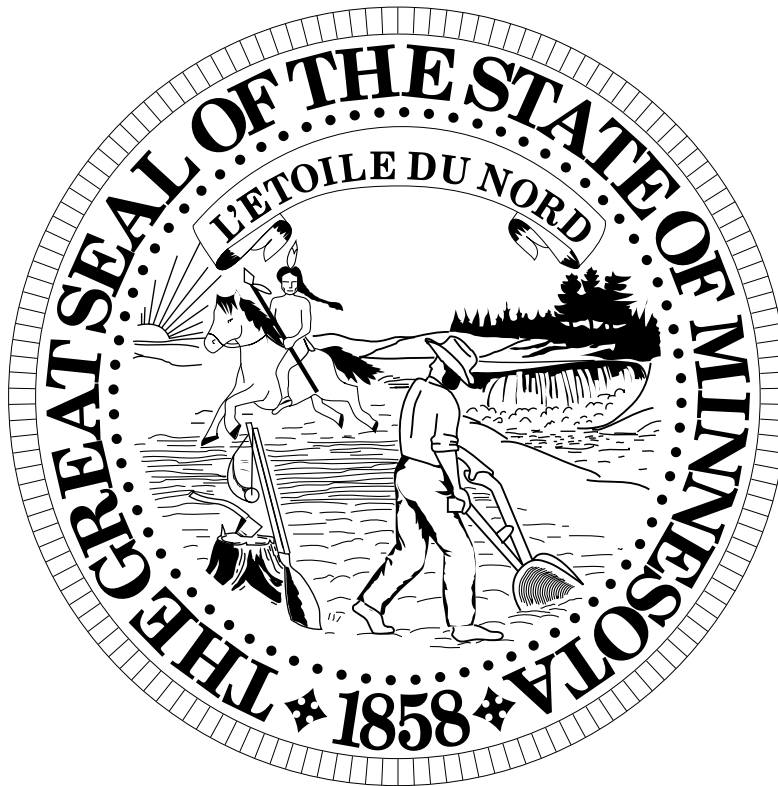


State of Minnesota

State Register

Rules and Official Notices Edition



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State Register

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

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

- proposed, adopted, exempt, expedited emergency and withdrawn rules
- executive orders of the governor
- appointments
- proclamations and commendations
- commissioners' orders
- revenue notices
- official notices
- state grants and loans
- contracts for professional, technical and consulting services
- non-state public bids, contracts and grants
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Vol. 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
#8	Monday 20 August	Noon Wednesday 8 August	Noon Tuesday 14 August
#9	Monday 27 August	Noon Wednesday 15 August	Noon Tuesday 21 August
#10	TUESDAY 4 September	Noon Wednesday 22 August	Noon Tuesday 28 August
#11	Monday 10 September	Noon Wednesday 29 August	Noon Tuesday 4 September

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Minnesota Judicial Center, Room 135, 25 Constitution Ave., St. Paul, MN 55155

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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.

Volume 26, Issues #1-8

Agriculture Department

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Adopted Rules

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

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

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

Expedited and Emergency Expedited Rules

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

Minnesota State Retirement System

Adopted Permanent Rules Relating to the Minnesota State Retirement System; Repealing Receipt of Benefit Payments

The rules proposed and published at *State Register*, Volume 25, Number 48, pages 1860-1861, May 29, 2001 (25 SR 1860), are adopted as proposed.

Peace Officer Standards and Training Board

Adopted Permanent Rules Relating to POST Board Rule Amendments

The rules proposed and published at *State Register*, Volume 24, Number 47, pages 1686-1689, May, 22, 2000 (24 SR 1686), are adopted with the following modifications:

6700.0700 MINIMUM SELECTION STANDARDS.

Subpart 1. **Selection standards.** A person eligible to be licensed shall meet the following minimum selection standards before being appointed to the position of peace officer. The appointing authority may affirm that the applicant has already completed certain of these standards, but the affirmation must be documented pursuant to subpart 2.

E. No applicant may be appointed to the position of peace officer who has been convicted:

(3) under *Minnesota Statutes*, section 609.224, 609.2242, 609.231, 609.2325, 609.233, 609.2335, 609.234, ~~not including misdemeanor conviction;~~ 609.324, 609.465, 609.466, ~~not including misdemeanor conviction;~~ 609.52, ~~not including petty or misdemeanor theft;~~ or 609.72, subdivision 3; or convicted under any state or federal narcotics or controlled substance law irrespective of any proceeding under *Minnesota Statutes*, section 152.18, or any similar law of another state or federal law; or

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.

Expedited Emergency Rules

Provisions exist for the Commissioners of some state agencies to adopt emergency expedited rules when conditions exist that do not allow the Commissioner to comply with the requirements for emergency rules. The Commissioner must submit the rule to the attorney general for review and must publish a notice of adoption that includes a copy of the rule and the emergency conditions. Emergency expedited rules are effective upon publication in the *State Register*, and may be effective up to seven days before publication under certain emergency conditions. Emergency expedited rules are effective for the period stated or up to 18 months. Specific *Minnesota Statutes* citations accompanying these emergency expedited rules detail the agency's rulemaking authority.

Department of Natural Resources

Adopted Expedited Emergency Game and Fish Rules; Designated Waters Infested with Eurasian Water Milfoil

NOTICE IS HEREBY GIVEN that the above entitled rule has been adopted through the process prescribe by *Minnesota Statutes*, section 84.027, subdivision 13 (b). The statutory authority for the contents of this rule is *Minnesota Statutes*, section 84D.12, subdivision 3.

Dated: 8 August 2001

Allen Garber
Commissioner of Natural Resources

6216.0350 DESIGNATED INFESTED WATERS.

Subpart 1. **Listing of waters infested with Eurasian water milfoil.** The following water bodies are designated by the commissioner as infested with Eurasian water milfoil (*Myriophyllum spicatum*). Activities at these waters are subject to parts 6216.0100 to 6216.0600, *Minnesota Statutes*, section 84D.13, and other applicable laws.

Name	DNR Protected Waters Inventory Number
[For text of item A, see 25 SR 972]	
B. Carver County	
(1) Ann Lake	10-0012
(2) Auburn Lake	10-0044
(3) Bavaria Lake	10-0019
(4) <u>Eagle Lake</u>	<u>10-0121</u>
(5) Firemen's Lake	10-0226
(5) (6) Lotus Lake	10-0006
(6) (7) Lake Minnewashta	10-0009
(8) <u>Parley Lake</u>	<u>10-0042</u>
(7) (9) Pierson Lake	10-0053
(8) (10) Riley Lake	10-0002
(9) (11) Schutz Lake	10-0018
(10) (12) Stone Lake	10-0056
(11) (13) Lake Virginia	10-0015
(12) (14) Lake Waconia	10-0059
(15) <u>Wasserman Lake</u>	<u>10-0048</u>
(13) (16) Lake Zumbra	10-0041

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

[For text of items D and E, see 25 SR 972]

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

G. Hennepin County	
(1) Arrowhead Lake	27-0045
(2) Bass Lake	27-0098
(3) Brownie Lake	27-0038
(4) Bryant Lake	27-0067
(5) Bush Lake	27-0047
(6) Lake Calhoun	27-0031

Expedited Emergency Rules

(7) Cedar Lake	27-0039
(8) Christmas Lake	27-0137
(9) Dutch Lake	27-0181
(10) Eagle Lake	27-0111
(11) Fish Lake	27-0118
(12) Forest Lake	27-0139
(13) <u>Galpin Lake</u>	<u>27-0144</u>
(14) Gleason Lake	27-0095
(14) (15) Lake Harriet	27-0016
(15) (16) Hiawatha Lake	27-0018
(16) (17) Lake Independence	27-0176
(17) (18) Lake of the Isles	27-0040
(18) (19) Libbs Lake	27-0085
(19) (20) Little Long Lake	27-0179
(20) (21) Long Lake	27-0160
(21) (22) Medicine Lake	27-0104
(22) (23) Minnehaha Creek	27-0000
(23) (24) Lake Minnetonka	27-0133
(24) (25) Niccum's pond	private
(25) (26) Lake Nokomis	27-0019
(26) (27) Parker's Lake	27-0107
(27) (28) Peavy Lake	27-0138
(28) (29) Lake Rebecca	27-0192
(29) (30) Rice Lake	27-0116
(30) (31) Round Lake	27-0071
(31) (32) Lake Sarah	27-0191
(32) (33) Schmidt Lake	27-0102
(33) (34) Swan Lake	27-0000
(34) (35) Tanager Lake	27-0141
(35) (36) unnamed wetland	27-0900
(36) (37) Whaletail Lake	27-0184
(37) (38) Wirth Lake	27-0037

[For text of items H to P, see 25 SR 972]

Q. Rice County

(1) <u>Cedar Lake</u>	<u>66-0052</u>
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~~Q.~~ **R.** St. Louis County

(1) Gilbert Pit Lake	69-1306
(2) Horseshoe Lake	69-0503

~~R.~~ **S.** Scott County

(1) Lower Prior Lake	70-0026
(2) Upper Prior Lake	70-0072

~~S.~~ **T.** Stearns County

(1) unnamed wetland along Clearwater River	73-0312
-----------------------------------------------	---------

~~T.~~ **U.** Todd County

(1) Sauk Lake	77-0150
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~~U.~~ **V.** Washington County

(1) Powers Lake	82-0092
(2) White Bear Lake	82-0167
(3) St. Croix River	82-0001
(4) <u>Sunset Lake</u>	<u>82-0153</u>

Expedited Emergency Rules

~~W.~~ W. Wright County

(1) Augusta Lake	86-0284
(2) Beebe Lake	86-0023
(3) Buffalo Lake	86-0090
(4) Clearwater Lake	86-0252
(5) Clearwater River, downstream of Clearwater Lake	86-0000
(6) Deer Lake	86-0107
(7) Goose Lake	86-0108
(8) Lake Mary	86-0156
(9) Little Waverly Lake	86-0106
(10) Lake Pulaski	86-0053
(11) Rock Lake	86-0182
(12) Sugar Lake	86-0233
(13) Waverly Lake	86-0114
(14) Weigand Lake	86-0242

~~W.~~ X. Multiple counties

- (1) Mississippi River,
 downstream of St. Anthony Falls

[For text of subs 2 to 5, see M.R.]

[For text of subp 6, see 25 SR 1341]

Commissioners' Orders

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

Department of Natural Resources

Commissioner's Scientific and Natural Area Order No. 169 Quarry Park Scientific and Natural Area

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

263 acres in parts of Sections Twenty-nine (29) and Thirty (30), Township One Hundred Twenty-four (124) North, Range Twenty-eight (28) West described as follows:

Part of the West Half of the Northeast Quarter (W 1/2 NE 1/4) and the Northwest Quarter (NW 1/4) of Section Twenty-nine (29), Township One Hundred Twenty-four (124) North, Range Twenty-eight (28) West, Stearns County, Minnesota, described as follows:

Beginning at the north quarter corner of said Section 29; thence North 89 degrees 52 minutes 04 seconds East, Stearns County Coordinate System, NAD83, grid bearing, along the north line of said West Half of the Northeast Quarter, 192.39 feet; thence South 00 degrees 45 minutes 15 seconds East, 685.71 feet; thence South 52 degrees 41 minutes 36 seconds West, 247.05 feet; thence South 56 degrees 00 minutes 58 seconds West, 211.76 feet; thence South 60 degrees 50 minutes 31 seconds West, 313.95 feet; thence South 00 degrees 15 minutes 54 seconds East, parallel to the east line of said Northwest Quarter, 586.50 feet to the north line of a tract of land described in deed document No. 786879; thence North 89 degrees 55 minutes 38 seconds West, along the north line of said tract, 650.05 feet; thence South 00 degrees 15 minutes 54 seconds East, parallel to the east line of said Northwest Quarter and along the west line of said

tract, 950.00 feet to the south line of the Northwest Quarter; thence North 89 degrees 55 minutes 38 seconds West, along the said south line of the Northwest Quarter, 1559.82 feet to the west quarter corner of said Section 29; thence North 00 degrees 01 minutes 51 seconds West along the west line of said Northwest Quarter, 2639.73 feet to the northwest corner of said Section 29; thence North 89 degrees 59 minutes 42 seconds East along the north line of said Northwest Quarter, 2649.03 feet to the point of beginning and there terminating.

Together with a perpetual non-exclusive easement for the purposes of ingress and egress over and across part of the Northeast Quarter (NE 1/4) of Section 29, Township 124 North, Range 28 West, Stearns County, Minnesota, described as the northerly 66 feet of said Northeast Quarter as measured at right angles to the north line of said Northeast Quarter, being bounded on the East by the westerly boundary line of State Highway Right-of-Way Plat No. 73-9, according to the recorded plat thereof and on the West by the easterly line of the above described tract.

AND

The Northeast Quarter of the Southeast Quarter (NE 1/4 SE 1/4) and the East Half of the Northwest Quarter of the Southeast Quarter (E 1/2 NW 1/4 SE 1/4), ALL IN Section Thirty (30), Township 124 North, Range 28 West.

Together with a non-exclusive easement for ingress and egress over the North 66 feet of the Southwest Quarter (SW 1/4) and over the North 66 feet of the West Half of the Northwest Quarter of the Southeast Quarter (W 1/2 NW 1/4 SE 1/4) of Section Thirty (30), Township One Hundred Twenty-four (124) North, Range Twenty-eight (28) West.

AND

The Southeast Quarter of the Northeast Quarter (SE 1/4 NE 1/4) of Section 30, Township 124 North, Range 28 West.

AND

The East Half of the Southwest Quarter of the Northeast Quarter (E 1/2 SW 1/4 NE 1/4) and the Southeast Quarter of the Northwest Quarter of the Northeast Quarter (SE 1/4 NW 1/4 NE 1/4), ALL IN Section 30, Township 124 North, Range 28 West.

are encumbered by a Conservation Easement held by the State of Minnesota, through its Department of Natural Resources; and

WHEREAS, such lands contain the best known central Minnesota example of a granite bedrock community in a large natural woodland and wetland landscape setting that supports the following rare, threatened or endangered plant and animal species: Tubercled rein-orchid (*Platanthera flava* var. *herbiola*), Acadian flycatcher (*Empidonax virescens*), and Red-shouldered hawk (*Buteo lineatus*); and

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

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

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

Allen Garber, Commissioner
Department of Natural Resources

Commissioner's Orders

Department of Transportation

ORDER NO. 85668: Amended Order and Notice of Street and Highway Routes Designated and Permitted to Carry the Gross Weights Allowed under *Minnesota Statutes* § 169.825

Whereas, the Commissioner of Transportation has made his Order No. 80000, dated March 10, 1994, which order has been amended by Orders No's. 80212, 80246, 80580, 80861, 80881, 81000, 81092, 81371, 81511, 81557, 81641, 82955, 83138, 83536, 83616, 83720, 84056, 84222, 84232, 84256, 84353, 84354, 84439, 84532, 84902, 85225, and 85246 designating and permitting certain street and highway routes, or segments of those routes, to carry the gross weights allowed under *Minnesota Statutes* § 169.825, and

Whereas, the Commissioner has determined that the additional following routes, or segment of routes, should be designated to carry the gross weights allowed under *Minnesota Statutes* § 169.825.

IT IS HEREBY ORDERED that Commissioner of Transportation Order No. 80000 is further amended this date by adding the following designated streets and highway routes, or segment of routes, as follows:

COUNTY ROADS

GOODHUE COUNTY

C.S.A.H. 67 – FROM THE WABASHA COUNTY LINE (JCT WABASHA C.S.A.H. 52) IN THE CITY OF LAKE CITY TO T.H. US 61 (12 MONTH).

HENNEPIN COUNTY

C.S.A.H. 109 – FROM I-94 IN MAPLE GROVE TO T.H. US 169 IN BROOKLYN PARK (12 MONTH).

NICOLLET COUNTY

C.S.A.H. 15 – FROM T.H. 22 AT ST. PETER TO 2.6 MILES WEST OF T.H. 22, THE TRAVERSE ELEVATOR AT THE COMMUNITY OF TRAVERSE (12 MONTH).

OLMSTED COUNTY

C.S.A.H. 7 – FROM T.H. US 52, 4 MILES NORTH OF CHATFIELD TO T.H. US 14 IN EYOTA (12 MONTH).

WABASHA COUNTY

C.S.A.H. 1 – FROM T.H. 60 TO C.A.S.H. 54 IN MAZEPPA (12 MONTH).

C.S.A.H. 2 – FROM C.R. 67 IN ELGIN TO T.H. 247 (12 MONTH).

C.S.A.H. 8 – FROM T.H. 247 TO SECOND AVE NW IN PLAINVIEW (12 MONTH).

C.S.A.H. 8 – FROM T.H. 42 IN PLAINVIEW TO THE EAST CITY LIMITS OF PLAINVIEW (12 MONTH).

C.S.A.H. 30 – FROM T.H. US 61 NORTH. IN THE CITY OF WABASHA TO T.H. US 61 SOUTH (12 MONTH).

C.S.A.H. 58 – FROM C.S.A.H. 30 TO C.S.A.H. 59 IN THE CITY OF WABASHA (12 MONTH).

C.S.A.H. 59 – FROM T.H. 60 TO T.H. US 61 IN THE CITY OF WABASHA (12 MONTH).

C.S.A.H. 64 – FROM C.S.A.H. 30 TO C.S.A.H. 59 IN THE CITY OF WABASHA (12 MONTH).

C.S.A.H. 65 – FROM T.H. 60 TO MAIN ST IN THE CITY OF WABASHA (12 MONTH).

Elwyn Tinklenberg, Commissioner

Dated this 14th day of August, 2001.

Official Notices

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

Minnesota Comprehensive Health Association

Notice of Meeting of Executive Committee

NOTICE IS HEREBY GIVEN that a meeting of the Minnesota Comprehensive Health Association's (MCHA) **Executive Committee** will be held at 9:00 a.m., on Monday, August 27, 2001, at the Minneapolis Airport Marriott, 2020 East 79th Street, Bloomington, Minnesota.

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

Department of Human Services

Health Care Administration

Medical Assistance Program

Request for Comments on Federal Waiver to Conduct Family Planning Services Demonstration

In a joint venture, the Departments of Human Services and Health are preparing a §1115 waiver request for the federal Center for Medicaid and Medicare Services (formerly Health Care Financing Administration), to establish a medical assistance demonstration project to determine whether improved access to coverage of pre-pregnancy family planning services reduces medical assistance and MFIP costs. As part of the waiver process, the Minnesota Department of Human Services (DHS) will hold a public meeting to obtain input from all interested parties regarding the development of this project.

The public meeting will be held Friday, September 28, 2001 from 9 a.m., to 12:00 noon, in room 1 A/B at the Minnesota Department of Human Services, 444 Lafayette Road, St. Paul, MN. Please notify Karen Giusto, of DHS, if you intend to testify. A meeting agenda and materials will be available beginning September 20. Written comments will also be accepted through Friday, September 28. Requests for meeting materials and written comments may be submitted to Karen Giusto at the address below.

Karen Giusto
Department of Human Services
444 Lafayette Road
St. Paul, Minnesota 55155-3848
Phone: (651) 282-6963
Fax: (651) 282-3800
Email: karen.giusto@state.mn.us

Department of Human Services

Request for Information Pertaining to Proposed Expansion of Psychiatric Inpatient Services

Background

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

Official Notices

ble for Medical Assistance and Medicare. The legal requirements for these contracts are described in *Laws of 2001*, First Special Session, Chapter 9, Article 9, Sec. 38.

DHS plans to issue a state-wide request for proposals (RFP) by mid-autumn 2001, thus opening all areas to bids from hospitals which do not currently have contracts. The anticipated deadline for RFP proposals to be submitted to DHS is February, 2002. A formal announcement of the RFP will be published in the *State Register*.

Purpose of this Request for Information

The authorizing legislation requires DHS to selectively contract with hospitals through competitive bidding to provide these services. As part of these contracts, DHS is required to establish admission criteria. One reason for this Request for Information (RFI) is to seek input regarding the admission and continuing stay criteria which will be included in these contracts. Another reason is to obtain information as to the geographic areas that hospitals are interested in serving. DHS is concerned that certain parts of the state may not have adequate capacity to provide these services. Depending on the information provided, DHS may determine that additional steps are needed to ensure development of adequate capacity.

Questions for all Respondents

1. Do you have any recommendations regarding the admissions and continuing stay criteria which will be developed as part of these contracts?
2. Do you have any other recommendations or comments regarding these contracts?
3. Is your organization a licensed hospital? Do you currently provide psychiatric inpatient services?
4. If your organization decides to bid to provide these services, which area(s) of the state would you propose to serve?

Instructions to Respondents

All responses to this Request for Information are public according to *Minnesota Statutes* section 13.03 unless the data provided qualifies for a specific classification under chapter 13. For example, if the criteria for trade secret or security data is met, the data will be held as nonpublic data as required by the classification. If you submit data you believe is qualified for a specific classification, it must clearly be identified as such. If you have any concern about whether data you submit will be considered public, do not submit it but rather generally describe the information in response to this request.

Participation in the RFI process is not a prerequisite to submitting a proposal in response to any RFP that may be issued by the department upon completion of this process. Vendors are responsible for all costs associated with the preparation and presentation of materials in response to this RFI.

All responses to this RFI must be submitted by October 1, 2001 to the address below. Any questions, concerns or communications regarding this RFI should be addressed to :

John Zakelj
Mental Health Division
Minnesota Department of Human Services
444 Lafayette Road
St. Paul, Minnesota 55155-3828
Phone: (651) 582-1825
Fax: (651) 582-1831
Email: john.zakelj@state.mn.us

Vendors should limit their questions and communications to clarification of the requested information as outlined in this RFI, so as not to jeopardize their eligibility for consideration when the RFP is issued.

State Grants & Loans

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

Department of Economic Security Office of Youth Development

Request for Proposals (RFP) for Youth Intervention Program

The Office of Youth Development, Minnesota Department of Economic Security, announces the availability of funding under the Youth Intervention Program, authorized by *Minnesota Statutes* 268.30. The Request for Proposals (RFP) is for the design of non-residential, community-based programs to provide at-risk youth with prevention and early intervention services to prevent involvement with the juvenile justice system.

Youth Intervention Programs must provide direct services to youth and their families. Such services include, but are not limited to: restorative justice services (such as restitution/community service supervision, family group conferencing, victim/offender mediation); pre-court diversion services; youth development services (such as leadership development, mentoring, positive peer-centered activities, follow-up and support services); counseling services (including individual, family, and group counseling); educational programs related to specific offenses (such as theft, vandalism, alcohol, tobacco, other drug offenses); and gender and/or culturally specific services.

Public and private nonprofit youth service organizations in Minnesota are eligible to apply. The maximum available per proposal for the year 2002 is \$36,000. A cash or in-kind match of two local dollars for every one state dollar received is required.

The RFP is available on the Internet at: www.mnwfc.org/youth or by contacting Lynn Douma at:

Lynn Douma
Office of Youth Development
WorkForce Services Branch
Minnesota Department of Economic Security
390 North Robert Street
St. Paul, MN 55101
Phone: (651) 297-2767 or (800) 456-8519
Email: Lynn.Douma@state.mn.us

An original and four (4) copies of the proposal must be received no later than 5:00 p.m. on Friday, September 28, 2001 at the above address. Fax and email copies of the proposal will not be accepted.

Minnesota Higher Education Services Office

Request for Preliminary Proposal for Grant Funding under the State Community Service-Learning & Campus-Community Collaborations Initiatives

In coordination with the Minnesota Campus Compact, the Minnesota Higher Education Services Office (MHESO) requests proposals from a collaboration consisting of at least one community-based organization (nonprofit, school, governmental unit, etc.), and at least one Minnesota college/university. The purpose of these grants is to increase the quality, impact and sustainability of community service-learning efforts and campus-community collaboration initiatives.

Approximately \$265,000 is available to support grants in four categories. Grant proposals in the Quality Improvement, Integrating Services with Academic Study, and Start-up Program categories may be submitted requesting \$2,500 to \$20,000. Proposals in the Model Engaged Campus category may be submitted requesting \$50,000 to \$75,000. Grants will be made for activities taking place during an 18 month period, from January 1, 2002 to June 30, 2003.

The request for proposal does not obligate MHESO to complete this project, and MHESO reserves the right to cancel the solicitation if it is considered to be in its best interest. A copy of the Preliminary RFP is posted on the agency's website at: <http://www.mheso.state.mn.us> under Collaborations and Networks or by contacting:

State Grants & Loans

Julie Plaut, Associate Director
Minnesota Campus Compact
2356 University Avenue West, Suite 280
St. Paul, MN 55114
Phone: (651) 603-5084

Preliminary proposals must be postmarked by **Thursday, September 20, 2001.**

Minnesota Higher Education Services Office

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

The Minnesota Higher Education Services Office (MHESO) requests proposals from Minnesota postsecondary institutions and nonprofit organizations of demonstrated effectiveness for the provision of sustained and intensive high quality professional development so that K-12 educators will provide challenging learning experiences for their students. The program supports projects in the following subject areas: mathematics, science, English and social studies. The funding formula requires that the primary emphasis be placed on the subjects of mathematics and science. Some funds are targeted for provision of professional development in mathematics and science for paraprofessionals, especially those in Title I classrooms.

The request for proposal does not obligate MHESO to complete this project, and MHESO reserves the right to cancel the solicitation if it is considered to be in its best interest. The total amount available to support grant activities during the 2001-2002 academic year is \$961,672.

A copy of the RFP is posted on the agency website at: <http://www.mheso.state.mn.us> under Collaborations and Networks or by contacting:

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

Proposals must be submitted by **4:00 p.m., Tuesday, November 13, 2001.**

Department of Labor and Industry

Workplace Safety Consultation Unit

Notice of Safety Grants for Employers

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

Whether we approve your grant application or not, in no way diminishes, delays or absolves you of any obligation to abate hazards as required by law. No state funds will be distributed until all grant documents are signed by all parties; funds expended before that must not rely on grant approval.

Grants are limited to a total maximum match of \$10,000 per project. The employer must provide at least \$1.00 (one dollar) in project costs for every dollar awarded. No grant will be awarded for more than half the amount of the approved project. Projects will be judged according to the criteria established by the laws. Qualified projects having the greatest impact and feasibility will be given priority. Less than the requested amount may be awarded if program resources are insufficient to provide full assistance to all approved applicants and if the reduced grant could still achieve safety objectives.

Grant applications will be accepted September 1st through November 15th for January awards and accepted March 1st through May 15th for July awards. Grants will be awarded the second week in January and the second week in July. An employer that has received a grant for a particular worksite will not be eligible to submit another grant application for that worksite during the next three application periods.

Eligible applicants who seek assistance must submit their proposals to: James Collins, OSHA Management Team Director, Workplace Safety Consultation Unit, 443 Lafayette Road, St. Paul, MN 55155. For further information or to request a grant application, please call Tracey Josephson, Grants Administrator, Workplace Safety Consultation Unit, **phone:** (651) 284-5162, (800) 731-7232 or **email:** tracey.josephson@state.mn.us

State Contracts

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

Department of Administration

State Designer Selection Board

Request for Proposals for Department of Transportation, Consolidated Operations Support Facility (Project 01-05)

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 p.m. (Noon), Tuesday, September 4, 2001, 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 55155-3000
Phone: (651) 297-1545

State Contracts

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; or (3) related to design-bid-build or design/build project delivery systems.

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

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

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

4. ADDITIONAL MANDATORY PROPOSAL CONTENTS:

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

5. Fifteen (15) copies of the proposal should be submitted.

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

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

7. BOARD SELECTION CRITERIA:

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

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

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

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

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

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

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

8. PROJECT 01-05

Department of Transportation
 MS 715 Transportation Building
 395 John Ireland Boulevard
 St Paul, Minnesota 55155

State Contracts

a. PROJECT DESCRIPTION:

The project will be the consolidation of the Mn/DOT Office of Maintenance services located in the Metro area. The first phase of the facility would include Mn/DOT's Central Shop, Electrical Services Section, State Sign Shop, Central Stripping Coordination Unit and a Central Inventory Center. The facility would be designed to accommodate future expansion and to provide office space for the Office of Maintenance, Office of Electronic Communications and Two Metro Division Central Operations Units.

The first phase of the project would consist of approximately 140,000 square feet of heated space. This would contain vehicle fabrications shops, electrical fabrications shops, vehicle storage space, inventory space and related office and support facilities. The site development would include 17,500 square feet of unheated storage buildings, grading, utilities, storm sewer and ponding, site paving, lighting, fencing and landscaping.

b. REQUIRED CONSULTANT SERVICES:

The consultant's scope of the work under this contract includes predesign and master site planning for phase one and two, and complete design services for phase one from schematic design through construction administration. The consultant must provide architectural, civil, structural, mechanical and electrical design services.

Consultant must develop construction documents using Computer Aided Design and Drafting (CADD). CADD system must create files compatible with Bentley Systems Microstation, Version J. Files created using Autodesk AutoCAD, Version 14 are acceptable. Mn/DOT Building Section will provide the consultant with a copy of their Consultant Procedures, which also address sustainability issues, for Construction Projects to aid in completing their work.

c. SERVICES PROVIDED BY OTHERS:

None.

d. SPECIAL CONSIDERATIONS:

Each selected design consultant firm and sub-consultant firms must demonstrate experience in successfully completing projects of similar type, size and complexity.

e. PROJECT BUDGET/FEEES:

The proposed construction budget for Phase One of the Project for the work under the consultant contract will be \$12,400,000 including a construction contingency of 2%.

The proposed consultant fee will be a fixed fee of \$775,000 which will include predesign and master planning for Phase One and Two and Schematic Design through Construction Administration for Phase One of the Project.

The project will be funded from trunk highway funds.

f. PROJECT SCHEDULE:

The consultant will start the design work in October 2001. The proposed completion date for each phase of the project are: Schematic Design: December 2001, Design Development: February 2002, Construction Documents: June 2002, Document Review, Bidding and contract: June through August 2002, Construction Starts: September 2002 with Occupancy in August 2003.

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

An informational meeting will be scheduled by the agency at a later date.

h. STATE DESIGNER SELECTION BOARD SCHEDULE:

<i>Project Information Meeting and/or Site Visit:</i>	To be set by user agency
<i>Project Proposals Due:</i>	Tuesday, September 4, 2001, by 12:00 (Noon)
<i>Project Shortlist:</i>	Tuesday, September 18, 2001
<i>Project Information Meeting for Shortlisted firms:</i>	To be set by user agency
<i>Project Interviews and Award:</i>	Tuesday, September 25, 2001

I. PROJECT CONTACT(S):

Questions concerning the project should be referred to:

Ronald Lagerquist, Architect
Minnesota Department of Transportation
Office of Maintenance: Building Section
MS 715 Transportation Building
395 John Ireland Boulevard
St Paul Minnesota 55155
Phone: (651) 297-4742
Fax: (651) 282-9904
E-mail: ron.lagerquist@dot.state.mn.us

**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions****Instructions for Certification**

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
4. The terms *covered transaction*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *proposal*, and *voluntarily excluded*, as used in this clause, have the meaning set out in the Definitions and Coverages sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this response that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal

9. CONTRACT REQUIREMENTS:

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

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

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

Minnesota Department of Children, Families and Learning

Minnesota Academic Excellence Foundation

Notice of Request for Proposal to Develop and Deliver Academic Enrichment, Recognition and Training Programs to Minnesota Elementary and Secondary Students, Schools and Communities

The Minnesota Academic Excellence Foundation (MAEF) is soliciting proposals from qualified vendors to develop and deliver new and continuing recognition and training programs and public events to Minnesota elementary and secondary students, schools and communities. The selected contractor(s) will deliver existing student and teacher recognition programs and services to metro-area schools and affiliated academic activity coordinators; refine and distribute a new curriculum package to high school juniors and seniors; implement training, including conferences and consultative services in continuous quality improvement to schools and volunteers; develop and implement printed, electronic and in-person communications and outreach activities; provide campus-style learning facilities, including dormitory-style accommodations, food service and classrooms; produce recognition items for students

and volunteers; provide services that receive, process and fulfill orders via mail for recognition items and apparel. The project will involve intensive coordination with other MAEF programs and activities and require interactions with a variety of school and community groups and volunteers.

MAEF estimates the cost of this project should not exceed \$200,000.00. The anticipated project period is September, 2001 through June 30, 2003. Prospective contractors may respond to any or all components or parts of the project. Prospective contractors should specify in their responses the components being addressed and the total cost being proposed for each component.

The Minnesota Academic Excellence Foundation reserves the right to award multiple contracts and/or contract for work as the need arises. MAEF reserves the right to award additional contracts under this Request for Proposals to vendors who meet the criteria at any time during the contract period.

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

Scotty Daniels
Minnesota Academic Excellence Foundation
1500 Highway 36 West
Roseville, MN 55113-4266
Phone: (651) 582-8476
Fax: (651) 582-8875
Email: maef@state.mn.us

In compliance with *Minnesota Statute* 16B.167, the availability of this contracting opportunity is being offered to state employees. We will evaluate the responses of any state employee along with other responses to this Request for Proposal.

Completed proposals are due no later than 3:00 p.m., on September 11, 2001.

Late proposals will not be considered.

Minnesota State Lottery

Request for Proposals for a RFP – Consultant for Online Gaming System Services

The Minnesota State Lottery intends to issue a Request for Proposal on or about August 20, 2001, for a consultant to provide services to the Lottery to draft an RFP for Online Gaming System Services; review and evaluate proposals submitted to the Lottery as a result of that RFP; and acceptance testing and conversion to a new system. Consultant or consulting firm submitting a proposal must have at least three (3) years experience relating to online lottery gaming system software testing and development. The RFP can be found at www.mnlottery.com/consultant/ or to have a copy mailed to you, contact:

Ginger Nelson, Contract Administrator
2645 Long Lake Road
Roseville, MN 55113
Phone: (651) 635-8102
Fax: (651) 635-8188
Email: gingern@mnlottery.com

Department of Public Safety

Request for Proposals for Racial Profiling Study

The 2001 Legislature has enacted *Minnesota Statutes*, section 626.951, requiring the Commissioner of the Department of Public Safety to oversee a statewide study on traffic stops of citizens to determine whether racial profiling exists. Specifically, the legislation requires the commissioners of Administration and Public Safety to retain a sufficiently experienced and independent organization or individual to: (1) design and oversee the data collection process; (2) develop baseline measures to analyze the data collected; (3) develop and implement a data compliance auditing process that ensures the accuracy of data collected through, among other things, periodic spot checks; and (4) analyze the data collected.

State Contracts

The Departments will be issuing a Request for Proposals (RFP) to retain an independent organization or individual to perform the above-stated tasks. The RFP will be advertised in an upcoming edition of the State Register. If you would like to receive a copy of the RFP, please send your request to:

Paul Stembler
Department of Administration
112 Administration Building
50 Sherburne Avenue
St. Paul, MN 55155
Fax: (651) 297-3996
Email: *paul.stembler@state.mn.us*

Minnesota Department of Public Safety Bureau of Criminal Apprehension (BCA)

Notice of Request for Suspense File for Business Process Reengineering

The Minnesota Department of Public Safety is seeking proposals to contract for professional and technical services to analyze current business processes that result in Criminal History Records going into the Suspense File and develop recommendations to change business practices and or systems to reduce or eliminate this occurrence. This project will involve:

- Representatives from law enforcement personnel responsible for submitting AFIS and fingerprint card information to the BCA
- Court Administrative personnel responsible for submitting dispositional information to the BCA
- County Attorney personnel responsible for submission of the Offender Tracking Form to the BCA
- BCA personnel

Details are contained in a complete Request for Proposal, which may be obtained by calling or writing:

Dianne Hubbell
Bureau of Criminal Apprehension
1246 University Ave
St. Paul, Minnesota 55104
Phone: (651) 642-0686
E-mail: *dianne.hubbell@state.mn.us*

Ms. Hubbell is not allowed to answer any questions pertaining to this RFP. All questions concerning this RFP must be in writing and must be submitted to above address no later than 1:30 p.m., August 27, 2001. All answers to questions will be in writing and sent to all entities requesting a complete RFP. Final date for submitting proposals is 1:30 p.m., on September 14, 2001. Late proposals will not be considered.

This Request for Proposal does not obligate the State to complete the proposed project, and the State reserves the right to cancel the solicitation if it is considered to be in the State's best interest. All expenses incurred in responding to this notice shall be borne by the responder

Department of Transportation

Modal Operations Division

Office of Passenger Rail Transit

Notice of Availability of Contract for Guidance to the Minnesota Department of Transportation on Multi-modal Transportation Projects

The Minnesota Department of Transportation (Mn/DOT) is requesting proposals for the purpose of contracting with a firm that can provide guidance to Mn/DOT in the areas of the interactions with the United States Department of Transportation, packaging of multi-modal projects, and railroad negotiations.

Work is proposed to start after October 1, 2001.

A Request for Proposals will be available by mail from this office through August 24, 2001. **A written request (by direct mail or fax) is required to receive the Request for Proposal.** After August 24, 2001, the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Ann-Therese Schmid
Office of Passenger Rail Transit
Mail Stop 475
395 John Ireland Boulevard
St. Paul, MN 55155
Phone: (651) 284-4113

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the Seventh Floor North receptionist at the Transportation Building in Saint Paul, Minnesota, no later than **2:00 p.m., Central Daylight Time on September 4, 2001. Late proposals will not be considered.**

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

Non-State Contracts & Grants

The *State Register* also serves as a central marketplace for contracts let out on bid by the public sector. The *State Register* meets state and federal guidelines for statewide circulation of public notices. Any tax-supported institution or government jurisdiction may advertise contracts and requests for proposals from the private sector. It is recommended that contracts and RFPs include the following: 1) name of contact person; 2) institution name, address, and telephone number; 3) brief description of project and tasks; 4) cost estimate; and 5) final submission date of completed contract proposal. Allow at least three weeks from publication date (four weeks from date article is submitted for publication). Surveys show that subscribers are interested in hearing about contracts for estimates as low as \$1,000. Contact the editor for further details.

Metropolitan Council

Notice of Request for Proposals (RFP) for Architectural/Engineering Services for the Empire Wastewater Treatment Plant Expansion

MCES Project Number 800900

MCES Contract Number 01P088

The Metropolitan Council is requesting Architectural/Engineering Services proposals for design and construction support services for a 12 mgd expansion of the Empire Wastewater Treatment Plant. **The project schedule has been accelerated.** The revised anticipated project schedule is shown below.

Non-State Contracts & Grants

<i>Issue Request for Proposals</i>	August 21, 2001
<i>Receive Proposals</i>	September 27, 2001
<i>Evaluation of Proposals and Selection of Consultant</i>	October 2001
<i>Start of Work</i>	November 2001
<i>Completion of Construction Contract Documents</i>	August 2002
<i>Substantial Completion of Construction</i>	August 2004

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

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

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

Metropolitan Council

Notice of Request for Proposals (RFP) for Architectural/Engineering Services USAF/MNANG Building and Site Improvements for Light Rail Transit

Metro Transit Project Number 65895

Metropolitan Council Contract Number 01P085

The Metropolitan Council is requesting architectural/engineering design services proposals for various site improvements on the property of the 934th Airlift Wing and the Minnesota Air National Guard at Fort Snelling, Minnesota. The project includes the design of an approximately 18,000 square feet unheated storage building (Bldg. 619). Also included is the design of several other amenities and site work.

The project schedule is shown below:

<i>Issue Request for Proposals</i>	August 13, 2001
<i>Pre-proposal Conference/Site Visit</i>	August 29, 2001
<i>Receive Proposals</i>	September 14, 2001
<i>Evaluation Complete</i>	September 28, 2001
<i>Negotiations Complete</i>	October 5, 2001
<i>Notice To Proceed</i>	October 2001
<i>Construction Contract Bidding</i>	January 9, 2002
<i>Project Completion</i>	December 31, 2002

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

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

Inquiries regarding technical aspects of the project should be directed to Chris Weyer at (612) 349-7540.

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

Metropolitan Council – Metro Transit Communication links to Transit Control Center

Procurement No. 6072

The Metropolitan Council is soliciting sealed bids for providing and installing communication links to its new Transit Control Center located at 519 Tenth Avenue North, Minneapolis. The work consists of providing and installing fiberoptic cable, low voltage wiring to work stations, and camera equipment. A pre-bid meeting will be held at the Transit control Center at 10:00 a.m., on Wednesday, August 22, 2001. Bids are due at 2:00 p.m., on September 4, 2001.

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

Metropolitan Council
Metro Transit Purchasing Department
515 N. Cleveland Avenue
St. Paul, MN 55114
Phone: (651) 349-5070

University of Minnesota

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

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

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

