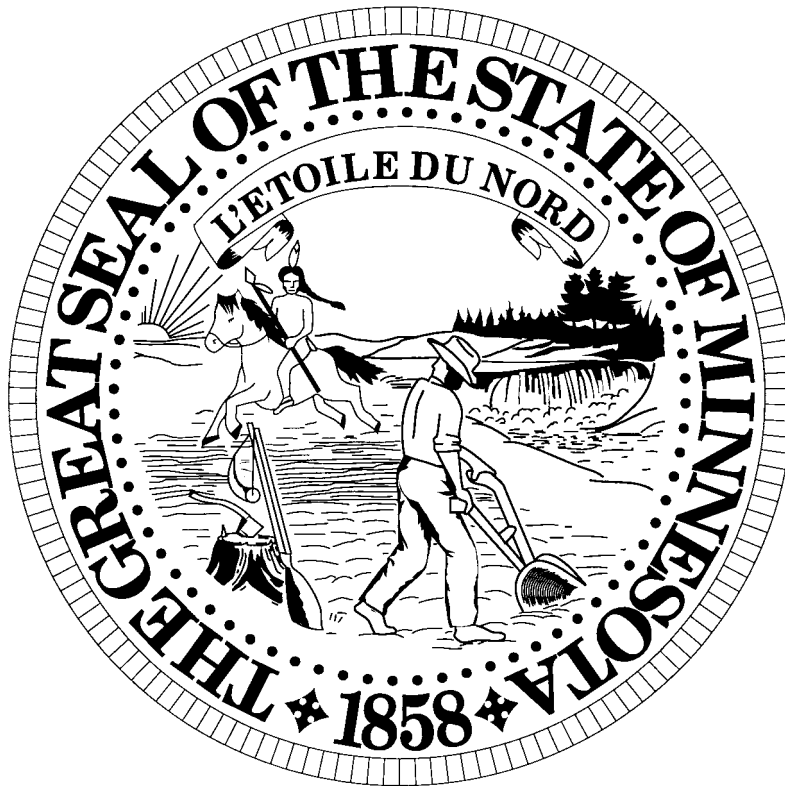


State of Minnesota

State Register

Rules and Official Notices Edition



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Department of Administration – Communications Media Division

Monday 1 March 2004

Volume 28, Number 35

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State Register

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

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

- proposed, adopted, exempt, expedited emergency and withdrawn rules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

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- **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
#35	Monday 1 March	Noon Tuesday 24 February	Noon Wednesday 18 February
#36	Monday 8 March	Noon Tuesday 2 March	Noon Wednesday 25 February
#37	Monday 15 March	Noon Tuesday 9 March	Noon Wednesday 3 March
#38	Monday 22 March	Noon Tuesday 16 March	Noon Wednesday 10 March

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Carol L. Molnau, Lt. Governor (651) 296-3391	Patricia Awada, State Auditor (651) 297-3670	
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Legislative Information

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

House Information Office (651) 296-2146: State Office Building, Room 175,
Rev. Dr. Martin Luther King Jr Blvd., St. Paul, MN 55155
Website: 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

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

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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

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.

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Commissioner's Orders

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

Department of Transportation

Order No. 87648: Amended Order and Notice of Street And Highway Routes Designated and Permitted to Carry the Gross Weights Allowed under *Minnesota Statutes* § 169.825

WHEREAS, the Commissioner of Transportation has made his Order No. 80000, dated March 10, 1994, which order has been amended by Orders No's. 80212, 80246, 80580, 80861, 80881, 81000, 81092, 81371, 81511, 81557, 81641, 82955, 83138, 83536, 83616, 83720, 84056, 84222, 84232, 84256, 84353, 84354, 84439, 84532, 84902, 85225, 85246, 85668, 85784, 85922, 85932, 86170, 86468, 86931, 87349, 87429, and 87571 designating and permitting certain street and highway routes, or segments of those routes, to carry the gross weights allowed under *Minnesota Statutes* § 169.825, and

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

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

COUNTY ROADS

LAKE COUNTY

- C.S.A.H. 2 BETWEEN JUNCTION C.S.A.H. 12 AND SOUTH JUNCTION C.S.A.H. 15 (SEASONALLY RESTRICTED)
- C.S.A.H. 2 BETWEEN SOUTH JUNCTION C.S.A.H. 15 AND NORTH JUNCTION C.S.A.H. 15 (12 MONTH)
- C.S.A.H. 2 BETWEEN NORTH JUNCTION C.S.A.H. 15 AND JUNCTION T.H. MN 1 (SEASONALLY RESTRICTED)
- C.S.A.H. 4 BETWEEN C.S.A.H. 15 AND C.S.A.H. 5 (12 MONTH)
- C.S.A.H. 5 BETWEEN C.S.A.H. 4 AND STATE T.H. MN61 IN SILVER BAY (12 MONTH)
- C.S.A.H. 15 BETWEEN THE ST LOUIS COUNTY LINE AND C.S.A.H. 4 (12 MONTH)
- C.S.A.H. 402 BETWEEN C.S.A.H. 15 AND T.H. MN1 NEAR FINLAND (SEASONALLY RESTRICTED).

Dated this 17th day of February, 2004

Carol Molnau
Lt. Governor/Commissioner

Official Notices

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

Minnesota Comprehensive Health Association

Notice of Meeting of the Board of Directors

NOTICE IS HEREBY GIVEN that a meeting of the Minnesota Comprehensive Health Association's (MCHA) Board of Directors will be held at 9:00 a.m. on Friday, March 12, 2004, at the MCHA Executive Office, 5775 Wayzata Blvd., Suite 910, St. Louis Park, MN.

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

Official Notices

Minnesota Department of Health

Division of Infectious Disease Epidemiology, Prevention and Control

REQUEST FOR COMMENTS on Possible Amendments to Rules Governing Communicable Disease Reporting

Minnesota Rules, Chapter 4605

Subject of Rules. The Minnesota Department of Health (MDH) requests comments on its possible amendments to rules governing communicable disease reporting. This rulemaking process will update Minnesota's Communicable Disease Reporting Rules to reflect today's new scientific methods and address issues surrounding new and emerging communicable diseases. The Department is considering rule amendments that will do the following:

- Adding the following diseases to the reportable disease rule, part 4605.7040:
 - Anaplasmosis
 - Arboviral Disease
 - Coccidioidomycosis
 - Cyclosporiasis
 - *Enterobacter sakazakii* in infants under one year of age
 - Neonatal sepsis (less than seven days after birth)
 - Orthopox Virus
 - Severe Acute Respiratory Syndrome (SARS)
 - Smallpox (variola)
 - *Staphylococcus aureus* (including only, Vancomycin-intermediate *Staphylococcus aureus* - [VISA], Vancomycin-resistant *Staphylococcus aureus* [VRSA], and deaths or critical illness due to community-acquired *Staphylococcus aureus*)
 - Methicillin-resistant *Staphylococcus aureus* (MRSA) (sentinel surveillance)
 - Transmissible Spongiform Encephalopathy
 - Varicella zoster disease (unusual case incidence, critical or laboratory confirmed primary cases and unusual case incidence or critical recurrent [shingles] cases)
 - Varicella zoster disease (all other) (sentinel surveillance)
 - *Vibrio* sp.
- Including a “deceased person” in the definition of a “Case, Carrier, and Suspected Case.”
- Requiring mandated reporters and medical laboratories to submit “clinical materials” rather than “isolates” to the MDH Public Health Laboratory. Clinical materials are defined as “clinical isolates, or if an isolate is not available, (in the order of preference that follows), a patient specimen, nucleic acids, or other laboratory materials containing the infectious agent for which submission of material is required.” Medical laboratories are increasingly using new rapid diagnostic tests that do not result in isolation of an organism. If the laboratory does not isolate an organism, material containing the viable infectious agent is still necessary in order for MDH to conduct molecular subtyping and other tests. These materials are the basis of MDH disease monitoring and investigation.
- Removing certain reportable diseases from immediate reporting. The following diseases will now be required to be reported within one-working day. These include: Chancroid, Mumps, Pertussis (*Bordetella pertussis*), and Syphilis (*Treponema pallidum*).
- Requiring certain currently reportable diseases to be immediately reported to MDH. These include: Brucellosis, Diphtheria, Hemolytic uremic syndrome, *Neisseria meningitidis*, Plague, Q fever, Rubella and Congenital Rubella Syndrome, and Tularemia. (Currently, these diseases are reportable within one-working day.)
- Requiring submission of clinical materials for diseases that are already reportable. They are Anthrax, Cryptosporidiosis, Human Immunodeficiency Virus (HIV) infection including Acquired Immunodeficiency Syndrome (AIDS), Influenza (unusual case incidence, laboratory confirmed cases), Legionellosis, Measles, Poliomyelitis. (Currently, MDH does not require submission of isolates for these reportable diseases.)
- Adding that the Commissioner of Health can request clinical materials from animals from veterinarians and veterinary medical laboratories.
- Requiring medical laboratories that send clinical materials for testing to other laboratories (either in or out-of-state) to be

responsible for ensuring that laboratory results are reported and clinical material, as required under this rule, are submitted to MDH.

- Requiring a physician or other health care facility that sends clinic materials out-of-state for testing to be responsible for ensuring that laboratory results are reported and clinical materials, as required under this rule, are submitted to MDH.
- Adding a provision that allows the Commissioner of Health to select certain diseases for sentinel surveillance under specific criteria.
- Adding to the rule requiring reporting of cases and suspected cases that indicate unusual case incidence a requirement that such cases be reported where they may indicate emerging drug resistance.
- Adding a requirement to report "unexplained critical illness" that may be caused by an infectious agent under unusual case incidence reporting. (Current rule only requires reporting of unexplained death by an infectious agent.)
- Adding the following information to the disease report that is filed with MDH:
 - 1) vaccination history for a disease reported, and
 - 2) pregnancy status and expected date of delivery when the infection can be transmitted during pregnancy or delivery.
- Adding two revisions that give the Commissioner of Health the following authority:
 - 1) requiring reporting of previously controlled or eradicated diseases, and
 - 2) requiring submission of clinical specimens for diseases already in the rule if the Commissioner determines the submission is necessary to protect the public's health.
- Clarifying reporting requirements for Tuberculosis (TB).
- Clarifying that disease investigation can include evaluating contacts of cases.
- Adding Human immunodeficiency virus infection (HIV) to the list of sexually transmitted diseases for which health care providers must educate patients on preventing transmission. In addition, adding a provision that requires health care providers to tell patients with certain listed sexually transmitted diseases of the need to have all relevant contacts tested. (Current rule only requires giving information on treatment.)
- For a detailed description of all the changes, you may request a copy of the draft rule. See Agency Contact Person Information below.

Persons Affected. The amendments to the rules would likely affect the following persons: health care providers, medical laboratories, medical examiners, hospitals, nursing homes, schools, child care facilities, and the general Minnesota public.

Statutory Authority. *Minnesota Statutes*, section 144.12 subd. 1 authorizes the

Commissioner of Health to adopt reasonable rules pursuant to chapter 14 for the preservation of the public health.

Public Comment. Interested persons or groups may submit comments or information on these possible rules in writing or orally until 4:30 p.m. on May 10, 2004. The Department has appointed an Advisory Committee to comment on the possible rules.

Rules Drafts. The Department has prepared a draft of the possible rules amendments.

Agency Contact Person. Written comments or questions, and requests to receive a draft of the rules, and requests for more information on these possible rules should be directed to Patricia Segal Freeman, P.O. Box 9441, Minneapolis, MN 55440, **Phone:** (612) 676-5414, 1-800-657-3970, **FAX** (612) 676-5689 and *Commrule@health.state.mn.us*. TTY users may call MDH at (651) 215-8980. The Department has also set up a website where you can get information on the rule and Advisory Committee meetings at <http://www.health.state.mn.us/divs/idepc/dtopics/reportable/#rule>.

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

NOTE: Comments received in response to this notice will not necessarily be included in the formal rulemaking record submitted to the Administrative Law Judge when a proceeding to adopt rules is initiated. The Department is required to submit to the judge only those written comments received in response to the rules after they are formally proposed. If you submitted comments during the development of the rules and you want to ensure that the Administrative Law Judge reviews the comments, you should resubmit the comments after the rules are formally proposed.

Dated: February 23, 2004

Dianne M. Mandernach, Commissioner
Minnesota Department of Health

Official Notices

Minnesota Higher Education Facilities Authority

Notice of Public Hearing on Revenue Obligations on Behalf of Bethel College and Seminary

NOTICE IS HEREBY GIVEN that a public hearing will be held by the Minnesota Higher Education Facilities Authority (the "Authority") with respect to the proposal to issue revenue bonds or other obligations on behalf of Bethel College and Seminary (the "College"), as owner and operator of Bethel College, at the Authority's offices at 380 Jackson Street, Suite 450, St. Paul, Minnesota on Wednesday, March 17, 2004 at 2:00 p.m. Under the proposal, the Authority would issue its revenue bonds or other obligations in the maximum principal amount of \$14,500,000 to finance a portion of the costs of acquisition, construction, furnishing and equipping of a student housing facility with approximately 288 beds in approximately 48 suites, including appurtenant site improvements (the "Project") and all owned and operated by the College and located on its main campus, the principal street address of which is 3900 Bethel Drive, St. Paul, Minnesota.

At said time and place the Authority shall give all parties who appear or have submitted written comments an opportunity to express their views with respect to the proposal to undertake and finance the Project.

Dated: March 1, 2004

By Order of the
Minnesota Higher Education Facilities Authority
Marianne Remedios
Executive Director

Department of Labor and Industry

Labor Standards Unit

Notice of Correction to Commercial Prevailing Wage Rates

A **correction** has been made to the Commercial Prevailing Wage Rates certified 12/29/03, for **Labor Code 407**, Electricians, in **Big Stone** and **Traverse** counties.

Copies with the correction of the certified wage rates for these Counties 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. 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 Labor and Industry

Labor Standards Unit

Notice of Correction to Highway-Heavy Prevailing Wage Rates

A **correction** has been made to the Highway/Heavy Prevailing Wage Rates certified 10/06/03, for **Labor Code 404**, **Carpenters**, in Region 6.

Copies with the correction of the certified wage rates for these Counties 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. 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

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.

Bureau of Mediation Services

Applications Accepted for Funding Under the Minnesota Area Labor-Management Committee Program for Fiscal Year 2005 Grants

The Bureau of Mediation Services is now accepting applications for funding of new or existing Area Labor-Management Committee programs pursuant to *Minnesota Statutes* § 179.81-.85 and Bureau of Mediation Services Rules, Chapter 5520.

The purpose of the program is to improve labor-management relations and enhance economic development in a geographic area of the state or within a specific industry through labor management cooperation.

Grants will be based on each applicant's financial need and the ability to demonstrate program goals, objectives and work plans which address specific outcomes. The applicant may address all or a combination of the following points:

1. Increase participation in the labor-management cooperative process.
2. Increase shared decision making between labor and management.
3. Enhance the level of knowledge regarding issues that affect the workplace.
4. Enhance the economic development climate in the area or a specific industry.
5. Maintain or enhance the number of specialized joint labor-management programs designed to increase the efficiency of services to the area or an industry.
6. Other evidence of positive labor-management program results attained through joint cooperative methods.

Persons interested in applying for such funds may secure an application form and program policies by requesting them from:

John Kuderka
Bureau of Mediation Services
1380 Energy Lane, Suite Two
St. Paul, Minnesota 55108-5253
(651) 649-5435
E-mail: john.kuderka@state.mn.us

Applications for funding for fiscal year 2005 must be postmarked or received by April 15, 2004.

James A. Cunningham, Jr.
Commissioner

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 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.

Administration Department

Communications Media Division

CORRECTION and Subscriptions

A CORRECTION: Please note that due to an error, our Web site has mistakenly presented the *State Register* with LINKS and other access aids, including those for Contracts and Grants, and the Index. We are sorry for this error. These special features are

State Contracts

meant only for subscribers to the E-mail *State Register*. They will no longer be available to viewers of the *State Register* on-line.

Printed (hard) copies to the *State Register* will NO LONGER be available after Vol. 28, #52. Only subscriptions via E-mail are available, beginning with Volume 29, #1 - July 6, 2004. Have the *State Register* E-MAILED to you the afternoon it is published, on Friday.

With an E-mail subscription, you will receive THREE EXTRAS free-of-charge:

#1 - CONTRACTS & GRANTS - contracts, grants and loans, and non-state contracts.

#2 - INDEX - growing with each issue of current volume for information you need.

#3 - LINKS are provided in the above for fast reference and to save you time and effort.

Subscriptions are \$180 for an entire year (less than \$3.50 per issue), \$80 LESS than the cover price. 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. E-mail: jessie.rahmeyer@state.mn.us for more information.

Minnesota State Colleges and Universities

Minneapolis Community & Technical College

Notice of Intent to Solicit Bids for the Printing of the College's 2004-2005 Course Catalog

Description:

Catalog will be approximately 220 pages plus cover with a page size of 8-1/2" x 11". The cover will print 4/1 (plus satin varnish one side) with full bleeds on outside front & back. Inside cover and text print black throughout. 200 copies will be spiral bound and the remainder perfect bound. Bids are requested for page counts ranging from 190-236 pages plus cover in quantities of 10,000 / 15,000 / 20,000 (refer to bid specifications for more detail).

Estimated Print Schedule:

Job to printer - 3/18/04

Delivery date - 4/1/04

Deadline for Bids: Monday March 15, 2004 - 1:00pm CST

Direct Inquiries to:

Michael Noble-Olson / Purchasing Manager
Minneapolis Community & Technical College
1501 Hennepin Avenue
Minneapolis, MN 55403
(612) 659-6866
michael.noble-olson@minneapolis.edu

Minnesota State Colleges and Universities

Winona State University

Request for Sealed Proposals for Media Equipment and Installation

NOTICE IS HEREBY GIVEN that Winona State University will receive sealed proposals for media equipment and installation for their New Science Building. Equipment ranges from LCD projectors, plasma screens, to media control equipment. Proposal specifications will be available March 1, 2004 from Winona State University Purchasing Department, PO Box 5838, 205 Somsen Hall, Winona, MN 55987 or by calling (507) 457-5419.

There will be an interested vendor meeting on March 8, 2004 at 1:00 p.m. in Somsen 111. Sealed proposals 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., March 19, 2004.

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

Department of Commerce

Notice of Availability of Contract for Engineering and Cost Evaluation of a Proposal by Qwest to Provide Telephone Service to Residents of Qwest's Tofte Exchange

The Minnesota Department of Commerce is requesting proposals to provide assistance to the Department in evaluating the technology proposed, network design and costs for the provision of telephone service to unserved portions of the Qwest Tofte Exchange, near Lutsen, Minnesota.

Work is proposed to start after April 1, 2004.

A complete Request for Proposals (RFP) will be available by mail from this office until March 22, 2004. After March 22, 2004, the Request for Proposal must be picked up in person.

The RFP can be obtained from:

Mr. John Grinager
Public Utility Rates Analyst
Minnesota Department of Commerce
85 7th Place East-Suite 500
St. Paul, Minnesota 55101-2145
Tel: (651) 296-7530
e-mail: john.grinager@state.mn.us

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than 3:30 p.m. Central Daylight Time, March 29, 2004. **Late proposals will not be considered.** Fax or e-mailed proposals will **NOT** be considered.

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 Education

Office of Special Education Policy

Notice of Request for Proposals for the Development of a Statewide Public Awareness Campaign about the Importance of Early Childhood Intervention Services and How to Access Services

The Minnesota Department of Education, Office of Special Education Policy is soliciting proposals from qualified parties for the development and implementation of a culturally appropriate, public awareness campaign designed to inform 1) parents and other primary caregivers from diverse groups about the importance of early childhood intervention for children from birth to kindergarten entrance with a concerted focus on children birth through age two, and 2) all primary referral sources about the process for accessing early childhood intervention services throughout Minnesota.

The Department of Education has estimated this project should not exceed \$130,000.

The anticipated project period is **May 3, 2004** through **August 1, 2005**.

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

Name: Jan Rubenstein, Part C Planner
Division: Special Education Policy
Minnesota Department of Education
Address: P 34, 1500 Highway 36 West
Roseville, MN 55113-4266
E-Mail address: jan.rubenstein@state.mn.us
(651) 582-8436

Responses are due by **March 22, 2004**. Late proposals will not be considered. Fax or E-mail proposals will **NOT** be considered.

This request does not obligate the State to award a contract or complete the work contemplated in this notice. 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.

State Contracts

Minnesota Historical Society

Notice of Request for Proposals for Consulting Services for Mill City Museum

The Minnesota Historical Society is seeking consulting services for a price not to exceed \$25,000 to conduct audience research at Mill City Museum, in Minneapolis, Minnesota. This research will be the first study of this museum's marketing efforts, visitor profile, and exhibit and program success, based on the goals set for them. This research will guide future program development, aid in improving the entire museum experience, and recommend marketing strategies to reach potential audiences. Work must be completed no later than ninety (90) days from when consultant receives the notice to proceed.

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

All proposals must be received no later than 2:00 P.M., Local Time, Wednesday, March 31, 2004. Late proposals will not be considered.

Dated: March 8, 2004

Minnesota Historical Society

Notice of Request for Proposals for Consulting Services for Minnesota History Center

The Minnesota Historical Society is seeking consulting services for a price not to exceed \$25,000 to conduct audience research at the Minnesota History Center, in Saint Paul, Minnesota. This research will study museum and historic site visitors who do not attend the History Center, determine potential audiences, and recommend strategies to reach those potential audiences. Work must be completed no later than ninety (90) days from when consultant receives the notice to proceed.

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

All proposals must be received no later than 2:00 P.M., Local Time, Wednesday, March 31, 2004. Late proposals will not be considered.

Dated: March 8, 2004

The Department of Human Services

Disability Services Division

Request for Proposal for Professional and Technical Services to Develop, Host and Maintain a Personal Care Assistant (PCA) Online Worker Listing for Minnesota's Personal Care Assistance Program

NOTICE IS HEREBY GIVEN that the Minnesota Department of Human Services (DHS) requires the services of a Responder to develop, host and maintain a Personal Care Assistant Online Worker Listing for DHS's Personal Care Assistance (PCA) Program.

The Minnesota Department of Human Services provides over 8,000 Minnesotans with personal care assistance (PCA) services. PCA services include assistance with activities of daily living (e.g. eating, grooming, dressing, toileting) and the instrumental activities of daily living (e.g., meal planning and preparation, household chores, shopping). Assistance is given at home, at work and in the community.

There are three avenues for consumers to receive PCA services:

- Home Health Agency
- Personal Care Provider Organization
- PCA Choice (consumer-directed)

Consumers who use PCA services, regardless of the service provider, frequently experience difficulty in finding workers. Issues related to workers include:

- Lack of locating workers in the area
- Workers not available at needed times
- Finding backup workers
- Hiring new workers when needed

PCAs also do not have an outlet for advertising for more hours or displaying skill sets for employment opportunities.

The primary goal of the PCA Online Worker Listing is to meet the needs of consumers looking for PCAs to work for them. This will be accomplished through a web-based statewide information and assistance service database.

The PCA Online Worker Listing database would be keyed upon the development of PCA worker profiles. The profiles would include skill sets, preferred work locations (city and county), available work times, disability preferences (for example, a PCA may want to specialize in working with people with traumatic brain injuries), references, and other relevant information.

The goal of this website is to provide PCA consumers and stakeholders the ability to actively search for workers and to allow PCA workers the ability to find employment or increase the hours they currently work.

The department has estimated that the cost of this contract should not exceed \$65,000 in the first year and \$25,000 in the second year. There is a possibility of continued funding to maintain the web site beyond the grant depending on Department resources.

The selection process for a Vendor will be based on the following criteria:

- Organization Background, including history of website development, experience in accessible website development, experience with working with people with disabilities
- Submission of previous work which includes an accessible site
- Workplan for the development of the website
- Workplan for the hosting of the website
- Workplan for the maintenance of the website
- Ideas for what can be added to this site that would be beneficial to consumers, workers, or other stakeholders
- The proposal must clearly state the integration of the workplan and deliverables to occur during the development and maintenance of the website. The deliverables will be used in the final contract and will have to be clearly defined.
- The proposed budget for this RFP must include a breakdown of costs for the development, hosting and maintenance of the PCA Online Worker Listing.

This is a summary of the RFP. To obtain the full RFP which contains the complete requirements of submission requests, contact Marsha Nadeau at (651) 582-1915 or marsha.nadeau@state.mn.us. The RFP is also available on the DHS public **website** <http://www.dhs.state.mn.us>.

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 as in this document as follows. Any questions, concerns, or communications should be directed to:

Shelly Owen
Minnesota Department of Human Services
Disability Services Division
Main Reception Desk
444 Lafayette Road
St. Paul, MN 55155-3872
Fax: (651) 582-1808
Email: shelly.k.owen@state.mn.us

All substantive questions concerning this RFP must be put in writing and received by Ms. Owen by March 8, 2004. Written responses for all questions will be mailed to all respective responders no later than March 15, 2004.

To be considered, applications must be delivered in person or by US Mail to the address listed above at the Department of Human Services no later than 4:20 p.m. Central Standard Time on April 5, 2004.

While it is the DHS's intent to enter into a contract with a qualified responder for the provision of the professional and technical services set forth herein, this RFP does not obligate DHS to complete the RFP process or to enter into a contract. DHS reserves the right to cancel this RFP at any time and for any reason.

State Contracts

Department of Transportation

Engineering Services Division

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
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.

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.

Metropolitan Council

Notice of Request for Proposals (RFP) for Facilities Planning for NE Interceptor Service Area RFP Number 04P028

The Metropolitan Council is soliciting proposals for engineering services to assist the Council in the preparation of the Northeast Interceptor Service Area Facilities Plan.

A tentative schedule is as follows:

<i>Issue Request for Proposals</i>	March 2004
<i>Receive Proposals</i>	April 2004
<i>Period of Performance</i>	May 2004 - May 2006

All firms interested in submitting a proposal for this work are invited to request an RFP document from:

Amanda Houston, Administrative Assistant
Metropolitan Council
230 East Fifth Street
Mears Park Centre
St. Paul, MN 55101
PHONE: (651) 602-1585
FAX: (651) 602-1138
e-mail: amanda.houston@metc.state.mn.us

Metropolitan Council

Notice of Request for Proposals (RFP) for Relief Sewer Improvements for White Bear Lake Area RFP Number 04P029

The Metropolitan Council is soliciting proposals for engineering design and construction support services for relief sewer improvements in the White Bear Lake area.

A tentative schedule is as follows:

<i>Issue Request for Proposals</i>	March 2004
<i>Receive Proposals</i>	April 2004
<i>Period of Performance</i>	May 2004 - December 2006

All firms interested in submitting a proposal for this work are invited to request an RFP document from:

Amanda Houston, Administrative Assistant
Metropolitan Council
230 East Fifth Street
Mears Park Centre
St. Paul, MN 55101
PHONE: (651) 602-1585
FAX: (651) 602-1138
e-mail: amanda.houston@metc.state.mn.us

Non-State Contracts & Grants

University of Minnesota

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

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

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

University of Minnesota

Request for Proposal for Pre-Construction Services Plus Construction and Equipping of a Central Water System

I. NOTICE OF REQUEST FOR PROPOSAL

Proposals are being requested by the University of Minnesota, Capital Planning & Project Management (CPPM) Department for pre-construction services plus construction and equipping of a central chilled water system on the University of Minnesota's Twin Cities Saint Paul Campus. The purpose of this Request for Proposal (RFP) is to evaluate and select a vendor to provide Contractor Manager at Risk (CMAR) services. Services to be provided include pre-construction phase and construction phase services and are subject to a Guaranteed Maximum Price (GMP). Project # 440-03-1062A

II. PROJECT SUMMARY

The project will include rehabilitation of the building located at 1518 North Cleveland Avenue on the St. Paul campus as a central chilled water plant that will house chillers, cooling towers, pumps, electrical switchgear and related improvements and equipment necessary to operate the central plant; the purchase and installation of that equipment in the Building (subject to the University's right to independently purchase equipment for installation by the construction manager); extension of electrical power from the Earl Brown substation to Green Hall and then to the Building; construction of an underground primary and secondary chilled water distribution loop for approximately sixteen (24) or more buildings on the St. Paul campus; and initial connection of approximately sixteen (16) buildings on the St. Paul Campus to the underground distribution loop. The University has engaged the firm of Sebesta Blomberg & Associates (SBA), Incorporated to define the necessary program, prepare the project drawings/documents, and to serve as the University's design and construction observation consultant throughout the project.

III. CONTACT FOR RFP INQUIRIES:

The RFP and all related documents are available on the University's **Website** at: <http://www.facm.umn.edu/facm/construction.htm>

PURCHASING SERVICES:

Denis Larson
400 Donhowe Building - 319 15th Ave. SE
Minneapolis, MN 55455-1082
E-Mail: larsond@facm.umn.edu

IV. TENTATIVE SCHEDULE OF EVENTS

EVENT: Be advised that these dates are subject to change, as University deems necessary.

DATE:

<i>RFP Available for Distribution</i>	03/01/2004
<i>Mandatory Pre-Proposal Meeting and Site Visit (on site)</i>	03/08/2004
<i>Deadline for RFP Questions by 1:00 PM, Minneapolis, MN time</i>	03/11/2004
<i>RFP Responses Due, by 2:00 PM, Minneapolis, MN time</i>	03/17/2004
<i>Notification of Short-Listed Finalists</i>	03/24/2004
<i>Commence Interviews of Short-Listed Finalists</i>	03/30/2004
<i>Anticipated award notification to selected Construction Manager</i>	03/31/2004

The University reserves the right, in its sole discretion, to reject any and all proposals, accept any proposal, waive informalities in proposals submitted, and waive minor discrepancies between a proposal and these proposal instructions, as it deems to be in its best interest. Any waiver of the University with respect to the requirements of these proposal instructions shall apply only to the particular instance for which it was made or given, and no such waiver shall constitute a permanent or future waiver of such requirements.

University of Minnesota

Center for Transportation Studies

Request for Proposal for Professional Consulting Services to Provide Input and Review of the Updated Mn/DOT Utility Manual, Utility Accommodation Policy, and Conduct Mn/DOT Utility Training

#53902232004

NOTICE IS HEREBY GIVEN that the University of Minnesota, Center for Transportation Studies is seeking a qualified vendor who will work under the direction of the Center for Transportation Studies Project Manager to perform the tasks outlined below, involving skills and responsibilities in:

- Identification and synthesis of utility-related best practices (including national perspective)
- Utility reference manual and accommodation policy review and recommendation development
- Technical support for the development of utility information resources
- Utility training needs analysis, curriculum development, and course delivery.

The following project tasks and deliverables comprise the major elements of this project:

Task 1 - Provide technical review and recommendation to draft Mn/DOT Utility Accommodation Policy

Task 2 - Provide technical review and recommendations to draft Mn/DOT Utility Manual

Task 3 - Provide technical content for revised Mn/DOT Utility Manual

Task 4 - Develop utility training instructional plan and Mn/DOT instructor guide

Task 5 - Deliver one two-day pilot training and three Mn/DOT Utility Training sessions

This contract will run from May 6, 2004 through December 31, 2004.

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

Corey Christianson
University of Minnesota, Purchasing Services, Suite 560
1300 South Second Street
Minneapolis, MN 55454-1082
Phone: (612) 624-2319
Fax: (612) 626-0366
Email: chris276@groupwise.umn.edu

Deadline for proposals is 3:00 p.m. CST on Monday, March 22, 2004. No late proposals will be considered.

