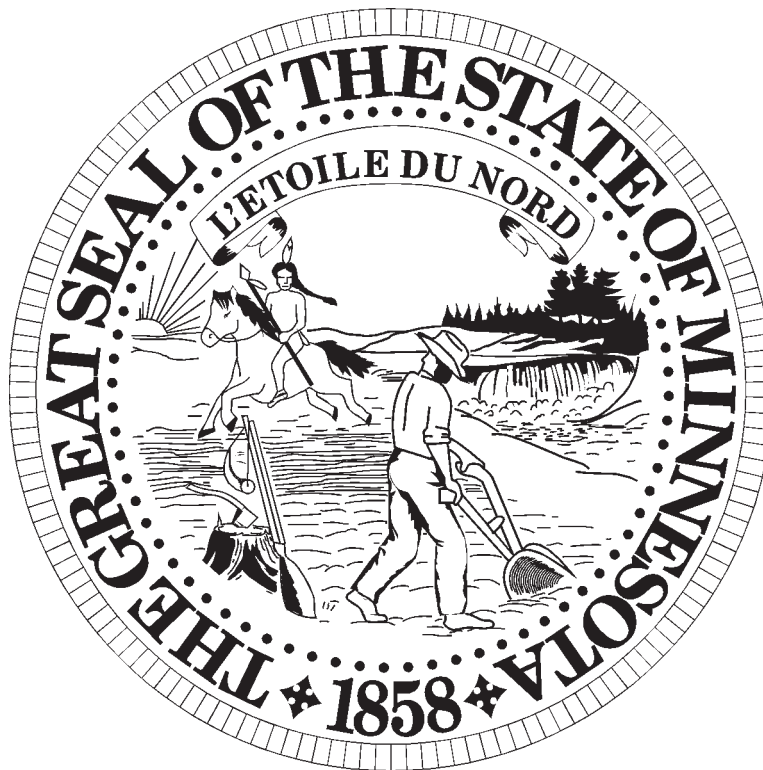


State of Minnesota

# State Register



**Rules, Executive Orders, Appointments, Commissioners' Orders, Revenue Notices,  
Official Notices, Grants, Contracts, and Non-State Bids, Contracts & Grants edition**

Published every Monday (Tuesday when Monday is a holiday)

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# State Register

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

- proposed, adopted, exempt, expedited emergency and withdrawn rules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

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# 17	Monday	23 October	Noon Tuesday	17 October	Noon Wednesday	11 October
# 18	Monday	30 October	Noon Tuesday	24 October	Noon Wednesday	18 October
# 19	Monday	6 November	Noon Tuesday	31 October	Noon Wednesday	24 October
# 20	Monday	13 November	Noon Tuesday	1 November	Noon Wednesday	7 November

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## Minnesota Rules: Amendments & Additions

Rules Index - Vol. 31, #17, Monday 23 October 2006 ..... 538

## Adopted Rules

### Administration Department

Get WORD SEARCH and LINKS..... 539

### Environmental Quality Board

Adopted Permanent Rules Relating to  
Environmental Review Program..... 539

## Withdrawn Rules

### Labor and Industry Department

Withdrawal of Rule: Proposed Amendments to Rules  
Governing Apprenticeship Wages..... 541

## Commissioners' Orders

### Natural Resources Department

Commissioner's Scientific and Natural Area Order No. 186:  
Avon Hills Forest Scientific and natural Area; Superseding  
Scientific and Natural Area Order No. 183..... 541

## Official Notices

### Human Services Department

Authorization List of All Drugs that Have Been Added  
Requiring Authorization as a Condition of Minnesota  
Health Care Programs (MHCP) Payment..... 544

### Labor and Industry Department

Labor Standards Unit: Correction to Commercial Prevailing  
Wage Rates for Tile Setters in Various Counties..... 545  
Labor Standards Unit: Prevailing Wage Determinations  
for Highway/Heavy Projects in Each of 10 Regions  
Statewide..... 545

### Metropolitan Council

Public Hearing on Adoption of the Public Participation  
Plan to the Transportation Policy Plan for the Twin  
Cities Metropolitan Area..... 545

### Public Safety Department

Bureau of Criminal Apprehension - CriMNet: Request for  
Feedback on Proposed Technical Standards..... 546

## State Grants & Loans

### Health Department

Public Hearing Regarding the Minnesota Department  
of Health Application to the Federal Department  
of Health and Human Services for Federal Fiscal  
Year 2007: Preventive Health and Health Services  
Block Grant Funding..... 546

## State Contracts

### Administration Department

Be an Effective Competitor..... 547

### Real Estate Management Division: State Real Property

For Sale - Faribault, Minnesota..... 547

### Real Estate Management Division: State Real Property

For Sale - Golden Valley, Minnesota..... 547

## Colleges and Universities, Minnesota State (MnSCU)

**Bemidji State University:** Request for Proposal (RFP)  
for Engineering Services for Boiler Replacement..... 547

### Saint Cloud Technical College: Advertisement for Bids

for 2006 Chiller Replacement..... 548

### St. Cloud Technical College: Request for Proposals for Architectural Services for St. Cloud Technical College

Science Lab Expansion and Remodeling..... 549

## Health Department

Infectious Disease Epidemiology, Prevention and  
Control Division, STD and HIV Section:  
Solicitation for a STD and HIV Section Manager..... 549

Infectious Disease Epidemiology, Prevention and Control,  
STD and HIV Section: Availability of Contract for  
Mental Health Counseling Pilot Program for Gay, Bisexual,  
and other Men Who Have Sex With Men (MSM)..... 550

## Transportation Department (Mn/DOT)

### Engineering Services Division

Potential Availability of Contracting Opportunities for a  
Variety of Highway Related Technical Activities (the  
"Consultant Pre-Qualification Program")..... 550

Professional/Technical Contract Opportunities..... 551

### Office of Freight and Commercial Vehicles Operations:

Request for Information: Oversize/Overweight  
Permitting and Routing Application..... 551

## Non-State Contracts & Grants

### Anoka County

Request for Proposals for Business Analysis and  
Technical Environment Assessment Services for  
Criminal Justice Integration Hub..... 556

### Hennepin County Designer Selection Committee

Advertisement for Architectural / Engineering Services..... 556

### Metropolitan Council - Metro Transit

Sealed Bids Sought for Floor Repairs at Metro Transit  
F. T. Heywood Garage..... 556

Sealed Bids Solicited for Snow Removal at I-394 and  
CR 73 North and South..... 557

### Minnehaha Creek Watershed District

Request for Qualifications for Legal, Engineering,  
Accounting, and Government Relations Services..... 557

### University of Minnesota

Subscribe to Bid Information Service (BIS).....557

Commodity, Service and Construction Contracts information is  
available from the Materials Management Helpline  
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# Minnesota Rules: Amendments and Additions

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

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

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

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

The *State Register* features partial and cumulative listings of rules in this section on the following schedule: issues #1-13 inclusive; issues #14-25 inclusive; issue #26 cumulative for issues #1-26; issues #27-38 inclusive; issue #39, cumulative for issues #1-39; issues #40-51 inclusive; and issues #1-52 (or 53 in some years), cumulative for issues #1-52 (or 53). An annual subject matter index for rules was separately printed usually in August, but starting with Volume 19 now appears in the final issue of each volume. For copies or subscriptions to the *State Register*, contact Minnesota's Bookstore, 660 Olive Street (one block east of I-35E and one block north of University Ave), St. Paul, MN 55155 (612) 297-3000, or toll-free 1-800-657-3757.

## Rules Index: Monday 23 October 2006

### Volume 31, Issues #14 - 17

(Cumulative listing of issues #1-13 is included in #13)

#### Environmental Quality Board

4410.0200; .1000; .1100; .1200; .1400; .1500; .1700; .2100;  
.3100; .3610; .3800; .4300; .4400; .4600; .5200; .5600;  
.6100; .6200; .6500 (**adopted**)..... 539  
4410.0200, subpart 1a, (**repealed**)..... 539

#### Health Department

4740.2010; .2050; .2060; .2065; .2070; .2075; .2087; .2091;  
.2093; .2099; .2100; .2120 (**adopted**)..... 446

#### Labor and Industry Department

5200.0390 (**withdrawn**)..... 541  
5205.0030; 5207.0005; .0100; .1000;  
5208.1500 (**adopted exempt**)..... 517  
5205.0030 s. 5; 5207.0100, s. 5; .1000, s. 8  
(**repealed exempt**)..... 517

#### Pharmacy Board

6800.0100; .0350; .0800; .0910; .1010; .1050; .1250; .1300;  
.1400; .1500; .2350; .2600; .2700; .3000; .3100; .3120;  
.3200; .3300; .3350; .3400; .3450; .3950; .4230; .4250;  
.4400; .6200; .7400; .7510; .7520; .8001; .8002; .9700;  
.9900; .9921 (**proposed**)..... 429  
6800.0100 s. 13; .2810; .3300 s. 3, 4, 5; .3350, s. 2;  
.4500; .8002 s. 3 (**proposed repealer**)..... 429

#### Public Safety Department

1215.0200; .0800; .0900 (**proposed**)..... 493

#### Revenue Department

8130.0110; .0200; .0400; .0500; .0600; .0700; .0900; .1000;  
.1100; .1200; .1500; .1800; .1900; .2300; .2500; .3100; .3200;  
.3300; .3400; .3500; .3800; .3900; .4000; .4300; .4400; .5550;  
.5600; .6000; .6200; .6300; .6400; .6600; .6700; .7400; .7900;  
.9250; .9300; .9600 (**adopted exempt**)..... 449  
8130.0120; .0300; .0900 s. 8; .3600; .4000 s. 5; .4200;  
.4300 s. 2; .5600 s. 1; .5900; .6500; .6600, s. 1; .6700 s. 3;  
.6900; .7300; .7500, s. 1, 2, 4; .7600; .7700; .7900 s. 2, 3;  
.8400 (**repealed exempt**)..... 449

# Adopted Rules

A rule becomes effective after the requirements of *Minnesota Statutes* §§ 14.05-14.28 have been met and five working days after the rule is published in the *State Register*, unless a later date is required by statutes or specified in the rule. If an adopted rule is identical to its proposed form as previously published, a notice of adoption and a citation to its previous *State Register* publication will be printed. If an adopted rule differs from its proposed form, language which has been deleted will be printed with strikeouts and new language will be underlined. The rule's previous *State Register* publication will be cited.

**KEY: Proposed Rules** - 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** - Underlining indicates additions to proposed rule language. ~~Strikeout~~ indicates deletions from proposed rule language.

## Department of Administration

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## Environmental Quality Board

### Adopted Permanent Rules Relating to Environmental Review Program

The rules proposed and published at *State Register*, Volume 30, Number 33, pages 869-879, February 13, 2006 (30 SR 869), are adopted with the following modifications:

#### 4410.0200 DEFINITIONS AND ABBREVIATIONS.

Subp. 81. **Sewered area.** Withdrawn at .. SR ....

#### 4410.3610 ALTERNATIVE URBAN AREAWIDE REVIEW PROCESS.

Subp. 2. **Relationship to specific development projects.** Withdrawn at .. SR ....

Subp. 5. **Procedures for review.** The procedures in items A to H must be used for review under this part.

B. Reviewers shall have 30 days from the date of notice of availability of the draft environmental analysis in the EQB Monitor to submit written comments to the RGU. Reviewers that are governmental units shall be granted a 15-day extension by the RGU upon a written request for good cause. A copy of the request must be sent to the EQB.

Comments may address the accuracy and completeness of the information provided in the draft analysis and draft mitigation plan, potential impacts that warrant further analysis, further information that may be required in order to secure permits for specific projects in the future, mitigation measures or procedures necessary to prevent significant environmental impacts within the area when actual development occurs, and the need to analyze additional development scenarios as required by this part.

Governmental units shall also state in their comments whether or not they wish to be notified by the RGU upon receipt of applications for specific development projects within the area.

H. If the matter is referred to the EQB under item G, the EQB shall determine whether the environmental analysis document, including the plan for mitigation, is adequate, conditionally adequate, or inadequate. If the EQB finds the document conditionally adequate or inadequate, the EQB shall specify the revisions necessary for adequacy. The EQB shall only find the document inadequate if it the EQB determines that it contains inaccurate or incomplete information necessary to the identification and mitigation of potentially significant environmental impacts, that the review ~~has not analyzed sufficient of~~ development scenarios as required by ~~is not in compliance with~~ this part, or that the proposed plan for mitigation will be inadequate to prevent the occurrence of potentially significant environmental impacts.

If the EQB finds the document adequate or conditionally adequate, the RGU shall adopt the document under item E. If the document is found conditionally adequate by the EQB, the RGU shall first revise the document as directed by the EQB. If the EQB finds the document inadequate, the RGU has 30 days to revise the document and circulate it for review in accordance with items D to H.

# Adopted Rules

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Subp. 5a. **Additional procedures required when certain specific projects are reviewed.** Withdrawn at .. SR ....

## **4410.4300 MANDATORY EAW CATEGORIES.**

Subp. 19. **Residential development.** An EAW is required for residential development if the total number of units that may ultimately be developed on all contiguous land owned or under an option to purchase by the proposer, ~~and that is zoned for residential development or is identified for residential development except land identified by an applicable comprehensive plan, ordinance, resolution, or annexation agreement of a local governmental unit for a future use other than residential development,~~ equals or exceeds a threshold of this subpart. In counting the total number of ultimate units, the RGU shall include the number of units in any plans of the proposer; for land for which the proposer has not yet prepared plans, the RGU shall use as the number of units the product of the number of acres multiplied by the maximum number of units per acre allowable under the applicable zoning ordinance or, if the maximum number of units allowable per acre is not specified in an applicable zoning ordinance, by the overall average number of units per acre indicated in the plans of the proposer for those lands for which plans exist. If the total project requires review but future phases are uncertain, the RGU may review the ultimate project sequentially in accordance with part 4410.1000, subpart 4.

If a project consists of mixed unattached and attached units, an EAW must be prepared if the sum of the quotient obtained by dividing the number of unattached units by the applicable unattached unit threshold, plus the quotient obtained by dividing the number of attached units by the applicable attached unit threshold, equals or exceeds one.

The local governmental unit is the RGU for construction of a permanent or potentially permanent residential development of:

## **4410.4400 MANDATORY EIS CATEGORIES.**

Subp. 14. **Residential development.** An EIS is required for residential development if the total number of units that the proposer may ultimately develop on all contiguous land owned by the proposer or for which the proposer has an option to purchase, ~~and that is zoned for residential development or is identified for residential development except land identified by an applicable comprehensive plan, ordinance, resolution, or annexation agreement of a local governmental unit for a future use other than residential development,~~ equals or exceeds a threshold of this subpart. In counting the total number of ultimate units, the RGU shall include the number of units in any plans of the proposer; for land for which the proposer has not yet prepared plans, the RGU shall use as the number of units the product of the number of acres multiplied by the maximum number of units per acre allowable under the applicable zoning ordinance, or if the maximum number of units allowable per acre is not specified in an applicable zoning ordinance, by the overall average number of units per acre indicated in the plans of the proposer for those lands for which plans exist. If the total project requires review but future phases are uncertain, the RGU may review the ultimate project sequentially in accordance with part 4410.2000, subpart 4.

The RGU may review an initial stage of the project, that may not exceed ten percent of the applicable EIS threshold, by means of the procedures of parts 4410.1200 to 4410.1700 instead of the procedures of parts 4410.2000 to 4410.2800. If the RGU determines that this stage requires preparation of an EIS under part 4410.1700, it may be reviewed through a separate EIS or through an EIS that also covers later stages of the project.

If a project consists of mixed unattached and attached units, an EIS must be prepared if the sum of the quotient obtained by dividing the number of unattached units by the applicable unattached unit threshold, plus the quotient obtained by dividing the number of attached units by the applicable attached unit threshold, equals or exceeds one.

The local governmental unit is the RGU for construction of a permanent or potentially permanent residential development of:

## Withdrawn Rules

An agency may choose to withdraw rules it has proposed, thus cancelling any time-sensitive schedule for public comment, hearing, or further movement toward the rules' adoption. These rules will be listed as withdrawn by their individual rules numbers in the *State Register's* index to rulemaking activity, **Minnesota Rules: Amendments and Additions**. An agency that so chooses to withdraw proposed rules, may reintroduce those same rules at a later date.

**KEY: Proposed Rules** - 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** - Underlining indicates additions to proposed rule language. ~~Strikeout~~ indicates deletions from proposed rule language.

## Minnesota Department of Labor and Industry

### NOTICE OF WITHDRAWAL OF RULE: Proposed Amendments to Rules Governing Apprenticeship Wages; *Minnesota Rule 5200.0390*

The Minnesota Department of Labor and Industry proposed amendments to rules governing apprenticeship wages, which were published in the *State Register* on January 17, 2006 (30 SR 789). Pursuant to *Minnesota Statutes*, section 14.05, subdivision 3, the Department of Labor and Industry hereby provides notice that the proposed amendments to *Minnesota Rules 5200.0390* are withdrawn.

Date: October 13, 2006

M. Scott Brener  
Commissioner

## Commissioners' Orders

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

## Department of Natural Resources

### Commissioner's Scientific and Natural Area Order No. 186: Avon Hills Forest Scientific and natural Area; Superseding Scientific and Natural Area Order No. 183

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

The most northwesterly 115.80 feet of Block One, WHISTLIN WING ACRES, according to the recorded plat thereof, Stearns County, Minnesota. Containing 0.37 acres, more or less;

And

The Northwest Quarter of the Southwest Quarter, Section 4, Township 124, Range 30, Stearns County, Minnesota;

And

The South Half of the Southwest Quarter, Section 4, Township 124, Range 30, Stearns County, Minnesota, LESS AND EXCEPT four tracts described as follows:

#### **Parcel #1:**

Beginning at the Southwest corner of said South Half; thence East along the South line thereof a distance of 1231 feet; thence Northerly and parallel with the West line of said South Half to the Southerly right-of-way line of the Township Road, as the road crosses said South Half; thence Westerly along the South right-of-way line of said Township Road to the West line of said South Half; thence South to the point of beginning;

# Commissioners' Orders

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## **Parcel #2:**

Beginning at the South Quarter corner of said Section 4, thence North 81 degrees 25 minutes 09 seconds West on an assumed bearing along the South line of said South Half of the Southwest Quarter a distance of 822.83 feet; thence North 02 degrees 26 minutes 29 seconds East, parallel with the East line of said South Half of the Southwest Quarter a distance of 385.50 feet to the center line of the township road; thence Easterly a distance of 38.81 feet along said center line and along a non-tangential curve concave to the North having a radius of 1065.59 feet and a central angle of 02 degrees 05 minutes 12 seconds, the chord of said curve bears South 75 degrees 52 minutes 25 seconds East to a point of compound curve; thence Easterly a distance of 109.22 feet along said center line and along a compound curve concave to the North having a radius of 373.36 feet and a central angle of 16 degrees 45 minutes 36 seconds; thence North 86 degrees 19 minutes 23 seconds East tangent to said compound curve and along said center line a distance of 108.51 feet; thence Easterly and Southeasterly a distance of 167.11 feet along said center line and along a tangential curve concave to the South having a radius of 287.00 feet and a central angle of 33 degrees 21 minutes 44 seconds; thence South 60 degrees 18 minutes 53 seconds East tangent to said curve and along said center line a distance of 114.26 feet; thence Southeasterly, Easterly and Northeasterly a distance of 46.35 feet along said center line and along a tangential curve concave to the North having a radius of 49.92 feet and a central angle of 53 degrees 12 minutes 07 seconds; thence North 66 degrees 29 minutes 00 seconds East tangent to said curve and along said center line a distance of 143.11 feet; thence Northeasterly a distance of 150.51 feet along said center line and along a tangential curve concave to the Northwest having a radius of 651.50 feet and a central angle of 13 degrees 14 minutes 10 seconds to the East line of said South Half of the Southwest Quarter; thence South 02 degrees 26 minutes 29 seconds West, along said East line a distance of 533.40 feet to the point of beginning.

## **Parcel #3:**

Block One of WHISTLIN WING ACRES, according to the plat and survey thereof now on file and of record in the office of the County Recorder in and for Stearns County, Minnesota, less and except the most northwesterly 115.80 feet; and

## **Parcel #4:**

That part of the Southeast Quarter of the Southwest Quarter, Section 4, Township 124, Range 30, Stearns County, Minnesota, described as follows: Beginning at the most easterly northeast corner of Block One, WHISTLIN WING ACRES, according to the recorded plat thereof; thence North 02 degrees 26 minutes 15 seconds East, assumed bearing, on the east line of said Southeast Quarter of the Southwest Quarter 100.63 feet; thence North 87 degrees 33 minutes 45 seconds West 206.67 feet to the northeasterly line of said Block One; thence South 36 degrees 00 minutes 00 seconds East on said northeasterly line 67.45 feet; thence South 54 degrees 56 minutes 25 seconds East on said northeasterly line 101.48 feet; thence South 87 degrees 27 minutes 22 seconds East on the northerly line of said Block One a distance of 79.57 feet to the point of beginning.

And

That part of the West Half of the Southeast Quarter, Section 19, Township 125 North, Range 30 West, described as follows to-wit:

Commencing at the northwest corner of the Southeast Quarter of Section 19; thence South to the north line of the right-of-way of the Great Northern Railroad now used across said Quarter Section; thence Southeasterly along the north line of said right-of-way to the east line of the West Half of the Southeast Quarter of said Section; thence North along the said middle line between the East and West halves of said Quarter Section to the north line of said Southeast Quarter and thence West on said Quarter Section line to the place of beginning, being all of the land north of the right-of-way in the West Half of the Southeast Quarter of Section 19, Township 125 North, Range 30 West, in Stearns County, Minnesota, EXCEPT that part of the Southwest Quarter of the Southeast Quarter of Section 19, Township 125, Range 30, Stearns County, Minnesota, lying north of the right-of-way of the Great Northern Railroad as now used across said Quarter Section;

And

That part of the Southwest Quarter of the Southeast Quarter, Section 19, Township 125 North, Range 30 West, Stearns County, Minnesota, lying north of the right-of-way of the Great Northern Railroad as now used across said quarter section;

And

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## Commissioner's Orders

The East Half of the Southwest Quarter, Section 18, Township 125 North, Range 30 West, Stearns County, Minnesota, EXCEPT that part lying north of the Township Road known as Quaker Road, as now traveled;

And

The East Half of the Northwest Quarter, Section 19, Township 125 North, Range 30 West, Stearns County, Minnesota;

And

All that part of the East Half of the Southwest Quarter, Section 19, Township 125 North, Range 30 West, Stearns County, Minnesota, lying and being northerly of the Great Northern Railway right-of-way;

And

All that part of the Southwest Quarter of the Northeast Quarter, Section 19, Township 125 North, Range 30 West, Stearns County, Minnesota, described within the following metes and bounds lines, to-wit: Beginning at the southwest corner of said Southwest Quarter of the Northeast Quarter and running thence East on the quarter section line a distance of 8 rods; thence running North, parallel to the west line of said Southwest Quarter of the Northeast Quarter a distance of 40 rods; thence running West a distance of 8 rods to the west line of said Southwest Quarter of the Northeast Quarter, thence South along the west line of said Southwest Quarter of the Northeast Quarter a distance of 40 rods to the place of beginning.

Also

EXCEPTING from the above described lands that part of the Southwest Quarter of the Southeast Quarter and that part of the Northwest Quarter of the Southeast Quarter, Section 19, Township 125 North, Range 30 West, Stearns County, Minnesota, described as follows:

Commencing at the northeast corner of said Southwest Quarter of the Southeast Quarter; thence along the east line of said Southwest Quarter of the Southeast Quarter South 00 degrees 01 minute 24 seconds West, bearing based on Stearns County coordinate system NAD 83 1996 adjustment, a distance of 217.17 feet to a  $\frac{3}{4}$ " iron rod with survey cap stamped "MN DNR LS 16098" (DM) and the point of beginning; thence North 00 degrees 01 minute 24 seconds East along the east line of said Southwest Quarter of the Southeast Quarter and the Northwest Quarter of the Southeast Quarter a distance of 625.08 feet to a DM; thence South 46 degrees 32 minutes 49 seconds West a distance of 661.09 feet to a DM; thence South 30 degrees 06 minutes 03 seconds East a distance of 326.17 feet to a DM in the centerline of Peach Road; thence northeasterly along the centerline of Peach Road on a non-tangential curve concave to the southeast, a distance of 149.42 feet, said curve having a central angle of 41 degrees 50 minutes 29 seconds, radius of 204.60 feet and a chord bearing of North 57 degrees 40 minutes 16 seconds East; thence not tangent with last described curve along said centerline North 84 degrees 21 minutes 44 seconds East 91.65 feet; thence northeasterly along said centerline on a non-tangential curve concave to the northwest, a distance of 61.66 feet, said curve having a radius of 113.45 feet, a central angle of 31 degrees 08 minutes 34 seconds and a chord bearing of North 66 degrees 08 minutes 29 seconds East; thence not tangent to last described curve North 90 degrees 00 minutes 00 seconds East a distance of 45.68 feet to the point of beginning.

Containing about 353.7 acres is under the jurisdiction of the Department of Natural Resources; and

**WHEREAS**, such lands contain mature stands of mesic oak forest, maple-basswood forest, and black ash seepage swamps, and habitat for rare animal species including Red-shouldered hawk (*Buteo lineatus*) and Cerulean Warbler (*Dendroica cerulea*); and

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

**NOW THEREFORE**, I, Gene Merriam, Commissioner of Natural Resources, pursuant to authority vested in me by *Minnesota Statutes* Sec. 84.033, 86A.05, subd. 5, and other applicable laws, do hereby designate the above-described lands as the Avon Hills Forest Scientific and Natural Area.

**FURTHERMORE**, the Avon Hills Forest Scientific and Natural Area is designated as a Public Use unit, open to the public for nature observation and general educational and research activities.

# Commissioner's Orders

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**IT IS FURTHER ORDERED** that Scientific and Natural Area Order no. 183 is hereby superseded.

**IT IS FURTHER ORDERED** that the provisions of *Minnesota Rules* 6136.0100 through 6136.0600 shall apply to the above-designated area, except that the area shall be open to deer hunting on such occasions and with such limitations as the Commissioner determines are necessary to ensure proper management of deer populations.

A copy of this order shall be filed with the Secretary of State.

Dated at St. Paul, Minnesota, this 17th day of October, 2006

GENE MERRIAM, Commissioner  
Department of Natural Resources

## Official Notices

Pursuant to *Minnesota Statutes* §§ 14.101, an agency must first solicit comments from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking.

The *State Register* also publishes other official notices of state agencies and non-state agencies, including notices of meetings and matters of public interest.

## Department of Human Services

### Authorization List of All Drugs That Have Been Added Requiring Authorization as a Condition of Minnesota Health Care Programs (MHCP) Payment

The following is a listing of added drugs to the current authorization list. The newly added drug codes will require authorization on or after November 1, 2006.

As authorized by *Minnesota Statutes*, section 256B.0625, subd 25, the following list includes all drugs that have been added requiring authorization as a condition of MHCP payment. The criteria used to develop this list are as follows:

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

These newly added non preferred drugs will require Authorization for services provided on or after November 1, 2006.

#### DRUGS

##### Added Drugs

Oxycontin sustained release 12 hour tablet  
Oxycodone sustained release 12 hour tablet

**Department of Labor and Industry  
Labor Standards Unit****Notice of Correction to Commercial Prevailing Wage Rates for Tile Setters in  
Various Counties**

A correction has been made to the Commercial Prevailing Wage Rates certified 12/27/05, for Labor Code 424, Tile Setters in Blue Earth, Dodge, Faribault, Fillmore, Freeborn, Houston, LeSueur, Mower, Nicollet, Olmsted, Sibley, Steele, Wabasha, Waseca and Winona Counties.

Copies with the corrected certified wage rate for these Counties may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road North, St. Paul, Minnesota 55155-4306, or by calling (651) 284-5091, or accessing our web site at [www.doli.state.mn.us](http://www.doli.state.mn.us). Charges for the cost of copying and mailing at \$.25 per page for the first 100 pages, \$.65 per page after that. Make check or money order payable to the State of Minnesota.

M. Scott Brener  
Commissioner

**Department of Labor and Industry  
Labor Standards Unit****Notice of Prevailing Wage Determinations for Highway/Heavy Projects in Each of  
10 Regions Statewide**

On October 23, 2006, the commissioner determined and certified prevailing wage rates for Highway/Heavy construction projects in each of 10 regions statewide.

Copies may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road North, St. Paul, Minnesota 55155-4306, or by calling (651) 284-5091, or accessing our web site at [www.doli.state.mn.us](http://www.doli.state.mn.us). Charges for the cost of copying and mailing at \$.25 per page for the first 100 pages, \$.65 per page after that. Make check or money order payable to the State of Minnesota.

M. Scott Brener  
Commissioner

**Metropolitan Council****Notice of Public Hearing on Adoption of the Public Participation Plan to the  
Transportation Policy Plan for the Twin Cities Metropolitan Area**

The Metropolitan Council will hold a public hearing on November 27, to accept comments on the proposed Public Participation Plan to replace Appendix D of the Transportation Policy Plan. The Public Participation Plan will guide public involvement activities for transportation planning by the Metropolitan Council. The new Public Participation Plan is the result of new requirements under the federal transportation law (SAFETEA-LU) regarding public participation in metropolitan transportation planning and programming. This plan would replace the Citizen Participation Plan (Appendix D) of the 2030 Transportation Policy Plan to reflect compliance with the new rules.

The draft Public Participation Plan is available on the Council's Web site at:

<http://www.metrocouncil.org/planning/transportation/TPP/2004/summary.htm>

Printed copies will be available at no charge beginning October 23, 2006 by calling the Council's Data Center at (651) 602-1140 or (651) 291-0904 (TTY). Other background materials describing the Council's transportation planning and programming efforts are also available.

The Transportation Committee of the Metropolitan Council will hold the public hearing:

- **Monday, November 27, 2006, at Metro Transit Heywood Chambers at 560 6<sup>th</sup> Avenue North, Minneapolis, 5 p.m.**

Upon request, the Council will provide reasonable accommodations to persons with disabilities. Please call the Data Center, (651) 602-1140, with your request at least five working days before the hearing.

The procedure for the hearing will be as follows:

- Persons will be called to speak in order in which they have registered. Individuals may register to speak in advance by calling (651) 602-1140.
- Individuals will have 3 minutes each and designated representatives of groups will have 5 minutes. Once all speakers have

# Official Notices

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presented, speakers may request additional time to make further comments.

- The chair of the hearing shall have discretion in limiting or extending testimony by any person.

Comments may also be submitted to the Council as follows:

- Mail: Metropolitan Council Data Center, 390 N. Robert Street, St. Paul, MN 55101-1805
- E-mail: [data.center@metc.state.mn.us](mailto:data.center@metc.state.mn.us)
- Fax: (651) 602-1464
- Public Comment Line: (651) 602-1500.

Comments will be accepted until 5 p.m., December 7, 2006. At the close of the public comment period, the Council will prepare a hearing summary. To request a copy of the hearing summary call the Data Center at (651) 602-1140 or (651) 291-0904 (TTY). The Council plans to adopt the Public Participation Plan on February 14, 2007.

## Department of Public Safety

### Bureau of Criminal Apprehension - CriMNet

#### Notice of Request for Feedback on Proposed Technical Standards

The Minnesota Bureau of Criminal Apprehension, CriMNet Program, seeks feedback on proposed technical standards. To view the reference documents and schema and participate in the current vetting session, log on to <https://cjr.crimnet.state.mn.us/>. For more information, contact the CriMNet Program at (651) 793-2726 or [crimnet.support@state.mn.us](mailto:crimnet.support@state.mn.us).

## 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

### Public Hearing Regarding the Minnesota Department of Health Application to the Federal Department of Health and Human Services for Federal Fiscal Year 2007 Preventive Health and Health Services Block Grant Funding

The Minnesota Department of Health will sponsor a public hearing to obtain comments on the proposed uses of Preventive Health and Health Services Block Grant funds during federal fiscal year 2007. The draft application for those funds is available for inspection upon request.

The public hearing will be conducted as part of a meeting of the State Preventive Health Advisory Committee held Wednesday, November 1, 2006 at the Minnesota Counties Insurance Trust Building, 100 Empire Drive, St. Paul, MN. The meeting and public hearing will begin at 10:00 a.m. Any person or group may submit either written or oral comments at the meeting.

Written comments must be submitted by noon Monday, October 30, 2006 to the address below.

For further information contact:

Debra Burns, Director  
Office of Public Health Practice  
Minnesota Department of Health  
85 East 7<sup>th</sup> Place, Suite 202  
St. Paul, Minnesota 55101  
(651) 201-3873

# 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

### Be an Effective Competitor

Obtain MORE and FASTER information. You receive much more with a SUBSCRIPTION than viewing the *State Register* on our website. Subscribe and receive many LINKS to the *State Register*. Open the *State Register* and click on Bookmarks in the upper right corner. You will also receive ALL the current rules, with an INDEX, and previous years' indices. You also receive a summarized "Contracts & Grants" section to review. Subscriptions cost \$180 a year (normal cost \$260 - an \$80 savings). Here's what you receive:

- Word Search Capability
- LINKS, LINKS, LINKS
- Easy Access to *State Register* Archives
- Updates to Index to Vol. 31
- "Contracts & Grants" Open for Bid
- Early delivery, on Friday
- E-mailed to you . . . its so easy
- Indexes to Vols. 30, 29, 28 and 27

And it's all E-mailed to you, at end-of-day on Friday, instead of waiting for the non-subscriber's issue released on Monday. Contact Cathy Hoekstra, our subscriptions manager, at (651) 297-8777, or **Fax:** (651) 297-8260, or **E-mail:** [cathy.hoekstra@state.mn.us](mailto:cathy.hoekstra@state.mn.us)

## Department of Administration

### Real Estate Management Division

#### Notice of State Real Property For Sale - Faribault, Minnesota

**NOTICE IS HEREBY GIVEN** that the Department of Administration is offering for sale by sealed bid the real property located 25698 Ableman Trail, Faribault, Minnesota. The property contains a 5 bedroom, 2 bathroom rambler style home situated on 1.1 acres located approximately 4 miles south of Faribault on a frontage road along Hwy I-35. To obtain a copy of the complete bid package, visit [www.admin.state.mn.us](http://www.admin.state.mn.us), **e-mail:** [wayne.waslaski@state.mn.us](mailto:wayne.waslaski@state.mn.us) or call: (651) 201-2548. Written bids must be received no later than 2:30 p.m., on Tuesday, November 7, 2006.

## Department of Administration

### Real Estate Management Division

#### Notice of State Real Property For Sale - Golden Valley, Minnesota

**NOTICE IS HEREBY GIVEN** that the Department of Administration is offering for sale by sealed bid two secluded wooded lots located at 228 and 308 Meander Road in Golden Valley, Minnesota. The lots, containing approximately 1.3 and 1.04 acres, respectively, are located in a residential neighborhood adjacent to the Perpich Center for Arts Education. To obtain the complete bid package, visit [www.admin.state.mn.us](http://www.admin.state.mn.us), **e-mail** [wayne.waslaski@state.mn.us](mailto:wayne.waslaski@state.mn.us) or call: (651) 201-2548. Written bids must be received no later than 2:30 p.m., on Wednesday, November 8, 2006.

## Minnesota State Colleges and Universities

### Bemidji State University

#### Notice of Request for Proposal (RFP) for Engineering Services for Boiler Replacement at Bemidji State University

The Minnesota State Colleges and Universities, Office of the Chancellor, acting as the owner for the State of Minnesota is soliciting proposals for experienced engineering services for Boiler Replacement at Bemidji State University in Bemidji, Minnesota. The Consultant's team will be responsible for complete design, bidding, construction administration, including equipment, controls, and connections to

(Cite 31 SR 547) *State Register*, Monday 23 October 2006 Page 547

# State Contracts

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existing utilities.

An informational meeting will be held on Tuesday, October 31, 2006 at 11:00 a.m. in the North Conference Room of Hobson Memorial Student Union, Bemidji State University, 1420 Birchmont Drive NE, Bemidji, MN.

Minnesota State Colleges and Universities is not obligated to complete the proposed project and reserves the right to cancel the solicitation if it is considered to be in its best interest.

To receive a full request for proposal and supplemental information, [www.facilities.mnscu.edu](http://www.facilities.mnscu.edu), Solicitation Announcements.

Completed proposals are due by 2:00 PM CT on Thursday, November 16, 2006.

## Minnesota State Colleges and Universities Saint Cloud Technical College

### Advertisement for Bids for 2006 Chiller Replacement

Contractor's sealed proposals for the construction of 2006 Chiller Replacement will be received by Owner in accordance with the plans and specifications prepared by:

Engineer/Architect  
Widseth Smith Nolthing and Assoc., Inc.  
Baxter, Minnesota

#### Pre-Bid Information

Pre-Bid Meeting:	Tuesday, October 31, 2006, 10:00 A.M.
Location:	SCTC Boiler House
Bid Date Information Due:	Tuesday, November 7, 2006

#### Bids Received By:

Paula Andrist, Purchasing Agent  
Room 1-401H  
Saint Cloud Technical College  
1540 Northway Drive  
Saint Cloud, MN 56303

#### Bid Time:

1:00 P.M.

#### Public Bid Opening Location:

Room 1-331  
Saint Cloud Technical College  
1540 Northway Drive  
Saint Cloud, MN 56303

At which time they will be publicly opened and read aloud for the construction of the above named project. Envelopes containing bids must be sealed, clearly marked on the lower left-hand corner "Bid Enclosed for 2006 Chiller Replacement" with the name and address of the bidder and the date and hour of opening.

Bids will be received for the following Prevailing Wage project:

Mechanical work shall include the removal of existing 170 ton absorption chiller, existing cooling tower and chilled water pumps, and related piping. Work shall also include the installation of a new 500 ton centrifugal chiller (purchased by owner), new cooling tower and chilled water pumps with variable frequency drives, and related piping. Existing three-way control valves shall be modified to act as two-way valves. Controls shall be by Trane Summit. Electrical work shall include modifying the power, lighting, and controls to operate all new equipment and maintain the current electrical voltages to the remaining equipment within the boiler room. The construction of a uni-sex toilet room shall be by deduct alternate.

Each bid must be accompanied with a cashier's check, bid bond, U.S. Government Bonds (at par value) or certified check equal to five percent (5%) of the amount of the proposal. Security is payable to the Owner as a guarantee of prompt execution of the contract in accordance with the proposal and Contract documents, along with furnishing Payment and Performance Bonds of One Hundred percent (100%) of the bid amount acceptable to the Owner.

Bids received after the deadline will be returned unopened. Bids are to be submitted on the Bid Form provided in the project manual. Bids not received on the Bid Form will be cause for rejection. Bid Security shall be enclosed with Bid Form.

Bidders may obtain a set of documents from Widseth Smith Nolting, 7804 Industrial Park Road, Baxter, MN 56425. A non-refundable document deposit of \$25 is required for each set of documents requested.

Bids may not be withdrawn within forty-five (45) days after the scheduled closing time for receiving bids without consent of the Owner. The Owner reserves the right to reject any or all bids and to waive irregularities in bids or bidding not in the best interest of the Owner.

By: Lori Kloos, Vice President of Facilities and Finance  
Saint Cloud Technical College

## Minnesota State Colleges and Universities

### St. Cloud Technical College

#### Request for Proposals for Architectural Services for St. Cloud Technical College Science Lab Expansion and Remodeling

**NOTICE IS HEREBY GIVEN** that St. Cloud Technical College will receive proposals for architectural services to prepare schematic, design, and construction documents relating to St. Cloud Technical College's Science Lab Expansion and Remodeling project located at St. Cloud Technical College. The complete Request for Proposal will be available on Monday, October 23, 2006, on the website

<http://www.facilities.mnscu.edu>,

under Solicitation Announcements. A mandatory informational meeting will be held on Tuesday, October 31, 2006, at 1:00 p.m. in Room 1-331.

Proposal responses must be delivered in a sealed envelope or package clearly marked "Science Lab Expansion and Remodeling RFP" to Paula Andrist at St. Cloud Technical College, Room 1-401H, 1540 Northway Drive, St. Cloud, MN 56303 by 1:00 p.m. on Monday, November 6, 2006. St. Cloud Technical College reserves the right to reject any or all proposals, or portions thereof, or to waive any irregularities or informalities, in proposals received.

#### Background/Purpose:

The purpose of this Request for Proposal (RFP) is to evaluate and select an architect to prepare and complete documents relating to St. Cloud Technical College's Science Lab Expansion and Remodeling project located at St. Cloud Technical College, 1540 Northway Drive, St. Cloud, Minnesota. The architect shall work with a team of the College's faculty and staff members, appointed Owner's Representative, Project Manager, and the Office of the Chancellor Facilities Unit to prepare and complete the Schematic Design (SD), Design Development (DD), and the Construction Documents (CD) phases on behalf of MnSCU to assure that the Project is designed and constructed in accordance with the MnSCU Design Standards. The MnSCU Design Standards are available on MnSCU's website, [www.facilities.mnscu.edu](http://www.facilities.mnscu.edu).

#### Questions:

All questions and inquiries related to this RFP must be in writing and directed to Lori Kloos, Vice President Finance and Facilities, St. Cloud Technical College, 1540 Northway Drive, St. Cloud, MN 56303, **e-mail:** [lkloos@sctc.edu](mailto:lkloos@sctc.edu), **phone:** (320) 308-5026. Other department personnel are NOT allowed to discuss the Request for Proposal with anyone, including responders, before the proposal submission deadline.

## Department of Health

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

#### Notice of Solicitation for a STD and HIV Section Manager

A STD and HIV Section Manager is being sought by the Minnesota Department of Health (MDH). This professional position is a permanent position located in St. Paul. The incumbent will provide leadership in the policy and programmatic functions of the STD & HIV Section through the maintenance of excellent relationships with a diverse group of staff, community stakeholders, and other government agencies.

Minimum qualifications include a combination of education in a health-related field and experience as a manager or supervisor of professional staff. Preferred qualifications include extensive knowledge of public health program design and implementation, particularly related to infectious disease, extensive experience managing multiple programs concurrently, and extensive knowledge of leadership, management, and budgetary principles.

# State Contracts

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For a complete job description and online application instructions, go to Resume Builder at [www.doer.state.mn.us](http://www.doer.state.mn.us) and reference job posting number: 06HEAL000384. For questions or additional job information contact Julia Ashley at (651) 201-4002 or by e-mail at [julia.ashley@health.state.mn.us](mailto:julia.ashley@health.state.mn.us). Email communication is preferred. Applications will be accepted through November 15, 2006. The MDH is an equal opportunity/affirmative action employer with a strong commitment to workforce diversity.

## Department of Health

### Infectious Disease Epidemiology, Prevention and Control

#### STD and HIV Section

#### Notice of Availability of Contract for Mental Health Counseling Pilot Program for Gay, Bisexual, and other Men Who Have Sex With Men (MSM)

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Health (MDH), through its STD and HIV section, is seeking proposals from a culturally/racially diverse group of qualified independent mental health providers to provide mental health counseling services to gay, bisexual, and/or other men who have sex with men (MSM), ages 18 years and over. This is a unique mental health pilot program to complement the current HIV health education risk reduction programs. The goal of the program is to reduce risk behaviors of MSM that puts them at the highest risk for HIV transmission by providing specialized services to men identified as having mental health needs that are beyond the scope of existing HIV prevention programs. By addressing mental health issues such as depression and isolation that can lead to behaviors that indirectly or directly put individuals at risk for HIV infection. These services will ensure that the interventions are effective for long-term behavior change.

MDH has estimated that the total cost of this pilot program will not exceed \$58,335 for two years. The term of the grant agreement will be January 1, 2007 to December 31, 2008. It is anticipated that up to \$5,000 per year will be available for each of five to six mental health professionals. Work is proposed to start after January 1, 2007.

Questions concerning this request for proposals should be directed to:

Japhet Nyakundi, MSW, Program Specialist  
Health Education Risk Reduction Unit  
STD and HIV Section  
Infectious Disease Epidemiology, Prevention and Control Division  
P.O. Box 64975  
St. Paul, MN 55164-0975  
**Telephone:** (651) 201-4030  
**E-mail:** [japhet.nyakundi@health.state.mn.us](mailto:japhet.nyakundi@health.state.mn.us)

Japhet Nyakundi is the authorized State staff to respond to all questions. Other State staff are **NOT authorized** to respond to questions regarding this request for proposals. Contact regarding this RFP with any other State staff could result in disqualification. The State is not responsible for any unauthorized responses.

A Request for Proposals packet can be obtained by going to:

<http://www.health.state.mn.us/divs/idepc/diseases/hiv/rfp/indexmentalhealth.html>

or by contacting Jessica Barry at (651) 201-4005.

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than **Thursday, November 16, 2006. Late proposals will not be considered.** Fax or e-mailed proposals will **not** be considered.

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

## Department of Transportation (Mn/DOT)

### 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 Ron Bisek at (651) 296-1361 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:

Ron Bisek  
Consultant Services  
Office of Technical Support  
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 (Mn/DOT)

### 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.

## Department of Transportation

### Office of Freight and Commercial Vehicles Operations

#### REQUEST FOR INFORMATION: Oversize/Overweight Permitting and Routing Application

**I. Statement of Purpose** – The purpose of this Request for Information (RFI) is to determine:

- Feasibility of Mn/DOT replacing its current electronic Oversize/Overweight Permitting and Routing (OS/OW) Application
- Costs, time, and effort associated with replacing the current OS/OW Permitting and Routing Application
- Whether a Commercial Off-The-Shelf (COTS) or a Custom Developed Solution (CDS) is the most appropriate solution.

We are exploring what software OS/OW Permitting and Routing Applications may be available to assist us in maximizing the efficiency in:

- Issuing Permits
- Routing OS/OW Loads (analyzing potential routes)
- Processing cash payments and the ability to process and track electronic payments through a 3<sup>rd</sup> Party Vendor
- Exchanging data/information between Districts and Offices
- Creating a 24/7 web-based solution for OS/OW Permitting and Routing

# State Contracts

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## II. Project Overview

The Minnesota Department of Transportation (Mn/DOT) requests information about a COTS or CDS for our OS/OW Permitting and Routing needs.

The solution will be used for processing applications and issuing permits for the transportation of OS/OW loads based on federal and state truck size and weight requirements. The permitting side of the application must connect with or provide an interface with a third party vendor in order to process all financial credit card transactions. The routing information will take into account the complexity of the application, road conditions, weight limits, bridge data, and seasonal restrictions in order to develop a route of travel on the interstate and state trunk highways.

This solution will need to be accessible 24/7 via the web and have the functionality to electronically pay for and deliver permits to customers.

The solution will be used internally by permit technicians located throughout Mn/DOT's 8 Districts and externally by customers via the Web. We currently process approximately 138,000 permit transactions per year.

Mn/DOT invites individual solutions as well as offerings that partner in a seamless fashion to aid in issuing permits and routing loads. For example, vendor #1 has a permitting application that will work seamlessly with vendor #2's routing system. Mn/DOT will require explanations regarding the integration of systems or plans to integrate systems to meet our needs.

This RFI does not obligate the State or Mn/DOT to complete the proposed project, purchase any software, application, or consulting service and the State reserves the right to cancel the solicitation if it is considered to be in its best interest. Based on the responses to this RFI, Mn/DOT may publish an RFP resulting in a contract.

## III. Vendor Response

Each prospective vendor will be required to submit a written response to the following information. After reviewing the submitted responses, a product demonstration for Mn/DOT staff may be scheduled. The following information and questions should be addressed:

- Company Profile
- Company Name
- Place of Business
- Services and Products Provided
- Number of Employees by Classification
- Number of years of OS/OW Permitting and Routing experience
- Number of DOT clients (please list)
- Number of other clients (by type)
- Largest system implemented (timeframe start to finish)

### Ref Functions and Features for the OS/OW Routing & Permitting Solution

- a. Mn/DOT would like the ability to easily modify business rules and have them reflected in the solution.
- b. Mn/DOT is looking for a solution that is not proprietary in nature; and, is not written in an obscure programming language.
- c. Mn/DOT would like the ability for internal staff to conduct maintenance, updates, and enhancements as necessary.
- d. The solution must track and allow for customizable reporting on business information in the OS/OW permitting and routing application. This includes:
  - Permits/applications
  - Customers
  - Restrictions
  - Vehicles
  - Loads
  - Trip Logs
  - Reports
  - Routes
  - Trunk Highway Construction
  - Bridges
  - Billing
  - Notes/comments
  - Attachments
- e. The solution must have the ability to process a large number of permits; and, route multiple trips per permit. At a minimum, 138,000 permit transactions.
- f. The solution must be web-based and be accessible 24/7.

- g. Mn/DOT is looking for a solution that utilizes Voice over Internet Protocol (VoIP) technology or will interface with VoIP.
- h. The solution should have an electronic notification feature. Compatibility with Novell GroupWise as well as Microsoft Office is preferred.
- i. The solution should allow end users to print permit documents at their own local printers in a real-time fashion. Customers should have the ability to print multiple copies of a permit and be able to access a history of the original permit documents and print them.
- j. The solution should include a web-based data dictionary and glossary of standard business terms and conditions.
- k. The solution should allow for online approvals and, at a designated point in the approval process, allow for payment through a third party vendor for credit card payment.
- l. The solution should allow customers, permit technicians, district technicians, and management to track the progress of applications/permits, documents, and other transactions online.
- m. The solution should provide tools for managing applications "in progress" prior to a permit being issued.
- n. The solution should provide the ability to track financial data (excluding private credit card information) and include the ability to reconcile data inconsistencies.
- o. All personal and private financial data will be stored with the third party vendor.
- p. The solution should allow for multiple edits of the application process based on a variety of factors, including but not limited to, dollar value, permit type, location, route, and seasonal permitting.
- q. The solution must include a robust on-line help feature.
- r. Please describe your preferred technical architecture environment:
  - DBMS
  - Server Platform
  - Web Server Software
  - Operating System
  - Network Protocol
  - Reporting Tool
  - Plug-ins required
  - VOIP interfaces
  - Any additional info

## IV. Time Table

Description	Date	Time if applicable
Issue RFI:	October 16, 2006	
Deadline for Written Questions:	October 31, 2006	<b>4:30 p.m.</b>
Response to Written Questions:	November 7, 2006	
Vendor Submittal of RFI to Mn/DOT:	November 17, 2006	12:00 p.m.
Analysis of Responses:	November 28, 2006	
Product Demonstrations:	week of December 4, 2006	
Final Report & Findings	December 29, 2006	
<b>Final Report &amp; Findings</b>	<b>After Approval of</b>	
<b>Mailed to Vendors</b>	<b>Final Report and Findings,</b>	
<b>involved in RFI</b>	<b>after 12/29/2006</b>	

## V. General Requirements – Instructions to Responders

- A. Response Due date and Time Responses are due on or before 12:00 pm., CST on November 17, 2006
- B. Identical Copies Submit six (6) identical copies of your response to the Office of Freight and Commercial Vehicle Operations, address shown in section X of this document.
- C. Electronic Submission In addition to the printed copies of your response, submit one (1) electronic copy via email in a PDF or Microsoft document format (e.g., Word, Excel, PowerPoint) to *Shelly.Meyer@dot.state.mn.us*
- D. RFI Submittal Costs The Department of Transportation is not liable for any costs incurred by vendors in developing the responses and/or attending meetings directly or indirectly related to this Request for Information (RFI). Respondent is responsible for all costs associated with information, responses, visits, orientation training and personnel furnished to comply with this RFI or any subsequent requests. All responses submitted become the property of the Department of Transportation and will not be returned.

# State Contracts

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- E. **State Personnel**All questions relating to the interpretation of this RFI must be directed in writing via email to *Shelly.Meyer@state.mn.us* no later than 4:30 p.m. on October 31, 2006. Response to written questions will be provided via email on November 7, 2006, to all vendors who have responded to this RFI.
- F. **Product Demonstration**Mn/DOT may invite vendors to demonstrate their proposed solution.
- G. **Public Records**Responses to this RFI become public in accordance with Minnesota Statutes, chapter 13.
- H. **Pricing** Include a complete a complete description of your pricing/licensing for the following:
- Product title and version
  - Include current pricing/licensing options for the solution, stating the warranty specifics of your product
  - The cost of training and support following the warranty period
  - Costs of installation/product implementation if separate from the product costs
  - Maintenance and support and what is included in maintenance and support
  - Product upgrades
  - Include a complete price list of all additional or add-on products (that work with the product in the response)
  - Application training for Mn/DOT personnel
  - Application training or and other services that are available for purchase
  - Information on specific Plug-Ins that will be needed for interfacing with external data sources.

<b>Solution Cost Estimates</b>	<b>Maintenance/Ongoing Costs</b>			
	<b>Initial Costs</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Software				
Licenses				
Hardware				
Instillation of system				
Consulting				
Number of FTEs to maintain system				
System admin. training				
End user training				
End user documentation				

- I. **Installation**Describe the method used to install your solution. Provide estimates of time in person hours required.
- J. **User Support**Describe your product user support options, including:
- Standard support provided with the purchase of the solution
  - Additional levels of support
  - Additional costs
- K. Describe your software and system upgrades.
- L. **Tool Training**Describe your options and costs for:
- Training available on-site using Mn/DOT data
  - Ongoing class availability for technical staff
  - End user documentation
  - Technical documentation
  - Online help system
- M. The solution must have the ability to integrate with tools from other vendors.

## VI. Review of Responses

All responses received by the deadline will be evaluated by representatives of Mn/DOT.

Because of the nature of an RFI, there will be no response rating or formal determination of solution preference from this process. A purchase selection will not be made during this RFI phase. The RFI will aid in Mn/DOT's future decision to pursue purchasing a COTS or CDS solution for our OS/OW Permitting and Routing needs.

## VII. Product Demonstration

At Mn/DOT's option, vendors may be requested to demonstrate their solution. Presentations will be tentatively scheduled for the week of December 4, 2006 with each vendor. Presentations will be scheduled for one hour with a question and answer session immediately following the presentation.

While Mn/DOT reserves the right to change this schedule and any part thereof, it is Mn/DOT's intention to maintain the schedule as provided. Therefore, it is requested that the vendors be available according to this schedule.

Vendors are expected to participate in the Product Demonstration at their own expense.

## VIII. Response Content

The following will be considered minimum contents of the response and must be submitted in the order listed:

1. Company name, business address, the contact person's name, telephone and fax number, and email address.
2. Written response covering the above concerns and questions.
3. Lead time required to prepare presentation for Mn/DOT's staff, if requested.
4. Amount of time required for presentation (Mn/DOT advises 1 hour, excluding questions).
5. Audio/visual needs for presentation.
6. Is a live internet hookup required for your presentation?
7. Conflict of interest discussion (if applicable).

## IX. Response Submittal

Submit (6) copies of the response to the address below. Responses are to be in a mailing envelope or package with the respondent's name and address clearly written on the outside.

## X. Delivery Process

All responses must be addressed to:

Shelly Meyer, Supervisor  
Minnesota Department of Transportation  
395 John Ireland Boulevard  
Office of Freight and Commercial Vehicle Operations, MS 460  
St. Paul, MN 55155

**All responses must be received no later than 12:00 p.m. Central Time on November 17, 2006.** Please note that Mn/DOT Offices have implemented new security measures. These new procedures do not allow non-Mn/DOT employees to have access to the elevators or the stairs. You should plan enough time and follow these instructions for drop-off:

- Enter through the Rice Street side of the Central Office building (1<sup>st</sup> Floor).
- You may leave the response with the front desk personnel where it will be time stamped and delivered to the appropriate personnel.

## XI. Research Conclusion

A Final Report will be produced documenting our research conclusions indicating whether the review committee believes there are viable products in the market place for COTS to purchase or whether another approach needs to be evaluated for our needs. A copy of the Final Report will be sent to all vendors who participate in this RFI.

Dated this 16<sup>th</sup> day of October, 2006

Signed: Cecil L. Selness  
Director

## 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.

## Anoka County

### Notice of Request for Proposals for Business Analysis and Technical Environment Assessment Services for Criminal Justice Integration Hub

**NOTICE IS HEREBY GIVEN** that Anoka County is seeking proposals to establish a criminal justice integration hub ("the hub") to share and exchange data between criminal justice partners across the County and the various municipalities in the County. Anoka County seeks to contract with an outside consultant to provide business analysis, technical environment assessment services, and develop a hub implementation report including a phased plan for the implementation for the criminal justice hub, including identification of the data exchanges to occur; business process improvement; and technical environment recommendations to support the hub.

Proposals shall be submitted in exact accordance with the Request for Proposals (RFP) Package. The Request for Proposals Package may be obtained at the Anoka County web site: <http://www.co.anoka.mn.us/bids>.

Proposal due date: November 15, 2006 at 4:00 p.m. Central Daylight Saving Time.

If one needs an accommodation, such as an interpreter or printed material in an alternate format (i.e. Braille, large print, or audio), contact John Sullivan, Risk & Procurement Manager at (763) 323-5370, TDD/TYY (763) 323-5289.

## Hennepin County Designer Selection Committee (DSC)

### Advertisement for Architectural / Engineering Services

The Hennepin County Designer Selection Committee (DSC) will be selecting architectural/engineering firms for design and construction administration services for the following projects:

- Government Center C-12 and C-11 Courts Remodeling
- New Brooklyn Park Library
- Minneapolis Recycling Center

To obtain a Request for Proposal, please access the Hennepin County internet site at [www.hennepin.us](http://www.hennepin.us). From the County home page, search for "DSC RFP" in the search box in the upper right corner. From the Hennepin County Designer Selection Committee page, you may view and print the RFP for your use.

A letter of interest is not required for RFP noted above. All proposals received by the deadline noted in the RFP will be reviewed by the Designer Selection Committee. If you experience difficulty locating or downloading the RFP, you may call Allen Rezac, Hennepin County Property Services, at (612) 348-7718.

## Metropolitan Council - Metro Transit

### Sealed Bids Sought for Floor Repairs at Metro Transit F. T. Heywood Garage

Metro Transit a service of the Metropolitan Council is soliciting sealed bids for Floor Repairs at Metro Transit F. T. Heywood Garage. A Pre-Bid Meeting will be held 10:00 AM, Tuesday, November 7, 2006 at the Metro Transit F.T. Heywood Garage, located at 560 Sixth Avenue North, Minneapolis, Minnesota 55411. Meet at the flagpole next to the main office entrance. Bids are due at 2:00 PM on November 14, 2006. Bids must be submitted in accordance with the Invitation for Bids document available from:

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

**E-mail:** [candace.osiecki@metc.state.mn.us](mailto:candace.osiecki@metc.state.mn.us)

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## Non-State Contracts & Grants

### Metropolitan Council - Metro Transit

#### Sealed Bids Solicited for Snow Removal at I-394 and CR 73 North and South

Metro Transit a service of the Metropolitan Council is soliciting sealed bids for Snow Removal at I-394 and CR 73 North and South Facilities for a period of one year with options for additional 24-months. Bids are due at 2:00 P.M. on November 9, 2006. Bids must be submitted in accordance with the Invitation for Bids document available from:

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

### Minnehaha Creek Watershed District

#### Request for Qualifications for Legal, Engineering, Accounting, and Government Relations Services

The Minnehaha Creek Watershed District, a political subdivision established to *Minnesota Statutes*, Chapter 103D, is conducting a bi-annual review of its needs for consultant services and the most effective way of meeting those needs.

Experienced individuals or firms who wish to be considered as potential service providers may contact the Minnehaha Creek Watershed District at the address below or go to our **website** at: [www.minnehahacreek.org](http://www.minnehahacreek.org) for instructions on how to respond to the Request for Qualifications and for a Scope of Services. Request for Qualifications must be received by the Minnehaha Creek Watershed District no later than 4:30 p.m., October 25, 2006.

Send responses to:

Mr. Eric Evenson, District Administrator  
Minnehaha Creek Watershed District  
18202 Minnetonka Boulevard  
Deephaven, Minnesota 55391  
**Telephone:** (952) 471-0590  
**Facsimile:** (952) 471-0682

### University of Minnesota

#### Subscribe to Bid Information Service (BIS)

The University of Minnesota offers 24 hour/day, 7day/week access to all Request for Bids/Proposals through its web-based Bid Information Service (BIS). Subscriptions to BIS are free. Visit our website at [bidinfo.umn.edu](http://bidinfo.umn.edu) or call the BIS Coordinator at (612) 625-5534.

Request for Bids/Proposals are also available to the public each business day from 8:00 a.m. to 4:30 p.m. in the Purchasing Services lobby, Suite 560, 1300 S. 2nd Street, Minneapolis, Minnesota 55454.



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