recycled may be subtracted from the amount of VOC used. "Recycling" means the reclamation or reuse, as defined in part 7045.0020, of a VOC. If the owner or operator ships VOC off site for recycling, the owner or operator shall keep records of the amount of material shipped off site for recycling and the calculations done to determine the amount to subtract. Records may be MSDS, invoices, shipping papers, or hazardous waste manifests;~~

- ~~(2) (1) equipment used exclusively for packaging lubricants or greases;~~
- ~~(3) (2) equipment used for hydraulic or hydrostatic testing;~~
- ~~(4) (3) brazing, soldering, or welding equipment;~~
- ~~(5) (4) blueprint copiers and photographic processes;~~
- ~~(6) (5) equipment used exclusively for melting or application of wax;~~
- ~~(7) (6) nonasbestos equipment used exclusively for bonding lining to brake shoes; and~~
- ~~(8) (7) cleaning operations: alkaline/phosphate cleaners, associated cleaners, and associated burners.~~

[For text of items I to K, see M.R.]

[For text of subps 4 and 5, see M.R.]

## CONDITIONALLY INSIGNIFICANT AND CONDITIONALLY EXEMPT AIR EMISSIONS

### **7008.0050 SCOPE.**

This chapter establishes the conditions under which eligible stationary sources are exempt from the requirement to apply for and obtain an air emission permit as provided under part 7007.0300. This chapter also establishes the conditions under which certain activities will qualify as insignificant activities for purposes of parts 7007.0100 to 7007.1850.

### **7008.0100 DEFINITIONS.**

Subpart 1. Scope. The definitions in this part apply to the terms used in this chapter. The definitions in parts 7000.0100, 7005.0100, and 7007.0100 apply to the terms used in this chapter unless the terms are otherwise defined in this part.

Subp. 2. Gasoline service station. "Gasoline service station" means any stationary source that dispenses gasoline to vehicles. Bulk plants, petroleum distribution terminals, and refineries are not gasoline service stations.

Subp. 3. Refueling positions. "Refueling positions" means the number of vehicles that could be receiving gasoline simultaneously at a gasoline service station.

Subp. 4. Stage-one vapor recovery. "Stage-one vapor recovery" means pipes or hoses, or both, that create a closed system connecting a gasoline unloading tank and a gasoline receiving tank so that the vapors displaced from the receiving tank are transferred to the unloading tank.

### **7008.0200 GENERAL REQUIREMENTS.**

A. Filing an application for a permit under chapter 7007 by the owner or operator of a stationary source does not stay any condition or requirement of this chapter until a permit is issued.

B. The owner or operator shall furnish to the commissioner, within a reasonable time, any information that the commissioner may request in writing to determine whether the conditions of this chapter have been violated. Upon request, the owner or operator shall also furnish to the commissioner copies of records to be kept by the owner or operator as required by this chapter. The owner or operator shall maintain records for the current calendar year at the subject stationary source. The owner or operator shall maintain copies of records required by this chapter for five years from the date the record was made. For all years prior to the current calendar year, the owner or operator shall maintain the records at the subject stationary source or at an office of the owner or operator.

C. All reports, recordkeeping, testing, and monitoring submittals to the commissioner under this chapter must include a certification made by a responsible official. The certification must state that, based on information and belief formed after reasonable inquiry, the statements and information in the document are true, accurate, and complete.

D. The owner or operator shall at all times properly operate and maintain the facilities and systems of treatment and control, and the appurtenances related to them that are installed or used by the owner or operator, to achieve compliance with this chapter. Proper operation and maintenance includes effective performance, adequate funding, adequate operator staffing and training, and adequate laboratory and process controls, including appropriate quality assurance procedures.

E. The owner or operator shall maintain sufficient records to demonstrate the proper operation and maintenance of treatment and control and the appurtenances related to them that are installed or used by the owner or operator to achieve compliance with this chapter. The records must include at least a description of any maintenance, inspection, and repair activity; the date the activity was completed; and any corrective action taken. If an emissions unit can be operated without the associated control equipment, the owner or operator shall maintain a record of control equipment operation while the emissions unit is operated.

#### **7008.0300 PERMITS.**

Subpart 1. Existing permit or permit application. If the owner or operator has submitted a complete application for a permit for a stationary source that could otherwise be conditionally exempt from the requirement to obtain a permit under this chapter, then the owner or operator may withdraw the original application by giving notice in writing to the commissioner. If a permit has been issued for a stationary source that could otherwise be conditionally exempt from the requirement to obtain a permit under this chapter, the owner or operator may request the commissioner to void the permit because the owner or operator intends to comply with this chapter.

Subp. 2. Application for permit. The owner or operator shall submit an application for a part 70, state, general, or registration permit, within 120 days of the commissioner's written request for the application if the commissioner determines that:

A. the stationary source has a history of noncompliance with applicable requirements;

B. the stationary source is not eligible for the conditional exemption from the requirement to obtain a permit as provided by part 7007.0300, subpart 1;

C. the applicable requirements to which the stationary source is subject have changed substantially; and

D. the stationary source endangers human health or the environment and that a change in the operation of the stationary source would remove the danger to human health or the environment.

#### Subp. 3. No circumvention; permit shield.

A. The owner or operator of a stationary source that claims to be exempt from the requirement to obtain a permit under this chapter is subject to enforcement action for operation without a permit if the commissioner later determines that the stationary source does not qualify for the conditional exemption.

B. The permit shield under part 7007.1800 does not apply to any stationary source that is exempt from the requirement to obtain a permit under this chapter.

#### **7008.2000 CONDITIONALLY EXEMPT STATIONARY SOURCES; ELIGIBILITY.**

To be eligible to operate without a permit under this chapter, the stationary source may not have any other emissions or emissions units that would require a permit listed in chapter 7007. To be eligible to operate without a permit under this chapter, the stationary source must comply with all general and technical standards established by this chapter and all applicable requirements as defined in part 7007.0100, subpart 7.

#### **7008.2100 GASOLINE SERVICE STATIONS TECHNICAL STANDARDS.**

Subpart 1. Eligibility. To be eligible to operate without a permit under this chapter, the stationary source must comply with this part in addition to the general operating requirements in part 7008.0200.

A. Gasoline receipt and dispensing operations must account for substantially all of the emissions from the facility. All other emissions from the stationary source must be from insignificant activities under part 7007.1300, subparts 2 and 3, or conditionally insignificant activities.

B. The owner or operator of a gasoline service station shall have monthly gasoline throughput quantities that are less than the following:

- (1) for gasoline service stations located in ozone attainment areas or marginal or moderate ozone nonattainment areas:

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- (a) gasoline service stations with stage-one vapor recovery, 630,000 gallons of gasoline per month; and
- (b) gasoline service stations without stage-one vapor recovery, 380,000 gallons of gasoline per month; and

(2) for gasoline service stations located in serious ozone nonattainment areas:

- (a) gasoline service stations with stage-one vapor recovery, 310,000 gallons of gasoline per month; and
- (b) gasoline service stations without stage-one vapor recovery, 190,000 gallons of gasoline per month.

C. Stage-one vapor recovery systems must comply with the requirements of part 7011.0870.

**Subp. 2. Recordkeeping.** The owner or operator of a gasoline service station shall maintain records for each calendar month of the number of gallons of gasoline throughput.

**Subp. 3. Notification.**

A. The owner or operator of a gasoline service station shall submit a notification to the commissioner within 90 days of the effective date of this part or at least 90 days prior to commencement of construction of a gasoline service station if the number of refueling positions is greater than the following:

(1) for ozone attainment areas or marginal or moderate ozone nonattainment areas:

- (a) gasoline service stations with stage-one vapor recovery with 30 or more refueling positions; and
- (b) gasoline service stations without stage-one vapor recovery with 18 or more refueling positions; and

(2) for ozone serious nonattainment areas:

- (a) gasoline service stations with stage-one vapor recovery with 15 or more refueling positions; and
- (b) gasoline service stations without stage-one vapor recovery with ten or more refueling positions.

B. The notification in item A shall contain the following:

- (1) the owner's name;
- (2) the operator's name if different from the owner's name;
- (3) the facility name and location; and

(4) the maximum monthly gasoline throughput, in gallons, in the previous 12 months or anticipated maximum monthly throughput if the facility is not completed.

### **7008.2200 CONCRETE MANUFACTURING TECHNICAL STANDARDS.**

**Subpart 1. Eligibility.** To be eligible to operate without a permit under this chapter, a concrete manufacturing stationary source must meet the requirements of this part and part 7008.2250 in addition to the general operating requirements in part 7008.0200.

**Subp. 2. Production limitation.** Production must be limited to less than 300,000 tons of unhardened concrete in any calendar year for owners or operators that elect not to receive emissions reduction credit for road dust control. Production must be limited to less than 360,000 tons of unhardened concrete in any calendar year for owners or operators that elect to receive credit for road dust control on unpaved roads by:

- A. recording the date and time of the road dust control action and the initials of the person making the record;
- B. recording the amount of water or dust suppressant applied; and
- C. if a commercially available dust suppressant is used, applying it in accordance with the manufacturer's guidelines.

**Subp. 3. Authorized emissions units and activities.** The concrete manufacturing plant may contain only the emissions units and activities described in items A to D:

A. Storage piles, aggregate transfer, cementitious material transfer, weigh hopper loading, mixers, mixer loading, truck loading, block forming equipment, mobile vehicle sources such as trucks, front-end loaders, and forklifts, and aggregate heaters used solely to improve the flowability of aggregate used in manufacturing concrete burning only natural gas, propane, or No. 1 or No. 2 fuel oil or a combination of these fuels.

B. Individual indirect heating equipment, as defined in part 7011.0500, subpart 9, with a rated heat input capacity less than 10,000,000 Btu per hour burning only natural gas, propane, or No. 1 or No. 2 fuel oil or a combination of these fuels.

C. Nonmobile internal combustion engines, such as emergency generators, burning less than 37,500 gallons per calendar year of gasoline, No. 1 fuel oil, or No. 2 fuel oil combined.

D. Miscellaneous units and activities as described in subitem (1) or (2):

(1) For the entire stationary source, total VOC-containing material usage or purchases of less than 500 gallons in any calendar year or conditionally insignificant VOC usage. If the owner or operator ships VOC off site for recycling, the amount recycled may be subtracted from the amount of VOC purchased or used. "Recycling" means the reclamation or reuse, as defined in part 7045.0020, of a VOC. If the owner or operator ships VOC off site for recycling, the owner or operator shall keep records of the amount of material shipped off site for recycling and the calculations done to determine the amount to subtract. Acceptable records include: material safety data sheets, invoices, shipping papers, and/or hazardous waste manifests.

(2) Any of the insignificant activities listed in part 7007.1300, subpart 2 or 3, or conditionally insignificant activities.

**Subp. 4. PM-10 nonattainment areas.** The concrete manufacturing plant may not be located in areas designated as nonattainment for PM-10.

**Subp. 5. Crushing operations.** Crushing operations may be located at the concrete manufacturing plant site and are not considered part of the concrete manufacturing plant unless more than 50 percent of the material processed by the crusher or crushers is used by the concrete manufacturing plant in the manufacture of concrete. The owner or operator of the crusher and associated operations shall obtain an air emissions permit for the crusher or crushers and associated operations if they are described under part 7007.0200 or 7007.0250.

#### **7008.2250 RECORDKEEPING FOR CONCRETE MANUFACTURING PLANTS.**

The owner or operator of a concrete manufacturing plant shall comply with the recordkeeping listed in items A to D.

A. The owner or operator shall maintain records of the calendar year production of unhardened concrete in tons to demonstrate compliance with part 7008.2200, subpart 2.

B. The owner or operator shall maintain records to demonstrate compliance with the conditionally insignificant activities.

C. The owner or operator shall maintain records of the types of fuel combusted in nonmobile emissions units in each calendar year to demonstrate compliance with part 7008.2200, subpart 3, items A to C, and maintain records of the amounts of fuel combusted in nonmobile internal combustion engines to demonstrate compliance with part 7008.2200, subpart 3, item C.

D. If the owner or operator elects to receive emissions reduction credit for road dust control, the owner or operator shall maintain records to demonstrate compliance with part 7008.2200, subpart 2, items A and B.

#### **7008.4000 CONDITIONALLY INSIGNIFICANT ACTIVITIES.**

If operated in compliance with this part and part 7008.4100, the activities and operation of the emissions units listed in this part are insignificant activities for purposes of parts 7007.0100 to 7007.1850. Listing in this part has no effect on any other law, including laws enforced by the agency other than parts 7007.0100 to 7007.1850, to which the activity may be subject.

The activities described in this part must be listed in a permit application, and calculation of emissions from these activities shall be provided if required by the agency, under part 7007.0500, subpart 2, item C, subitem (2). If emissions units listed in this part are subject to additional requirements under section 114(a)(3) of the act (Monitoring Requirements) or section 112 of the act (Hazardous Air Pollutants), or if part of a title I modification, or, if accounted for, make a stationary source subject to a part 70 permit, emissions from the emissions units must be calculated in the permit application.

#### **7008.4100 CONDITIONALLY INSIGNIFICANT VOC USAGE.**

**Subpart 1. Applicability.** This part applies to any stationary source claiming VOC usage as a conditionally insignificant activity.

**Subp. 2. VOC usage limit.** The stationary source must limit its use of VOC to less than 200 gallons in each calendar year period calculated according to the method in subpart 4. All VOC usage from all emissions units at the stationary source must be accounted for in the calculated annual usage. This limit applies regardless of the hazardous air pollutant content of the VOC.

**Subp. 3. Recordkeeping.** The owner or operator claiming VOC usage as a conditionally insignificant activity shall:

A. maintain records for each calendar year of the number of gallons of VOC-containing materials purchased or used and the maximum VOC content of each material;

B. maintain a record of the material safety data sheet (MSDS), or a signed statement from the supplier stating the maximum VOC content, for each material;

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C. if the owner or operator ships VOCs off-site for recycling, keep records of the amount of material shipped off site for recycling and the calculations done to determine the amount to subtract. Acceptable records include: the material safety data sheets, invoices, shipping papers, and/or hazardous waste manifests; and

D. if requested by the commissioner, calculate and record for any of the previous five calendar years the sum of the actual number of gallons of VOC purchased or used, the calculation itself, and a list of the associated emissions units in which it was used.

**Subp. 4. Calculating VOC usage.** An owner or operator claiming VOC usage as a conditionally insignificant activity must calculate VOC usage using the method in this subpart. Gallons of VOC used per calendar year equals volume percentage of VOC multiplied by the gallons of VOC-containing material purchased or used in a calendar year, except that if the owner or operator ships spent VOC off site for recycling, the amount recycled may be subtracted from the amount of VOC used. "Recycling" means the reclamation or reuse, as defined in part 7045.0020, of a VOC. If the owner or operator ships VOC off site for recycling, the owner or operator shall keep records of the amount of material shipped off site for recycling and the calculations done to determine the amount to subtract.

### **7011.0850 DEFINITIONS.**

Subpart 1. **Scope.** The ~~definitions~~ definition in this part ~~apply~~ applies to the terms used in parts 7011.0850 to ~~7011.0860~~ 7011.0870. The definitions in parts 7005.0100, 7007.0100, and 7011.0060 apply to the terms used in parts 7011.0850 to ~~7011.0860~~ 7011.0870, unless the terms are otherwise defined in this part.

Subp. 2. [See repealer.]

Subp. 3. [See repealer.]

Subp. 4. [See repealer.]

Subp. 5. [See repealer.]

Subp. 6. **Fabric filter.** "Fabric filter" means a control device in which the incoming gas stream passes through a porous filter forming a dust cake.

### **7011.0865 INCORPORATIONS BY REFERENCE.**

A. For the purpose of part 7011.0870, the documents in items B and C are incorporated by reference. These documents are not subject to frequent change.

B. California Environmental Protection Agency, Air Resources Board, Vapor Recovery Certification Procedure CP-201, Certification Procedure for Vapor Recovery Systems of Dispensing Facilities, February 1, 2001. This publication is available through the Minitex interlibrary loan system.

C. United States Environmental Protection Agency, Office of Air Quality Planning and Standards, Design Criteria for Stage I Vapor Control Systems - Gasoline Service Stations, November 1975. This publication is available through the Minitex interlibrary loan system.

### **7011.0870 STAGE-ONE VAPOR RECOVERY.**

Subpart 1. **Applicability.** The owner or operator of a gasoline service station required to install and operate a stage-one vapor recovery system shall comply with this part.

Subp. 2. **System design.** Stage-one vapor recovery systems must:

A. conform with the requirements of Design Criteria for Stage I Vapor Control Systems - Gasoline Service Stations as incorporated by reference in part 7011.0865;

B. incorporate a submerged fill pipe in each storage tank; and

C. have a vent system that is equipped with a pressure vacuum valve that complies with Vapor Recovery Certification Procedure CP-201, as incorporated by reference in part 7011.0865.

Subp. 3. **System Operation and Maintenance.**

A. The owner or operator of a gasoline service station with a vapor recovery system shall not accept gasoline without the vapor recovery system properly connected.

B. The owner or operator of a gasoline service station with stage-one vapor recovery shall:

(1) maintain and operate the vapor recovery system in accordance with manufacturer's specifications;

(2) promptly repair any malfunction of the system;

(3) keep on the premises a copy of the manufacturer's operation and maintenance instructions and make these instructions available to the commissioner or an authorized representative of the commissioner on request; and

(4) maintain system monitoring or testing devices in proper working order.

**REPEALER.** *Minnesota Rules*, parts 7011.0850, subparts 2, 3, 4, and 5, and 7011.0860, are repealed.

**INCORPORATIONS BY REFERENCE:** Part 7005.0100, subpart 4c, item B: ASTM C 618-96, Annual Book of American Society for Testing and Materials Standards (ASTM), 100 Barr Harbor Drive, West Conshohocken, PA 19428-2959, volume 4.02 (1996), is available through the Minitex interlibrary loan system. Part 7011.0865, item B: California Environmental Protection Agency, Air Resources Board, Vapor Recovery Certification Procedure CP-201, Certification Procedure for Vapor Recovery Systems of Dispensing Facilities, February 1, 2001, is available through the Minitex interlibrary loan system. Part 7011.0865, item C: United States Environmental Protection Agency, Office of Air Quality Planning and Standards, Design Criteria for Stage I Vapor Control Systems - Gasoline Service Stations, November 1975, is available through the Minitex interlibrary loan system.

## 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.

## Campaign Finance and Public Disclosure Board

### Adopted Permanent Rules Relating to Requirements and Procedures

The rules proposed and published at *State Register*, Volume 26, Number 33, pages 1013-1016, February 4, 2002 (26 SR 1013), are adopted as proposed.

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

## Official Notices

*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

#### Minnesota Rural Finance Authority

#### **Notice of Public Hearing on the Issuance of an Agricultural Development Revenue Bond Under *Minnesota Statutes*, Chapter 41C for 167 Acres of Bare Farmland in Houston Township, Houston County**

**NOTICE IS HEREBY GIVEN** that a public hearing will be held on May 3, 2002, at 9:00 a.m., in Room 145 Department of Agriculture Building, 90 West Plato Boulevard, St. Paul, Minnesota, on a proposal that the Minnesota Rural Finance Authority (the Authority) issue its revenue bond under *Minnesota Statutes*, Chapter 41C, in order to finance the purchase of Approximately 167 acres of bare farmland located 3 miles North of Houston on County Road 9, then 1/2 mile east on County Road 21, in Section's 23 and 26, Houston Township; Houston County, Minnesota on behalf of Kenneth Witt, (the Borrower/s). The maximum aggregate face amount of the proposed bond issue is \$149,000.00 The revenue bond will be a limited obligation of the Authority, payable solely from the revenue pledged to the payment thereof. No holder of such revenue bond will ever have the right to compel any exercise of the taxing power of the State of Minnesota to pay the bond or the interest thereon, nor to enforce payment against any property of the Authority or the State of Minnesota, except the revenues specifically pledged to the payment thereof. Before issuing the revenue bond, the Authority will enter into an agreement with the Borrower whereby the Borrower will be obligated to make payments at least sufficient at all times to pay the principal of and interest on such revenue bond when due. All persons interested may appear and be heard at the time and place set forth above, or may file written comments with the Executive Director of the Authority prior to the date of the hearing set forth above.

Dated: 3 April 2002

Jim Boerboom  
RFA Director

### Department of Agriculture

#### Minnesota Rural Finance Authority

#### **Notice of Public Hearing on the Issuance of an Agricultural Development Revenue Bond Under *Minnesota Statutes*, Chapter 41C for 167 Acres of Bare Farmland in Range 32W, Township 114N in Renville County**

**NOTICE IS HEREBY GIVEN** that a public hearing will be held on May 3, 2002, at 9:00 a.m., in Room 145 Department of Agriculture Building, 90 West Plato Boulevard, St. Paul, Minnesota, on a proposal that the Minnesota Rural Finance Authority (the Authority) issue its revenue bond under *Minnesota Statutes*, Chapter 41C, in order to finance the purchase of Approximately 167 acres of bare farmland located 2 miles south from Hector on Hwy. 4 and 2 miles east on Gravel in the NE 1/4 of Section 2, Range 32W, Township 114N; Renville County, Minnesota on behalf of Bradley Baumgardt, (the Borrower/s). The maximum aggregate face amount of the proposed bond issue is \$141,000.00. The revenue bond will be a limited obligation of the Authority, payable solely from the revenue pledged to the payment thereof. No holder of such revenue bond will ever have the right to compel any exercise of the taxing power of the State of Minnesota to pay the bond or the interest thereon, nor to enforce payment against any property of the Authority or the State of Minnesota, except the revenues specifically pledged to the payment thereof. Before issuing the revenue bond, the Authority will enter into an agreement with the Borrower whereby the Borrower will be obligated to make payments at least sufficient at all times to pay the principal of and interest on such revenue bond when due. All persons interested may appear and be heard at the time and place set forth above, or may file written comments with the Executive Director of the Authority prior to the date of the hearing set forth above.

Dated: 3 April 2002

Jim Boerboom  
RFA Director



## Department of Commerce

### Minnesota Consumer Credit Code and Regulated Loan Act Adjustment of Dollar Amounts

Dollar amounts indexed in the Regulated Loan Act, *Minnesota Statutes*, Chapter 56, and the Minnesota Consumer Credit Code, *Minnesota Statutes*, Section 47.59, will increase 10% effective July 1, 2002. *Minnesota Statutes*, Sections 47.59, subdivision 3(i), and 56.131, subdivision 4, provide for periodic adjustment in dollar amounts, effective on July 1 of even-numbered years, based on a percentage change in the Implicit Price Deflator for the Gross Domestic Product.

Statute establishes that the percentage change in the reference base index be 10% or more in order to adjust the dollar amounts. The portion of the percentage change in the index in excess of a multiple of ten percent is to be disregarded, and the dollar amounts shall change only in multiples of ten percent. Information provided by the U.S. Department of Commerce, Bureau of Economic Analysis indicates a percentage change from the revised reference base to be 21% calculated to the nearest whole percentage point as required. The index for December 1991 is the reference base index for adjustments, with 1987 = 100. The index was revised nationally to 1996 = 100. The rebased index for December 1991 is 90.47, increasing to 109.75 in December 2001, for a change of 21.31%. Indexed dollar amounts increased 10% effective July 1, 1996 or July 1, 1998, and will increase 10% effective July 1, 2002 with the new amounts listed on the following chart.

The historic and 2002 dollar adjustment, with the percentage increase, follows:

	<u>Original</u>	<u>7-1-96 7-1-98* 10% increase</u>	<u>7-1-02 10% increase</u>
<b><u>Chapter 47</u></b>			
Principal subject to 33% interest <i>Minnesota Statute</i> § 47.59, subd. 3(a)(2)	\$750	\$825	\$900
Minimum refund <i>Minnesota Statute</i> § 47.59, subd. 3(e) and (f)	\$5.00	\$5.50*	\$6.00
Default charges <i>Minnesota Statute</i> § 47.59, subd. 6(a)(4)	\$5.20	\$5.72	\$6.24
<b><u>Chapter 56</u></b>			
Assumption fee <i>Minnesota Statute</i> § 56.12	\$240	\$264	\$288
Minimum real estate secured loan <i>Minnesota Statute</i> §§ 56.12 and 56.125	\$4,320	\$4,752	\$5,184
Maximum closing costs on real estate secured loans <i>Minnesota Statute</i> § 56.131, subd. 2(b)	\$400	\$440	\$480
Minimum new funds advance for discount points and appraisal fees <i>Minnesota Statute</i> § 56.131, subd. 2(d)	\$1,000	\$1,100	\$1,200
Minimum real estate secured loan for discount points <i>Minnesota Statute</i> § 56.131, subd. 6	\$12,000	\$13,200	\$14,400

**The next published adjustment is scheduled on or before April 30, 2004, for July 1, 2004 based on the December 2003 index.**

## Department of Commerce

### Restrictions on Deficiency Judgments and Minnesota Property Exemption, Adjustment of Dollar Amounts

The amount of a deficiency judgment found in *Minnesota Statutes*, Section 325G.22, and property exempt from creditor collection action in *Minnesota Statutes*, Section 550.37 will not increase effective July 1, 2002. These statutes require that the dollar amounts be adjusted in even numbered years based on a percentage change in the Implicit Price Deflator for the Gross National Product.

The statute requires that the percentage of change in the reference base index be 10% or more in order to adjust the dollar amounts. The portion of the percentage change in the index in excess of a multiple of ten percent is to be disregarded, and dollar amounts shall change only in multiples of ten percent. Information obtained from the U.S. Department of Commerce, Bureau of Economic Analysis, indicates the percentage change from the revised reference base to be 86% calculated to the nearest whole percentage point as required. The index for December 1980 is the reference base index for adjustments, with 1972=100. The index was revised nationally to 1996=100. The index for December 1980 is 59.14, increasing to 109.72 in December 2001, for a change of 85.52%. Because of prior years' adjustments, further increases are not required.

The history of dollar amounts at various dates is available by reviewing prior official notices. The original and current dollar amounts are as follows:

	<u>Original</u>	<u>Current</u>
<b><u>Chapter 325G</u></b>		
Credit extended		
<i>Minnesota Statute</i> § 325G.22, subd. 1	3,000	5,400
<b><u>Chapter 550</u></b>		
Personal goods	4,500	8,100
<i>Minnesota Statute</i> § 550.37, subd. 4		
Business	5,000	9,000
<i>Minnesota Statute</i> § 550.37, subd. 6		
Insurance benefits	20,000	36,000
Add'l dependent ins. benefits	5,000	9,000
<i>Minnesota Statute</i> § 550.37, subd. 10		
Motor vehicle Modified for disability	2,000	3,600
Minimum cost of modification	20,000	36,000
<i>Minnesota Statute</i> § 550.37, subd. 12a	1,500	2,700
Accrued interest	4,000	7,200
<i>Minnesota Statute</i> § 550.37, subd. 23		
Employee benefits	30,000	54,000
<i>Minnesota Statute</i> § 550.37, subd. 24		

The next published adjustment is scheduled on or before April 30, 2004, for July 1, 2004 based on the December 2003 index.

## Department of Commerce

### Presumed Legal Cigarette Prices

The presumed prices for wholesalers and retailers, as provided for by *Minnesota Statutes*, chapter 325D, are shown in this schedule. The computations are based on manufacturers' list prices available as of April 1, 2002. All cigarettes in a wholesaler's or retailer's inventory must be priced to reflect the new presumed prices within seven (7) calendar days after the manufacturer's price change is reflected on a purchase invoice. A wholesaler or retailer may sell for less if they can show that their actual costs of doing business are lower than the presumed minimum. For questions, contact the Department of Commerce at (651) 296-9428.

	<u>Presumed Minimum Wholesale Price Per Carton</u>	<u>Presumed Minimum Retail Price Per Carton</u>	<u>Presumed Minimum Retail Price Per Pack</u>
Major Brands (Kings, Regulars, 100's, 120's )	\$33.90	\$36.61	\$3.66
Examples of major brands: Marlboro, Benson & Hedges, Players, Lark, Parliament, L & M, Saratoga, Winston, Merit, Commanders, Eve, Jade, Advance, Barclay, Virginia Slims, Kool, Lucky Strike, Raleigh (Kings, 100's, Plain End), Pall Mall (Gold, Red), Silva Thins, Tall, Tareyton, Capri, Camel, More, Now, Salem, Vantage, "B", Planet, Kent, Newport, Carlton, True, Satin, Triumph, Max			
Marlboro 25's (Kings)	\$33.90	\$36.61	\$4.58
Old Gold, Bucks, Sterling, Basic, Doral, Magna, Cambridge, Bristol, Alpine, Maverick (Kings, Regulars 100's, 120's)	\$31.08	\$33.57	\$3.36
Raleigh Extra (Kings, 100's)	\$29.82	\$32.21	\$3.22
Monarch, Best Value	\$21.83	\$23.58	\$2.36
GPC's, Viceroy's Misty's, Pall Mall Box	\$22.20	\$23.98	\$2.40
Liggett Pyramid (Kings, Regulars, 100's)	\$19.11	\$20.64	\$2.06
Liggett Select (Kings, 100's)	\$15.98	\$17.26	\$1.73

## Department of Human Services

### Notice of Availability of the Minnesota Health Care Programs Provider Participation List

#### [Also known as DHS Rule 101 Provider Compliance List]

**NOTICE IS HEREBY GIVEN** that the Minnesota Health Care Programs provider participation list for April 1, 2002 is now available. The provider participation list is a compilation of health care providers who are in compliance with DHS Rule 101. If a provider name is not on the list, the Department considers the provider non-compliant. The list of providers is separated by provider type, each section is in alphabetical order by provider name, and there is no additional information on the list other than the provider's name. This list is distributed on a quarterly basis to the Department of Employee Relations, the Department of Labor and Industry, and the Department of Commerce. To obtain the list, contact Kelly Crawford, Rule 101 specialist, at (651) 296-0766 or toll-free at 1-800-657-3991. You may fax your request to (651) 296-5690 or mail to the Customer Services Division, Department of Human Services, 444 Lafayette Road, St. Paul, MN 55155-3856.

Michael O'Keefe, Commissioner  
Department of Human Services

## Official Notices

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### Department of Labor and Industry

#### Labor Standards Unit

#### Notice of Addition to Highway/Heavy Prevailing Wage Rates

An Additional rate has been made to the Highway/Heavy Prevailing Wage Rates certified 10/01/01, for **Labor Code 420, Roofer, in Region 6.**

Copies of the certification with the additional rate may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road, St. Paul, Minnesota 55155-4306, or by calling (651) 284-5091, or accessing our web site at [www.doli.state.mn.us](http://www.doli.state.mn.us). Charges for the cost of copying and mailing are \$.65 per page. Make check or money order payable to the State of Minnesota.

Shirley I. Chase  
Commissioner

### Department of Natural Resources

#### Notice of Proposed Reclassification of a Portion of the Finland State Forest with Respect to Recreational Motor Vehicle (RMV) Use

**NOTICE IS HEREBY GIVEN** that the Commissioner of the Minnesota Department of Natural Resources proposes to reclassify a portion of the Finland State Forest in Lake County, Minnesota with respect to operation of recreational motor vehicles. The proposal is to change the current classification of that portion of the Finland State Forest described below from 'Managed' to 'Limited'. The classification of State Forests with respect to RMV use is governed by *Minnesota Rules* Chapter 6100.1950.

The portion of the Finland State Forest proposed to be designated limited is described as follows: that part of the Finland State Forest in Township 57 North; Range 8 West; except that portion of the Township lying northeast of Minnesota State Highway 1 and Township 58 North; Range 8 West; sections 31, 32, 33, 34 and 35; except for the part of section 35 that lies north and east of Minnesota State Highway 1.

The Finland State Forest was classified as managed with respect to RMV use in September 1998. The effect of the proposed reclassification will be to limit RMV use to designated trails on state administered forest lands in the area of the Moosewalk ATV Trail, and to prohibit the use of RMV's on all unsigned or undesignated trails. The limited classification does not allow for off-trail or cross-country travel by RMV's. Permanent forest roads will remain open to recreational motor vehicle use unless they are posted closed. The proposed reclassification will not affect current legal use of non-motorized trails or the use of designated snowmobile trails in the area.

There will be a public meeting on the proposed reclassification from 7:00 p.m., to 9:00 p.m, on Tuesday, June 25, at Superior Shores, in Two Harbors, MN. Superior Shores is located on the northeast side of Two Harbors on U.S. Highway 61. The department will present information and receive public comments on the proposed reclassification. A copy of the reclassification proposal and a map of the affected area can be obtained from:

Jim Weseloh, Regional Planner  
Minnesota Department of Natural Resources  
1201 East Highway 2  
Grand Rapids, MN 55744  
**Phone:** (218) 327-4127  
**Email:** [jim.weseloh@dnr.state.mn.us](mailto:jim.weseloh@dnr.state.mn.us)  
**Internet:** [www.dnr.state.mn.us](http://www.dnr.state.mn.us)

Written comments on the above proposal can also be submitted to the above address until 4:30 PM on Friday, June 28, 2002.

Steve Morse, Deputy Commissioner  
Minnesota Department of Natural Resources

## Department of Natural Resources

### Notice of Proposed Reclassification of a Portion of the Foothills State Forest with Respect to Recreational Motor Vehicle (RMV) Use

**NOTICE IS HEREBY GIVEN** that the Commissioner of the Minnesota Department of Natural Resources proposes to reclassify a portion of the Foothills State Forest in Cass County, Minnesota with respect to operation of recreational motor vehicles. The proposal is to change the current classification of that portion of the Foothills State Forest south of County State Aid Highway 2 in Cass County from 'Managed', (in which forest roads and forest trails are open for RMV use unless posted closed), to 'Limited' (in which forest trails are closed to RMV use unless posted open). The classification of State Forests with respect to recreational motor vehicle use is governed by *Minnesota Rules* Chapter 6100.1950.

The Foothills State Forest was classified as managed with respect to recreational motor vehicle use in September 1998. Approximately 25 miles of forest roads and forest trails have been designated and signed for use by RMV's. These designated forest roads and forest trails are known as the Spider Lake Off-Highway Vehicle Trails. There are also many undesignated and unsigned forest trails on state and county forest lands in the area that have been open to RMV use under the managed classification. The effect of the proposed reclassification to limited will be to prohibit use of RMV's on these undesignated and unsigned trails on state-administered forest lands. The proposed reclassification will have no effect on the use of designated snowmobile and designated non-motorized recreational trails in the area. The remainder of the Foothills State Forest north of County State Aid Highway 2 will continue to be classified as managed with respect to recreational motor vehicle use.

There will be a public meeting on the proposed reclassification from 7:00 p.m., to 9:00 p.m., on June 21, 2002 at the Pine River-Backus High School, 400 N. Main St., Pine River. The department will present information and receive public comments on the proposed reclassification. A copy of the reclassification proposal and map of the area affected can be obtained from:

Jack Olson  
Natural Resources Planner  
Minnesota Department of Natural Resources  
1601 Minnesota Drive  
Brainerd, MN 56401  
**Phone:** (218) 828-2701  
**Email:** [jack.olson@dnr.state.mn.us](mailto:jack.olson@dnr.state.mn.us)  
**Internet:** [www.dnr.state.mn.us](http://www.dnr.state.mn.us)

Written comments on the proposal can be submitted to the above address until 4:30 p.m., on Friday, June 28, 2002.

Steve Morse, Deputy Commissioner  
Minnesota Department of Natural Resources

## Wadena County – Seventh Judicial District

### Law Library Fee Change

Effective July 1, 2002 the Law Library Fees in Wadena County will increase from \$10.00 to \$12.00.

Beverly Paavola  
Court Administrator



## 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 State Colleges and Universities

#### Educational Grants Unit

#### Notice of Availability of Funds and Requests for Proposals For Implementing Activities Related to Nontraditional Training and Employment

Federal funds are available to be used for implementing activities related to nontraditional training and employment as established under the Carl D. Perkins Vocational and Technical Education Act of 1998.

The goal of this competitive grant is to invite Perkins participants and community organization partners to engage in collaborative projects, which will encourage and recruit more students to enter nontraditional careers. This year's grant round will give special consideration to new and innovative projects, which can be replicated statewide.

This year's award will be available beginning July 2002 through the academic year ending June 30, 2003.

Funds in the amount of **\$140,000** have been set-aside to further this initiative. MnSCU anticipates making ten grant awards to eligible applicants. Parties eligible for this grant include Perkins eligible secondary and post-secondary institutions in addition to community-based organizations that deliver services and activities to adults or youth, in nontraditional training and employment.

In order to provide immediate feedback for projects proposed, those interested should *submit a letter of intent to apply from an authorized administrator or campus president* about the proposed project, by April 26, 2002. **The deadline for applying for this grant is May 24, 2002. Any contract executed under this RFP will be dependent upon the amount of funds approved for release through the Carl D. Perkins Federal Grant.**

To request an application or additional information contact:

Eva Scates-Winston  
MnSCU  
500 World Trade Center  
30 East Seventh Street  
St. Paul, MN 55101  
**Phone:** (651) 297-3792  
**Fax:** (651) 296-3214

The Request for Proposal may also be accessed on the MnSCU **website** at: [www.grantsplus.mnscu.edu](http://www.grantsplus.mnscu.edu), by selecting on "Grant Opportunities".

### Minnesota State Colleges and Universities

#### Educational Grants Unit

#### Notice of Availability of Funds and Request for Proposals to Provide Services to Individuals in State Institutions

Minnesota State Colleges and Universities announces the issuance of a Request for Proposal for Federal Perkins III funding. MnSCU is requesting proposals to provide services to individuals in State institutions such as State correctional institutions and institutions that serve individuals with disabilities related to Minnesota Department of Corrections, vocational education. This initiative has two primary goals: (1) To provide assistance to institutions, which will assist persons through vocational education services that provide job skills and or job skill upgrades and increase career opportunities; and (2) To assist in the development of demonstration vocational education services and activities, which could be replicated elsewhere in the State.

Funds in the amount of **\$60,000** have been set-aside to further this initiative. MnSCU anticipates making two or three grant awards to eligible applicants. Parties eligible for this grant include Perkins eligible secondary and post-secondary institutions, and

state correctional institutions, in addition to community-based organizations that deliver services to adults or youth, who are in or transitioning from correctional facilities. **Any contract executed under this RFP will be dependent upon the amount of funds approved for release through the Carl D. Perkins Federal Grant.**

**Applications are due at the MnSCU office by 4:00 p.m., on May 24, 2002**, with an anticipated disbursement date as early as July 2002. **NO FAXED OR EMAILED APPLICATIONS WILL BE ACCEPTED.** To receive a copy of the Request for Proposal application, please contact:

Eva Scates-Winston  
Minnesota State Colleges and Universities  
500 World Trade Center  
30 East Seventh Street  
St. Paul, Minnesota 55101  
**Phone:** (651) 297-3792  
**Fax:** (651) 296-3214

The Request for Proposal may also be accessed on the MnSCU **website** at: *www.grantplus.mnscu.edu*, by selecting on "Grant Opportunities".

## **Minnesota Department of Health**

### ***Revision to March 11, 2002 Announcement:***

#### **Infectious Disease Epidemiology, Prevention and Control Division STD and HIV Section**

**NOTICE IS HEREBY GIVEN that the Minnesota Department of Health (MDH) *State Register* Request for Proposals (RFP) Announcement of March 11, 2002 has been revised as follows:**

Due Dates  
Notices of Intent Due: 4:00 p.m., Tuesday, April 30, 2002

Agencies intending to submit a full proposal for HIV Community Health Education and Risk Reduction programming (formerly known as HIV Prevention Programming) are required to submit a Notice of Intent by 4:00 p.m., Tuesday, April 30, 2002. Notices should follow the format presented on the Notice of Intent outline (see Form L in the RFP packet) and must have a legible postmark from the United States Postal Services, or a legible pick-up or drop-off time from a private carrier with a date and time that precedes 4:00 p.m., Tuesday, April 30, 2002. To obtain the RFP packet, free of charge, please contact Jessica Kulkay at (612) 676-5637 or go to <http://www.health.state.mn.us/divs/dpc/aids-std/aids-std.htm>

## **Department of Human Services**

### **Aging Initiative**

#### **Notice of Request for Proposals to Expand Home- and Community-Based Services For Older Adults**

The Minnesota Department of Human Services, Aging Initiative, is soliciting proposals from qualified applicants to expand home- and community-based services for older adults as directed by *Laws of Minnesota 2001, First Special Session*, Chapter 9, Article 4, Sections 3 and 32. The goal of the Community Service/Community Services Development grants awarded under this Request for Proposals (RFP) is to help communities rebalance their long-term care service system for persons age 65 years and older by reducing reliance on nursing facility care and increasing the supply of home- and community-based services, including housing and services options. DHS will give preference to proposals from communities that have had or will have a voluntary nursing facility closure.

## State Grants & Loans

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DHS is seeking proposals that will: 1. Increase home- and community-based services in target communities, especially housing and services; 2. Increase the numbers of older Minnesotans using home- and community-based services in target communities; 3. Increase the use of informal and quasi-formal care systems; and

4. Coordinate with existing services funded by State, Federal, and other sources

Eligible applicants for the Community Service Grants and Community Services Development Grants are non-profit agencies and units of government. For-profit entities, including nursing facilities, housing owners and service providers, are eligible applicants for Community Services Development Grants. DHS encourages coordination and collaborations among applicants.

Applicant Video Conferences will be held Tuesday, April 30, 1:30 - 3:30 p.m. at the following locations:

*Beltrami County Social Services*, 616 America Avenue NW, Suite 250, Bemidji, MN 56601; Site Coordinator: Pam Norenberg, (218) 755-4500

*Blue Earth County Human Services*, Voyager Room, 410 South 5th Street, Mankato, MN 56002-3526

*Lyon County-Region 8-Marshall, Lincoln Lyon Murray Human Services*, Courthouse, 1st Floor, 607 W Main Street, Marshall, MN 56258; Site Coordinator: Cindy Buchert, (507) 532-1222

*Olmsted County Government Center, Admin. & Vets Service Area*, 4th Floor, 151 4th Street, Rochester, MN 55904-3710; Site Coordinator: Karen Applen, (507) 285-8205

*Pennington County Courthouse*, 1st & Main, Thief River Falls, MN 56701; Site Coordinator: Barb Beito, (218) 683-7023

*St. Louis County Government Center*, 320 West 2nd Street, Room 709, Duluth, MN 55802; Site Coordinator: Donna Burns, (218) 725-5192

*Stearns County*, 705 Courthouse Square, Room 21, St. Cloud, MN 56302; Site Coordinator: Carol Rose, (320) 656-6643

*MN Department of Human Services*, Conference Room 5F, 444 Lafayette Road North, St. Paul, MN 55155

*MN Department of Health*, 3rd Floor, Metro Square Annex, 130 East 7th Place, St. Paul, MN 55101; Site Coordinator: Loraine Colford, (651) 215-0460

Please register and specify which site you'll be attending by calling 1-800-882-6262. Additional sites may be added if necessary. SITE COORDINATOR NUMBER IS PROVIDED FOR DIRECTIONS ONLY. THEY DO NOT TAKE RESERVATIONS.

The full text of the RFP, which includes requirements that must be met in order to submit a proposal and proposal evaluation criteria, is available on the Internet at:

<http://www.dhs.state.mn.us/agingint/policy/cmtysrvs.htm>

or upon request by contacting:

Rolf Hage, Community Capacity Consultant  
Aging Initiative  
444 Lafayette Rd. S.  
St. Paul, MN. 55155-3843  
**Phone:** 1-800-882-6262  
**TTY:** 1-800-627-3529  
**Email:** [Rolf.hage@state.mn.us](mailto:Rolf.hage@state.mn.us)

## Department of Trade and Economic Development

### Minnesota Job Skills Partnership Announces the Cancellation of Training Grant Deadlines

The Minnesota Job Skills Partnership (MJSP) Board announces the cancellation of the grant deadlines announced in the *State Register* Vol. 26, Issue #38, published Monday, March 11, 2002. The deadline for proposals for the Job Skills Partnership Program, Pathways Program, Health Care and Human Services Program, Distance Work Program, Short Form Program and Pre-Development Program was to have been 4:00 p.m., on April 29, 2002 and the awards would have been made at a June 18, 2002 MJSP Board meeting. This grant round, including the submission deadline and the MJSP Board meeting, has been canceled. Any questions or inquiries can be made to:

Rick Caligiuri  
Director, Minnesota Job Skills Partnership Program  
500 Metro Square Bldg.  
121 7th Place East  
St. Paul, MN 55101  
**Phone:** (651) 282-9829  
**Fax:** (651) 215-3842  
**Email:** [rick.caligiuri@state.mn.us](mailto:rick.caligiuri@state.mn.us)

## State Contracts

**Informal Solicitations:** Effective March 1, 2002, 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, Materials Management Division web page ([www.mmd.admin.state.mn.us](http://www.mmd.admin.state.mn.us)) and access P/T Contracts.

**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

### Request for Proposals to Provide Sign Language Interpreters

The Department of Administration is requesting proposals from qualified individuals or firms to provide sign language interpreters.

Questions related to this request for proposals must be received **no later than April 19, 2002**, with the proposals due **no later than 3:00 p.m., on April 23, 2002**.

It is anticipated that evaluations will be completed and contracts awarded **no later than May 1, 2002**.

Anyone interested in obtaining a copy of this Request for Proposal may contact the Materials Management Helpline at (651) 296-2600.

## Department of Administration

### Request for Proposals for Written Translation Services

The Department of Administration is requesting proposals from qualified individuals or firms to provide written translation in the following languages most commonly requested by State agencies: Arabic, Hmong, Khmer (Cambodian), Lao, Oromo, Russian, Serbo-Croatian (Bosnian), Somali, Spanish, and Vietnamese. Other languages in addition to the above may be also provided.

Questions related to this request for proposal must be received **no later than April 19, 2002**, with the proposals due **no later than 3:00 p.m., on April 30, 2002**.

It is anticipated that evaluations will be completed and contracts awarded **no later than May 23, 2002**.

Anyone interested in obtaining a copy of the complete Request for Proposal may contact the Materials Management Helpline at (651) 296-2600.

**Department of Administration  
State Designer Selection Board**

**Request for Proposals for the Minnesota State Colleges and Universities (MnSCU) St. Cloud State University, Renovation of Centennial Hall (Project 02-06)**

**To Minnesota Registered Design Professionals:**

The State Designer Selection Board has been requested to select consultants for a project. Design firms who wish to be considered for this project must deliver proposals on or before 12:00 p.m. (Noon), Monday, April 29, 2002, to:

Winnie Sullivan, Executive Secretary  
State Designer Selection Board  
Department of Administration  
c/o Materials Management Division  
50 Sherburne Avenue, Room 112  
St. Paul, Minnesota 55155  
**Phone:** (651) 297-1545

**PROPOSALS RECEIVED AFTER THE SUBMISSION DEADLINE WILL NOT BE CONSIDERED.**

Questions concerning the Board's procedures herein described, or the schedule in Item 8.h, should be referred to the Executive Secretary at (651) 297-1545. Questions relating to the project must be referred to the project contact(s) in Item 8.i.

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

1. **The front cover of the proposal should be clearly labeled** with the project number and project title as shown at the top of this request for proposal, together with the designer's firm name, address, telephone number, fax number and the name of the contact person. The back cover should remain blank.
2. **All data should be on 8-1/2" x 11" sheets**, soft bound. No more than 20 printed faces should be included (see the following for clarification):
  - a. All letters directed to the Board should be bound into the proposal and all pages will be counted as printed face(s). It is not necessary to do a cover letter to the Executive Secretary.
  - b. Blank dividers (with printed tab headings only) will not be counted as faces.
  - c. Front and back covers of proposals will not be counted as faces.
  - d. None of the statutory or mandatory information, except as requested in Item 3 below, should appear on the dividers or covers.
  - e. All pages should be numbered.

Proposals that deviate from the above may be disqualified.

**3. BRIEF PROPOSAL SUMMARY:**

All proposals shall begin with a summary which includes only the following items:

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

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

- c. A statement indicating that the consultants listed have been contacted and have agreed to be a part of the design team;



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

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

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

<b>PROJECT</b>	<b>(A) GROSS FEES</b>	<b>(B) SUBDESIGNERS PORTION</b>	<b>(C) NET TOTAL PROJECT FEE</b>
<b>TOTAL</b>			

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

**4. ADDITIONAL MANDATORY PROPOSAL CONTENTS:**

- a. A section containing graphic material (e.g., photos, plans, drawings, etc.) as evidence of the firm’s qualifications for the work. The graphic material shall be identified. It shall be work in which the personnel listed in Item 3.b above have had significant participation and their roles shall be clearly described. It shall be noted if the personnel were, at the time of the work, employed by other than their present firms.
- b. Expanded resumes showing qualification of individuals, listed in Item 3.b above, administering or producing the major elements of the work, including consultants. Identify roles which such persons played in projects which are relevant to the project at hand.
- c. A discussion of the firm’s understanding of and approach to the project.
- d. A listing of relevant past projects.

**5. 12 copies of the proposal should be submitted.**

**6. Design firms wishing to have their proposals returned after the Board’s review shall follow one of the following procedures:**

- a. Enclose a *self-addressed, stamped* postal card with the proposals. Design firms will be notified when material is ready to be picked up. Design firms will have two weeks to pick up their proposals, after which time the proposals will be discarded; or
- b. Enclose a *self-addressed, stamped* mailing envelope with the proposals. When the Board has completed its selection, proposals will be returned using this envelope.

**7. BOARD SELECTION CRITERIA:**

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

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

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

## State Contracts

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

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

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

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

### 8. PROJECT 02-06

Renovation of Centennial Hall  
St. Cloud State University  
St. Cloud, Minnesota

#### a. PROJECT DESCRIPTION:

Centennial Hall is the former University library. The building was constructed in 1968 and consists of one level below grade and four levels above grade containing a total of about 161,000 GSF. Approximately 18,000 NASF of the building was recently renovated to serve as the Husky Bookstore. This area is expected only to have incidental work included in this project. 5,000 NASF in the lower level houses a regional computing center for MnSCU. This area is to remain in service during renovation. In addition to these uses the renovated building will provide a venue for the College of Business and the English and Philosophy Departments. The Center for Student Success that includes the Intensive English Center, Writing Center, Math Skills Center and the Advising Center along with numerous other programs that provide academic student support will also be located in the building. The project may be in two phases. The second phase contingent on funding in the 2004 legislative session.

The envelope of the building is expected to remain substantially unchanged with the exception of window additions or replacements, limited masonry repairs and caulking, and the possible rearrangement of entrance points. The existing building is a concrete frame with masonry exterior walls and pan joist concrete floors.

The renovated facility will be expected to meet current standards for life safety, including fire sprinkling, HVAC, power and communication systems. Applicable sustainability guidelines will be followed. The University is the leader in development of "smart" and ITV instructional and work-space, and this building is expected to be consistent with that leadership.

#### Site:

Centennial is a prominent building near the center of campus served by existing walks and service drives. This project is to include the coordination of the connection to a skyway extended from the adjacent Atwood Center as part of a separate project.

#### Purpose:

The building will serve as home to the Herberger College of Business and the English and Philosophy Departments as a center for student academic services in addition to its use as campus bookstore and as a regional computing center.

#### b. REQUIRED CONSULTANT SERVICES:

Planning through Schematic Design, the architect will be responsible for, but not limited to, such tasks as review of the owner's pre-design/program, preparation of preliminary schematics (including consideration of alternative designs) in concert with the University's planning committee and development of cost estimates. Following approval of the Schematic Design by the MnSCU Board and the University, the architect shall then be responsible for, but not limited to, such tasks as: continued project design and preparation of 95% of final construction documents and cost estimates. Following approval of these documents the architect will be responsible for final completion of the construction documents, bidding and project administration during construction including, but not limited to, payment requests, over site of the construction for the owner, including chair of the construction meetings, on site observation, and project acceptance.

#### c. SERVICES PROVIDED BY OTHERS:

None.

**d. SPECIAL CONSIDERATIONS:**

Prior experience with design of university instructional facilities or other similar projects as well as personnel with experience focused on renovation will be important considerations.

**e. PROJECT BUDGET/FEES:**

The construction budget for the Renovation of Centennial Hall is approximately \$7 million. Consultant fee shall be fixed and shall be computed as a percentage of the amount appropriated by the State for construction.

Total fee is expected to be 8-9%.

**f. PROJECT SCHEDULE:**

The consultant will start work as soon as the contract has been executed.

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

None.

**h. STATE DESIGNER SELECTION BOARD SCHEDULE:**

*Project Information Meeting and/or Site Visit:*

None.

*Project Proposals Due:*

Monday, April 29, 2002, by 12 p.m. (Noon)

*Project Shortlist:*

May 7, 2002 at 11:30 a.m.

*Project Information Meeting for Shortlisted firms:*

None.

*Project Interviews and Award:*

Tuesday, May 14, 2002

**i. PROJECT CONTACT(S):**

Questions concerning the project should be referred to:  
Steven Ludwig, Vice President for Administration  
St. Cloud State University, Administrative Services 205  
720 4th Avenue South  
St. Cloud, MN 56301  
(320) 255-2286

**9. CONTRACT REQUIREMENTS:**

- a. The amended Minnesota Human Rights Act (*Minnesota Statute 363.073*) divides the contract compliance program into two categories. Both categories apply to any contracts for goods or services in excess of \$100,000. The first category applies to businesses who have more than 40 full-time employees within Minnesota on a single working day during the previous 12 months. The businesses in this category must have submitted an affirmative action plan to the Commissioner of the Department of Human Rights prior to the date and time set for the solicitation opening and must have received a Certificate of Compliance prior to the execution of the contract or agreement. The second category applies to businesses who have more than 40 full-time employees on a single working day in the previous 12 months in the State in which they have their primary place of business. The business in this category must either have an unexpired Certificate of Compliance previously issued by the Department of Human Rights, or certify to the contracting State agency that they are in compliance with federal affirmative action requirements before execution of the contract. This Certificate is valid for two (2) years. For further information, contact the Department of Human Rights, 190 East Fifth Street, Suite 700, St. Paul, MN 55101, (651) 296-5663 or 1-800-657-3704.

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

- b. Costs incurred in responding to this RFP shall be borne by the responder. In accordance with existing statutes, the Board shall retain one copy of each proposal submitted. Responses to this RFP become public information under the Freedom of Information Act after the final selection has been made.
- c. *Laws of Minnesota 1997*, require the successful responder to submit acceptable evidence of compliance with workers' compensation insurance coverage requirements prior to execution of the contract.
- d. *Laws of Minnesota 1997*, Chapter 202, Article 1, Section 12, Subdivision 2, require that during the biennium ending June 30, 1999, for an executive agency contract that is subject to *Minnesota Statutes*, Section 363.073 (over \$100,000 and subject to Human Rights Certification requirements), before the agency enters into the contract, should to the extent practical and to the extent consistent with the business needs of the State, ensure that the company to receive the contract attempts to recruit Minnesota welfare recipients to fill vacancies in entry level positions if the company has entry level employees in Minnesota.
- e. This RFP does not obligate the State to complete the project, and the State reserves the right to cancel the solicitation if it is considered to be in its best interest.

### Colleges and Universities, Minnesota State (MnSCU)

#### Request for Proposals: Integrated Marketing Student Recruitment Campaign

**NOTICE IS HEREBY GIVEN** Minnesota State Colleges and Universities serve 225,000 students annually at seven state universities and 27 two-year colleges across Minnesota. The Office of the Chancellor is requesting proposals from qualified marketing, public relations, advertising and design firms to develop an integrated marketing communications campaign that will involve statewide media placement and public relations. The campaign will build a strong brand identity for the system, new public understanding of the opportunities available and a positive image among prospective students and others.

Bid specifications are available by contacting Barb Schlaefer, Minnesota State Colleges and Universities, 500 World Trade Center, 30 East 7th Street, St. Paul, Minnesota 55101, **phone:** (651) 296-9443, or **email:** [barb.schlaefer@so.mnscu.edu](mailto:barb.schlaefer@so.mnscu.edu)

Sealed bids must be received by Barb Schlaefer at 500 World Trade Center, 30 East 7th Street, St. Paul, Minnesota 55101 by **Friday, April 26, 2002, 4:00 pm.**

This request does not obligate Minnesota State Colleges and Universities to complete the proposed project, and the system reserves the right to cancel this solicitation if it is considered to be in its best interest.

### Colleges and Universities, Minnesota State (MnSCU)

#### Winona State University

#### Bids Solicited for New Bleachers

Winona State University is soliciting bids for new bleachers at the Talbot Hall Gymnasium. Basketball Backstop upgrade is also part of this bid.

#### SCOPE OF THE WORK:

Provide and Install new telescoping bleachers as specified along north wall of Talbot Hall. Provide and install new electric winches and safety straps on backstops that are above north wall Bleachers. Remove and dispose of existing wood folding door.

5% Bid Bond will be required.

Performance and labor material Payment Bond will be required, Including Certificate of Insurance.

Bid specifications will be available on **April 16, 2002** at the office of Steve Ronkowski, Facilities Coordinator, located at 175 W. Mark St., on the Winona State Campus. He may be contacted at (507) 457-5099.

There will be a pre-bid meeting at the **Facilities Services Conference Room** at **10:00 a.m., on April 23, 2002.**

Bids will be received at Winona State University, 175 W. Mark Street, P.O. Box 5838, Winona, MN 55987 (Attn: Steve Ronkowski) **until 10:00 a.m., on April 30, 2002.** Bids receive after this time will be returned to the bidder unopened.

### Department of Economic Security

#### Office of Youth Development

#### Request for Proposals for Title V, Juvenile Justice and Delinquency Prevention Act

The Office of Youth Development, Minnesota Department of Economic Security, announces the availability of \$342,085 under Title V of the Juvenile Justice and Delinquency Prevention Act of 1974, *Public Law 102-586* as amended, *42 United States Code 5601 et seq.* The Request for Proposal (RFP) under this federal title is to provide funding for programs to prevent future involvement with the juvenile justice system for at-risk youth under the age of eighteen. The maximum amount available for each grant awarded for year 2003 is \$50,000.

Eligible recipients are general local units of government (cities, counties and townships) or those tribal governments that perform law enforcement functions as determined by the U.S. Department of Interior. Current Title V grantees are not eligible to apply in

this application cycle. A cash or in-kind match of at least one local dollar for every two federal dollars received is required under federal law. Independent school districts are not considered a unit of general local government under this federal title.

Title V Juvenile Justice and Delinquency Prevention program funds must be used to provide direct services to youth and their families and cannot be used for planning. Allowable activities include the following:

- (1) alcohol and substance abuse prevention services
- (2) child and adolescent health and mental health services
- (3) direct prevention services
- (4) leadership development activities and youth recreational services
- (5) mentoring, tutoring and academic enrichment
- (6) prevention services that include an employment and training component.

The RFP is available on the Internet at: [www.mnwfc.org/youth](http://www.mnwfc.org/youth) or by contacting Carrie Wasley at:

Carrie Wasley  
Office of Youth Development  
Workforce Services Branch  
Minnesota Department of Economic Security  
390 North Robert Street  
St. Paul, MN 55101  
**Phone:** (651) 296-2684  
**Toll Free:** 1-800-456-8519  
**Email:** [cwasley@ngwmail.des.state.mn.us](mailto:cwasley@ngwmail.des.state.mn.us)

An original and six (6) copies of the application must be received **no later than 4:00 p.m., on Thursday, August 29, 2002** at the above address. Fax and email copies of applications will not be accepted.

## Minnesota Historical Society

### Sealed Bids Sought for Lac qui Parle Accessibility Ramp

The Minnesota Historical Society is seeking sealed bids for the construction of a new handicapped accessibility ramp and entrance steps at the Lac qui Parle state historic site near Watson, MN. Bids will be received at the office of the Contracting Officer or an authorized agent located in the Minnesota History Center until 2:00 p.m., local time on Wednesday, May 1, 2002. Bids will then be publicly opened and read aloud.

Mail sealed bids to:

Chris Bonnell  
Contracting Office  
Minnesota Historical Society  
345 Kellogg Blvd. W.  
St. Paul, MN 55102-1906

Please mark envelopes "Lac qui Parle Construction Bid." Authorized agents for receipt of bids are the following: Chris Bonnell, Contracting Officer or any Work Service Center staff member in the Finance and Administration Division on the 4th floor of the History Center.

**Please note that the above address is the Minnesota History Center. If proposals are being hand delivered, vendors may park in the on-site lot, but should allow enough time to deliver their proposals to the Contracting Office on the 4th floor of the building. Actual receipt of the proposal by the closing time is required for consideration.**

This project will consist of removing the existing entrance steps, landing, and hand rails and replacing them with new ones. When this is done, a new handicapped accessibility ramp made with pre-fabricated ramp sections will be installed. All work must meet both Americans with Disabilities Act and the Minnesota Uniform Building Codes standards for handicapped access.

Construction may not begin until July 1 and must be complete by November 22, 2002.

Award will be made to the lowest responsive bidder.

**A mandatory pre-bid meeting** will be held at the job site on Wednesday, April 24, 2002 at 10:00 a.m.

## State Contracts

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Complete bid sets of drawings, specifications and bid forms are available by contacting Chris Bonnell, Minnesota Historical Society at (651) 297-5863. A deposit of \$50 payable to MHS is required, but will be refunded upon return of bid sets.

Bids are to be submitted on forms supplied by the Owner. No oral, facsimile, telegraphic or telephonic bids or modifications will be considered. All bids shall be accompanied by a bid bond, executed by the bidder and a duly authorized surety company, certified check, cashiers check or bank draft made payable to the Minnesota Historical Society in an amount not less than 5% of the total bid.

## Department of Revenue

### Request for Proposals to Develop a Strategic Plan for the Minnesota Department of Revenue Telephony Systems

The Department of Revenue is seeking to contract for professional services to complete a business analysis and develop a strategic plan for telephony systems. The goal of this project is to develop a strategic plan to facilitate short, medium and long term investment decisions which enable the Department to take advantage of existing and emerging voice technologies as well as plan an infrastructure that successfully integrates voice, data and video.

The contractor will develop a strategic plan for telephony services by:

- developing a complete inventory of current voice and technology applications, business needs and an analysis of the gap between the two;
- identifying limitations and issues that cannot be resolved with the current systems and staffing;
- identifying the existing business risks to the department;
- identifying future administration and investment issues and recommendations; and
- identifying existing and emerging technology and provide recommendations.

The project must be completed by August 30, 2002.

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

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

Please refer to this notice in your written request. In your request include your complete street mailing address, email address, phone number and fax number.

Copies of the RFP are available on paper only.

All responses to the RFP are due **no later than 2:00 p.m., on May 3, 2002** in the manner specified in the RFP document.

**Late responses will not be considered.**



## Department of Transportation Office of Maintenance

### Notice of Availability of Contract for Meteorological Services (Weather Forecasting)

The Minnesota Department of Transportation is requesting proposals for the purpose of providing a complete weather analysis, processing and dissemination package to support the Road/Weather Information System (R/WIS) and Advanced Traveler Information System (ATIS). The R/WIS is used to support improved resource and manpower planning for highway maintenance, construction and other activities of the Department of Transportation. The ATIS provides weather and road condition information to the public.

Work is proposed to start after July 1, 2002.

A Request for Proposals will be available by mail from this office through April 29, 2002.

**A written request (by direct mail or fax) is required to receive the Request for Proposal.** After April 29, 2002, the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Minnesota Department of Transportation  
Curt Pape, Road Weather Information System Coordinator  
Office of Maintenance  
Second Floor South, MS 722  
395 John Ireland Boulevard  
St. Paul, MN 55155  
**Fax:** (651) 296-6758

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than May 13, 2002. **Late proposals will not be considered.** No time extensions will be granted.

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

## Department of Transportation Program Support Group

### Notice Concerning Professional/Technical Contract Opportunities

**NOTICE TO ALL:** The Minnesota Department of Transportation (Mn/DOT) is now placing additional public notices for professional/technical contract opportunities on Mn/DOT's Consultant Services **website** at: [www.dot.state.mn.us/consult](http://www.dot.state.mn.us/consult)

New public notices may be added to the website on a daily basis and be available for the time period as indicated within the public notice.

## 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 Invitation for Bids (IFB) for PeopleSoft HRIS Hardware

##### Contract Number 02P049

The Metropolitan Council is requesting bids for IBM RS6000 Systems. (Configurations can be found in the Technical Specifications of the IFB).

**Issue Invitation for Bids**  
**Bids Due**  
**Award Contract**

**April 4, 2002**  
**April 30, 2002**  
**First Week in May, 2002**

All firms interested in submitting bids for this contract and desiring to receive an IFB package are invited to make a written request either by email, fax or mail or phone request to:

Sunny Jo Emerson  
Administrative Assistant, Contracts and Procurement Unit  
Metropolitan Council  
230 East Fifth Street  
St. Paul, MN 55101  
**Phone:** (651) 602-1499  
**Fax:** (651) 602-1083  
**Email:** [sunnyjo.emerson@metc.state.mn.us](mailto:sunnyjo.emerson@metc.state.mn.us)

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

### University of Minnesota

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

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## Celebrating our Rural Heritage



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## Hunting and Wildlife Guides

