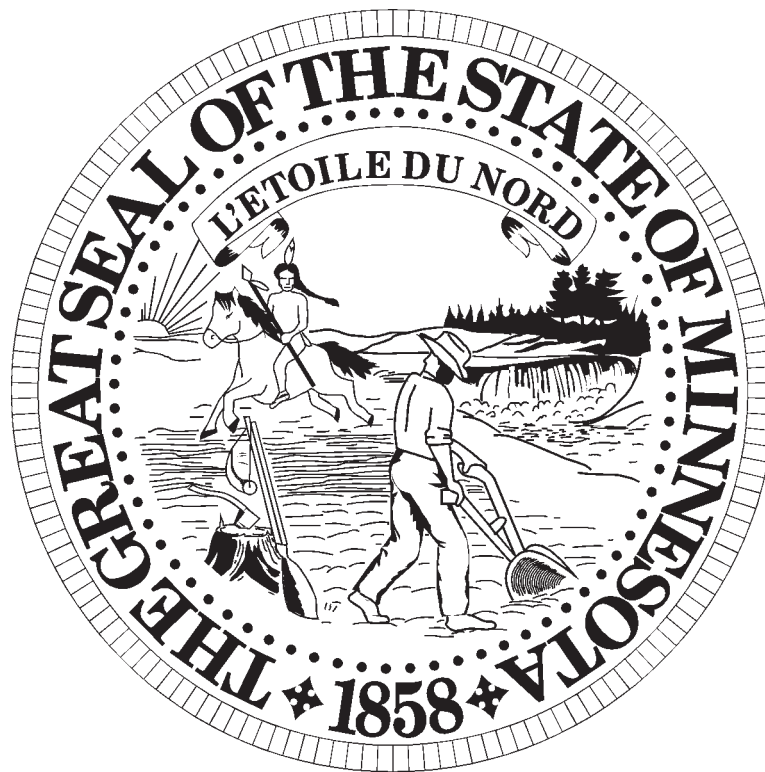


State of Minnesota

# State Register



**Rules and Official Notices Edition**

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# State Register

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- commissioners' orders
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#14	Monday 4 October	Noon Tuesday 28 September	Noon Wednesday 22 September
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<b>Minnesota Rules: Amendments &amp; Additions</b>	
Monday 27 September 2004, Volume 29, #1-13.....	354
<b>Proposed Rules</b>	
<b>Board of Teaching</b>	
Proposed Permanent Rules Relating to Renewal Requirements for Professional Licenses.....	355
<b>Exempt Rules</b>	
<b>Labor and Industry Department</b>	
Adopted Exempt Permanent Rules Relating to Workers' Compensation; Independent Medical Examination Fees; Fee Schedule Conversion Factor.....	358
<b>Executive Orders</b>	
<b>Office of the Governor</b>	
Emergency Executive Order #04-09: Declaring a State of Emergency in the State of Minnesota.....	359
<b>Appointments</b>	
<b>Administration Department</b>	
Appointment of Kent Allin as Acting Commissioner.....	360
<b>Official Notices</b>	
<b>Administration Department</b>	
Governor's Council on Developmental Disabilities: Notice of Meeting Schedule for Federal Fiscal Year 2005.....	360
<b>Comprehensive Health Association</b>	
Board of Directors Meeting Friday 8 October 2004.....	361
Communications Committee Meeting Wednesday 29 September 2004.....	361
Finance Committee Meeting Friday 1 October 2004.....	361
<b>Employment and Economic Development Department</b>	
Job Opportunity Building Zones (JOBZ) Modifications.....	361
<b>Employment and Economic Development Department Housing Finance Agency</b>	
<b>Human Services Department</b>	
Public Hearings and Draft Availability: State of Minnesota 2005 Action Plan of the 2002-2006 Consolidated Housing and Community Development Plan and Consolidated Annual Performance and Evaluation Report (CAPER) with Summary Analysis of Impediments to Fair Housing Choice.....	362
<b>Environmental Quality Board</b>	
Decision on G. McNeilus Wind, LLC Proposed 18.2 Megawatt Large Wind Energy Conversion System in Dodge County, Minnesota.....	363
Decision on Mankato Energy Center, LLC Proposed Natural Gas Pipeline Route and Partial Exemption to Fuel a Gas-Fired Large Electric Power Generating Plant in Blue Earth County, MN.....	363
Decisions on Mankato Energy Center, LLC Proposed 655 Megawatt Gas-Fired Large Electric Power Generating Plant in Blue Earth County, Minnesota.....	364
Decision on Xcel Energy's Proposed Lakefield Junction to Fox Lake 161 kV High Voltage Transmission Line and Associated Facilities.....	364
<b>Finance Department</b>	
Budget Services Division: Notice of Rate for Provider Tax Research Credit.....	365
<b>Metropolitan Council</b>	
Metro Mobility Annual Public Forums for Riders Set for November.....	365
<b>State Grants &amp; Loans</b>	
<b>Health Department</b>	
Funds Available for Special Supplemental Nutrition Program for Women, Infants and Children (WIC Program).....	366
<b>Human Services Department</b>	
Amendment to RFP to Provide Assistance and Representation to Individuals who are applying for Supplemental Security Income (SSI) Benefits.....	367
Availability of Contracts for Integrated Services Pilot Projects.....	367
<b>State Contracts</b>	
<b>Administration Department</b>	
Availability of a Contract for Group Purchasing Software and Support for the Operation of the Minnesota Multistate Contracting Alliance for Pharmacy (MMCAP) Program.....	368
State Architect's Office: Availability of RFP for Master Contract to Provide Construction Testing and Inspections.....	368
<b>Historical Society</b>	
Request for Bids for Controls Retrofit of the Mille Lacs Indian Museum's HVAC System.....	369
<b>Human Services Department</b>	
Master Contract for Professional/Technical Graphic Design Consultants.....	369
<b>Pollution Control Agency</b>	
Request for Proposals for Consultant Services for Environmental Impact Statement Preparation.....	370
<b>Transportation Department</b>	
Engineering Services Division: Potential Availability of Contracting Opportunities for a Variety of Highway Related Technical Activities (the "Consultant Pre-Qualification Program").....	370
Engineering Services Division: Professional/Technical Contract Opportunities.....	371
<b>Non-State Contracts &amp; Grants</b>	
<b>Dakota County</b>	
Community Services Administration - Contracts Unit: Request for Proposal for In-Home and Community-Based Services.....	371
<b>Minnesota State Court, 4th Judicial District (Hennepin County)</b>	
Request for Proposals for Conversion of 4th Judicial District Case Tracking Data to MNCIS.....	372
<b>Metropolitan Council - Metro Transit</b>	
Sealed Bids Sought for Low-Pressure Steam Heating Coils.....	372
<b>University of Minnesota</b>	
Asbestos Abatement at Comstock Hall Crawlspace, Minneapolis Campus, Minneapolis, Minnesota.....	372
Asbestos Abatement at NW Greenhouse Demolition, St. Paul Campus, St. Paul, Minnesota.....	373
Notice of Bid Information Service (BIS) for All Vendors.....	374
Commodity, Service and Construction Contracts information is available from the Materials Management Helpline (651) 296-2600, or Web site: <a href="http://www.mmd.admin.state.mn.us">www.mmd.admin.state.mn.us</a> . Information or subscriptions to the <i>State Register</i> is available through Minnesota's Bookstore (651) 297-3000, or tollfree: (800) 657-3757, or Web site: <a href="http://www.mimnesotasbookstore.com">www.mimnesotasbookstore.com</a>	

# 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 29, Issues #1-13

### Administration Department

1346.0050; .0060; .0101; .0102; .0103; .0104; .0105; .0106; .0107; .0108; .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 (adopted)..... 299

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 (repealed)..... 299

### Agriculture Department

1500.1201; 1505.2100; 1510.0370; 0371; 0372; 0400; 0401; .0402; .0408; 1930; .1943; .1947; .2070; .2130; .2180; .2190; .2200; .2220; .2230; .2500; .2510; .2520; .2530; .2540; .2550; .2560; .2570; .2580; .2590; .2595; 1515.3000; .3100; .3200; .3400; .3500; .3600; .3800; 1552.0050; 1556.0110; .0120; .0132; .0134; .0145; .0160; 1570.0700; .0800 (proposed)... 239

1505.0060; .0360; .0370; 1510.0890; .0900; .0910; .0920; .0930; .0940; .0950; .0960; .0970; .0980; .0990; .1000; .1010; .1020; .1030; .1040; .1050; .1060; .1070; .1080; .1090; .1935; .1940; .1950; .2000; .2010; .2020; .2030; .2040; .2050; .2060; .2080; .2090; .2100; .2110; .2120; .2140; .2150; .2160; .2210; 1515.0100; .0200; .0300; .0400; .0500; .0600; .0700; .0800; .0900; .1000; .1100; .1200; .1300; .1400; .1500; .1600; .1700; .1800; .1900; .2000; .2100; .2200; .2500; .2550; .2600; .2700; .2800; .2900; .3100 s.6; 3900; 1552.0030 s.4; 1556.0140 (proposed repealer)..... 239

### Animal Health Board

1710.1300; .1310; .1350; .1360; .1410; .1420; .1440; .1500 (proposed)..... 71

### Dentistry Board

3100.0100; .1700; .1750; .1850; .2000; .3600; .5100; .5200; .5300; .5400; .6300 (proposed)..... 306

3100.0100 s. 20; .2000 s. 8, 8a; .4100; .4200; .4300; .4400; .4500; .4600 (repealed)..... 306

### Health Department

62J (propopsed exempt)..... 217

### Labor and Industry Department

5208.1500 (propopsed exempt)..... 99

5219.0500; 5221.4020 (adopted exempt)..... 358

### Natural Resources Department

6216.0250; .0350 (adopted emergency)..... 135

6230.0400; 6234.0400; .1700; .2000; 6240.0610; .1000; .1200; .1500; .1600; .1700; .1750; .1800; .1850; .2100 (adopted expedited emergency)..... 218

6230.0400 s.29; 6234.1800; 6240.1000 s.2; .1800 s. 2,3 (repealed expedited emergency)..... 218

6230.0400; .0800; 6240.0650; .0950; .1000; .1100; .1150; .1900 (adopted expedited emergency)..... 332

6232.0900; 1000; .2550; .2560 (adopted expedited emergency)..... 77

6232.1100, s. 5 (repealed expedited emergency)..... 77

6232.3056 (adopted expedited emergency)..... 109

6234.0300; 6236.0700; 6237.0100; .0200; .0300; .0400; .0500; .0600; .0700 (adopted expedited emergency)..... 5

6240.1000 s.2; 6230.0400 s.5, 21 (repealed expedited emergency, as published in the *State Register*, Vol. 29, page 218, Aug 23, 2004)..... 332

### Pollution Control Agency

7001.0010; .0140; .3050; .3075; .3400; .3410; .3500; 7011.1245; 7035.0300; .0800; .2525; .2535; .2545; .2565; .2585; .2625; .2635; .2645; .2655; .2870 (proposed)..... 189

7035.2865 (proposed repealer)..... 189

# Minnesota Rules: Amendments and Additions

7007.0100; .0150; .0200; .0250; .1050; .1100; .1102; .1105; .1107; .1110; .1140; .1141; .1142; .1143; .1144; .1145; .1146; .1147; .1148; 7011.0065; .0070; .0075; .0917; 7019.3020; .3030 (proposed)..... 35	8092.0200; .0300; .1300 (repealed exempt)..... 276
7045.0020; .0090; .0450; .0478; .0485; .0545; .0546; .0547 (proposed)..... 330	8130.8700 (adopted)..... 217
7045.0020 s. 13a; .0545 s. 1, 2, 3, 4, 5, 6, 7, 8; .0546 s. 1 (proposed repealer)..... 330	<b>Teaching Board</b>
<b>Public Safety Department</b>	8710.7200 (proposed)..... 355
7406.0100; .0300; .0310; .0330; .0350; .0355; .0360; .0370; .0380; .0450; .0475; .0500; .0700; .0900; .1000; .2700 (adopted)..... 97	<b>Human Services Department</b>
7406.0100 s. 20; .0350 s. 5; .0500 s. 3 (repealed)..... 97	9530.6405; .6410; .6415; .6417; .6420; .6422; .6425; .6430; .6435; .6440; .6445; .6450; .6455; .6460; .6465; .6470; .6475; .6480; .6485; .6490; .6495; .6500; .6505; .6510; .6515; .6520; .6525; .6530; .6535; .6540; .6545; .6550; .6555; .6560; .6565; .6570; .6575; .6580; .6585; .6590; .6605 (adopted)..... 129
<b>Public Utilities Commission</b>	9530.43100; .4110; .4120 s. 1, 3, 5, 6; .4200; .4210; .4230; .4250; .4260; .4270; .4280; .4300; .4310; .4320; .4330; .4340; .4350; .4370; .4380; .4390; .4400; .4410; .4450; .5000; .5100; .5200; .5300 s. 1, 10; .5500; .5700; . 5800; .6000; .6100; .6200; .6300; .6400 (repealed)..... 129
7829.2550 (proposed)..... 5	
<b>Revenue Department</b>	
8092.0400; .0500; .0700; .1100; .2000 (adopted exempt)... 276	

## Proposed Rules

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

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

### Rules to be Adopted Without a Hearing

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

## Board of Teaching

### Proposed Permanent Rules Relating to Renewal Requirements for Professional Licenses

**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**

**In the Matter of the PROPOSED AMENDMENTS TO RULES RELATING TO CONTINUING TEACHER LICENSE ISSUANCE AND RENEWAL REQUIREMENT REGARDING THE UNDERSTANDING OF WARNING SIGNS FOR MENTAL ILLNESS IN CHILDREN AND ADOLESCENTS [Proposed Addition to *Minnesota Rules* 8710.7200, Subpart 2.]**

**Introduction.** The Board of Teaching 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,

**KEY: Proposed Rules Section - Underlining indicates additions to existing rule language. ~~Strikeouts~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." Adopted Rules Section - Underlining indicates additions to proposed rule language. ~~Strikeout~~ indicates deletions from proposed rule language.**

# Proposed Rules

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*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 October 29, 2004, a public hearing will be held in Conference Center room 3 & 4, Minnesota Department of Education, 1500 Highway 36 W, Roseville, Minnesota 55113, starting at 9:30 a.m. on Tuesday, November 9, 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 October 29, 2004 and before November 9, 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: George J. Maurer, Ed.D., at the Minnesota Board of Teaching, 1500 Highway 36 West, Roseville, Minnesota 55113. His phone number is (651) 582-8888. TTY users may call the Board of teaching at (651) 582-8201.

**Subject of Rules and Statutory Authority.** The proposed rules would require that teachers whose licenses expire on June 30, 2005, and thereafter must include in their 125 clock hours of continuing education or other professional development activities which demonstrate an understanding of warning signs for mental illness in children and adolescents. The statutory authority to adopt the rules is *Minnesota Statutes*, 122A.09, 122A.18 and set forth in the statute that was amended by *Laws of Minnesota 2003*, Special Session, Chapter 9, Article 2, Section 7. 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, October 29, 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, October 29, 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 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 Tuesday, November 9, 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 (651) 582-8888 after Friday, October 29, 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 Barbara L. Neilson is assigned to conduct the hearing. Judge Barbara L. Neilson can be reached at the Office of Administrative Hearings, 100 Washington Square, Suite 1700, Minneapolis, Minnesota 554012138, **telephone** (612) 341-7604 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

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# Proposed Rules

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.

George J. Maurer, Ed.D.  
Executive Director  
Minnesota Board of Teaching

## 8710.7200 CLOCK HOURS; REQUIREMENTS FOR RENEWAL OF PROFESSIONAL LICENSES.

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

Subp. 2. **Renewal clock hours.** Verification by the local continuing education/relicensure committee that the applicant has completed 125 approved clock hours is required for renewal. Instruction and professional development activities meet requirements to renew licenses only if they address one or more of the standards in part 8710.2000. Effective for renewal of professional licenses which expire on June 30, 2001, and after, applicants must include in their 125 clock hours instruction or other professional development activities which address positive behavioral intervention strategies and accommodation, modification, and adaptation of curriculum, materials, and instruction to appropriately meet the needs of varied students in achieving graduation standards. Effective for renewal of professional licenses which expire on June 30, 2004, and after, applicants must also include in their 125 clock hours instruction or other professional development activities which evidence further reading preparation, consistent with *Minnesota Statutes*, section 122A.06, subdivision 4. Effective for renewal of professional licenses which expire on June 30, 2005, and after, applicants must also include in their 125 clock hours instruction or other professional development activities which address further preparation in understanding the key warning signs of earlyonset mental illnesses in children and adolescents which may include depressed mood, excessive fears and anxieties, changes in behavior and performance, failure to develop peer relationships, impaired concentration and thinking, suicidal gestures, the potential connection to substance use, and knowledge of next steps.

[For text of subs 3 to 11, see M.R.]

<p><b>KEY: Proposed Rules Section - Underlining</b> indicates additions to existing rule language. <b>Strikeouts</b> indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." <b>Adopted Rules Section - Underlining</b> indicates additions to proposed rule language. <b>Strikeout</b> indicates deletions from proposed rule language.</p>
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# Exempt Rules

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

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

- (1) address a serious and immediate threat to the public health, safety, or welfare, or
- (2) comply with a court order or a requirement in federal law in a manner that does not allow for compliance with *Minnesota Statutes* §§ 14.14-14.28, or

- (3) incorporate specific changes set forth in applicable statutes when no interpretation of law is required, or
- (4) make changes that do not alter the sense, meaning, or effect of the rules.

These exempt rules are also reviewed for form by the Revisor of Statutes, for legality by the Office of Administrative Hearings and then published in the *State Register*. In addition, the Office of Administrative Hearings must determine whether the agency has provided adequate justification for the use of this exemption. Rules adopted under clauses (1) or (2) above are effective for two years only. The Legislature may also exempt an agency from the normal rulemaking procedures and establish other procedural and substantive requirements unique to that exemption.

## Department of Labor and Industry Adopted Exempt Permanent Rules Relating to Workers' Compensation; Independent Medical Examination Fees; Fee Schedule Conversion Factor

### 5219.0500 INDEPENDENT MEDICAL EXAMINATION FEES.

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

Subp. 4. **Adjustments.** On October 1, 1994, and on October 1 of each succeeding year, the fees in this part must be adjusted by the percentage determined under *Minnesota Statutes*, section 176.645, in the same manner as the conversion factor of the relative value fee schedule is adjusted under *Minnesota Statutes*, section 176.136. This provision does not apply to expenses under subpart 3, item E, subitem (1). The fees shall be adjusted as follows:

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

- I. on October 1, 2002, the fees as adjusted in item H shall be increased by 2.8 percent; ~~and~~
- J. on October 1, 2003, there shall be no further adjustment to the fees set forth in item I; ~~and~~
- K. on October 1, 2004, the fees as adjusted in item I shall be increased by 1.5 percent.

### 5221.4020 DETERMINING FEE SCHEDULE PAYMENT LIMITS.

Subpart 1. **Conversion factor.**

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

B. The conversion factor shall be updated annually, pursuant to *Minnesota Statutes*, section 176.136, subdivision 1a. The conversion factor for services included in parts 5221.4030 to 5221.4060 provided after October 1, 1993, is \$52.05. This initial conversion factor is annually adjusted as follows:

[For text of subitems (1) to (8), see M.R.]

- (9) for dates of service from October 1, 2002, to September 30, 2003: \$75.18; ~~and~~
- (10) for dates of service from October 1, 2003, to September 30, 2004: \$75.18; ~~and~~
- (11) for dates of service from October 1, 2004, to September 30, 2005: \$76.31.

As a sample calculation, assume the RVU for a new patient office examination, nonfacility, by a physician, procedure code 99201, is 0.84 RVU. If the date of service was September 1, 2000, this RVU is multiplied by 66.14 (conversion factor effective October 1, 1999). The maximum fee under parts 5221.4030 to 5221.4070, excluding any applicable adjustment, would be equal to \$55.56 for the service.

[For text of subps 2 to 4, see M.R.]



# Executive Orders

The governor has the authority to issue written statements or 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 #04-09: Declaring a State of Emergency in the State of Minnesota

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**, the torrential rain that fell in southern Minnesota September 14-15, 2004, has resulted in flooding which is closing roads, overwhelming storm and sanitary sewer systems, destroying crops and inundating homes and businesses; and

**WHEREAS**, these events have inflicted widespread and extensive damage to homes, businesses, and the public infrastructure as well as croplands; and

**WHEREAS**, as a result, there is a threat to public safety in the counties of Dodge, Faribault, Fillmore, Freeborn, Mower, and Steele, and a potential threat in adjacent counties; and

**WHEREAS**, the resources of the affected local and county governments have been exhausted in responding to the flooding emergency;


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

A state of emergency exists in the State of Minnesota and do:

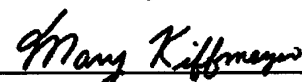
1. Direct the Department of Public Safety, Division of Homeland Security and Emergency Management, to continue the activation of the Minnesota Emergency Operations Plan, coordinate damage assessment, and determine the need for supplementary disaster aid;
2. Direct all state agencies to provide the necessary assistance to help local units of government respond to and recover from this emergency.

Pursuant to *Minnesota Statutes* 2004, Section 4.035, Subdivision 2, this Order is effective immediately and shall remain in effect until rescinded by proper authority or it expires in accordance with Minnesota law.

**IN TESTIMONY WHEREOF**, I have set my hand this 20th day of September, 2004.

  
Tim Pawlenty  
Governor

Filed According to Law:

  
Mary Kiffmeyer  
Secretary of State

## Appointments

*Minnesota Statutes*, Section 15.06, Subd. 5. requires notice of the designation of a commissioner or acting commissioner, or the assumption of office by a temporary commissioner, shall be filed with the president of the senate and the speaker of the house with a copy delivered to the secretary of state and published in the next available edition of the *State Register*.

## Department of Administration

### Notice of Appointment of Acting Commissioner Kent Allin to Department of Administration

**NOTICE IS HEREBY GIVEN**, pursuant to *Minnesota Statutes*, Section 15.06, Subd. 5, that Governor Tim Pawlenty appointed Kent Allin as Acting Commissioner of the Minnesota Department of Administration effective September 20, 2004. Allin succeeds former Commissioner Brian Lamb who was appointed January 6, 2003.

This appointment carries with it all rights, powers, duties, and emoluments granted by law and pertaining to this position until this appointment is superseded or annulled. The laws and rules governing the Department of Administration are:

- *Minnesota Statutes*, Chapters 14 and 16B
- *Minnesota Rules* 1200-1399

Acting Commissioner Allin resides at 1605 Northrop Lane, Minneapolis, Minnesota 55403, Hennepin County, Congressional District Five.

He can be reached at the Minnesota Department of Administration, 50 Sherburne Ave., 200 Administration Bldg., St. Paul, MN 55155. Telephone (651) 296-1424. Internet home page: <http://www.state.mn.us/ebranch/admin/>

## 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 Administration

### Governor's Council on Developmental Disabilities

#### Notice of Meeting Schedule for Federal Fiscal Year 2005

The Minnesota Governor's Council on Developmental Disabilities (GCDD) meets on the first Wednesday of the even-numbered months at the Continuing Education and Conference Center (formerly Earle Brown Center), University of Minnesota St. Paul Campus, 1890 Buford Avenue, St. Paul, Minnesota 55108. Meetings begin at 9:30 a.m. and end at 2:30 p.m. The meeting schedule for FFY 2005 is as follows:

October 6, 2004;  
December 1, 2004;  
February 2, 2005;  
April 6, 2005;  
June 1, 2005; and  
August 3, 2005.

Under provisions of the Developmental Disabilities Assistance and Bill of Rights Act (P.L. 106-402), the GCDD's business - information, education, and training - is intended to result in the greater independence, productivity, self determination, integration and inclusion of people with developmental disabilities and their families in the community.

For further information, contact the GCDD at **phone:** (651) 296-4018; **toll-free:** (877) 348-0505; **Minnesota Relay Service:** (800) 627-3529; **E-mail:** [admin.dd@state.mn.us](mailto:admin.dd@state.mn.us); **Web site:** [www.mnddc.org](http://www.mnddc.org) OR [www.mncdd.org](http://www.mncdd.org). Individuals needing accommodations should contact the GCDD at least 10 days in advance of the meeting date.

## **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 10:00 a.m. on Friday, October 8, 2004, at MCHA's 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.

## **Minnesota Comprehensive Health Association Notice of Meeting of the Communications Committee**

**NOTICE IS HEREBY GIVEN** that a meeting of the Minnesota Comprehensive Health Association's (MCHA), Communications Committee will be held at 10:00 a.m. on Wednesday, September 29, 2004. The meeting will take place at the MCHA executive office located at 5775 Wayzata Blvd., Suite 910, St. Louis Park, MN.

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

## **Minnesota Comprehensive Health Association Notice of Meeting of the Finance Committee**

**NOTICE IS HEREBY GIVEN** that a meeting of the Minnesota Comprehensive Health Association's (MCHA), Finance Committee will be held at 10:00 a.m. on Friday, October 1, 2004. The meeting will take place at the MCHA executive office located at 5775 Wayzata Blvd., Suite 910, St. Louis Park, MN.

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

## **Department of Employment and Economic Development Job Opportunity Building Zones (JOBZ) Modifications**

Pursuant to *Minnesota Statutes* § 469.320, Subd. 3, the following modifications were made to the Job Opportunity Building Zones:

### **Positively Southern MN JOBZ Growth Corridor -**

New Ulm Subzone 42 was reduced by 0.8 acres

New Ulm Subzone 38 was increased by 0.8 acres

### **Region Five JOBZone -**

Bowlus Subzone 61 was reduced by 4 acres

Upsala Subzone 61.1 was created using 0.9 acres

Upsala Subzone 61.2 was created using 3.1 acres

Little Falls Subzone 69 was reduced by 0.305 acres

Little Falls Subzone 69.2 using 0.305 acres

### **West Central JOBZone -**

Fergus Falls Subzone 54 was reduced by 7.74 acres

Fergus Falls Subzone 54.3 was created using 1.32 acres

Fergus Falls Subzone 54.4 was created using 6.42 acres

Garfield/LeGrand Twp Subzone 37 was reduced by 2.52 acres

Garfield/LeGrand Twp Subzone 37.1 was created using 2.53 acres

Perham Subzone 75 was reduced by 6.63 acres

Perham Subzone 75.1 was created using 5.15 acres

Perham Subzone 75.2 was created using 0.85 acres

Perham Subzone 75.3 was created using 0.37 acres

Southwest JOBZone-

Litchfield Subzone 131 was reduced by 1.02 acres

Litchfield Subzone 131.2 was created using 1.02 acres

### **Southern Minnesota Alliance JOBZone -**

Byron Subzone 60 was reduced by 0.4 acres

St. Peter Subzone 59 was reduced by 1.52 acres

St. Peter Subzone 59.1 was created using 1.52 acres

# Official Notices

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## Northwest Land of the Dancing Sky JOBZone--

East Grand Forks Subzone 16 was reduced by 7.62 acres  
East Grand Forks Subzone 18 was approved using 7.62 acres  
Warroad Subzone 90 was created using 50 acres  
Roseau Subzone 63 was increased by 2 acres  
Roseau Subzone 64 was reduced by 28 acres  
Roseau Subzone 64.1 was created using 3.6 acres  
Roseau Subzone 64.2 was created using 23.6 acres

DATED: September 14, 2004

Commissioner Matt Kramer

## Minnesota Department of Employment and Economic Development Minnesota Housing Finance Agency Minnesota Department of Human Services Notice of Public Hearings and Draft Availability

State of Minnesota 2005 Action Plan of the 2002-2006 Consolidated Housing and Community Development Plan and Consolidated Annual Performance and Evaluation Report (CAPER) with Summary Analysis of Impediments to Fair Housing Choice

The State of Minnesota announces its process for developing the 2005 Action Plan of the State's 2002-2006 Consolidated Housing and Community Development Plan, and the 2004 Consolidated Annual Performance and Evaluation Report (CAPER) with Analysis of Impediments to Fair Housing (A/I) Summary. The state encourages citizens to attend the public hearings and review and comment on the draft reports.

The Consolidated Plan is a report that the state submits annually to the U.S. Department of Housing and Urban Development (HUD) in order to receive federal housing and community development funding through the Community Development Block Grant (CDBG), HOME Investment Partnerships, Emergency Shelter Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs. The Consolidated Plan examines the housing and community development needs of the state, sets priorities for allocation of the HUD funds, and establishes an Action Plan for meeting current and future needs in the coming year.

The state submits its CAPER to HUD, annually, as one of the conditions of receiving federal funds under the programs listed above. The CAPER provides information to measure the state's progress during the past year in meeting assistance goals and priorities identified in the Consolidated Plan. The CAPER includes a summary and analysis of updates to the state's Analysis of Impediments to Fair Housing, reporting on progress made on identified actions that state agencies have elected to undertake to affirmatively further fair housing and overcome impediments to fair housing.

The state will hold its first public hearing about the 2005 Action Plan on Wednesday, October 13, 2004. The hearing will be held at 4:30 p.m. at the Minnesota Housing Finance Agency, 400 Sibley Street, 1<sup>st</sup> floor conference room, St. Paul. Call 1-800-657-3858 for more information about the hearing. The primary purpose of this public hearing is to gather citizen input on housing and community development needs for the proposed Action Plan.

A second public hearing on the 2005 Action Plan of the 2002-2006 Consolidated Plan will be held on Wednesday, November 17, 2004. This public hearing will be for review and comment on the Action Plan draft and will be held at 4:30 p.m. at the Minnesota Housing Finance Agency, 400 Sibley Street, 1<sup>st</sup> floor conference room, St. Paul. Call 1-800-657-3858 for more information about this second hearing.

A draft of the 2005 Action Plan of the 2002-2006 Consolidated Plan, the CAPER for 2004 and A/I Summary will be available for public review and comment for 30 days between November 1, 2004 and close of business December 1, 2004. A copy of the draft Action Plan, CAPER and A/I Summary will be available on the Internet at [www.mhfa.state.mn.us](http://www.mhfa.state.mn.us) or [www.deed.state.mn.us](http://www.deed.state.mn.us) and in state depositories identified in the Citizen Participation Plan, which may be viewed at the same internet locations. Hard copies of the draft Action Plan can be obtained by calling Doug Selbee, Department of Employment and Economic Development, 1-800-657-3858 or (651) 297-1940, or TTY 1-800-366-2906 or (651) 282-6142. Hard copies of the CAPER and A/I Summary can be obtained by calling Minnesota Housing Finance Agency at 1-800-657-3769 or (651) 296-7608, or TTY (651) 297-2361.

Written public comments on the Action Plan can be submitted to:

Consolidated Plan, Attn: Doug Selbee  
Minnesota Department of Employment and Economic Development  
121 East 7<sup>th</sup> Place

500 Metro Square Building  
St. Paul, MN 55101-2146

Written comments may also be submitted by **FAX** to (651) 296-1290 or by **E-mail** to [doug.selbee@state.mn.us](mailto:doug.selbee@state.mn.us). To ensure consideration of your comments, type "Consolidated Plan" in the subject line of your e-mail.

Written public comments on the 2004 Consolidated Annual Performance and Evaluation Report (CAPER) and the Analysis of Impediments to Fair Housing (A/I) can be submitted to:

CAPER and Analysis of Impediments  
Minnesota Housing Finance Agency  
400 Sibley Street, Suite 300  
St. Paul, MN 55101

Written comments may also be submitted by **FAX** to (651) 296-8139 or by **E-mail** to [mhfa@state.mn.us](mailto:mhfa@state.mn.us). To ensure consideration of your comments, type "CAPER" or "A/I" in the subject line of your e-mail.

The Consolidated Plan, the CAPER and A/I updates will be submitted to HUD on or before December 30, 2004. The state will consider any comments from individuals or groups received in writing or at public hearings. A summary of the written and public hearing comments and the state's responses will be included in the final Action Plan, the CAPER and A/I.

## **Minnesota Environmental Quality Board**

### **Decision on G. McNeilus Wind, LLC Proposed 18.2 Megawatt Large Wind Energy Conversion System in Dodge County, Minnesota**

The Environmental Quality Board on September 16 unanimously voted to issue a site permit for a large wind energy project in Dodge County in southeastern Minnesota.

G. McNeilus Wind, LLC was granted a site permit for an 18.2-megawatt (MW) project to be built in stages. The proposed 18.2 MW project will be built south of Dodge Center in Dodge County, Minnesota, and will consist of up to 11 turbines. Construction is expected to start in the fourth quarter of 2004.

The Site Permit for the project contains conditions for site preparation, construction, cleanup, restoration, operation, maintenance, abandonment, decommissioning and all other phases of the large wind energy conversion system. The Site Permit for the project is available on the Internet at:

[www.eqb.state.mn.us](http://www.eqb.state.mn.us)

The turbines will be either the NEG Micon MN72C 1.5 Megawatt or NM82 1.65 Megawatt wind turbine generators. The total nameplate capacity of the Project is 16.5 to 18.2 MW, depending on the selected turbine rating. The wind turbine generators will be mounted on freestanding tubular towers. The towers will be 70 to 80 meters high (230 to 262 feet) at hub height. The blade length is 35 to 40 meters (114 to 131 feet) and the rotor diameter is 72 to 82 meters (236 to 269 feet). The total height is 105 to 120 meters (345 to 394 feet). Other components of the project include a concrete and steel foundation for each tower, pad-mounted step-up transformers, all-weather class 5 roads of gravel or similar material, and an underground electric energy collection system. These turbines will be tied into an existing overhead 34.5 kV feeder system that delivers power to the GMLLC Substation located in Dodge Center approximately five miles north of the proposed Project.

If you have any questions about this project or would like more information, please contact: Larry B. Hartman, Room 300 Centennial Bldg., 658 Cedar St., St. Paul, Minnesota 55155; **telephone:** (651) 296-5089 or 1-800-657-3794; **FAX:** (651) 296-3698; **E-mail:** [larry.hartman@state.mn.us](mailto:larry.hartman@state.mn.us)

## **Minnesota Environmental Quality Board**

### **Decision on Mankato Energy Center, LLC Proposed Natural Gas Pipeline Route and Partial Exemption to Fuel a Gas-Fired Large Electric Power Generating Plant in Blue Earth County, Minnesota**

The Environmental Quality Board on September 16 unanimously voted to issue Mankato Energy Center a pipeline routing permit and partial exemption for a 4.3 mile long, 20-inch diameter gas pipeline that will connect to an existing Northern Natural Gas pipeline approximately three miles east of Mankato, Minnesota.

Mankato Energy Center, LLC a wholly-owned subsidiary of Calpine Corporation was granted a pipeline routing permit in conjunction

## Official Notices

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with a site permit for a 655-megawatt (MW) Large Electric Power Generating Plant project. The proposed 655 MW project will be built north of Mankato in Blue Earth County, Minnesota. The proposed pipeline route traverses about four miles of industrial and agricultural land northeast of Mankato in Lime Township, Blue Earth County.

The pipeline will have a nominal outside diameter of 20 inches. The minimum pipeline throughput design is one million cubic feet (MMcf) per day. It is designed to have a maximum throughput capacity of 126 million cubic feet of natural gas per day at a maximum allowable operating pressure of 936 pounds per square inch gauge (psig). The normal operating pressure of the pipeline will be between 525 psig and 550 psig. The pipeline will mainly parallel an existing Xcel Energy 115 kilovolt transmission line right-of-way.

The Pipeline Routing Permit for the project contains conditions for site preparation, construction, cleanup, restoration, operation, maintenance, and all other phases of the pipeline installation, land restoration and operations. The Pipeline Route Permit for the project is available on the Internet at:

[www.eqb.state.mn.us/EnergyFacilities/index.html/](http://www.eqb.state.mn.us/EnergyFacilities/index.html/).

If you have any questions about this project or would like more information, please contact: George Johnson, Room 300 Centennial Bldg., 658 Cedar St., St. Paul, Minnesota 55155; **telephone:** (651) 296-2888 or 1-800-657-3794; **FAX:** (651) 296-3698; **E-mail:** [george.johnson@state.mn.us](mailto:george.johnson@state.mn.us)

## Minnesota Environmental Quality Board

### Decision on Mankato Energy Center, LLC proposed 655 Megawatt Gas-Fired Large Electric Power Generating Plant in Blue Earth County, Minnesota

The Environmental Quality Board on September 16 unanimously voted to issue a site permit for a large electric power generating plant in Blue Earth County in south central Minnesota.

Mankato Energy Center, LLC a wholly-owned subsidiary of Calpine Corporation was granted a site permit for a 655-megawatt (MW) project. The proposed 655 MW project will be built north of Mankato in Blue Earth County, Minnesota. The Facility is a combined cycle plant, with two gas turbines and two steam generator turbines, a steam turbine generator a condenser and cooling towers system. Construction is expected to start in the fourth quarter of 2004. It is expected to be operational in summer 2006.

The Site Permit for the project contains conditions for site preparation, construction, cleanup, restoration, operation, maintenance, and all other phases of the large electric power generating plant. The Site Permit for the project is available on the Internet at:

[www.eqb.state.mn.us/EnergyFacilities/index.html/](http://www.eqb.state.mn.us/EnergyFacilities/index.html/).

The proposed site is located just north of the Mankato city limits in Lime Township in an area zoned for industrial use. The site is a former limestone quarry that has been mined to completion and currently serves as a demolition landfill and composting facility. The site is approximately 25 acres in size. It is located next to Xcel Energy's Wilmarth Substation.

If you have any questions about this project or would like more information, please contact: George Johnson, Room 300 Centennial Bldg., 658 Cedar St., St. Paul, Minnesota 55155; **telephone** 651-296-2888 or 1-800-657-3794; **FAX** 651-296-3698; **E-mail:** [george.johnson@state.mn.us](mailto:george.johnson@state.mn.us)

## Minnesota Environmental Quality Board

### Decision on Xcel Energy's Proposed Lakefield Junction to Fox Lake 161 kV High Voltage Transmission Line and Associated Facilities

The Environmental Quality Board on September 16 unanimously voted to designate a route and issue a route permit for the proposed 161 kV transmission line (HVTL) and associated facilities extending from the Lakefield Junction Substation in Jackson County on the west to the Fox Lake Substation in Martin County on the east for a distance of approximately 26 miles.

Xcel Energy was granted a route permit for the 161 kV HVTL which specifies that the HVTL will generally be located along Interstate 90, except through the City of Jackson.

The proposed transmission line project will require a new right-of-way of 45 feet when paralleling the I-90 freeway or other existing rights-of-way and 80 feet when entirely new right-of-way is required. The structures will be single pole, galvanized steel structures between 70 and 115 feet tall and spaced approximately 400 to 600 feet apart.

The proposed transmission line is expected to be in service by the fall of 2006.

The Route Permit for the project contains conditions for site preparation, construction, cleanup, restoration, electrical performance

standards. Information about this Project may also be obtained on the Energy Facilities section of the EQB Web Site:

*<http://www.eqb.state.mn.us/EnergyFacilities/index.html>*

If you have any questions about this project or would like more information, please contact: Larry B. Hartman, Room 300 Centennial Bldg., 658 Cedar St., St. Paul, Minnesota 55155; **telephone** (651) 296-5089 or 1-(800)-657-3794; **FAX** (651) 296-3698; **E-mail:** *[larry.hartman@state.mn.us](mailto:larry.hartman@state.mn.us)*

## Department of Finance Budget Services Division Notice of Rate for Provider Tax Research Credit

**NOTICE IS HEREBY GIVEN** that pursuant to *Minnesota Statutes* 295.53 Subdivision 4a(e), the research tax credit for companies subject to the gross earnings tax under *Minnesota Statutes* 295.52 shall remain at 2.0 percent of revenues for patient services used to fund expenditures for qualifying research conducted by an allowable research program in calendar year 2005.

For additional information, please call Katie Burns, Executive Budget Officer, at (651) 296-7289.

Peggy Ingison  
Commissioner

## Metropolitan Council Metro Mobility Annual Public Forums for Riders Set for November

The Metropolitan Council will hold public forums on November 9 and 10, 2004 to gather information from riders and other consumers on how well the Metro Mobility program is meeting their transportation needs.

Public forums are scheduled as follows:

- **Tuesday, November 9, 2004**  
7:30 p.m. – 9:00 p.m.  
Mears Park Centre Bldg., Chambers  
230 E. 5<sup>th</sup> Street, St. Paul.
  
- **Wednesday, November 10, 2004**  
11:30 a.m. – 1:00 p.m.  
Minneapolis Convention Center - Room 101  
1301 2<sup>nd</sup> Avenue S., Minneapolis

All interested persons are encouraged to attend the forums and offer comments. People may register in advance to speak by calling Metro Mobility Customer Services at (651) 602-1111, or (651) 221-9886 TTY. Riders may also wait and sign up to speak at the forums. Sign language interpreter services will be provided at the forums. Upon request, reasonable accommodations to persons with disabilities will be provided if requested by October 25.

The forums are designed so people can comment on how Metro Mobility is working for them and offer ideas for improvement. Metro Mobility staff members will be on hand to answer general questions and respond to comments. Riders seeking follow-up on a specific incident or concern are asked to contact the Metro Mobility Customer Services department at (651) 602-1111 [(651) 221-9886 TTY].

Riders who do not attend a forum can still participate as follows:

- Send written comments to:  
Dave Jacobson, Metropolitan Council Metro Mobility Service Center, 230 East Fifth Street, St. Paul, MN 55101
- Fax comments to Dave Jacobson at (651) 602-1660
- Send TTY comments to Dave Jacobson's attention at (651) 221-9886
- E-mail comments to: *[data.center@metc.state.mn.us](mailto:data.center@metc.state.mn.us)*.

Comments will be accepted until Friday, December 10, 2004.

# State Grants & Loans

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

## Department of Health

### Notice of Availability of Funds: Special Supplemental Nutrition Program for Women, Infants and Children (WIC Program)

<b>Eligible Applicants:</b>	See Below: "Description of Grant"
<b>Amount of Available Funds:</b>	Determined by Federal Appropriation
<b>Duration of Grant:</b>	1/1/2005 – 12/31/2005
<b>Application Materials Available:</b>	Mailed Out Upon Receipt of Notice of Intent to Apply
<b>Application Deadline:</b>	11/1/2004
<b>Award Decision:</b>	Within 30 days of receipt of completed application.
<b>Beginning Contract Date:</b>	1/1/2005

#### Description of Grant:

The Minnesota Department of Health is seeking a local agency to administer the WIC Program in the geographic area of Becker County, Minnesota. The WIC Program is a state and federally funded grant program administered through the Minnesota Department of Health; grants are made available to qualified local agencies to deliver program services. WIC provides nutrition education services and vouchers for the purchase of specified nutritious food supplements to pregnant, postpartum, and nursing women, and to infants and children up to five years of age who are judged by health professionals to be at nutritional risk and who have family incomes at or below 185 percent of poverty income guidelines prescribed by the United States Department of Agriculture or who qualify for Medical Assistance (MA) or other specified programs. The WIC Program serves as an adjunct to good health care during critical times of growth and development, in order to prevent the occurrence of health problems and to improve the health status of those persons.

The local agency currently serving Becker County has given notice that the agency will no longer provide WIC Program services to Becker County beginning January 1, 2005. The Minnesota Department of Health therefore needs a new WIC local agency to serve Becker County for the calendar year 2005.

The types of local agencies that may apply for the WIC Grant are listed as follows in order of their priority for application approval:

- First priority is given to a Community Health Board.
- Second priority is given to a public or private non-profit health service agency.
- Third priority is given to a public human service agency.
- Fourth priority is given to a private non-profit human service agency.

An agency will be classified as either a health service agency or a human service agency, based on the type of services it primarily provides during its current fiscal year. The priority system applies to agencies that are applying for the first time, that have applied before, and that have previously administered the WIC Program.

Only one application will be approved. If two or more competing applicants have the same priority, a subpriority will be assigned as follows:

- First subpriority will be given to an agency whose employees can provide ongoing routine pediatric and obstetric care, and administrative services.
- Second subpriority will be given to an agency that must enter into a written agreement with another agency for either ongoing, routine pediatric and obstetric care, or administrative services.
- Third subpriority will be given to an agency that must enter into a written agreement with private physicians to provide ongoing, routine pediatric and obstetric care for women, infants, or children, or for participants not eligible for health services at the agency.
- Fourth subpriority will be given to an agency that must enter into a written agreement with private physicians to provide ongoing, routine pediatric and obstetric care for all participants.
- Fifth subpriority will be given to an agency that must provide ongoing routine pediatric and obstetric care through referral to a health care provider.



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## State Grants and Loans

If additional information or revisions are needed to the application after it is submitted, a request shall be made within 15 days of receipt. A revised application must be received within 15 days of the date of the request.

### Procedures and Information for Applying for the Becker County WIC Grant

#### Step 1: Applicants Must Provide Notice of Intent to Apply for the Becker County WIC Grant

Any organization interested in applying for the WIC grant must submit a letter stating that the organization intends to apply for the 2005 Becker County WIC grant. The letter must include the name and address of the organization that wishes to apply, and must list the type of organization that it is (e.g., community health board, non-profit organization). The letter must be **mailed or faxed** to: Theresa Graham, WIC Program, Minnesota Department of Health, P.O. Box 64882, St. Paul, MN 55164-0882, FAX: (651) 215-8951. **The letter giving notice of intent to apply for the 2005 Becker County WIC Grant must be received by the Department of Health, WIC Program, no later than 4:30 p.m., Friday, October 8, 2004.** No application materials will be provided if the letter is received after this deadline.

#### Step 2: The WIC Program Will Provide Application Materials

The WIC Program will provide an organization, which has expressed intent to apply for the grant, with pertinent application materials, information on the review and award process, and technical assistance information as it becomes available.

#### Step 3: Submission of Completed WIC Applications

Completed applications must be received no later than **4:30 p.m. on November 1, 2004**, by the Minnesota Department of Health, WIC Program, P.O. Box 64882, St. Paul, MN 55164-0882, FAX: (651) 215-8951.

#### Step 4: Approving WIC Applications

Applications will be reviewed as submitted except that, at its discretion, the WIC Program may request further clarification. A grant will be approved in accordance with priority areas and criteria identified in the application materials. Applicant organizations will be notified in writing of the grant decision and an agreement will be initiated for the grant that is approved.

#### Amount and Duration of Funding

Amount and duration of funding for the full award period will be dependent upon federal appropriations.

#### Contact for Further Information

For further information, please contact the Minnesota Department of Health, WIC Program, Marcia Syverson, (218) 755-4169, email: [marcia.syverson@health.state.mn.us](mailto:marcia.syverson@health.state.mn.us).

## Department of Human Services

### Amended Request for Proposals to Provide Assistance and Representation to Individuals Applying for Supplemental Security Income Benefits

The Department of Human Services is amending its RFP published on August 30, 2004, requesting proposals to provide assistance and representation to individuals who are applying for Supplemental Security Income (SSI) benefits. The amendment is limited to the compensation section of the RFP, located on page 3 of the RFP. For individuals who have an approved SSI Interim Assistance Agreement, the RFP is specifically amended to remove the maximum \$1,200 for actual reasonable fees, costs, and disbursements related to appeals and litigation or other services. Proposals are due October 12, 2004.

To receive a copy of the amended RFP, please contact Dennis Albrecht, Minnesota Department of Human Services, 444 Lafayette Road, St. Paul, Minnesota 55155-3833. Fax (651) 215-1818. E-mail [dennis.k.albrecht@state.mn.us](mailto:dennis.k.albrecht@state.mn.us)

## Department of Human Services

### Notice of Availability of Contracts for Integrated Services Pilot Projects

The Minnesota Department of Human Services is requesting proposals for the purpose of testing models that integrate the delivery of employment, health, and social services for MFIP families with serious and multiple issues interfering with their ability to become economically stable. Funding for pilot programs is estimated at \$3 million annually for each year of a 3-year demonstration period (February 1, 2005 – December 31, 2007), for a total of \$9 million. No more than 8 pilot projects will be funded. All projects must serve at least 100 families during the demonstration period. Funding may be requested for implementation and operation of a pilot project, or to expand an existing project. The nature of this project will require strong partnerships to integrate employment, health, and social

# State Grants & Loans

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services. Either a county human service agency or a tribe must be the primary contractor for the partnership.

A Request for Proposals will be available on the DHS website ([www.dhs.state.mn.us](http://www.dhs.state.mn.us)) or by mail from this office beginning September 27, 2004. A letter of intent to submit a proposal must be submitted by October 15, 2004. No proposal will be accepted unless a letter of intent has been filed. A written request (by direct mail or fax) is required to receive the Request for Proposal and a letter of intent form by mail. Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address below no later than 4:00 p.m. on November 19, 2004. Late proposals will not be considered. Faxed or e-mailed proposals will not be considered.

The Request for Proposal can be obtained from Joan Truhler, MN Department of Human Services, 444 Lafayette Road, St. Paul, MN 55155-3834 or **FAX** (651) 215-1818. Please **call** (651) 297-5385 with questions.

## 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) Web site. Interested vendors are encouraged to monitor the P/T Contract Section of the MMD Web site 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 A Contract for Group Purchasing Software and Support for the Operation of the Minnesota Multistate Contracting Alliance for Pharmacy (MMCAP) Program

The Minnesota Department of Administration, on behalf of the Minnesota Multistate Contracting Alliance for Pharmacy (MMCAP), is requesting proposals to acquire Group Purchasing Organization (GPO) software and support services. MMCAP is a voluntary group purchasing organization administered by the State of Minnesota and made up of governmental entities. MMCAP has 42 participating state members (plus the City of Chicago). Approximately 2,000 facilities within member states purchase over \$900 million per year of products from 149 companies currently under contract with MMCAP. Products are purchased through one of three MMCAP authorized distributors.

MMCAP will make the Request for Proposals (RFP) available either electronically or by hard copy (electronic transmission is the preferred method). Electronic copies may be downloaded from a PDF file located on the MMCAP website ([www.mmcap.org](http://www.mmcap.org)). Interested companies should contact Dorothy Johnson by e-mail at [Dorothy.Johnson@state.mn.us](mailto:Dorothy.Johnson@state.mn.us) or by telephone at (651) 215-1186 to request a hard copy of the RFP.

Proposals in response to this solicitation must be received at the address and in the manner specified in the RFP no later than 2:00 p.m., Central Time, on Tuesday, October 26, 2004. **Late proposals will not be considered.**

MMCAP reserves the right to cancel this solicitation at any time prior to executing any contracts. All expenses incurred by responders to this RFP are the sole responsibility of the responders.

## Department of Administration

### State Architect's Office

### Notice of Availability of Request for Proposals for Master Contract to Provide Construction Testing and Inspections

The State of Minnesota through its Department of Administration, State Architect's Office ("State") is soliciting proposals for the services of Construction Testing and Inspections, to include:

- Geotechnical Services
- Concrete Testing and Inspection Services

- Masonry Testing and Inspection Services
- Structural Steel Testing and Inspection
- Pavement Testing and Inspection
- Window / Curtainwall Testing and Inspection
- Roofing / Waterproofing Testing and Inspection
- Fireproofing / Firestopping Testing and Inspection

The full Request for Proposals is available at [www.sao.admin.state.mn.us](http://www.sao.admin.state.mn.us), click on "Solicitation Announcements", click on "RFP for Construction Testing and Inspection Services." Responses must be received no later than 2:00 pm on October 20, 2004. RFP clarifications or changes, if any, will also be available on Web Site [www.sao.admin.state.mn.us](http://www.sao.admin.state.mn.us), click on "Solicitation Announcements", click on "RFP for Construction Testing and Inspection Services". Late responses will not be considered.

Questions may be **faxed** to attention of Cliff Buikema, SAO Project Manager, at (651) 297-1640 or **Emailed** to [cliff.buikema@state.mn.us](mailto:cliff.buikema@state.mn.us). Questions must be received no later than 2:00 p.m. on October 11, 2004, and response to questions will be available by October 13, 2004 on Web Site [www.sao.admin.state.mn.us](http://www.sao.admin.state.mn.us), click on "Solicitation Announcements". This is the only person authorized to respond to questions.

## Minnesota Historical Society

### Notice of Request for BIDs For Controls Retrofit of the Mille Lacs Indian Museum's HVAC System

The Minnesota Historical Society is soliciting bids from qualified contractors for the turn-key installation of a replacement HVAC control system for the Mille Lacs Indian Museum. The proposed new control system includes a building automation system, DDC controls, damper operators, CO2 sensors, and variable frequency drives.

**A MANDATORY PRE-BID MEETING** will be held on **Thursday, October 14, 2004 at 1:00 p.m.** at the Mille Lacs Indian Museum, 43411 Oodena Drive, Onamia, Minnesota 56359.

Authorized agents for receipt of the bids are the following: Minnesota Historical Society staff located either at the Information Desk on the first floor, or in the Contracting and Purchasing Office on the fourth floor of the Minnesota History Center, 345 Kellogg Boulevard West, St. Paul, Minnesota 55102.

The Request for Bids and project specifications are available by calling Mary Green Toussaint, Contracting and Purchasing Assistant, Minnesota Historical Society, 345 Kellogg Boulevard West, St. Paul, Minnesota 55102. Telephone (651) 297-7007 or by e-mail: [mary.green-toussaint@mnhs.org](mailto:mary.green-toussaint@mnhs.org).

Bids must be submitted in a sealed envelope with the project name clearly written on the envelope. Bids must be received no later than Tuesday, October 26, 2004 at 2:00 p.m. Late bids will not be considered.

DATED: September 27, 2004

## Minnesota Department of Human Services

### Notice of Request for Proposals (RFP) for Master Contract for Professional/Technical Graphic Design Consultant(s).

The Minnesota Department of Human Services is soliciting proposals from qualified, experienced consultants to support graphic/forms design using Adobe software, support web and print publication of documents, maintain a system and procedures for foreign language document design (including supporting non-Roman fonts - Unicode), create JavaScript to automate fillable and submittable forms and troubleshoot related software/hardware problems.

Proposals must be delivered to:

Minnesota Department of Human Services  
Attention: Danette Wachs  
C/O: Information Desk  
444 Lafayette Road  
St. Paul, Minnesota 55155-3806

# State Contracts

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All proposals must be received by no later than 3:00 p.m. on October 25, 2004. Late proposals will not be accepted. Responders should provide an original proposal plus eight (8) copies in 8.5 x 11 format. Please ensure that the original proposal submitted is signed in ink. Process and terms as stated must be valid for the length of any resulting contract. All proposals must be sent to the address above.

The Minnesota Department of Human Services is not obligated to complete the proposed master contract and reserves the right to cancel the solicitation if it is considered to be in its best interest.

## Minnesota Pollution Control Agency Notice of Request for Proposals for Consultant Services for Environmental Impact Statement Preparation

The Minnesota Pollution Control Agency (MPCA) seeks proposals for consulting services to assist MPCA staff in preparing an Environmental Impact Statement (EIS) for the proposed Burnsville Sanitary Landfill Expansion Project.

The MPCA seeks the services of a consultant with expertise in preparing environmental review documents, mixed municipal solid waste landfill design, operation and permitting, hydrogeologic evaluation, air dispersion modeling and air quality permitting, planning and alternatives analysis, state and federal regulatory processes, and socioeconomics. The consultant must conduct necessary data collection and analysis, and prepare draft and final Environmental Impact Statements (EISs) that fulfill the requirements of *Minnesota Rules* parts 4410.0200 through 4410.6500. For a copy of the complete Request for Proposal (RFP) and Final Scoping document, please contact Kelly Garvey at (651) 296-7796.

### Submission of Proposals

All proposals must be to:

Kelly Garvey	Telephone: (651) 296-7796
Minnesota Pollution Control Agency	Toll-free: (800) 657-3864
Operation and Environmental Review Section	TTY: (651) 282-5332
Regional Environmental Management Division	Fax: (651) 297-8683
520 Lafayette Road North	
St. Paul, MN 55155-4194	

All submissions must be received no later than 4:00 p.m., Central Daylight Time, Friday, October 29, 2004, as indicated by the time and date stamp on each package. Late proposals will not be considered.

The MPCA staff will hold a pre-proposal information meeting on Thursday, October 14, 2004, from 2:00 p.m. through 3:00 p.m., at the MPCA office in St. Paul, Minnesota.

This notice and other documents relevant to the RFP can be made available in other formats, including Braille, large print, audio-tape, and other languages upon request.

## 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 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](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 commodity, project or tasks; 4) cost estimate; and 5) final submission date of completed contract proposal. Allow at least three weeks from publication date (four weeks from the 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.

## Dakota County Community Services Administration - Contracts Unit Notice of Request for Proposal for In-Home and Community-Based Services

**NOTICE IS HEREBY GIVEN** that Dakota County Social Services – Children and Family Services – and Dakota County Community Corrections – Juvenile Services - is soliciting proposals from interested and qualified parties for the purpose of providing in-home and community-based services.

The awarded grantee(s) will be expected to enter into a contractual agreement with Dakota County beginning with the contract implementation date of January 1, 2005 through December 31, 2006, subject to approval by the Dakota County Board of Commissioners and funding availability.

Qualified Respondents will be considered who have demonstrated ability and experience in meeting the service requirements, including evidence of qualified staffing and supervision, and providing the following service(s) for which they submit a proposal:

- In-Home Services: *Brief Counseling*
- Community Based Services: *Case Planning*  
*Mentoring*  
*Supervised Visitation*  
*Supportive Services to Foster Care Providers*

If you have interest in providing the service(s), a complete Request for Proposal may be obtained by contacting:  
Carla Skog, Contract Support Specialist

# Non-State Contracts & Grants

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Dakota County Community Services Administration  
Dakota County Northern Service Center  
1 Mendota Road West, Suite 500  
West St. Paul, MN 55118  
Phone: (651) 554-5807

Deadline for Proposals is 4:00 P.M. Central Standard Time on Tuesday, October 26, 2004.

## Minnesota State Court, 4<sup>th</sup> Judicial District (Hennepin County) Request for Proposal for Conversion of 4<sup>th</sup> Judicial District Case Tracking Data to MNCIS

The 4<sup>th</sup> Judicial District is seeking proposals from qualified vendors to provide data conversion services for three case tracking systems that will be migrated to the State Court MNCIS system. A qualified vendor will be able to provide end-to-end solutions (including project management, planning, analysis and design, programming and execution).

The Request for Proposals can be downloaded from the Minnesota State Court website at:

<http://www.courts.state.mn.us/news/postingList.aspx?category=news&pageID=130>

or is available by writing or calling Jim Wehri, 4<sup>th</sup> Judicial District, C-1251 Government Center, 300 So 6<sup>th</sup> St, Minneapolis, MN 55487.

**Telephone:** (612) 348 6060, or **E-mail:** [jim.wehri@courts.state.mn.us](mailto:jim.wehri@courts.state.mn.us).

A vendor conference is scheduled for October 6, 2004 at 1:30 PM in the Hennepin County Auditorium, A-Level, Hennepin County Government Center, 300 So 6<sup>th</sup> St., Minneapolis, MN.

**Proposals must be received no later than 4:00 p.m. local (i.e., Minneapolis) time on October 25, 2004. Late proposals will not be accepted.**

## Metropolitan Council -- Metro Transit Sealed Bids Sought for Supplying Low-Pressure Steam Heating Coils Procurement No 6731

Metro Transit, a division of the Metropolitan Council, is soliciting sealed bids for supplying low-pressure steam heating coils. Seven coils are required for delivery to Metro Transit's Heywood facility and six coils are required at Metro Transit's South garage.

Sealed bids are due by 2:00 p.m. on September 30, 2004. Bids must be submitted in accordance with the Invitation for Bids document available from:

**Metropolitan Council**  
Metro Transit Purchasing Department  
515 N. Cleveland Avenue  
St. Paul, MN 55114  
(612) 349-5070

## University of Minnesota Minneapolis Campus, Minneapolis, Minnesota Asbestos Abatement – Comstock Hall Crawlspace

Work performed under this contract will include the removal of asbestos-containing materials, non-asbestos containing materials, mold contaminated materials, and pouring a concrete cap in a crawlspace.

The Work shall be completed within 30 days calendar days after start of work.

Prebid 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., October 1, 2004. Interested parties are to meet at the South loading dock of Comstock Hall. Comstock Hall is located on University of Minnesota, Minneapolis Campus. **Each individual wishing to participate in the pre-bid tour shall don a HEPA filtered respirator and a tyvek suit.** 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) 626-6080 if you are interested in attending.

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## Non-State Contracts & Grants

Last day for questions is Noon October 6, 2004. Please submit questions in writing to Chip Foster at [fosterc@facm.umn.edu](mailto:fosterc@facm.umn.edu) or Sean Gabor at [gabors@facm.umn.edu](mailto:gabors@facm.umn.edu).

Prime contract bidding will close 2:00 p.m., local time, Tuesday, October 12, 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 Employment 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 St. Paul Campus, St. Paul, Minnesota Asbestos Abatement – NW Greenhouse Demolition

Work performed under this contract will include the removal of asbestos-containing materials, and other hazardous materials, from the NW Greenhouse Prior to Demolition.

The Work shall be completed within 30 days calendar days after start of work.

Prebid access to the work site is limited to specific times and dates. A **mandatory** pre-bid tour of the work site is scheduled for 1:30 p.m., October 1, 2004. Interested parties are to meet at the West parking area of the NW Greenhouse. The NW Greenhouse is located on the University of Minnesota's St. Paul Campus at 2100 Larpenteur Ave. 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) 626-6080 if you are interested in attending.

Last day for questions is Noon October 5, 2004. Please submit questions in writing to Chip Foster at [fosterc@facm.umn.edu](mailto:fosterc@facm.umn.edu) or Sean Gabor at [gabors@facm.umn.edu](mailto:gabors@facm.umn.edu).

Prime contract bidding will close 2:00 p.m., local time, Thursday, October 7, 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 Employment 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**

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### **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 (612) 625-5534.

Request 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.

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