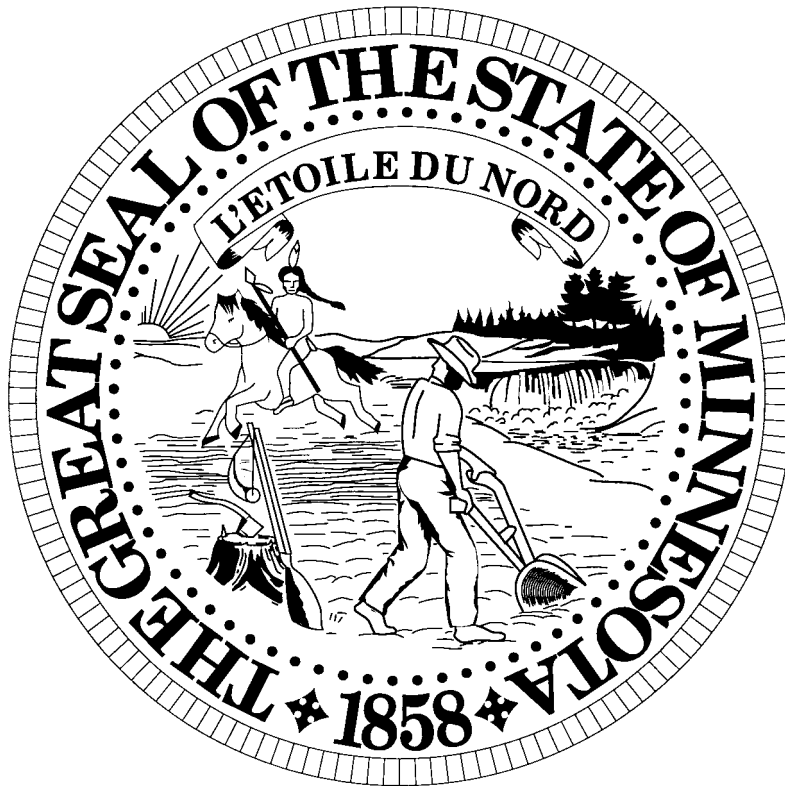


Minnesota

# State Register

Rules and Official Notices Edition



Published every Monday (Tuesday when Monday is a holiday) by the  
Department of Administration – Communications Media Division

**Monday 15 December 2003**  
**Volume 28, Number 24**  
**Pages 771 - 800**

# State Register

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

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

- proposed, adopted, exempt, expedited emergency and withdrawn rules
- executive orders of the governor
- appointments
- proclamations and commendations
- commissioners' orders
- revenue notices
- official notices
- state grants and loans
- contracts for professional, technical and consulting services
- non-state public bids, contracts and grants
- certificates of assumed name, registration of insignia and marks

**PUBLISHING NOTICES IN THE *State Register*:** Submit TWO COPIES of your notice, typed double-spaced. State agency submissions must include a "State Register Printing Order" form, and a "Certification/Internal Contract Negotiation" form with contracts for professional, technical and consulting services. Non-State Agencies should submit TWO COPIES, with a letter on your letterhead stationery requesting publication and date to be published. FAXED submissions to (651) 297-8260 are received to meet deadline requirements, but must be followed by originals and applicable forms or letters to be accepted. The charge is \$14.40 per tenth of a page (columns are seven inches wide). About 2-1/2 pages typed double-spaced on 8-1/2"x11" paper equal one typeset page in the *State Register*. Contact the editor if you have questions.

**SUBSCRIPTION SERVICES:** Copies are available at Minnesota's Bookstore, 660 Olive Street, St. Paul, MN 55155. Order by phone: Metro area: (651) 297-3000 Toll free (800) 657-3757. TTY relay service phone number: (800) 627-3529. **NO REFUNDS.** Subscribers who do not receive a copy of an issue should notify the *State Register* Subscription Office immediately at (651) 297-8774. Copies of back issues may not be available more than two weeks after publication. Both editions are delivered postpaid to points in the United States, Periodicals Postage Paid for the *State Register* at St. Paul, MN, first class for the *Solicitation Announcements*.

**POSTMASTER:** Send address changes to Minnesota's Bookstore, 660 Olive Street, St. Paul, Minnesota 55155. See the *State Register* and *Solicitation Announcements* at website: <http://www.comm.media.state.mn.us> Click on "Minnesota's Bookstore."

- *State Register* -- Rules and Official Notices Edition (published every Monday, or Tuesday if Monday is a holiday) One year, hard copy, paper subscription: \$160.00.
- **On-line subscription** – \$180, includes links, index, sidebar table of contents and *State Register* SENT TO YOU via Email.
- *Solicitation Announcements* -- State Register Supplement (published every Tuesday and Friday) One year subscription: \$135.00 via first class mail, \$150.00 via fax or through our website. Users agree not to redistribute without authorization.
- **13-week trial subscription** which includes both the *State Register* and *Solicitation Announcements* \$65.00
- **Single issues** are available for a limited time: *State Register* \$5.00, *Solicitation Announcements* \$1.00. Shipping is \$3.00 per order.

"Affidavit of Publication" costs \$10.00 and includes a notarized "Affidavit" and a copy of the issue.

### Printing Schedule and Submission Deadlines

Vol. 28 Issue Number	PUBLISH DATE	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	Deadline for Both Adopted and Proposed RULES
#24	Monday 15 December	Noon Tuesday 9 December	Noon Wednesday 3 December
#25	Monday 22 December	Noon Tuesday 16 December	Noon Wednesday 10 December
#26	Monday 29 December	<b>NOON MONDAY 22 DECEMBER</b>	Noon Wednesday 17 December
#27	Monday 5 January 2004	<b>NOON MONDAY 29 DECEMBER</b>	Noon Wednesday 24 December

Copyright © 2003 Communications Media Division, Department of Administration, State of Minnesota.  
Publication Number: 326630 (ISSN 0146-7751)

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

Tim Pawlenty, Governor (651) 296-3391      Mike Hatch, Attorney General (651) 297-4272      Mary Kiffmeyer, Secretary of State (651) 296-2079  
Carol L. Molnau, Lt. Governor (651) 296-3391      Patricia Awada, State Auditor (651) 297-3670

Department of Administration:      Communications Media Division:      Robin PanLener, Editor (651) 297-7963  
Brian Lamb, Commissioner (651) 296-1424      Mary Mikes, Director (651) 297-3979      Jessie Rahmeyer, Subscriptions (651) 297-8774

### Legislative Information

Senate Public Information Office (651) 296-0504  
State Capitol, Room 231, St. Paul, MN 55155  
Website: [www.senate.leg.state.mn.us/departments/secretary/seninfo.htm](http://www.senate.leg.state.mn.us/departments/secretary/seninfo.htm)

House Information Office (651) 296-2146: State Office Building, Room 175,  
Rev. Dr. Martin Luther King Jr Blvd., St. Paul, MN 55155  
Website: [www.house.leg.state.mn.us/hinfo/hinfo.htm](http://www.house.leg.state.mn.us/hinfo/hinfo.htm)

### Federal Register

Office of the Federal Register (202) 512-1530; or (888) 293-6498  
U.S. Government Printing Office – Fax: (202) 512-1262  
Website: [http://www.access.gpo.gov/su\\_docs/aces/aces140.html](http://www.access.gpo.gov/su_docs/aces/aces140.html)

### Minnesota State Court System

Court Information Office (651) 296-6043  
Minnesota Judicial Center, Room 135, 25 Rev. Dr. Martin Luther King Jr Blvd.,  
St. Paul, MN 55155 Website: [www.courts.state.mn.us](http://www.courts.state.mn.us)

## Minnesota Rules: Amendments & Additions

Monday 15 December 2003, Volume 28, Issues # 14-24 ..... 774

## Proposed Rules

### Chiropractic Examiners Board

Proposed permanent rules relating to Acupuncture  
Registration ..... 775

### Health Department

Proposed permanent rules relating to Repeal of Obsolete  
Health Rules ..... 777

## Executive Orders

### Office of the Governor

Emergency Executive Order #03-15: Providing for Assistance  
to Officials in Polk County ..... 779

## Official Notices

### Human Services Department

Authorization list of all mental health services as a condition  
of MHCP payment ..... 780

Maximum allowable costs of medical assistance outpatient  
prescribed drugs ..... 784

### Labor and Industry Department

Correction to Highway/heavy prevailing wage rates in many  
regions ..... 785

### Transportation Department

Appointment and meeting of a State Aid Variance Committee ..... 786

## State Grants & Loans

### Corrections Department

Availability of funds to provide sex offender programming to  
juvenile and/or adult sex offenders ..... 788

### Historical Society

Historic preservation grant application deadlines ..... 788

## State Contracts

### Administration Department

Availability of contract for auctioneer service ..... 789

Request for qualifications to firms interested in Guaranteed  
Energy Savings Projects ..... 789

Make money, not trouble ..... 790

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

Winona State University: Request for two autoclaves ..... 790

### Education Department

Request for proposal for the continuing development and  
implementation of three Minnesota Comprehensive  
Assessments, and the implementation of the test of emerging  
academic English and Minnesota student oral language  
observation matrix ..... 790

### Historical Society, and the

### St. Anthony Falls Heritage Board

Request for proposals for evaluation and revision of the  
1990 interpretive plan ..... 791

### Human Services Department

Request for proposals to create a financial program protocol  
and tool to audit county agency administration of the  
elderly and disability home and community based waiver  
service programs ..... 791

### Natural Resources Department

Request for proposal for marketing and creative services ..... 792

### Solid Waste Management Coordinating Board

Request for qualifications for graphic design services ..... 792

### Supreme Court

Summary of request for proposals for management of  
day-to-day administration of no fault arbitration process ..... 793

### Transportation Department

Professional/technical contract opportunities ..... 793

Potential availability of contracting opportunities for a variety  
of highway related technical activities ..... 794

## Non-State Contracts & Grants

### City of Norwood Young America

Request for proposals for engineering services for Tacoma  
Avenue / Railroad street reconstruction ..... 794

### Metropolitan Council

Request for proposals for professional property management  
services ..... 794

### University of Minnesota

Asbestos abatement-Building 005, Nicholson Hall  
Renovation ..... 795

Asbestos abatement-Gay Hall, Pine Hall, Spooner Hall -  
sprinkler projects, Morris Campus ..... 796

Asbestos abatement-Independence Hall Windows, Camden  
Hall Tunnel, HFA Cooling tower, Morris Campus ..... 796

Asbestos abatement-Social Science Building Renovation,  
Morris Campus ..... 797

Bid Information Service (BIS) available for all potential  
vendors ..... 797

### Washington County Regional Railroad Authority

Request for proposals for study of Red Rock Corridor ..... 798

### Workers' Compensation Assigned Risk Plan

Request for proposals for general administrative and managed  
care services to be provided to the plan ..... 798

Commodity, Service and Construction Contracts are published Tuesday and  
Friday in a bulletin, the *Solicitation Announcements*. Award results are  
available from the Materials Management Helpline (651) 296-2600.

**Website:** [www.mmd.admin.state.mn.us](http://www.mmd.admin.state.mn.us)

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

# Minnesota Rules: Amendments and Additions

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

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

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

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

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

## Volume 28, Issues #14-24

### Administration Department

1230.0100; .0150; .0300; .0600; .0700; .0750; .0900; .1700; .1850; .1905 (adopted) .....	499
1346.0050; .0060; .0101; .0102; .0103; .0104; .0105; .0106; .0107; .0108; .0109; .0110; .0201; .0202; .0301; .0306; .0309; .0401; .0403; .0404; .0505; .0506; .0507; .0508; .0603; .0604; .0703; .0709; .0801; .0803; .0901; .1001; .1003; .1004; .1006; .1007; .1011; .1204; .1500; .1601; .1602; .1603; .1604; .1605; .1606; .5050; .5201; .5202; .5301; .5303; .5304; .5306; .5402; .5403; .5404; .5406; .5407; .5408; .5409; .5410; .5501; .5503; .5504; .5602; .5620; .5629; .5630; .5700; .5801; .5802; .5803; .5804; .5805; .5806; .5807; .5900 (proposed) .....	414
1346.0108; .0203; .0204; .0302; .0304; .0405; .0406; .0407; .0408; .0409; .0410; .0411; .0414; .0418; .0421; .0424; .0504; .0602; .0605; .0606; .0607; .0608; .0707; .0710; .0807; .0808; .0809; .0913; .1002; .1005; .1104; .1107; .1207; .1503; .1505; .1520; .1521; .1906; .2002; .2003; .2101; .2102; .2104; .2106; .2107; .2108; .2109; .2110; .2111; .2113; .2114; .2115; .2120; .2122; .2123; .2124; .2125; .2126; .2127; .2133; .2201; .2202; .2205; .2206; .2211; .2212; .2213; .2215; .2216; .2220; .2226; .2500; .2600 (proposed repealer) .....	414

### Chiropractic Examiners Board

2500.3000 (proposed) .....	775
----------------------------	-----

### Commerce Department

2747.0065; 2748.0010; .0020; .0030; .0040; 0050 (proposed) .....	655
--	-----

### Education Department

3501.0505; .0510; .0515; .0520; .0525; .0530; .0535; .0540; .0545; .0550; .0560; .0565; .0570; .0575; .0580; .0585; .0590; .0595; .0600; .0605; .0610; .0620; .0625; .0630; .0635 (Expedited Emergency) .....	468
3501.0505; .0510; .0515; .0520; .0525; .0530; .0535; .0540; .0545; .0550; .0560; .0565; .0570; .0575; .0580; .0585; .0590; .0595; .0600; .0605; .0610; .0620; .0625; .0630; .0635 (adopted) .....	699
3525.0210; .3600; .3700; .3750; .3790; .3900; .4010; .4110; .4220; .4300; .4320; .4350; .4420; .4700; .4770 (proposed) .....	599
3525.0200 s.1; .3300; .3400; .3800; .4000; .4100; .4210; .4410; .4500; .4600; .4770 s.4 and 7 (proposed repealer) .....	599

### Health Department

4647.0100; .0200; .0300; .0400; 4667.0005; .0010; .0015; .0020; .0025; .0030; 4685.1010, s. 8; 4700.2600; .2700; .2800; .2900; .3000; .3100; .3200; .3300; .3400; .3500; .3600; .3700; .3800; .3900; .4000; 4735.0200; 4761.1230; 9000.0050; .0100; s. 2, 3, 7; .0110; .0120; .0130; .0140; .0150; .0160; .0190 (proposed repealer) .....	777
---	-----

### Labor and Industry Department

5205.0010 (adopted exempt) .....	609
----------------------------------	-----

### Natural Resources Department

6135.0400; .0520; .0620; .0720; .0820 (adopted exempt) .....	545
6135.0510; .0610; .0710; .0810 (repealed effective July 1, 2004) ..	545
6232.0800 (adopted expedited emergency) .....	549
6236.0810; .1060 (adopted expedited emergency) .....	609
6236.0810 (27 SR 1378); .1060 (27 SR 1378) (repealed expedited emergency) .....	609
6254.0510; 6256.0500; .0600; .0900; 6262.0100; .0575; .0700 (adopted) .....	629

### Racing Commission

7877.0120; .0150 (adopted) .....	699
----------------------------------	-----

### Transportation Department

8840.5100; .5300; .5400; .5525; .5640; .5650; .5700; .5800; .5900; .5910; .5925; .5940; .5950; .5975; .6000; .6100; .6200; .6250; .6300; .6400 (proposed) .....	567
8840.5100 s.4; .5300 s.2, 3; .5500 s.3, 4; .5600; .5800 s.4; .5900 s.3; .5910 s.3, 7; .6100 s.2 (proposed repealer) .....	567

# Proposed Rules

## Comments on Planned Rules or Amendments

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

## Board of Chiropractic Examiners

### Proposed Permanent Rules Relating to Acupuncture Registration

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

#### **Proposed Amendment to Rules Governing Acupuncture, *Minnesota Rules*, 2500.3000, subp 2 and 7**

**Introduction.** The Board of Chiropractic Examiners intends to adopt rules without a public hearing following the procedures set forth in the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2300 to 1400.2310, and the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28. If, however, 25 or more persons submit a written request for a hearing on the rules by 4:30 p.m. on January 16, 2004, a public hearing will be held in Conference Room A, University Park Plaza, 2829 University Ave SE, Minneapolis, Minnesota 55414, starting at 9:00 AM on Thursday, January 29, 2004. To find out whether the rules will be adopted without a hearing or if the hearing will be held, you should contact the agency contact person after January 16, 2004 and before January 29, 2004.

**Agency Contact Person.** Comments or questions on the rules and written requests for a public hearing on the rules must be submitted to the agency contact person. The agency contact person is: Micki King at The Minnesota Board of Chiropractic Examiners, 2829 University Ave SE, #300, Minneapolis Minnesota 55414, **phone** (612) 617-2226, **FAX** (612) 617-2224, and **email** [micki.king@state.mn.us](mailto:micki.king@state.mn.us). TTY users may call the Board of Chiropractic Examiners at 1-800-627-3529.

**Subject of Rules and Statutory Authority.** The proposed rules relate to a competency examination in acupuncture prior to initial acupuncture registration. Those chiropractors already registered to perform acupuncture in Minnesota will be exempt from this new requirement. The statutory authority to adopt the rules is *Minnesota Statutes*, section 148.08. 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 Friday, January 16, 2004, to submit written comment in support of or in opposition to the proposed rules or any part or subpart of the rules. Your comment must be in writing and received by the agency contact person by the due date. Comment is encouraged. Your comments should identify the portion of the proposed rules addressed, the reason for the comment, and any change proposed. You are encouraged to propose any change desired. Any comments that you would like to make on the legality of the proposed rules must also be made during this comment period.

**Request for a Hearing.** In addition to submitting comments, you may also request that a hearing be held on the rules. Your request for a public hearing must be in writing and must be received by the agency contact person by 4:30 p.m. on Friday, January 16, 2004. Your written request for a public hearing must include your name and address. You must identify the portion of the proposed rules to which you object or state that you oppose the entire set of rules. Any request that does not comply with these requirements is not valid and cannot be counted by the agency when determining whether a public hearing must be held. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

**Withdrawal of Requests.** If 25 or more persons submit a 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

# Proposed Rules

---

---

25, the agency must give written notice of this to all persons who requested a hearing, explain the actions the agency took to effect the withdrawal, and ask for written comments on this action. If a public hearing is required, the agency will follow the procedures in *Minnesota Statutes*, sections 14.131 to 14.20.

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

**Modifications.** The proposed rules may be modified, either as a result of public comment or as a result of the rule hearing process. Modifications must be supported by data and views submitted to the agency or presented at the hearing and the adopted rules may not be substantially different than these proposed rules, unless the procedure under *Minnesota Rules*, part 1400.2110, has been followed. If the proposed rules affect you in any way, you are encouraged to participate in the rulemaking process.

**Cancellation of Hearing.** The hearing scheduled for January 29, 2004, will be canceled if the agency does not receive requests from 25 or more persons that a hearing be held on the rules. If you requested a public hearing, the agency will notify you before the scheduled hearing whether or not the hearing will be held. You may also call the agency contact person at (612) 617-2226 after January 16, 2004 to find out whether the hearing will be held.

**Notice of Hearing.** If 25 or more persons submit valid written requests for a public hearing on the rules, a hearing will be held following the procedures in *Minnesota Statutes*, sections 14.131 to 14.20. The hearing will be held on the date and at the time and place listed above. The hearing will continue until all interested persons have been heard. Administrative Law Judge Beverly J. Heydinger is assigned to conduct the hearing. Judge Heydinger can be reached at the Office of Administrative Hearings, 100 Washington Square, Suite 1700, Minneapolis, Minnesota 55401-2138, **telephone** (651) 341-7606, and **FAX** (612) 349-2665.

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

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

**Statement of Need and Reasonableness.** A statement of need and reasonableness is now available from the agency contact person. This statement contains a summary of the justification for the proposed rules, including a description of who will be affected by the proposed rules and an estimate of the probable cost of the proposed rules. The statement may also be reviewed and copies obtained at the cost of reproduction from the agency.

**Lobbyist Registration.** *Minnesota Statutes*, chapter 10A, requires each lobbyist to register with the State Campaign Finance and Public Disclosure Board. Questions regarding this requirement may be directed to the Campaign Finance and Public Disclosure Board at: Suite 190, Centennial Building, 658 Cedar Street, St. Paul, Minnesota 55155, telephone (651) 296-5148 or 1-800-657-3889.

**Adoption Procedure if No Hearing.** If no hearing is required, the agency may adopt the rules after the end of the comment period. The rules and supporting documents will then be submitted to the Office of Administrative Hearings for review for legality. You may ask to be notified of the date the rules are submitted to the office. If you want to be so notified, or want to receive a copy of the adopted rules, or want to register with the agency to receive notice of future rule proceedings, submit your request to the agency contact person listed above.

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

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

Dated: December 1, 2003

Larry A. Spicer, DC, Executive Director

---

---

# Proposed Rules

## 2500.3000 ACUPUNCTURE.

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

Subp. 2. **Qualifications and fees.** ~~Prior to any licensed chiropractor~~ a licensed chiropractor must be registered with the board. Prior to initial registration, the chiropractor must complete no less than 100 units hours of study, exclusive of other continuing education units, in the utilization of acupuncture. Courses or seminars offered by accredited schools, the National Acupuncturists' Association, or separately approved by the board according to parts 2500.1300, 2500.1200 to 2500.1600 shall be accepted by the board. The chiropractor must submit certification of completion of the approved course of study in addition to along with a \$100 registration fee. In addition, the applicant must have successfully completed either the National Board of Chiropractic Examiners Acupuncture Examination or the National Certification Commission for Acupuncture and Oriental Medicine (NCCAOM) Examination.

~~Doctors of chiropractic who do not have proof of 100 units of education in the practice of acupuncture who are applying for licensure under the provisions of part 2500.0800 and who do not have proof of compliance with the requirements in the preceding paragraph, may substitute satisfy the requirements in the preceding paragraph by providing the board with an affidavit stating the following:~~

A. ~~the doctor of chiropractic has obtained no less than 100 units hours of acupuncture-related education from an educational institution approved by the board prior to December 31, 1989 the submission of this application; and~~

B. ~~the doctor of chiropractic has performed no less than 500 acupuncture-related patient visits per year for at least three years preceding this application for registration; and~~

C. ~~the doctor of chiropractic will obtain ten units of continuing education in acupuncture technique within six months following registration with the board and submit it to the board upon receipt.~~

Upon applying to the board for registration, the doctor of chiropractic must submit the affidavit in addition to a \$100 registration fee. An annual renewal fee of \$50 is required in order to maintain registered status with the board.

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

Subp. 7. **Renewals.** Within 14 days after the due date of acupuncture registration renewal, the board shall mail notices to applicants who have not completed registration.

Any registrant who fails to renew registration for more than 30 days after the due date for renewal, and who wishes to renew registration, must reapply for registration prior to providing acupuncture services, pay the initial registration fee, and pay the penalty fees in part 2500.1150.

Any registrant who fails to renew registration for more than one year but less than five years, and who wishes to renew registration, must reapply for registration prior to providing acupuncture services, pay the initial registration fee, pay the penalty fees in part 2500.1150, and complete ten hours of acupuncture-related continuing education for each year the registration was not renewed.

Any registrant who fails to renew registration for a period of more than five years and who wishes to renew registration, must reapply for registration prior to providing acupuncture services, pay the initial registration fee, pay the penalty fees in part 2500.1150, and successfully complete either the National Board of Chiropractic Examiners Acupuncture Examination or the NCCAOM Examination.

Any person continuing to provide acupuncture services while not authorized to do so is in violation of *Minnesota Statutes*, section 148.10.

## Department of Health

### Proposed Permanent Rules Relating to Repeal of Obsolete Health Rules

#### NOTICE OF INTENT TO REPEAL OBSOLETE RULES

Proposed Repeal of Rules Identified in the Department of Health's 2002 Obsolete Rules Report, including Rules Governing: Fees for Home Care Providers, *Minnesota Rules*, Chapter 4667; Licensure Fees for Hospitals, Nursing Homes, and other Health Care Providers, *Minnesota Rules*, Part 4735.0200; Continuity of Care in the Event of Contract Termination, *Minnesota Rules*, Part 4685.1010, Subpart 8; Health Care Equipment Loan Program, *Minnesota Rules*, Chapter 4647; Filing Process Requirements, *Minnesota Rules*, Parts 9000.0050, 9000.0100, subparts 2, 3, and 7, 9000.0110, 9000.0120, 9000.0130, 9000.0140, 9000.0150, 9000.0160, and 9000.0190; Grants for Maternal and Child Health Services, *Minnesota Rules*, Parts 4700.2600 to 4700.4000; Lead-Safe Certification Of Housing, *Minnesota Rules*, Part 4761.1230.

A. **Introduction.** The Minnesota Department of Health (MDH) intends to repeal obsolete rules following the procedures set forth in the Minnesota Administrative Procedure Act, *Minnesota Statutes*, section 14.3895.

# Proposed Rules

---

---

**B. MDH Contact Person.** Comments or questions on the repeal and written requests that MDH proceed to a public hearing on the repeal under *Minnesota Statutes*, sections 14.131 to 14.20, or proceed to repeal the rule without a public hearing under *Minnesota Statutes*, sections 14.22 to 14.28, must be submitted to: Dave Orren, at the Minnesota Department of Health, Golden Rule Building, 85 East 7th Place, Suite 280, P.O. Box 64882, St. Paul, Minnesota, 55164-0882; **Phone:** (651) 282-6310; **Fax:** (651) 215-8831; **email:** [david.orren@health.state.mn.us](mailto:david.orren@health.state.mn.us). TTY users may call MDH at TTY (651) 215-8980.

**C. Subject of Rules and Statutory Authority.** The proposed repeal governs the following obsolete rules, which were identified in MDH's 2002 Annual Obsolete Rules Report under *Minnesota Statutes*, section 14.05, subdivision 5:

1. Chapter 4667 - Home Care Providers; Fees. These rules establish the fees that governed the temporary registration of home care providers prior to the full implementation of the licensure program. These rules are no longer required and are therefore included for repeal. The rulemaking authority for these rules is in *Minnesota Statutes*, section 144A.49.

2. Part 4735.0200 - Licensure Fees. These rules establish the licensure fees for hospitals, nursing homes, and other health care providers. However, these fees have been subsequently set in *Minnesota Statutes*, section 144.122. These rules are therefore included for repeal. The rulemaking authority for these rules is in *Minnesota Statutes*, section 144.122.

3. Part 4685.1010, subpart 8 - Continuity of Care in the Event of Contract Termination. This rule is duplicative because it applies to HMOs only. The Legislature placed the same language into *Minnesota Statutes*, section 62Q.56, and expanded the scope to include all health plan companies that require the enrollee to select a primary care provider. The statute, as amended in the 2001 Legislative Session, is substantively the same as the rule, but more comprehensive. Therefore, the rule is unnecessary and is included for repeal. The rulemaking authority for these rules is in *Minnesota Statutes*, section 62D.20.

4. Chapter 4647 - Health Care Equipment Loan Program. These rules were promulgated in 1985. The rules established administrative procedures for review of applications from hospitals to obtain funds at a below market interest rate. The market interest rate fell shortly after the revenue bonds to create the fund were issued, and hospitals did not apply to the Health Care Equipment Loan Program because they could obtain loans at a lower interest rate elsewhere. Therefore, the rules were never used and the program never operated. The authority for the rules, *Minnesota Statutes*, section 446A.08, was repealed in 1994. These rules are therefore included for repeal.

5. Certain parts and subparts of chapter 9000 - Office of Mental Health Practice; Mental Health Practice. Because the Office of Mental Health Practice (OMHP) does not have a filing process, parts 9000.0050, 9000.0110, 9000.0120, 9000.0130, 9000.0140, 9000.0150, and 9000.0160, which describe filing, are obsolete and are, therefore, included for repeal. Part 9000.0100, subparts 2 and 3 are also included for repeal because OMHP does not have an applicant process or a Board. Finally, part 9000.0100, subpart 7, and part 9000.0190, are included for repeal because they allow for variances to the rulemaking provisions that are being repealed. The rulemaking authority for these rules is in *Minnesota Statutes*, sections 148B.41 and 148B.47.

6. Parts 4700.2600 to 4700.4000 - Grants for Maternal and Child Health Services. These rules establish a process for allocating federal maternal and child health funds and state funds in the form of grants to assist in establishing and maintaining maternal and child health services. These rules implemented a previous statute regarding the same grant funds and should have been revised several years ago when the statute was changed. We sought further statutory changes in the 2001 Legislative Session and had planned to revise or repeal the rules once the new statute was in place. Statutory amendments in the 2003 Legislative Session stripped much of the language related to the rules, so the rules are now in conflict with what the statute says. The rules are therefore included for repeal. The rulemaking authority for these rules is in *Minnesota Statutes*, sections 145.884 and 145.889.

7. Part 4761.1230 - Lead-Safe Certification Of Housing. This rule originally was used to administer the lead-safe property certification program found at *Minnesota Statutes*, section 144.9511. Section 144.9511 also contained the rulemaking authority. This statute was repealed in 1999. MDH no longer has authority to administer or enforce the associated rule. This rule is therefore included for repeal.

**D. Copy of Repeal.** A copy of the proposed repeal is published in the *State Register* and attached to this notice as mailed. A free copy of the proposed repeal is available upon request from Dave Orren, the MDH contact person listed above in paragraph B.

**E. Comments, Deadline.** You have until 4:30 p.m. on Friday, February 13, 2004, to submit written comment in support of or in opposition to the proposed repeal or any part or subpart of the repeal. Your comment must be in writing and received by Dave Orren, the MDH contact person listed above in paragraph B, by 4:30 p.m. on Friday, February 13, 2004. Your comment should identify the portion of the proposed repeal and the reason for the comment. If the proposed repeal affects you in any way, you are encouraged to comment. Any comments that you would like to make on the legality of the proposed repeal must also be made during the comment period.

**F. Request for Regular Rulemaking Process.** If you want MDH to use the regular rulemaking process to repeal the rules, you must submit a written request. If 25 or more people submit a written request, MDH will have to use the regular rulemaking process in order to repeal the rules. For repealing rules after a public hearing, the regular rulemaking process is set out in sections 14.131 to 14.20. For repealing rules without a public hearing, the regular rulemaking process is set out in sections 14.22 to 14.28. The regular rulemaking process includes preparation of a statement of need and reasonableness. Your written request to use the regular



---

---

# Proposed Rules

rulemaking process must include your name and address and must be received by Dave Orren, the MDH contact person listed above in paragraph B, by 4:30 p.m. on Friday, February 15, 2004, or it will not be counted by MDH for determining whether the regular rulemaking process is necessary. Please include your phone number with your request. Also, please identify which parts or subparts of the proposed repeal that you feel should go through the regular rulemaking process and the reason for the request.

**G. Severability.** If MDH receives 25 or more requests to use the regular rulemaking process for some, but not all, of the rule parts or subparts listed in this repeal, this is how MDH will proceed:

- For those rule parts or subparts that do not have 25 or more requests, MDH will continue to use the expedited process of *Minnesota Statutes*, section 14.3895, to repeal the rules.
- For those rule parts or subparts that have 25 or more requests, MDH will withdraw the rule parts or subparts from this expedited rule repeal process. MDH will also decide whether to repeal the rule parts or subparts using the regular rulemaking process, to seek legislative action repealing the rule parts or subparts, or to not repeal the rule parts or subparts.

**H. 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 Dave Orren, the MDH contact person listed above in paragraph B.

**I. Adoption and Review of Rules.** If the regular rulemaking process is not required, MDH may repeal the rules after the end of the comment period. The repealed rules and supporting documents will then be submitted to the Office of Administrative Hearings for review for legality. You may ask to be notified of the date the repeal is submitted to the office. If you want to be so notified, or want to receive a copy of the repealer, or want to register with MDH to receive notice of future rule proceedings, submit your request to Dave Orren, the MDH contact person listed above in paragraph B.

Dated: December 1, 2003

Dianne M. Mandernach, Commissioner  
Minnesota Department of Health

**REPEALER.** *Minnesota Rules*, parts 4647.0100; 4647.0200; 4647.0300; 4647.0400; 4667.0005; 4667.0010; 4667.0015; 4667.0020; 4667.0025; 4667.0030; 4685.1010, subpart 8; 4700.2600; 4700.2700; 4700.2800; 4700.2900; 4700.3000; 4700.3100; 4700.3200; 4700.3300; 4700.3400; 4700.3500; 4700.3600; 4700.3700; 4700.3800; 4700.3900; 4700.4000; 4735.0200; 4761.1230; 9000.0050; 9000.0100, subparts 2, 3, and 7; 9000.0110; 9000.0120; 9000.0130; 9000.0140; 9000.0150; 9000.0160; and 9000.0190, are repealed.

## Executive Orders

The governor has the authority to issue written statements of orders, called Executive Orders, as well as Emergency Executive Orders. The governor's authority is specified in the *Constitution of the State of Minnesota*, Article V, and in *Minnesota Statutes* 4.035. Emergency Executive Orders, for protection from an imminent threat to health and safety, become effective immediately, are filed with the secretary of state, and published in the *State Register* as soon as possible after they are issued. Other Executive Orders become effective 15 days after publication in the *State Register* and filing with the secretary of state. Unless otherwise specified, an executive order expires 90 days after the date the governor who issued the order vacates office.

## Office of the Governor

### Emergency Executive Order# 03-15: Providing for Assistance to Officials in Polk County

**I, TIM PAWLENTY, GOVERNOR OF THE STATE OF MINNESOTA**, by virtue of the authority vested in me by the Constitution and the applicable statutes, do hereby issue this Executive Order:

**WHEREAS**, on November 22, 2003, 22-year-old Dru Sjodin was abducted from a parking lot at the Columbia Mall in Grand Forks, North Dakota; and

**WHEREAS**, law enforcement authorities believe that Ms. Sjodin may be within Polk county or the surrounding area; and

**WHEREAS**, law enforcement authorities and volunteers have been unable to locate Ms. Sjodin and weather conditions require additional immediate search efforts; and

**WHEREAS**, the Polk County Sheriff has requested the assistance of the National Guard to provide additional personnel and equipment to conduct a coordinated aerial and ground search before weather conditions seriously hamper search efforts.

**NOW, THEREFORE**, I hereby order that:

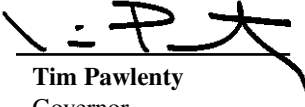
1. The Adjutant General of Minnesota order to state active duty on or about December 9, 2003, in the service of the State, such personnel and equipment of the military forces of the State as required and for such period of time as necessary to conduct a coordinated and organized search.

# Executive Orders


2. The Adjutant General is authorized to purchase, lease or contract goods or services necessary to accomplish the mission.
3. The cost of subsistence, transportation, fuel, pay and allowances of activated members of the Minnesota National Guard shall be defrayed from the general fund of the State, as provided for in Minnesota Statutes 2002, Sections 192.49, Subds. 1 and 2; 192.52, 192.54 and as otherwise permitted by law.

Pursuant to Minnesota Statutes 2002, Section 4.035, Subd. 2, this Order is effective immediately and shall remain in effect until such date as elements of the military forces of the State are no longer required.

**IN TESTIMONY WHEREOF**, I have set my hand this 9th day of December, 2003.

  
**Tim Pawlenty**  
Governor

Filed According to Law:



**Mary Kiffmeyer**  
Secretary of State

## 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 Human Services

### Authorization List of All Mental Health Services as a Condition of MCHP Payment

The following is a listing of added codes to the current authorization list. The newly added codes will require authorization on or after January 5, 2004. As authorized by Minnesota Statutes, section 256B.0625, subdivision 25, the following list includes all mental health services that have been added, changed, or deleted from authorization as a condition of Minnesota Health Care Programs (MHCP) payment. The criteria used to develop this list are as follows:

- A. The health service could be considered, under some circumstances, to be of questionable medical necessity.
- B. Use of the health services needs monitoring to control the expenditure of program funds.
- C. Less costly, appropriate alternatives to the health services are generally available.
- D. The health service is newly developed or modified.
- F. The health service is of a continuing nature and requires monitoring to prevent its continuation when it ceases to be beneficial.
- G. The health service is comparable to a service provided in a skilled nursing facility or hospital but is provided in a recipient's home.
- H. The health service could be considered cosmetic.

**These newly added or changed codes will require Authorization for services provided on or after January 5, 2004.**

<u>Code</u>	<u>Description</u>
H0018*37	Behavioral health; short-term residential (non-hospital residential treatment) when used to claim adult mental health crisis stabilization: residential without room and board
H0031	Mental Health Assessment by non-physician with POS 23 when used in ER setting
H0031*33	Mental Health Assessment by non-physician with POS not = to 23 when used for adult mental health crisis assessment; mobile done by mental health professional.

H0031 HN*33	Mental Health Assessment by non-physician with POS not = to 23 when used for adult mental health crisis assessment; mobile done by mental health practitioner.
H0034*16	Medication Training and Support, Individual when used for adult mental health medication education
H0034 HQ*16	Medication Training and Support, Group when used for adult mental health medication education
H0035	Mental Health Partial Hospitalization, treatment, less than 24 hours, adult (age 18 and older)
H0035 HA*30	Mental Health Partial Hospitalization, treatment, less than 24 hours, child (through age 17)
H0046*22	Mental Health Services, not otherwise specified when used for travel time
H2011*34	Crisis Intervention Services, per 15 minutes when used for adult mental health crisis intervention: mobile done by a mental health professional
H2011 HN*34	Crisis Intervention Services, per 15 minutes when used for adult mental health crisis intervention: mobile done by a mental health practitioner
H2012*9	Behavioral health day treatment when used for adult day treatment services
H2012*9	Behavioral health day treatment when used for children's day treatment services
H2012 HK*15	Behavioral health day treatment when used for cognitive remediation training for 1-3 clients or 4-9 clients
H2012 UA*22	Behavioral health day treatment when used for therapeutic components of preschool program
H2014 UA*22	Skills Training and Development, per 15 minutes; when used for individual skills training under family community support services (FCSS)
H2014 U8*22	Skills Training and Development, per 15 minutes; when used for individual skills training under home based mental health services (HBMHS)
H2014 U9*22	Skills Training and Development, per 15 minutes; when used for individual skills training under therapeutic support of foster care (TSFC)
H2014 UA HR*22	Skills Training and Development, per 15 minutes; when used for family skills training under FCSS
H2014 U8 HR*22	Skills Training and Development, per 15 minutes; when used for family skills training under HBMHS
H2014 U9 HR*22	Skills Training and Development, per 15 minutes: when used for family skills training under TSFC
H2014 UA HQ*22	Skills Training and Development, per 15 minutes; when used for group skills training under FCSS
H2014 U8 HQ*22	Skills Training and Development, per 15 minutes: when used for group skills training under HBMHS
H2014 U9 HQ*22	Skills Training and Development, per 15 minutes: when used for group under TSFC
H2015 UA*22	Comprehensive Community Support Services, per 15 minutes, when used for crisis assistance under FCSS
H2017*31	Psychosocial Rehabilitation Services, per 15 minutes; when used for adult mental health rehabilitative services individual basic and social skills training done by a mental health professional or mental health practitioner
H2017 HM*31	Psychosocial Rehabilitation Services, per 15 minutes; when used for adult mental health rehabilitative services individual basic and social skills training done by a mental health rehabilitation worker.
H2017 HQ*31	Psychosocial Rehabilitation Services, per 15 minutes; when used for adult mental health rehabilitative services group basic and social skills training done by a mental health professional or mental health practitioner or mental health rehabilitation worker.
H2019 UA*22	Therapeutic Behavioral Service, per 15 minutes; when used for skills training under FCSS done by Level I Mental Health Behavioral Aide
H2019 UA HM*22	Therapeutic Behavioral Services, per 15 minutes; when used for skills training under FCSS done by Level II Mental Health Behavioral Aide
H2032 UA*22	Activity Therapy, per 15 minutes when used for therapeutic components of therapeutic camp program under FCSS
S9484*35, 36	Crisis Intervention Mental Health Services, when used for individual adult mental health crisis stabilization: non-residential done by a mental health professional or mental health practitioner
S9484 HM*35, 36	Crisis Intervention Mental Health Services, when used for individual adult mental health crisis stabilization: non-residential done by a mental health rehabilitation worker
S9484 HQ*35, 36	Crisis Intervention Mental Health Services, when used for group adult mental health crisis stabilization: non-residential.
S9484 UA*22	Crisis Intervention Mental Health Services, when used for individual children's mental health intervention and crisis stabilization done by a mental health professional.

# Official Notices

---

---

- S9484 UA HN\*22 Crisis Intervention Mental Health Services, when used for individual children's mental health intervention and crisis stabilization done by a mental health practitioner.
- 90802\*14 Interactive diagnostic assessment
- 90804\*4,22 Individual psychotherapy, insight oriented, behavior modifying and/or supportive, in an office or outpatient facility, 20-30 minutes face to face with patient.
- 90805\*4,22 Individual psychotherapy, insight oriented, behavior modifying and/or supportive, in an office or outpatient facility, 20-30 minutes face to face with patient; with medical evaluation and management services
- 90806\*4,22 Individual psychotherapy, insight oriented, behavior modifying and/or supportive, in office or outpatient facility, 45-50 minutes face to face with patient
- 90807\*4,22 Individual psychotherapy, insight oriented, behavior modifying and/or supportive, in office or outpatient facility, 45-50 minutes face to face with patient; with medical evaluation and management services
- 90808\*4,22 Individual psychotherapy, insight oriented, behavior modifying and/or supportive, in office or outpatient facility, 75-80 minutes face to face with patient;
- 90809\*4,22 Individual psychotherapy, insight oriented, behavior modifying and/or supportive, in office or outpatient facility, 75-80 minutes face to face with the patient; with medical evaluation and management services
- 90810\*14 Individual psychotherapy, interactive, using play equipment, physical devices, language interpreter, or other mechanisms of non-verbal communications, in an office or outpatient facility, 20-30 minutes face to face with patient
- 90811\*14 Individual psychotherapy, interactive, using play equipment, physical devices, language interpreter, or other mechanisms of non-verbal communication in an office or outpatient, facility, 20-30 minutes face to face with patient; with medical evaluation and management services
- 90812\*14 Individual psychotherapy, interactive, using play equipment, physical devices, language interpreter, or other mechanisms of non-verbal communication, in an office or outpatient facility, 45-50 minutes face to face with patient
- 90813\*14 Individual psychotherapy, interactive, using play equipment, physical devices, language interpreter, or other mechanisms of non-verbal communication in an office or outpatient facility, 45-50 minutes face to face with patient, with medical evaluation and management services
- 90814\*14 Individual psychotherapy, interactive, using play equipment, physical devices, language interpreter, or other mechanisms of non- verbal communication in an office or outpatient facility, 75-80 minutes face to face with patient
- 90815\*14 Individual psychotherapy, interactive, using play equipment, physical devices, language interpreter, or other mechanisms of non- verbal communication, in an office or outpatient facility, 75-80 minutes face to face with patient with medical evaluation and management services
- 90816\*29 Individual psychotherapy, insight oriented, behavior modifying and/or supportive, in an inpatient hospital, partial hospital or residential care setting, approximately 20 to 30 minutes face to face with the patient;
- 90817\*29 Individual psychotherapy, insight oriented, behavior modifying and/or supportive, in an inpatient hospital, partial hospital or residential care setting, approximately 20 to 30 minutes face to face with the patient; with medical evaluation and management services;
- 90818\*29 Individual psychotherapy, insight oriented, behavior modifying and/or supportive, in an inpatient hospital, partial hospital or residential care setting, approximately 45 to 50 minutes face to face with the patient;
- 90819\*29 Individual psychotherapy, insight oriented, behavior modifying and/or supportive, in an inpatient hospital, partial hospital or residential care setting, approximately 45 to 50 minutes face to face with the patient; with medical evaluation and management services;
- 90821\*29 Individual psychotherapy, insight oriented, behavior modifying and/or supportive, in an inpatient hospital, partial hospital or residential care setting, approximately 75 to 80 minutes face to face with the patient;
- 90822\*29 Individual psychotherapy, insight oriented, behavior modifying and/or supportive, in an inpatient hospital, partial hospital or residential care setting, approximately 75 to 80 minutes face to face with the patient; with medical evaluation and management services;
- 90823\*29 Individual psychotherapy, interactive, using play equipment, physical devices, language interpreter, or other mechanisms of non-verbal communication, in an inpatient, partial hospital or residential care setting, approximately 20 to 30 minutes face to face with the patient;

90824*29	Individual psychotherapy, interactive, using play equipment, physical devices, language interpreter, or other mechanisms of non-verbal communication, in an inpatient, partial hospital or residential care setting, approximately 20 to 30 minutes face to face with the patient; with medical evaluation and management services
90826*29	Individual psychotherapy, interactive, using play equipment, physical devices, language interpreter, or other mechanisms of non-verbal communication, in an inpatient, partial hospital or residential care setting, approximately 45 to 50 minutes face to face with the patient;
90827*29	Individual psychotherapy, interactive, using play equipment, physical devices, language interpreter, or other mechanisms of non-verbal communication, in an inpatient, partial hospital or residential care setting, approximately 45 to 50 minutes face to face with the patient; with medical evaluation and management services
90828*29	Individual psychotherapy, interactive, using play equipment, physical devices, language interpreter, or other mechanisms of non-verbal communication, in an inpatient, partial hospital or residential care setting, approximately 75 to 80 minutes face to face with the patient;
90829*29	Individual psychotherapy, interactive, using play equipment, physical devices, language interpreter, or other mechanisms of non-verbal communication, in an inpatient, partial hospital or residential care setting, approximately 75 to 80 minutes face to face with the patient; with medical evaluation and management services
90846*4,22	Family psychotherapy (without the patient present)
90847*4,22	Family psychotherapy (conjoint psychotherapy) (with patient present)
90853*14,22	Group therapy (other than of a multiple-family group)
90857*14,22	Interactive group psychotherapy
90875*4	Individual psychophysiological therapy incorporating biofeedback training by any modality (face to face) with the patient and, with psychotherapy (e.g., insight oriented, behavior modifying or supportive psychotherapy); 20-30 minutes
90882*32	Adult mental health rehabilitation, community intervention
90899	Unlisted psychiatric service or procedure
97535 HE *17	Self-Care Home Management Training previously neuropsychological rehabilitation
99199	Unlisted special services or procedures

\*4. A. Authorization is required for more than twenty-six (26) hours (52 visits/units of 90804, 90805) or 90875 (when billed in one unit increments) and twenty-six (26) hours of 90806 or 90807 or 40 units of 90875 (when billed in two-unit increments) per calendar year. Note: The 90875 when billed as one unit and 90804 or 90805 combined decrements from the total 26 hours per calendar year. There is not a separate benefit level for each code. Likewise, 90875 when billed as two units and 90806 or 90807 combined decrement from the total 20 hours per calendar year. There is not a separate benefit level for each code.

B. Authorization is required either when more than three (3) hours of 90853 are provided within a five- (5) calendar day period, or when more than seventy-eight (78) hours per calendar year have been reached.

C. Authorization is required for 90847 in excess of 26 hours per calendar year. (Note: 90846 must be used when the family member being treated is not present during the family therapy session. CPT 90846 is subject to the same authorization requirements and limitations as those imposed on CPT 90847. Use of this code does not result in an additional benefit level but counts against the benefit level available for 90847.

\*9 Authorization is required for behavioral health day treatment. For children through age 20, authorization is required for mental health day treatment in excess of 390 hours per calendar year. For adults age 21 and older, authorization is required for mental health day treatment in excess of 115 hours per 365 days.

\*14 Authorization is required for 90802, 90810-90814, 90857 when the thresholds of 90801, 90806 or 90807, 90853 have been used. These codes will be included in the thresholds of codes 90801, 90806 or 90807, 90853. (The provider cannot bill both a 90806 and 90807 and 90810-90814. They must choose one or the other.)

\*15 Authorization is required for behavioral health day treatment (cognitive remediation training) H2012 HK prior to initiation of service.

\*16 Authorization is required for more than 26 hours per calendar year of H0034 and 26 hours per calendar year of H0034 HQ.

# Official Notices

---

---

- \*19 Authorization is required for neuropsychological testing and assessment (96117) a) to exceed 7 hours Of CPT code 96117 services per calendar year. A maximum of 10 hours may be approved with Authorization for a single assessment; and/or if multiple assessments (i.e., re-evaluation) are requested and determined to be medically necessary, a maximum of 15 hours of CPT code 96117 may be allowed with authorization for the calendar year. Effective 01/01/04, the unit length for this service is changed from 15 minutes to 1 hour.
- \*22 A child under age 21 eligible for home-based mental health, therapeutic support of foster care, family community support services may exceed the payment limitations for this package with authorization.
- \*23 Authorization is required for person's 18 years of age and under.
- \*29 Codes 90816 through 90829 when provided in other than an inpatient place of service shall be subject to the same practice parameters and service coverage limitations as other outpatient, individual psychotherapy codes (90804 through 90815) unless authorized.
- \*30 Authorization is required for the following conditions:
  1. Service provided more than 21 days after admission.
  2. Readmission within 45 days of a previous discharge from a PHP.
  3. For an adult (age 18 and older), fewer than five hours of covered service per day.
  4. For a child (through age 17), fewer than three hours of covered service per day.
- \*31 Authorization is required for more than 260 hours per 180 days or 300 hours per calendar year combined total of H2017, H2017 HM and H2017 HQ.
- \*32 Authorization is required for more than 10 hours per month or 72 hours per calendar year.
- \*33 Authorization is required for more than two hours in one day or more than four hours per calendar month or more than eight hours per calendar year.
- \*34 Authorization is required for more than 10 hours in one day or more than 30 hours in 30 days or more than 60 hours in a calendar year.
- \*35 Authorization is required for more than 60 hours combined total of S9484, S9484 HM and S9484 HQ in a calendar year.
- \*36 Pending federal approval, authorization is required for more than 60 hours combined total of S9484 HQ, S9484, S9484 HM and H0018 in a 365 - day period. One day of H0018 is counted as 8 hours.
- \*37 Pending federal approval, authorization is required for more than 7 days of H0018 in a 365 day period

## Department of Human Services

### Health Care Purchasing and Delivery Systems Division, Health Care Administration Public Notice of the Maximum Allowable Costs of Medical Assistance Outpatient Prescribed Drugs

**NOTICE IS HEREBY GIVEN** to recipients, providers of services, and to the public of additions to the state Medical Assistance maximum allowable cost (state MAC) list for certain outpatient prescribed drugs.

At least once each calendar year, the United States Department of Health and Human Services, Centers for Medicare & Medicaid Services, publishes a federal upper limit (FUL) payment schedule for many commonly prescribed multiple-source drugs. The federal upper limit is set at a rate equal to 150 percent of the published price for the least costly therapeutic equivalent that can be purchased by pharmacists. This FUL payment schedule constitutes the federal MAC list. For many multiple-source drugs that are not on the federal MAC list, the Department establishes a state MAC list.

The Department requires Medical Assistance pharmacy providers to submit their usual and customary costs. Pharmacy providers are reimbursed at the lower of: the federal or state MAC, plus a dispensing fee; the submitted usual and customary charge to the general public; or a discount off of average wholesale price, plus a dispensing fee.

The Department imposes a state MAC for many multiple-source drugs that are on the federal MAC list, as long as the savings are at least as much as the savings would be using the federal MAC list.

On January 13, 2003 at 27 SR 1117-1130, the Department published the MAC list, listing the federal and state MACs. Additional changes to the state MAC list were published on February 18, 2003 at 27 SR 1331-1334, March 3, 2003 at 27 SR 1386-1393, April 21, 2003 at 27 SR 1583-1584, August 4, 2003 at 28 SR 102-103, October 13, 2003 at 28 SR 505-506, and October 20, 2003 at 28 SR 528-529.

Effective December 16, 2003, the Department will add the following outpatient prescribed drugs to the state MAC list:

<u>GCN</u>	<u>Drug Name</u>	<u>Strength</u>	<u>MAC Price</u>
11300	NORGESTIMATE-ETHINYL ESTRADIOL	0.25-0.035MG	.8100
11461	NORETHINDRONE-MESTRANOL	1-0.05MG	.8501
11471	NORETHINDRONE-ETHINYL ESTRAD	0.5-0.035MG	.9277
11474	NORETHINDRONE-ETHINYL ESTRAD	1-0.035MG	.8165
11477	NORETHINDRONE-ETHINYL ESTRAD	7/7/7	.8095
11481	NORETHINDRONE A-E ESTRADIOL	1-0.02MG	.9430
11490	ETHYNODIOL D-ETHINYL ESTRADIOL	1-0.035MG	.8530
11491	ETHYNODIOL D-ETHINYL ESTRADIOL	1-0.05MG	.9516
11500	NORGESTREL-ETHINYL ESTRADIOL	0.3-0.03MG	.8806
11501	NORGESTREL-ETHINYL ESTRADIOL	0.5-0.05MG	1.294
11520	NORETHINDRONE	0.35MG	.9269
68101	NORETH A-ET ESTRA/FE FUMARATE	1.5-0.03MG	.8231
68102	NORETH A-ET ESTRA/FE FUMARATE	1-0.02MG	.8231
94868	DESOG-ET ESTRA/ETHIN ESTRA	21-5MG	.7434
68811	DESOGESTREL-ETHINYL ESTRADIOL	0.15-0.03	.7335
11530	LEVONORGESTREL-ETH ESTRA	0.15-0.03	.8924
11531	LEVONORGESTREL-ETH ESTRA	06/05/2010	.7930
11534	LEVONORGESTREL-ETH ESTRA	0.1-0.02	.7372
40832	CLINDAMYCIN HCL	300MG	2.148
93375	AMOXICILLIN TRIHYDRATE	400MG/5ML	.0825
12971	PHENOBARBITAL	15MG	.0050
12972	PHENOBARBITAL	64.8MG	.0100
12973	PHENOBARBITAL	30MG	.0056
12975	PHENOBARBITAL	100MG	.0182

These additions are made to bring Medical Assistance reimbursement to pharmacists more closely in line with the actual acquisition cost of the drugs listed above. The Department estimates that there will be a state savings of \$137,000 for State Fiscal Year 2004 (July 1, 2003 through June 30, 2004).

This notice is published pursuant to *Code of Federal Regulations*, Title 42, section 447.205, which requires publication of a notice when there is a rate change in the methods and standards for setting payment rates for Medical Assistance services.

Written comments and requests for information may be sent to:

Cody Wiberg, Pharm.D., R.Ph.  
 Pharmacy Program Manager  
 Health Care Purchasing and Delivery Systems Division  
 Minnesota Department of Human Services  
 444 Lafayette Road North  
 St. Paul, Minnesota 55155-3854  
**Phone:** (651) 296-8515  
**Email:** [cody.wiberg@state.mn.us](mailto:cody.wiberg@state.mn.us)

## Department of Labor and Industry

### Labor Standards Unit

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

**Corrections** have been made to the Highway/Heavy Prevailing Wage Rates certified 10/06/03 for:

**Region 1**, Labor Codes 103, Laborer, Landscaping; 104, Flag Person; and 109, Undrgrnd & Open Ditch Labor (8'); **Region 2**, Labor Code 107, Pipelayer (Water, Sewer & Gas); **Region 3**, Labor Codes 102, Laborer, Skilled-Asst Crft Jrnymn, 107, Pipelayer (Water, Sewer & Gas); **Region 4**, Labor Codes 102, Laborer, Skilled-Asst Crft Jrnymn, 107 Pipelayer (Water, Sewer & Gas); **Region 5**, Labor Codes

# Official Notices

105, Watchperson, 108, Tunnel Miner, 109, Undrgrnd & Open Ditch Labor (8'); **Region 8**, Labor Code 107, Pipelayer (Water, Sewer & Gas); **Region 9**, Labor Code 103, Laborer, Landscaping, 105, Watchperson, 108, Tunnel Miner, 109, Undrgrnd & Open Ditch Labor (8'); **Region 10**, Labor Code 107, Pipelayer (Water, Sewer & Gas).

Copies of the corrected wage rates for all corrected Regions may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road North, 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.

M. Scott Brener  
Commissioner

## Department of Transportation

### State Aid for Local Transportation Division

#### Notice of Appointment and Meeting of a State Aid Variance Committee

**NOTICE IS HEREBY GIVEN** that the Commissioner of Transportation has appointed a State Aid Variance Committee that will conduct a meeting on Thursday, December 18, 2003 at 9:00 a.m. at the Mn/DOT Arden Hills Training Center, located at 1900 West County Road I, in Shoreview, Minnesota.

This notice is given pursuant to *Minnesota Statute* 47k.705.

The purpose of this open meeting is to investigate and determine recommendations for variance requests from minimum State Aid roadway standards and administrative procedures as governed by *Minnesota Rules* for State Aid Operations 8820.3300 adopted pursuant to *Minnesota Statutes* Chapters 161 and 162.

The agenda will be limited to the following:

- Petition of the City of Edina** for a variance from *Minnesota Rules* 8820.9936, as they apply to the proposed project to reconstruct of the Valley View Road / Valley Lane intersection, State Aid Projects 120-144-08 and 120-151-08, located in the City of Edina, Minnesota, so as to allow a 20 mph design speed in lieu of minimum 30 mph as required.
- Petition of the City of Bloomington** for a variance from *Minnesota Rules* 8820.9945 (printed 8/1991), as they applied to W. 102 Street from Pleasant Avenue to Nicollet Avenue received bituminous pavement resurfacing under State Aid project number 107-406-06 at its existing four lane street width of 40 feet as part of the 1992-102 project, in the City of Bloomington, Minnesota, so as to allow 10 foot lane width in lieu of 11 foot lane width as required.
- Petition of the City of Bloomington** for a variance from *Minnesota Rules* 8820.9995, as they apply to the proposed construction of the East Bush Lake Road Bikeway/Walkway from approximately Maryland Road to 84th Street/Chalet Road using existing trails located in the Hyland Park Reserve and constructing new trails to provide connectivity between southern and northern termini under State Aid project number 107-090-04 and City Project 2001-401 in the City of Bloomington, Minnesota, so as to allow the construction of the bike-way/walkway that follow the contour/grade of existing East Bush Lake Road section between Highwood Drive and 84th Street/Chalet Road where a portion of the walkway/bikeway will have a maximum grade of 9.46% in lieu of a maximum grade of 8.3% as required.
- Petition of the City of Minneapolis** for a variance from *Minnesota Rules* 8820.9956, as they apply to the reconstruction of MSA 15th Avenue Southeast from 5th Street Southeast to Como Avenue Southeast, State Aid project number 141-233-06, in the City of Minneapolis, Minnesota, so as to allow vertical clearance from station 25+10.76 to station 26+64.90 of 13'-0" in lieu of 14'-6" as required.
- Petition of the City of Duluth** for a variance from *Minnesota Rules* 8820.9936, as they apply to full reconstruction of 5 1/2 blocks of Lake Street from 2nd Street alley (alley between 2nd Street and 1st Street) to and including 7th Street intersection (the intersection of 2nd Street and 3rd Street will not be reconstructed with this project), State project number 118-140-27 in the City of Duluth, Minnesota, so as to allow to keep the existing vertical curves with the specific lengths and locations of the vertical curves for each intersection as follows:

Intersection	Length of Curve		Location	
	Sag	Crest	Sag	Crest
7th Street	40 feet	40 feet	32+07 to 32+47	31+65 to 32+05
6th Street	32 feet	32 feet	28+44 to 28+76	28+09 to 28+41
5th Street	32 feet	32 feet	24+74 to 25+06	24+39 to 24+71
4th Street	40 feet	40 feet	21+10 to 21+50	20+65 to 21+05
3rd Street	30 feet	46 feet	17+40 to 17+70	16+92 to 17+38
2nd Street	30 feet	32 feet	13+75 to 14+05	13+29 to 13+61



in lieu of vertical curves in the range of 300 feet as required and referenced in the State Aid Manual in the SAG and CREST minimum length of vertical curves of "Stopping Sight Distance" , updated October of 2000.

**6. Petition of the City of Duluth** for a variance from *Minnesota Rules* 8820.1500, subpart 6, as they apply to the rehabilitation of Duluth Aerial Lift Bridge over Duluth Ship Canal, City project No. 8988MA97, State Aid Projects 118-140-25, located in the City of Duluth, Minnesota, so as to allow for reimbursement of project development and construction engineering costs in excess of the 25 percent limitation.

**7. Petition of Carlton County** for a variance from *Minnesota Rules* 8820.9936, as they apply to the proposed improvement project, State Aid Projects 09-601-40, on certain portion of CSAH No. 1 from the intersection of Minnesota Trunk Highway 210 in Thomson, Minnesota, easterly 3305.80 feet and 281.25 feet northerly to Bridge 09504, so as to allow construction of 25 mph horizontal curve with adequate curvature, tangent and super-elevation run-out in lieu of 30 mph horizontal curve required.

**8. Petition of Watonwan County** for a variance from *Minnesota Rules* 8820.9920, as they apply to the proposed project to reconstruction of 1.5 miles of CSAH 58 from Trunk Highway 15 to Trunk Highway 60, State Aid Projects 83-658-04, located in Watonwan County, Minnesota, so as to allow the design speed of one curve, which leads to and from a railroad crossing and a stop condition at Trunk Highway 60, will be 30 mph in lieu of minimum 40 mph design speed as required.

**9. Petition of Winona County** for a variance from *Minnesota Rules* 8820.9981, subpart 1, as they apply to the proposed project reconstruction of CSAH 25 between U.S. HWY 61 and a point 1.82 miles to the south, State Aid Projects 85-625-51, located in Winona county, Minnesota, so as to allow minimum design speed of 25 mph for an existing hairpin horizontal curve centered on approximate road station 210+00 in lieu of minimum 30 mph as required.

**10. Petition of the City of Austin** for a variance from *Minnesota Rules* 8820.9936 as they apply to the proposed improvement project to the South Main Street/8th Avenue SE, State Aid Projects 104-111-04 and 104-117-05, located in the City of Austin, Minnesota, so as to allow a 25 mph design speed (a curve with maximum radius of 167') in lieu of 30 mph design speed (a curve with radius of 215') as required.

**11. Petition of the City of Red Wing** for a variance from *Minnesota Rules* 8820.9936, as they apply to the proposed project to reconstruct the Mason/Maple Street (Route 109) from Seymour Street to Vera Avenue and Central Avenue (Route 106) from Grace Street to Maple Street, State Aid Projects 156-109-06 and 156-106-02, located in the City of Red Wing, Minnesota, so as to allow

- a 25 mph sag vertical curve on Mason Street between stations 0+00 and 1+50,
- a 25 mph horizontal curve on Mason Street between stations 0+36 and 3+19,
- a 20 mph horizontal curve on Mason/Maple Street between stations 10+64 and 11+71,
- a 20 mph crest vertical curve on Central Avenue between stations 20+45 and 22+25,
- a 20 mph horizontal curves on Central Avenue between stations 18+75 and 20+75,

in lieu of 30 mph minimum design speed as required.

9:15 a.m. City of Edina  
9:35 a.m. City of Bloomington #1  
9:55 a.m. City of Bloomington #2  
10:15 a.m. City of Minneapolis  
10:35 a.m. City of Duluth #1  
10:55 a.m. City of Duluth #2  
11:05 a.m. Carlton County  
12:00 noon Watonwan County  
12:20 p.m. Winona County  
12:40 p.m. City of Austin  
1:00 p.m. City of Red Wing

Dated: December 5, 2003

Julie A. Skallman  
State Aid Engineer  
State Aid for Local Transportation

## State Grants & Loans

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

### Minnesota Department of Corrections

#### Notice of Availability of Funds to Provide Sex Offender Programming

The Minnesota Department of Corrections, Community Services Division, announces the availability of funds to provide sex offender programming to juvenile and/or adult sex offenders under the jurisdiction of the commissioner of corrections.

A total of \$922,000 is available for statewide grants for the twelve-month period of July 1, 2004, through June 30, 2005, and a projected \$922,000 for the following period of July 1, 2005, through June 30, 2006. These funds are available to private for-profit; 501 (c)(3) non-profit; public human service and community corrections act agencies; and American Indian tribal governments.

The state reserves the right to cancel this solicitation.

The deadline for proposal submission is February 9, 2004, at 4:30 p.m.. To receive a copy of the request for proposal which describes in detail how to apply for this funding contact:

Lynda Davis  
Minnesota Department of Corrections  
Community Services Division  
1450 Energy Park Drive, Suite 200  
St. Paul, MN 55108-5219  
**Telephone** (651) 643-2533 - TTY (651) 643-3589 - **e-mail** [ldavis@co.doc.state.mn.us](mailto:ldavis@co.doc.state.mn.us)

This RFP can be accessed on the DOC **website** at [www.doc.state.mn.us/publications](http://www.doc.state.mn.us/publications).

### Minnesota Historical Society

#### Historic Preservation Grant Application Deadlines

The application deadline for the Minnesota Historical Society's F.Y. 2004 federal Certified Local Government (CLG) matching grants program is 4:30 p.m., Friday, February 13, 2004. Cities with local historic preservation ordinances, commissions, and programs certified by the State Historic Preservation Office and the National Park Service are eligible applicants. It is anticipated that approximately \$70,000 will be awarded.

There are seven areas of eligible program activity for this grants cycle. They are: 1) Comprehensive Planning; 2) Pre-Development; 3) Survey; 4) Evaluation; 5) Local Designation Forms; 6) National Register Nomination Forms; and 7) Public Education. Projects that will receive special priority are those that: promote surveys in areas of known development activity in order to reduce project delays; promote continuing development of data for planning use; reflect the goals and strategies in the 2000 statewide preservation plan; result in local designations; and involve properties associated with the history of heretofore under-documented groups or communities (ethnic or racial minorities for example, but also other groups defining themselves as communities).

Instructions regarding the full range of eligible activities and information on the project selection process and selection criteria are found in the F.Y. 2004 CLG Grants Manual. To request a complete application package or for further information contact Mandy Skypala at (651) 296-5478, E-mail the Grants Office - [mandy.skypala@mnhs.org](mailto:mandy.skypala@mnhs.org), or write to the Grants Office, Minnesota Historical Society, 345 West Kellogg Blvd., Saint Paul, MN 55102-1906.

This program receives Federal funds from the National Park Service. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in departmental Federally assisted programs on the basis of race, color, national origin, age, or disability. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of Federal assistance should write to: Director, Equal Opportunity Program, U.S. Department of the Interior, National Park Service, P.O. Box 37127, Washington, DC 20013-7127.

## State Contracts

**Informal Solicitations:** Informal solicitations for professional/technical (consultant) contracts valued at over \$5,000 through \$50,000, may either be published in the *State Register* or posted on the Department of Administration, Materials Management Division's (MMD) website. Interested vendors are encouraged to monitor the P/T Contract Section of the MMD website at [www.mmd.admin.state.mn.us](http://www.mmd.admin.state.mn.us) for informal solicitation announcements.

**Formal Solicitations:** Department of Administration procedures require that formal solicitations (announcements for contracts with an estimated value over \$50,000) for professional/technical contracts must be published in the *State Register*. Certain quasi-state agency and Minnesota State College and University institutions are exempt from these requirements.

## Department of Administration

### Notice of Availability of Contract for Auctioneer Service

The Minnesota Department of Administration is requesting proposals for the purpose of establishing a contract for auctioneer services for calendar year 2004, to dispose of state surplus equipment.

Work is proposed to start after January 30, 2004.

A Request for Proposals will be available by mail from this office through December 29, 2003.

A written request (by direct mail or fax) is required to receive the Request for Proposal. After December 29, 2003, the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Tim Soby  
Department of Administration, Surplus Services  
5420 Hwy 8, Arden Hills, MN 55112  
**Fax Number:** (651) 638-4026

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than 2:30 p.m. January 5, 2004. 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 Administration

### Plant Management Division

### Energy Management Services

### Request for Qualifications to Firms Interested in: Guaranteed Energy Savings Projects

The Department of Administration is seeking qualifications from interested Energy Services Companies (ESCOs) capable of providing comprehensive energy conservation and/or energy related capital improvement services.

The State is authorized under *Minnesota Statute* 16C.144 to enter into guaranteed energy savings contracts to implement energy efficiency of a state facility. The term of these guaranteed energy savings contracts is limited to a maximum of 10 years.

Respondents must request a copy of "Request for Qualifications," from:

Rajan C. Thomas, P.E.  
Principal Engineer  
Energy Management Services  
Plant Management Division  
50 Sherburne Ave., Room G-10  
St. Paul, MN 55155  
**Phone:** (651) 297-2867  
**Fax:** (651) 297-5158  
**Email:** [rajan.thomas@state.mn.us](mailto:rajan.thomas@state.mn.us)

Respondents must submit responses on or before 2:00 p.m., January 5th, 2004 to:

Rajan C. Thomas, P.E.  
Principal Engineer  
Energy Management Services

# State Contracts

---

---

Plant Management Division  
50 Sherburne Ave., Room G-10  
St. Paul, MN 55155  
**Phone:** (651) 297-2867  
**Fax:** (651) 297-5158  
**Email:** [rajan.thomas@state.mn.us](mailto:rajan.thomas@state.mn.us)

## Administration Department

### *State Register*

#### Make Money, Not Trouble

Make BIG money on state contracts and grants. Have the *State Register* E-MAILED to you the afternoon it is published, on Friday. Be a step ahead of others, and ready with your phone calls on Monday morning. Also, receive TWO EXTRAS free-of-charge, available only to ON-LINE Subscriptions:

#1 - The CURRENT LOG -- of contracts, grants and loans -- as well as non-state contracts.

#2 - The INDEX, a growing list of the current issue's articles to quickly locate the information you need. Each also has LINKS to the issue in which the article appeared, for fast reference.

Subscriptions are \$180 for an entire year (less than \$3.50 per issue), that's \$80 LESS than the cover price. Service, speed, accuracy, and on-time delivery with the *State Register* ON-LINE. FAX your credit card information: (651) 297-8260; or send in your check or credit card information to Minnesota's Bookstore, 660 Olive Street, St. Paul, MN 55155. Or, order today by calling (651) 297-8774 and charge your credit card, or **E-mail:** [jessie.rahmeyer@state.mn.us](mailto:jessie.rahmeyer@state.mn.us) for more information.

## Colleges and Universities, Minnesota State (MnSCU)

### Winona State University

#### Request for Sealed Bids for Two Autoclaves

**NOTICE IS HEREBY GIVEN** that Winona State University will receive sealed bids for two (2) autoclaves.

Bid specifications will be available December 15, 2003 from the Winona State University Purchasing Department, PO Box 5838, 205 Somsen Hall, Winona MN 55987 or calling (507) 457-5067 or (507) 457-5419.

Sealed bids must be received by Sandra Schmitt at PO Box 5838, or at 175 W. Mark St., Somsen 205G, Business Office, Winona State University, Winona, MN 55987 by 3:00 p.m., December 30, 2003.

Winona State University reserves the right to reject any or all bids and to waive any irregularities or informalities in bids received.

## Department of Education

### **NOTICE OF REQUEST FOR PROPOSAL for the Continuing Development and Implementation of Three Minnesota Comprehensive Assessments (Grade 10 Writing, Grade 10 Reading, & Grade 11 Mathematics), and the Implementation of the Test of Emerging Academic English and the Minnesota Student Oral Language Observation Matrix**

The Department of Education is soliciting proposals from qualified vendors to implement, and in some cases continue the development of, five state tests. These tests partially fulfill the requirements of the No Child Left Behind Act of 2001 and the statewide testing law Minnesota Statutes § 120B.30. Virtually all students in the grades involved take the Minnesota Comprehensive Assessments; only LEP students take the Test of Emerging Academic English.

The Department has estimated the cost of this project should not exceed \$16,400,000 over the four-year period of the RFP.

The anticipated project period is May 1, 2004 to June 30, 2008. The initial contract period is expected to be from May 1, 2004 to June 30, 2005. The Responder must submit a proposal for all tests in the project. For a copy of the complete Request for Proposal, please contact:

Kathy Eiler  
Minnesota Department of Education  
1500 Highway 36 West

Roseville, Minnesota 55113-4567

**Phone:** (651) 582-8673

**Fax:** (651) 582-8874

[kathy.eiler@state.mn.us](mailto:kathy.eiler@state.mn.us)

**Proposals are due no later than 3:00 p.m. Feb 2, 2004.**

The 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.

Dated: December 15, 2003

## **Minnesota Historical Society and the St. Anthony Falls Heritage Board Notice of Request for Proposals for Evaluation and Revision of the 1990 Interpretive Plan, St. Anthony Falls Heritage Zone, Minneapolis Central Riverfront**

The Minnesota Historical Society is seeking proposals from qualified firms and/or individuals for consulting services to: evaluate the 1990 Interpretive Plan for the St. Anthony Falls Heritage Zone; and to lead the work to complete a revised, illustrated plan that will guide the future activities of the Board. Work on the project must be completed by November 15, 2004.

The Request for Proposals is available by calling or writing Mary Green Toussaint, Contracting & Purchasing Assistant, Minnesota Historical Society, 345 Kellogg Blvd. West, St. Paul, MN 55102. **Telephone** (651) 297-7007 or **e-mail** [mary.green-toussaint@mnhs.org](mailto:mary.green-toussaint@mnhs.org).

Bids must be received no later than 2:00 p.m., Local Time, January 21, 2004. No late bids will be accepted.

Dated: December 15, 2003

## **Department of Human Services**

### **Continuing Care Administration**

### **Request for Proposals to Create a Financial and Program Protocol and Tool to Audit County Agency Administration of the Elderly and Disability Home and Community Based Waiver Service Programs**

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Services (DHS) requires the services of responder(s) to develop a standardized and comprehensive auditing tool and protocol for assessing county agency administration of disability and aging Home and Community Based Services (HCBS) waiver programs to assure compliance with state and federal financial and program requirements. DHS will provide technical assistance to the contractor to identify applicable state and federal regulation and requirements. The audit tool and protocol will be used to help DHS improve accountability in the service delivery system to assure that program outcomes are met.

The audit process will not include measurement of consumer outcomes, but will coordinate with other DHS quality assurance efforts to measure and evaluate consumer outcomes and the quality of the service delivery system. DHS staff will conduct the audits both in the field and in office using a standardized and comprehensive audit tool and protocol. Staff will be trained in the use of the audit tool and protocol to assure competence and produce reliable results. DHS will use the information gathered in the audit process to take corrective action with individual county agencies and to identify trends across county administration of service delivery and to make continuous quality improvements in the HCBS waiver service delivery system overall.

The audit tool and protocol should result in:

- Documentation of county compliance with state and federal regulations, presence of county policies and procedures, and verification that county staff are knowledgeable about the regulations and policies and procedures, and that they put them into practice correctly
- Identification of gaps in county management practices, policies, or procedures that negatively impact cost-efficient and effective management and administration of the HCBS waiver programs and funding
- Data-based program and policy improvements for the State and county agencies to support HCBS waiver service program outcomes
- Determination of county need for technical assistance, training, or corrective action on program and financial management of support HCBS waiver service programs

# State Contracts

---

---

- Identification and sharing of best practices for county policies and procedures and county contracting

It is anticipated that work on this project will begin in **February 2004** and will be completed by **November, 2004**. The department has estimated that the cost of this contract should not exceed **\$50,000.00**.

This is a summary of the RFP; to have a full copy of the RFP mailed to you, or if you need the RFP in an alternative format, contact Marsha Nadeau at (651) 582-1915. An RFP does not create or imply an obligation of DHS to enter into a contract.

Organizations are responsible for all costs associated with the preparation, delivery and presentation of materials in response to this RFP. Organizations must not communicate with any DHS staff concerning this RFP, except as provided for in this document, as follows. Any questions, concerns, or communications regarding this RFP should be directed to:

Katherine Finlayson, Planning Director  
444 Lafayette Road North  
St. Paul, MN 55155-3872  
(651) 582-1794 **voice**  
711 TTY/Speech-to-Speech Relay  
(651) 582-1808 **Fax**  
[katherine.finlayson@state.mn.us](mailto:katherine.finlayson@state.mn.us)

All substantive questions concerning this RFP must be put in writing and received by Ms. Finlayson by **December 29, 2003**. Written responses will be furnished to respective responders no later than **January 5, 2004**. DHS reserves the right to share questions and answers with all prospective responders if DHS, in its sole discretion, deems such sharing will enhance the overall responses to this RFP.

To be considered, deadline for delivery of complete responses is **no later than 4:20 p.m. Central Daylight Time on** as indicated by a notation made by the Receptionist, Information Desk, 1st Floor, 444 Lafayette Road North, St. Paul, MN 55155-3872. Responses may be mailed, or hand delivered to the above address. ***There will be no exceptions for late proposals received after 4:20 p.m. on January 16, 2004.***

## Department of Natural Resources

### Request for Proposal for Marketing and Creative Services

**NOTICE IS HEREBY GIVEN** that the Department of Natural Resources, Division of Trails and Waterways is seeking proposals from qualified advertising/public relations agencies to provide an integrated marketing plan and creative services to the State of Minnesota. This contract will be for the contract period ending June 30, 2004, and may be renewed for up to two additional years.

Qualified vendors shall be considered who have:

- 1) A minimum of 10 years development, implementation, and support experience in advertising and/or public relations.
- 2) The ability to meet the complexities of state contract work.

This Request for Proposal (RFP) does not obligate the State to complete the proposed project and the State reserves the right to cancel this solicitation if it is considered to be in its best interest. All expenses incurred in responding to this notice are solely the responsibility of the responder.

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

Susan Balgie, Information Officer  
Department of Natural Resources  
Bureau of Information and Education  
**Phone:** (651) 282-6861  
**Fax:** (651) 296-0902  
**E-mail:** [susan.balgie@dnr.state.mn.us](mailto:susan.balgie@dnr.state.mn.us)

Deadline for proposals is 4:30 p.m. on January 14, 2004. No late proposals will be considered.

## Solid Waste Management Coordinating Board

### Notice of Request for Qualifications for Graphic Design Services

The Solid Waste Management Coordinating Board is seeking qualifications from interested graphic designers/firms to provide graphic design services for 2004 and 2005.

The Request for Qualifications is available by calling or writing Linda Gondringer, Solid Waste Management Coordinating Board, 477 Selby Avenue, St. Paul, Minnesota, 55102. **Phone:** (651) 222-7227. **Email:** [lgondringer@richardsonrichter.com](mailto:lgondringer@richardsonrichter.com). The Request

for Qualifications can also be downloaded at [www.swmcb.org](http://www.swmcb.org).

Responses must be received no later than 12:00 noon, Central Standard Time, Friday, January 9, 2004. The SWMCB reserves the right to reject late responses.

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

## Minnesota Supreme Court

### Summary of Request for Proposals (This page is NOT the actual RFP) Management of Day-to-Day Administration of No-Fault Arbitration Process

The Standing Committee for Minnesota No-Fault Arbitration is seeking a qualified organization to serve as administrator for the day-to-day operations of the Minnesota No-Fault Insurance Arbitration Program.

**Costs:** The cost of operating the administrative support for the Standing Committee and the No-Fault Arbitration Process will be financed solely from fees proposed, assessed, and collected by the successful applicant from persons or organizations using the services provided. This proposal does not obligate the State of Minnesota or the Standing Committee for Minnesota No-Fault Arbitration to spend the estimated dollar amount.

Submissions must meet all requirements of a Proposal as set out in the Request for Proposal (RFP). Incomplete proposals or proposals sent anywhere other than the address indicated in the RFP will not be considered.

This is a multi-year exclusive designation of an arbitration organization to manage the administration of the No-Fault Arbitration Process under *Minnesota Statutes and Rules* by the Standing Committee for Minnesota No-Fault Arbitration. Proposals must be postmarked no later than January 14, 2004 and if not sent by U.S. mail, must be received no later than noon on Monday, January 20, 2004. No electronic or facsimile submissions will be accepted.

You may view the entire RFP on the court website, <http://www.courts.state.mn.us> or request the complete RFP from Judy Rehak as follows. Questions about the RFP or the selection process *must* be in writing and directed to Judy Rehak, 140 Minnesota Judicial Center, 25 Rev. Dr. Martin Luther King, Jr. Blvd., St. Paul, MN 55155 or by e-mail at [judy.rehak@courts.state.mn.us](mailto:judy.rehak@courts.state.mn.us). Other court or Standing Committee personnel are not allowed to discuss the Request for Proposal with any one including responders before the proposal submission deadline.

## Department of Transportation

### Program Support Group

### Notice of Potential Availability of Contracting Opportunities for a Variety of Highway Related Technical Activities (the "Consultant Pre-Qualification Program")

This document is available in alternative formats for persons with disabilities by calling Robin Valento at (651) 284-3622 for persons who are hearing or speech impaired by calling the Minnesota Relay Service at (800) 627-3529.

Mn/DOT, working in conjunction with the Consultant Reform Committee, the Minnesota Consulting Engineers Council, and the Department of Administration, has developed the Consultant Pre-qualification Program as a new method of consultant selection. The ultimate goal of the Pre-Qualification Program is to streamline the process of contracting for highway related professional/technical services. Mn/DOT anticipates that most consultant contracts for highway-related technical activities will be awarded using this method, however, Mn/DOT also reserves the right to use RFP or other selection processes for particular projects. Nothing in this solicitation requires Mn/DOT to complete or use the Consultant Pre-qualification Program.

Mn/DOT is currently requesting applications from consultants. Refer to Mn/DOT's Consultant Services web site, indicated below, to see which highway related professional/technical services are available at this time. Following the advertisement of a particular category of services, applications will be accepted on a continual basis.

All expenses incurred in responding to this notice will be borne by the responder. Response to this notice becomes public information under the Minnesota Government Data Practices.

Consultant Pre-Qualification Program information, application requirements and application forms are available on Mn/DOT's web site at <http://www.dot.state.mn.us/consult>

Send completed application material to:

Robin Valento  
Pre-Qualification Administrator  
Minnesota Department of Transportation  
Consultant Services

# State Contracts

---

---

395 John Ireland Boulevard, Seventh Floor North, Mail Stop 680  
St. Paul, MN 55155

Note: DUE DATE: APPLICATION MATERIAL WILL BE ACCEPTED ON A CONTINUAL BASIS.

## Department of Transportation

### Engineering Services Division

#### 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 editor for further details.

## City of Norwood Young America

### Notice of Request for Proposals (RFP) for Engineering Services for Tacoma Avenue / Railroad Street Reconstruction

**NOTICE IS HEREBY GIVEN** that the City of Norwood Young America requests proposals to provide Engineering Services for improvements along Railroad Street and Tacoma Avenue in Norwood Young America, Minnesota. The project involves the reconstruction and realignment of approximately 1100 feet of Railroad Street and the reconstruction of approximately 400 feet of Tacoma Avenue. The project will include, but not be limited to, the preparation of the Final Design Plan & Specifications, Environmental Documentation, Right-of-Way Parcel Sketches, Wetland Mitigation Plan, Utility Coordination, and Project Management. The anticipated schedule for this project is as follows:

<b>Issue Request for Proposals:</b>	<b>December 8, 2003</b>
<b>Proposals Due:</b>	<b>January 6, 2004</b>
<b>Award Contract:</b>	<b>January 13, 2004</b>

All firms interested in being considered for this project and desiring to receive an RFP package free of charge are invited to submit a written request for the RFP to:

Kreg Schmidt  
Bolten & Menk, Inc.  
1107 Hazeltine Blvd, MD 52  
Chaska, MN 55318  
**Phone No.:** (952) 448-8838  
**Fax No.:** (952) 448-8805  
[kregsc@bolton-menk.com](mailto:kregsc@bolton-menk.com)

**NOTE:** The RFP is not available electronic form.

## Metropolitan Council

### Notice of Request for Proposals (RFP) for Professional Property Management Services

The Council currently owns and operates 135 scattered site public housing units through its Family Affordable Housing Program, with the goal of owning a total of 150 units by the end of 2003. The remaining units will come on-line by mid 2004. The units consist of 2-5 bedroom single family homes and townhomes scattered throughout eleven suburban cities in Anoka, Hennepin and



---

---

# Non-State Contracts & Grants

Ramsey counties.

The Council is soliciting Request for Proposals for professional Property Management Services. The Council will retain one management company to manage the entire portfolio. Initial contract term will be one year with options to renew for additional years.

The anticipated RFP schedule is:

<i>Issue Request for Proposals</i>	<b>December 15, 2003</b>
<i>Proposals Due</i>	<b>January 26, 2004, 2:00 p.m. CST</b>
<i>Interviews, if required</i>	<b>February 2, 2004</b>
<i>Final Selection</i>	<b>February 15, 2004</b>
<i>Expected Contract Start Date</i>	<b>April 1, 2004</b>

Written requests for an RFP package requests may be submitted via e-mail, fax, mail or phone 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  
**E-mail:** [sunnyjo.emerson@metc.state.mn.us](mailto:sunnyjo.emerson@metc.state.mn.us)

## University of Minnesota

### Advertisement for Bids for Asbestos Abatement - Building 005, Nicholson Hall Renovation Project No. 005-01-1550, Minneapolis Campus, Minneapolis, Minnesota

Work performed under this contract will include the removal of asbestos-containing materials and other hazardous materials prior to renovation.

The Work shall be completed within 45 calendar days after start of work.

Pre-bid access to the work site is limited to specific times and dates. A **mandatory** pre-bid tour of the work site is scheduled for 9:30 a.m., January 6, 2004. Interested parties are to meet in the lobby of Nicholson Hall located at 216 Pillsbury Drive Southeast, Minneapolis, Minnesota 55455. **Contractors shall bring a respirator and disposable coveralls to view the contaminated crawlspaces.** Contact Dave Klaustermeier, e-mail [klaus003@tc.umn.edu](mailto:klaus003@tc.umn.edu) phone (612) 624-6027 **AND** Chip Foster, e-mail [fosterc@facm.umn.edu](mailto:fosterc@facm.umn.edu) phone (612) 626-8757 if you are interested in attending.

Last day for questions is Noon, January 15, 2004. Please submit questions in writing to Chip Foster at [fosterc@facm.umn.edu](mailto:fosterc@facm.umn.edu) and Dave Klaustermeier at [klaus003@tc.umn.edu](mailto:klaus003@tc.umn.edu).

Prime contract bidding will close 2:00 p.m., local time, Thursday, January 22, 2004.

Sealed bids will be received by the Regents of the University of Minnesota at Facilities Management Purchasing Services, 400 Donhowe Building, 319 - 15th Avenue SE, Minneapolis, Minnesota 55455, until the stated times, when they will be publicly opened and read aloud.

Bidding Documents will be distributed at the mandatory walkthrough.

Direct communications regarding this project to the Facilities Management Asbestos Project Manager, **Dave Klaustermeier**, e-mail: [klaus003@tc.umn.edu](mailto:klaus003@tc.umn.edu), phone (612) 624-6027.

Each prime and subcontract bid shall be accompanied by a bid security of 5% of the maximum amount of the bid in the form of a Surety Bond, certified check, cashier's check.

The successful prime contract bidder shall furnish Performance and Payment Bonds in the full amount of the contract.

The University reserves the right to reject any and all bids, accept any bid, waive informalities in bids submitted, and waive minor discrepancies in bidding procedures, as it deems to be in its best interest.

The University of Minnesota complies with Equal Opportunity and Affirmative Action Policies for contractors and suppliers.

Bid result information may be obtained via fax by faxing a request to (612) 624-5796.

REGENTS OF THE UNIVERSITY OF MINNESOTA

Chip Foster

Facilities Management Principal Buyer

# Non-State Contracts & Grants

---

---

## University of Minnesota

### Advertisement for Bids for Asbestos Abatement - Gay Hall, Pine Hall, Spooner Hall - Sprinkler Projects

#### Morris Campus, Morris, Minnesota

Work performed under this contract will include the removal of asbestos-containing materials prior to sprinkler installation.

The Work shall be completed within 32 calendar days after start of work.

Pre-bid access to the work site is limited to specific times and dates. A **mandatory** pre-bid tour of the work site is scheduled for 10:30 a.m., December 22, 2003. Interested parties are to meet in the lobby of Gay Hall located on University of Minnesota, Morris Campus, Morris, Minnesota. Contact Sean Gabor, e-mail [gabors@facm.umn.edu](mailto:gabors@facm.umn.edu) phone (612) 625-7547 **AND** Chip Foster, e-mail [fosterc@facm.umn.edu](mailto:fosterc@facm.umn.edu) phone (612) 626-8757 if you are interested in attending.

Last day for questions is Noon, January 8, 2004. Please submit questions in writing to Chip Foster at [fosterc@facm.umn.edu](mailto:fosterc@facm.umn.edu) or Sean Gabors at [gabors@facm.umn.edu](mailto:gabors@facm.umn.edu).

Prime contract bidding will close 2:00 p.m., local time, Thursday, January 15, 2004.

Sealed bids will be received by the Regents of the University of Minnesota at Facilities Management Purchasing Services, 400 Donhowe Building, 319 - 15th Avenue SE, Minneapolis, Minnesota 55455, until the stated times, when they will be publicly opened and read aloud.

Bidding Documents will be distributed at the mandatory pre-bid tour.

Direct communications regarding this project to the Facilities Management - Hazardous Material Program Manager, **Sean Gabor**, e-mail: [gabors@facm.umn.edu](mailto:gabors@facm.umn.edu), phone (612) 625-7547.

Each prime and subcontract bid shall be accompanied by a bid security of 5% of the maximum amount of the bid in the form of a Surety Bond, certified check, cashier's check.

The successful prime contract bidder shall furnish Performance and Payment Bonds in the full amount of the contract.

The University reserves the right to reject any and all bids, accept any bid, waive informalities in bids submitted, and waive minor discrepancies in bidding procedures, as it deems to be in its best interest.

The University of Minnesota complies with Equal Opportunity and Affirmative Action Policies for contractors and suppliers.

Bid result information may be obtained via fax by faxing a request to (612) 624-5796.

REGENTS OF THE UNIVERSITY OF MINNESOTA

Chip Foster

Facilities Management Principal Buyer

## University of Minnesota

### Advertisement for Bids for Asbestos Abatement - Independence Hall Windows, Camden Hall Tunnel, HFA Cooling Tower

#### Morris Campus, Morris, Minnesota

Work performed under this contract will include the removal of asbestos-containing materials prior to renovation work.

The Work shall be completed within 32 calendar days after start of work.

Pre-bid access to the work site is limited to specific times and dates. A **mandatory** pre-bid tour of the work site is scheduled for 1:00 p.m., December 22, 2003. Interested parties are to meet in the lobby of Independence Hall located on University of Minnesota, Morris Campus, Morris, Minnesota. Contact Sean Gabor, e-mail [gabors@facm.umn.edu](mailto:gabors@facm.umn.edu) phone (612) 625-7547 **AND** Chip Foster, e-mail [fosterc@facm.umn.edu](mailto:fosterc@facm.umn.edu) phone (612) 626-8757 if you are interested in attending.

Last day for questions is Noon, January 8, 2004. Please submit questions in writing to Chip Foster at [fosterc@facm.umn.edu](mailto:fosterc@facm.umn.edu) or Sean Gabors at [gabors@facm.umn.edu](mailto:gabors@facm.umn.edu).

Prime contract bidding will close 2:00 p.m., local time, Thursday, January 15, 2004.

Sealed bids will be received by the Regents of the University of Minnesota at Facilities Management Purchasing Services, 400 Donhowe Building, 319 - 15th Avenue SE, Minneapolis, Minnesota 55455, until the stated times, when they will be publicly opened and read aloud.

Bidding Documents will be distributed at the mandatory pre-bid tour.

---

---

## Non-State Contracts & Grants

Direct communications regarding this project to the Facilities Management - Hazardous Material Program Manager, **Sean Gabor**, e-mail: [gabors@facm.umn.edu](mailto:gabors@facm.umn.edu), phone (612) 625-7547.

Each prime and subcontract bid shall be accompanied by a bid security of 5% of the maximum amount of the bid in the form of a Surety Bond, certified check, cashier's check.

The successful prime contract bidder shall furnish Performance and Payment Bonds in the full amount of the contract.

The University reserves the right to reject any and all bids, accept any bid, waive informalities in bids submitted, and waive minor discrepancies in bidding procedures, as it deems to be in its best interest.

The University of Minnesota complies with Equal Opportunity and Affirmative Action Policies for contractors and suppliers.

Bid result information may be obtained via fax by faxing a request to (612) 624-5796.

REGENTS OF THE UNIVERSITY OF MINNESOTA

Chip Foster

Facilities Management Principal Buyer

### University of Minnesota

#### Advertisement for Bids for Asbestos Abatement - Social Science Building Renovation

##### Project No. 725-01-1464, Morris Campus, Morris, Minnesota

Work performed under this contract will include the removal of asbestos-containing materials and other hazardous materials prior to renovation of the Building.

The Work shall be completed within 34 calendar days after start of work.

Pre-bid access to the work site is limited to specific times and dates. A **mandatory** pre-bid tour of the work site is scheduled for 9:30 a.m., December 22, 2003. Interested parties are to meet in the South Door of the Social Science Building located on University of Minnesota, Morris Campus, Morris, Minnesota. Contact Sean Gabor, e-mail [gabors@facm.umn.edu](mailto:gabors@facm.umn.edu) phone (612) 625-7547 **AND** Chip Foster, e-mail [fosterc@facm.umn.edu](mailto:fosterc@facm.umn.edu) phone (612) 626-8757 if you are interested in attending.

Last day for questions is Noon, January 8, 2004. Please submit questions in writing to Chip Foster at [fosterc@facm.umn.edu](mailto:fosterc@facm.umn.edu) or Sean Gabors at [gabors@facm.umn.edu](mailto:gabors@facm.umn.edu).

Prime contract bidding will close 2:00 p.m., local time, Thursday, January 15, 2004.

Sealed bids will be received by the Regents of the University of Minnesota at Facilities Management Purchasing Services, 400 Donhowe Building, 319 - 15th Avenue SE, Minneapolis, Minnesota 55455, until the stated times, when they will be publicly opened and read aloud.

Bidding Documents will be distributed at the mandatory pre-bid tour.

Direct communications regarding this project to the Facilities Management - Hazardous Material Program Manager, **Sean Gabor**, e-mail: [gabors@facm.umn.edu](mailto:gabors@facm.umn.edu), phone (612) 625-7547.

Each prime and subcontract bid shall be accompanied by a bid security of 5% of the maximum amount of the bid in the form of a Surety Bond, certified check, cashier's check.

The successful prime contract bidder shall furnish Performance and Payment Bonds in the full amount of the contract.

The University reserves the right to reject any and all bids, accept any bid, waive informalities in bids submitted, and waive minor discrepancies in bidding procedures, as it deems to be in its best interest.

The University of Minnesota complies with Equal Opportunity and Affirmative Action Policies for contractors and suppliers.

Bid result information may be obtained via fax by faxing a request to (612) 624-5796.

REGENTS OF THE UNIVERSITY OF MINNESOTA

Chip Foster

Facilities Management Principal Buyer

### 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](http://bidinfo.umn.edu) or call the BIS Coordinator at

# Non-State Contracts & Grants

---

---

(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 the Purchasing Services lobby, Suite 560, 1300 S. 2nd Street, Mpls., MN 55454.

## Washington County Regional Railroad Authority

### Request for Proposals for Study of Red Rock Corridor

The Washington County Regional Railroad Authority is soliciting proposals for the completion of an Alternatives Analysis-Scoping Study for the Red Rock Corridor. The Corridor originates in Hastings, travels through St. Paul, terminating in Minneapolis, Minnesota. The Corridor includes Dakota, Washington, Ramsey, and Hennepin Counties and is federally authorized. All work is to be conducted in a manner to meet federal requirements.

The purpose of this study is to identify and evaluate alternatives that will address the transportation needs of the Corridor.

This study is not-to-exceed \$650,000 with a projected timeframe of 12 months. This RFP does not obligate the WCRRA to award a contract.

The schedule for this process is:

**RFP Issue**

**November 24, 2003**

**RFP Due**

**January 9, 2004, noon CST**

For more information contact:

Michael Rogers, Transportation Planner

(651) 430-4338 / [michael.rogers@co.washington.mn.us](mailto:michael.rogers@co.washington.mn.us)

or visit <http://www.co.ramsey.mn.us/rail/index.asp> to download a copy of the RFP

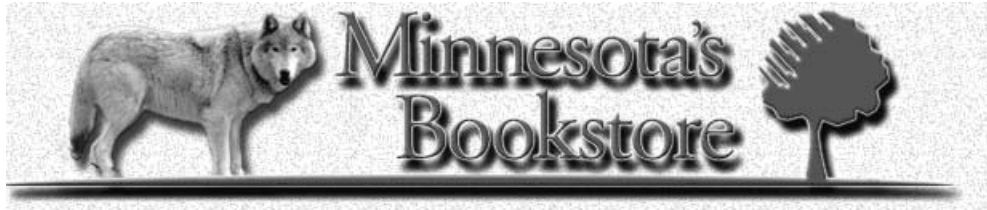
## Minnesota Workers' Compensation Assigned Risk Plan

### Notice of Request for Proposals ("RFP") for General Administrative and Managed Care Services to be Provided to the Minnesota Workers' Compensation Assigned Risk Plan ("Plan")

**NOTICE IS HEREBY GIVEN** that the Plan is seeing proposals in two formats: 1) Proposals for general administrative services only; and 2) Proposals for general administrative and managed care services submitted by two partnered entities. An entity may participate in more than one proposal. For example, general administrative vendors may submit a proposal under category 1) above and also submit one or more proposals under category 2) above. Managed care entities may partner with more than one general administrative vendor and submit multiple proposals under category 2) above.

General administrative services include but are not limited to: policy issuance and premium collection services; claims administration; premium audit services; and loss control services. Managed care services include but are not limited to: medical management, some aspects of claims administration, and disability management.

Interested parties may obtain the RFP by written request to Mark R. Sheehan, Plan Administrator, Minnesota Workers' Compensation Assigned Risk Plan, 4500 Park Glen Road, Suite 410, Minneapolis, MN 55416. Written requests will also be accepted by **fax** at (952) 922-5423 or **email**: [msheehan@mwcarp.org](mailto:msheehan@mwcarp.org). Interested parties may request the RFP be available for pick up at the Plan Administrator's Office, sent via first class mail, or sent via email. If the delivery method is not specified in the request, the RFP will be sent via first class mail. Responses to the RFP will be due by 4:00 p.m. on Tuesday, February 10th, 2004.



76

**-- Minnesota --  
National Wetlands  
Inventory Maps  
Index**



**Minnesota's Bookstore / 117 University Ave.  
St. Paul, MN 55155**

**Minnesota's  
Bookstore** 

**DNR Lake Depth Maps**

Standard Bond Paper \$5 each  
Teslin (waterproof, tear-resistant fiber) \$7 each

With very few exceptions, all lake depth maps listed are available on your choice of waterproof fiber or paper. Due to size, a few maps are not available on waterproof (teslin) fiber. These lakes are noted with a ♦ next to the stock number.

Note: If your lake is one of several of the same name in one county, give range and township number if known, or the name of the nearest town.

TO ORDER: Use the enclosed order form or call Minnesota's Bookstore toll-free at 1-800-657-3757 or in the metro area (651) 297-3000. Prepayment is required. Printed lake maps are not returnable, so please be sure you receive the correct lake map by including the following information with your order:

- \* Name of lake
- \* County
- \* Stock number
- \* Specify either teslin or bond paper
- \* OPTIONAL - request mailing tube \$1 in space provided on order blank. Your map order will be folded for mailing unless requested otherwise.

Minnesota's Bookstore also has a large selection of river maps, special lake maps and map sets. For more information, visit our website at [www.minnesotasbookstore.com](http://www.minnesotasbookstore.com) or call for a free brochure.

