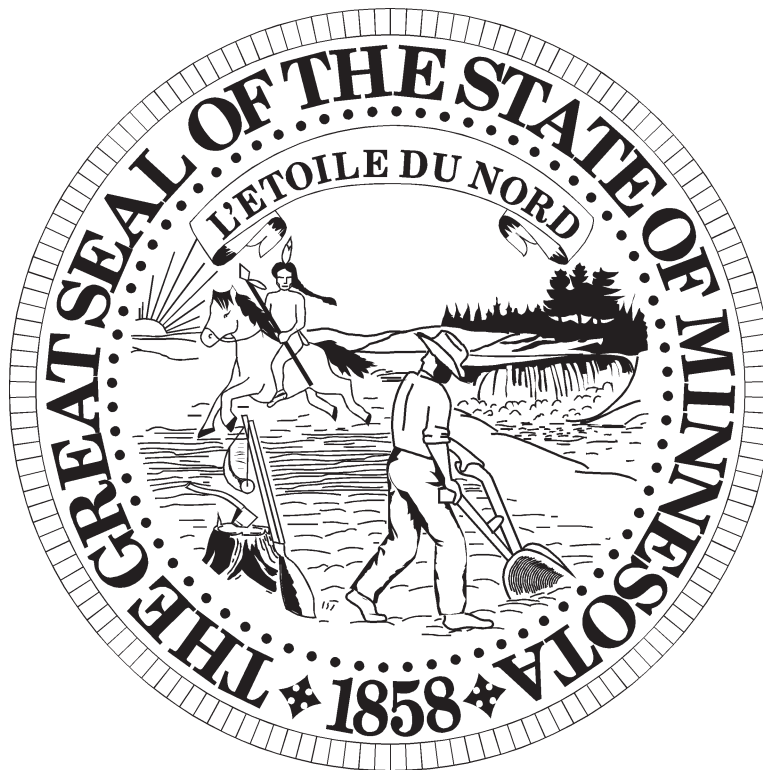


State of Minnesota

State Register



**Rules, Executive Orders, Appointments,
Commissioners' Orders, Revenue Notices, Official Notices, Grants,
State Contracts & Loans, Non-State Bids, Contracts & Grants**
Published every Monday (Tuesday when Monday is a holiday)

**Monday 6 April 2009
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Pages 1717 - 1742**

State Register

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

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

- Proposed Rules
- Adopted Rules
- Exempt Rules
- Expedited Rules
- Withdrawn Rules
- Vetoed Rules
- Executive Orders of the Governor
- Appointments
- Proclamations
- Commissioners' Orders
- Revenue Notices
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# 41	Monday 13 April	Noon Tuesday 7 April	Noon Wednesday 1 April
# 42	Monday 20 April	Noon Tuesday 14 April	Noon Wednesday 8 April
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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.

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Natural Resources Department (DNR)

6280.0100; .0250; .0350; .0450; .0550; .0600; .0700; .0900;
.1000; .1100; .1200 (**adopted**)..... 1721

6280.0100 s. 5, 10, 14; .0350 s. 1, 2, 5, 6; .0800
(**repealed**)..... 1721

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 Natural Resources Adopted Permanent Rules Relating to Aquatic Plant Management

The rules proposed and published at *State Register*, Volume 33, Number 12, pages 538-548, September 22, 2008 (33 SR 538), are adopted with the following modifications:

6280.0100 DEFINITIONS.

Subp. 2d. **Aquatic plant management (APM)-related permit revocation.** "Aquatic plant management (APM)-related permit revocation" includes the revocation of an APM, commercial mechanical control, or commercial harvest permit ~~and ineligibility to apply aquatic pesticides to public waters under an APM permit.~~

Subp. 5a. **Emergent aquatic plants.** "Emergent aquatic plants" means aquatic plants with lower portions that are rooted in hydric soils and typically below the water's surface and leaves, stems, and reproductive parts that are typically above the water's surface, including, ~~but not limited to,~~ species in the genera *Scirpus*, *Typha*, and *Zizania*. Submersed and floating-leaf aquatic plants that have emergent fruits, flowers, or leaves are not included in this definition.

Subp. 7b. **Floating-leaf aquatic plants.** "Floating-leaf aquatic plants" means aquatic plants that are rooted in the bottom and have their lower portions submersed in water and leaves that float on the surface of the water, including, ~~but not limited to,~~ species in the genera *Nymphaea*, *Nuphar*, *Brasenia*, and *Nelumbo*. Species in the genera *Potamogeton*, *Callitriche*, and *Ranunculus*, which are submersed aquatic plants that may produce some floating leaves, are not included in this definition.

Subp. 16. **Submersed aquatic plants.** "Submersed aquatic plants" means aquatic plants that grow beneath the surface of the water, except for emergent flowers, fruits, and leaves, and may produce floating leaves but have mostly submersed leaves, including, ~~but not limited to,~~ species in the genera *Potamogeton*, *Callitriche*, and *Ranunculus* and macro-algae in the genera *Chara* and *Nitella* and excluding plankton and filamentous algae.

6280.0250 STANDARDS FOR AQUATIC PLANT MANAGEMENT PERMIT ISSUANCE.

Subp. 3. **Justification required for issuance of permits.** Permits for the control of emergent and floating-leaf aquatic plants; ~~including, but not limited to, wild rice, bulrush, cattail, and water lilies;~~ will not be issued unless the commissioner determines sufficient justification exists. The commissioner will consider the relevant criteria in subpart 3a and balance the reasonable needs of riparian owners to gain access and use public water against the need to protect emergent and floating-leaf aquatic plants so that the integrity and value of the aquatic plant community is maintained.

Subp. 3a. **Criteria for issuing APM permits.** The commissioner may issue APM permits for public waters to provide riparian access, enhance recreational use, control invasive aquatic plants, manage water levels, and protect or improve habitat. The following criteria shall be considered to determine if an APM permit should be approved or denied and how much control or harvest to allow under an APM permit:

J. the presence of public land adjacent to the public water and the compatibility of the proposed permit with the management of the public land; ~~and~~

K. the presence of an excessive algae bloom; ~~and~~

L. the presence of wild rice.

Subp. 6. **APM permit conditions.** The commissioner may specify conditions for APM permits to avoid or minimize harm to aquatic resources and conflict between public water users, including, ~~but not limited to:~~

Adopted Rules

6280.0350 AQUATIC PLANT CONTROL.

Subp. 1a. **Submersed aquatic plant control restrictions for riparian property owners and lessees.** The commissioner may issue an APM permit to a person who is an owner, lessee, or easement holder of land adjacent to a public water or to the agent of the owner, lessee, or easement holder to control submersed aquatic plants on up to 100 feet or one-half of the length of the person's shoreline, whichever is less, with the following exceptions:

B. control may be allowed on more than 100 feet of shoreline owned or leased by resorts, commercial campgrounds, apartments, condominium complexes, townhouse associations, government units, and marinas; and

Subp. 4. **Pesticide control restrictions.**

C. Item B expires five years after the effective date of this item. Before the expiration of item B, the commissioner shall develop a lake vegetation management plan as provided under part 6280.1000, subpart 2, for each of the waters listed in item B. The commissioner shall provide opportunities for the public to participate in the planning process, including a notice or news release in a local newspaper, at least one public meeting, and a 30-day comment period.

6280.0450 APM PERMIT REQUIREMENTS.

Subp. 1a. **Landowner approval.** Before issuing an APM permit, the commissioner shall require dated signatures of approval from all landowners with whose shorelines adjacent to proposed treatment areas before issuing an APM permit will be treated, except that for lake-wide lakewide control of algae, the commissioner shall require dated signatures of approval from a majority of landowners on the lake ~~and except that the requirement for landowner signature approval may be waived if the commissioner determines that aquatic plant control is necessary to protect aquatic habitat.~~ The signatures may be provided in an electronic format.

Subp. 1b. **Landowner approval waiver.** The requirements for landowner approval in subpart 1a may be waived if the commissioner determines that aquatic plant control is necessary to protect aquatic habitat.

6280.0550 COMMERCIAL HARVEST OF AQUATIC PLANTS.

Subp. 3. **Commercial harvest permit conditions.** The commissioner may specify conditions for commercial harvest permits to avoid or minimize harm to aquatic resources, including, ~~but not limited to,~~ restrictions on the amount and species of plants harvested, location and timing of harvest, and method of harvest. A commercial harvest permit is valid for one year and may not be transferred to another person.

6280.0900 AUTHORITY TO AMEND AND REVOKE PERMITS.

Subp. 1a. **Permit revocation for violation of rules.**

B. A person who receives two separate APM-related convictions in a three-year period is subject to an APM-related permit revocation for one year from the date of the second conviction. A person who receives an APM-related conviction after being subject to an APM-related permit revocation is subject to an APM-related permit revocation for five years from the date of the conviction. The commissioner shall require a person who has had an APM-related permit revocation to participate in an aquatic plant management workshop before the person can receive an APM, commercial mechanical control, or commercial harvest permit ~~or apply pesticides to public waters.~~ If the commissioner requires a person to participate in a workshop before receiving a permit, the commissioner shall make the workshop available so as not to delay the issuance of the permit. A person who is subject to an APM-related permit revocation may request review pursuant to part 6280.1100, subpart 1, during which time the revocation will be suspended until all administrative appeals are exhausted. The commissioner may overturn an APM-related permit revocation after review pursuant to part 6280.1100, subpart 1.

6280.1000 VARIANCE AND LAKE VEGETATION MANAGEMENT PLAN.

Subpart 1. **Variance.**

A. The commissioner may issue APM permits with a variance from one or more of the provisions of parts 6280.0250, subpart 4, and 6280.0350, except that no variance may be issued for part 6280.0250, subpart 4, items B and C. Variances may be issued to control invasive aquatic plants, protect or improve aquatic resources, provide riparian access, or enhance recreational use on public waters. The commissioner shall make a determination that there are exceptional circumstances or special or unique conditions based on the criteria in items B and C before granting a variance to control native aquatic plants to provide riparian access or enhance recreational use.

C. The following criteria shall be considered to determine if a variance is justified to provide riparian access or enhance recreational opportunities on public waters:

(6) the compatibility of the proposed variance with the regulatory or management classification of the water and adjacent lands, including, ~~but not limited to,~~ natural environment lakes, special protection districts, scientific and natural areas, wildlife management areas, aquatic management areas, designated wildlife lakes, and wild and scenic rivers;

E. The commissioner may require practical and feasible measures to mitigate the adverse effects on aquatic habitat as a condition of an APM permit that includes a variance. Mitigation measures may include, ~~but are not limited to,~~ reduction in the number or size of docks and other water-oriented structures, removal of shoreline riprap and retaining walls, restoration of natural riparian vegetation, and restoration of emergent and floating-leaf aquatic plants.

Subp. 2. Lake vegetation management plan (LVMP).

A. A lake vegetation management plan (LVMP) approved by the commissioner may authorize a variance from the provisions of this chapter, if permitted under subpart 1, item A, to control invasive species, protect or improve aquatic resources, provide riparian access, and enhance recreational use on public waters. The commissioner shall require an APM permit applicant to develop an LVMP before granting a variance if the proposed control proposes methods or actions that need to be evaluated to determine if the goals of the variance are met. If a public water has an LVMP approved by the commissioner, all APM permits within that public water shall be issued in accordance with the plan and APM permit applications that are inconsistent with the plan may be denied.

6280.1100 REVIEW AND APPEAL OF PERMIT DECISION.

Subpart 1. **Commissioner's review.** If an APM, commercial mechanical control, or commercial harvest permit is granted with conditions, modified, denied, suspended, or revoked, the applicant may file with the commissioner a written request for review. The commissioner shall review the relevant information and render a decision within 15 working days of the request for review. The commissioner shall notify the applicant of the right to appeal the decision under subpart 2.

Subp. 2. **Contested case hearing.** ~~If the An applicant wishes to~~ requesting an appeal of the decision of the commissioner after review under subpart 1, ~~the applicant may shall~~ file with the commissioner a written request for a contested case hearing under *Minnesota Statutes*, chapter 14.

6280.1200 PENALTY.

Violation of this chapter or the terms of an APM, commercial mechanical control, or commercial harvest permit is a ~~petty~~ misdemeanor.

EFFECTIVE PERIOD. The amendments to *Minnesota Rules*, parts 6280.0100; 6280.0250; 6280.0350; 6280.0450; 6280.0600; 6280.0700; 6280.0900; 6280.1000; 6280.1100; and 6280.1200, are effective January 1, 2009. *Minnesota Rules*, part 6280.0550, and the repealer are effective January 1, 2009.

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 # 09-07: Providing for Facilitation of Health Care and Related Services During Peacetime Emergency

I, **TIM PAWLENTY, GOVERNOR OF THE STATE OF MINNESOTA**, by virtue of the authority vested in me by the Constitution and the applicable statutes, including *Minnesota Statutes* 2008, Chapter 12, do hereby issue this Executive Order:

WHEREAS, flooding has affected the population of West Central Minnesota; resulting in the Governor's declaration on March 20, 2009, of a peacetime state of emergency (Executive Order 09-05); and

WHEREAS ensuring an immediate response that will both protect the life and safety of persons in the affected area, including Wilkin, Clay, Marshall, Polk, Norman, Kittson, and Traverse Counties, and protect property and infrastructure from additional damage requires that the resources of local, county, and state governments be fully used; and

WHEREAS, the Commissioner of Health anticipates that hospitals in Southwest, West Central, and Northwest regions of the state might exceed their capacity to treat additional patients with the beds, personnel and supplies they have available; and

WHEREAS, the evacuation of the Eventide Nursing Home in Moorhead, other foreseeable patient transfers, and transport difficulties from the rising flood levels have exceeded medical transport capacities and required that care be given in temporary care facilities in the West Central Region, and patients may also need to be relocated for care to other parts of Minnesota; and

WHEREAS, the Commissioner of Health anticipates there might be a shortage of health care, other health-related, and veterinary professionals to meet the needs of the emergency; and

WHEREAS, as a result, there is a need to operate temporary care facilities to provide care to persons already affected or soon to be affected by this emergency.

NOW, THEREFORE, I hereby find that:

1. The number of chronically or seriously ill or injured persons requiring transportation because of flooding-related evacuations has exceeded medical transport capacity in the West Central Region and might soon exceed the medical transport capacity in the Southwest and Northwest Regions. The number of seriously or chronically ill or injured persons might also exceed emergency hospital capacity in the Southwest, West Central, and Northwest regional hospital systems, and as a result care for ill or injured persons in those regions might need to be given in temporary care facilities; and

2. The expected course of the flooding might also result in seriously ill or injured persons exceeding the emergency hospital or medical transport capacity in other regions of Minnesota; and

3. Health care, other health-related, and veterinary professionals might be overwhelmed by the number of seriously ill or injured persons or animals who are in need of medical attention.

NOW, THEREFORE, I hereby order, under the authority of *Minnesota Statutes*, sections 12.42 and 12.61, that:

1. Having declared a state of emergency under *Minnesota Statutes*, section 12.31, I authorize under *Minnesota Statutes*, section 12.61, subdivision 2, state and local government entities and licensed facilities to establish and operate temporary care facilities to treat the ill and injured persons displaced by the flood.

Executive Orders

2. Retroactive to March 20, 2009, this Emergency Executive Order under *Minnesota Statutes*, section 12.61, subdivision 2, is in effect and continues in effect in the Southwest, West Central, and Northwest hospital regions as defined in *Minnesota Statutes*.

3. For all other hospital regions in Minnesota not included in paragraph 2, I hereby authorize the Commissioner of Health to determine if the conditions in section 12.61, subdivision 2 (a), have been met.

4. As provided in *Minnesota Statutes*, section 12.61, subdivision 2(b), during the effective period of this Emergency Executive Order, a responder in any impacted region acting consistent with emergency plans is not liable for civil damages or administrative sanctions for acts or omissions by that responder in rendering good-faith emergency care, advice, or assistance. This section does not apply in case of malfeasance in office or willful or wanton actions.

5. Individuals who hold a license, certificate, or other permit to provide health care, other health-related services, or veterinary services issued by a state of the United States, the District of Columbia, or province of Canada, may render aid involving those skills in Minnesota, pursuant to *Minnesota Statutes*, section 12.42.

6. Individuals holding non-Minnesota licenses, certificates, or other permits may render aid under this Emergency Executive Order only by agreement with Minnesota health care providers or under the direction of Minnesota state, county, or municipal incident command.

7. Retroactive to March 20, 2009, this Emergency Executive Order under *Minnesota Statutes*, section 12.42 is in effect and continues in effect.

Pursuant to *Minnesota Statutes* 2008, sections 4.035, subdivision 2; 12.31, subdivision 2; 12.61, subdivision 2; and 12.42, this Emergency Executive Order is effective on the dates stated and shall remain in effect until the conclusion of the emergency or until rescinded, superseded, or as otherwise provided by Minnesota law.

IN TESTIMONY WHEREOF, I have set my hand this 26th day of March, 2009.

Signed: TIM PAWLENTY
Governor

Filed According to Law:

Signed: MARK RITCHIE
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*.

Minnesota Office of Higher Education Notice of Appointment of David R. Metzen as Director

NOTICE IS HEREBY GIVEN, pursuant to *Minnesota Statutes*, Section 15.06, Subd. 5, that Governor Tim Pawlenty appointed David R. Metzen to the office of Director of the Minnesota Office of Higher Education effective February 6, 2009. He succeeds Acting Director Mark Misukanis who was appointed February 6, 2009.

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 Office of Higher Education are:

- *Minnesota Statutes*, Chapters 136A
- *Minnesota Rules* 4800-4880

Director Metzen resides at 273 Salem Church Road, Sunfish Lake, Minnesota 55118, Dakota County, Congressional District Two.

He can be reached at the Minnesota Office of Higher Education, 1450 Energy Park Drive, Suite 350, St. Paul, MN 55108-5227. Telephone (651) 642-0567. Website: <http://www.mheso.state.mn.us>

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 Transportation (Mn/DOT) Revisions to Uniform Traffic Control Devices Manual ORDER NO. 90627

The Commissioner of Transportation (Commissioner) has adopted the Minnesota Manual on Uniform Traffic Control Devices (MMUTCD), dated May 5, 2005 establishing a uniform system of traffic control devices for streets and highways of the State of Minnesota as required by *Minnesota Statutes*, Section 169.06, Subdivision 1 (2008). Such uniform system shall correlate with and so far as possible conform to the current system as approved by the American Association of State Highway Officials and the national Manual on Uniform Traffic Control Devices (MUTCD). (*Minnesota Statutes* § 169.06, subd. 1 (2008); Federal Highway Administration, 23 C.F.R. § 655.603 (2008).)

Commissioner's Orders

A multi-agency committee has recommended the revisions and additions after reviewing changes and proposed changes in the Federal MUTCD, response to documents in the Federal Register from the Federal Highway Administration, and replies to questionnaires from national organizations such as the American Association of State Highway and Transportation Officials (AASHTO), Institute of Transportation Engineers (ITE), and National Committee on Uniform Traffic Control Devices (NCUTCD).

Pursuant to *Minnesota Statutes*, Section 169.06, subd. 1 (2008), the Commissioner hereby adopts the revisions listed below as Record of Revisions or Additions to the MMUTCD.

This Order revises Commissioner's Order No. 88522, dated May 5, 2005 as revised by Commissioner's Order 89453 dated January 2, 2007 and as further revised by Commissioner's Order 90038 dated February 15, 2008.

Dated at St. Paul, on this 26th day of March 2009.

RECORD OF REVISIONS OR ADDITIONS TO THE MMUTCD

Revision Number	Date Issued	Pages Revised or Added
3	3/26/09	i ii, viii, ix, 1A-4, 1A-11, 2A-9, 2B-5, 2B-8, 2C-i, 2C-7, 2E-19, 2E-60, 2G-1, 2J-3, 3B-27, 6D-4, 6D-7, 6E-1, 7B-1, 7B-5, 7B-7, 8B-4.

Thomas K. Sorel, Commissioner
Minnesota Department of Transportation

Revenue Notices

The Department of Revenue began issuing Revenue Notices in July of 1991. Revenue Notices are statements of policy made by the department that provide interpretation, detail, or supplementary information concerning a particular statute, rule, or departmental practice. The authority to issue Revenue Notices is found in *Minnesota Statutes*, Section 270C.07.

KEY: Underlining indicates additions to existing language. ~~Strikeouts~~ indicate deletions from existing language.

Department of Revenue

Revenue Notice # 09-03: Tobacco Products Tax – Definition of Wholesale Sales Price – Proper Tax Calculation

Questions have arisen in relation to the proper calculation of the tobacco products tax on the wholesale sales price of tobacco products. On July 10, 2008, the department issued a notice to all licensed tobacco products distributors requesting input from interested parties in the tobacco industry in relation to the meaning of terms set forth in the definition of wholesale sales price. Specifically, comments were requested in relation to the interpretation of the language “exclusive of any discount, promotional offer, or other reduction.”

Minnesota Statutes, section 297F.01, subdivision 23 defines wholesale sales price as follows:

Revenue Notices

“Subd. 23. Wholesale sales price. “Wholesale sales price” means the price stated on the price list in effect at the time of sale for which a manufacturer or person sells a tobacco product to a distributor, exclusive of any discount, promotional offer, or other reduction. For purposes of this subdivision, “price list” means the manufacturer’s price at which tobacco products are made available for sale to all distributors on an ongoing basis.”

The Revenue Department concludes that the clause, “exclusive of any discount, promotional offer, or other reduction,” as used in the statute, requires Minnesota’s tobacco products tax to be imposed on the price stated on the price list in effect at the time of sale to a distributor, that the products are made available at that price to all distributors on an ongoing basis, and that the price at the time of sale to a distributor does not include or is not calculated based on a discount, promotional offer, or reduction from that price. “Ongoing basis” is not for a limited duration. It means the product is made available to all distributors at a published price for an open-ended or indefinite period of time.

Publication Date: April 6, 2009

Elizabeth Kadoun, Assistant Commissioner
for Tax Policy and External Relations
Minnesota Department of Revenue

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.

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Minnesota Department of Human Services (DHS)**Children and Family Services****Community Partnerships – Child Development Service****Child Care and Development Fund (CCDF) Plan****Notice of Public Hearing for Community Input to Minnesota's Federal Child Care and Developmental Fund Plan**

The Minnesota Department of Human Services will conduct public hearings as an opportunity for community input to Minnesota's federal Child Care and Development Fund plan. Meeting dates, times and locations are:

DATE: Wednesday, May 6, 2009, 9:30 – 11:30 a.m.
LOCATION: Minnesota Department of Human Services
444 Lafayette Road North, Room 5137 (5F), Saint Paul, MN

DATE: Wednesday, May 6, 2009, 6:30 – 8:30 p.m.
LOCATION: Minnesota Department of Human Services
444 Lafayette Road North, Room 1238, Saint Paul, MN

DOWN LINK MEETING SITES FOR MAY 6, 9:30 – 11:30 a.m.:

Walker: Cass County Courthouse, 300 Minnesota Street, Walker, MN
Duluth: St. Louis County Government Center, 320 West 2nd Street, Room 608, Duluth, MN
Willmar: Kandiyohi County Health and Human Services Building, 2200 23rd St NE, Room 1070, Willmar, MN
Rochester: Olmsted County Social Services, 2116 Campus Drive SE, Rochester, MN
Crookston: Polk County Government Center, Lower Level, Suite 110, 612 N Broadway, Crookston, MN

Public Comment. The Minnesota Department of Human Services will continue to solicit input on the federal plan after the May 6, 2009, Public Hearings. The federal plan will be submitted to the federal Department of Health and Human Services on July 1, 2009.

Agency Contact. For further information or questions, please contact Karen Pitts at (651) 431-3853 or Karen.pitts@state.mn.us.

Department of Labor and Industry (DOLI)**Labor Standards Unit****Notice of Correction to Commercial Prevailing Wage Rates for Electricians in Blue Earth County**

Corrections have been made to the Commercial Prevailing Wage Rates certified 01/20/2009, for **Labor Code 407**, Electricians in Blue Earth County.

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

Steve Sviggum, Commissioner
Department of Labor and Industry

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.

Applying for Grants

Have you checked up on all the “active” state grants? Only for *State Register* subscribers is a “Contracts & Grants” section available that lists all grants and contracts open for bid. Open the *State Register* and click on Bookmarks in the upper left corner. You will see a list of ALL the current rules, with an INDEX, and previous years’ indices, as well as a list of all contracts and grants open for bid. Subscribe and receive LINKS to the *State Register*. You also receive Subscriptions cost \$180 a year (an \$80 savings). Here’s what you receive via e-mail:

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Minnesota Department of Human Services (DHS) Deaf and Hard of Hearing Services Division Request For Proposal (RFP) to Provide Administrative and Fiscal Support Services to Maintain a DeafBlind Consumer Directed Services Program

The Minnesota Department of Human Services (DHS), through its Deaf and Hard of Hearing Services Division (DHHSD), is seeking Proposals from qualified Responders to function as the financial support entity to administer the grant funding for their Deafblind Consumer Directed Services Program. As a financial support entity, the responder for these services would act as an umbrella organization that can offer a range of financial management services.

The Deafblind Consumer Directed Services program provides grants for accessible, specialized services and goods to Deafblind consumers who need various types of supports to maintain their independence and to meet their basic needs. The financial support entity would function as the payroll agent and the purchaser of goods and other services.

All proposals must include performance indicators that will demonstrate the delivery of the most effective and efficient services. Eligible applicants include community-based agencies, organizations, and individuals. A contract awarded as a result of this RFP process is expected to begin on July 1, 2009 and continue through June 30, 2011, with options for extensions that allow for a total of five years. For state fiscal year 2010 and each year thereafter \$187,930 is available per year.

To request a full text of the RFP please contact:

Deb L. A. Olson
Deaf and Hard of Hearing Services Division
Minnesota Department of Human Services
P.O. Box 64969
St. Paul, MN 55164-0969
Phone: (651) 431-2360
TTY: 1-888-206-6501
E-mail: deb.olson@state.mn.us

State Grants & Loans

The RFP can be viewed by visiting the Minnesota Department of Human Services RFP web site:

http://www.dhs.state.mn.us/main/id_000102

Proposals must be submitted in the format described in the Request for Proposal. **The proposal due date is May 15, 2009, 4:00 p.m. Central Time.** Late proposals will not be considered. Faxed or email proposals will not be considered. This request does not obligate the State to complete the work contemplated in this notice or spend the estimated dollar amount. The State reserves the right to cancel this solicitation.

Other department personnel are NOT allowed to discuss this RFP with anyone, including responders, before the proposal submission deadline.

Department of Public Safety Office of Justice Programs Notice of Application for Funding from the Bureau of Justice Assistance

The Office of Justice Programs is submitting an application for 2009 Recovery Act funds from the Bureau of Justice Assistance, Office of Justice Programs, U. S. Department of Justice. The stated purpose of the Recovery Act is to preserve and create jobs and promote economic recovery. These funds are available through the Edward Byrne Memorial Justice Assistance Grant Program (JAG). The purpose of the JAG program is to reduce or prevent crime by providing support to all components for the criminal justice system. JAG funded projects may address crime through provision of direct services and by improving the effectiveness and efficiency of the criminal and juvenile justice systems, processes and procedures.

Those wishing to comment on the application may contact Jeri Boisvert at the Department of Public Safety, telephone number (651) 201-7305 or e-mail: *Jeri.Boisvert@state.mn.us*. The application will be posted online at:

www.ojp.state.mn.us/stimulus.htm#ByrneApplication.

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 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.

Requirements: There are no statutes or rules requiring contracts to be advertised for any specific length of time, but the Materials Management Division strongly recommends meeting the following requirements:

- \$0 - \$5000 does not need to be advertised. Contact the Materials Management Division: (651) 296-2600
- \$5,000 - \$25,000 should be advertised in the *State Register* for a period of at least seven calendar days;
- \$25,000 - \$50,000 should be advertised in the *State Register* for a period of at least 14 calendar days; and
- anything above \$50,000 should be advertised in the *State Register* for a minimum of at least 21 calendar days

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Department of Administration

Real Estate & Construction Services

Notice of Request for Proposals (RFP) for Professional Services for State Capitol Complex Lighting Control Study

NOTICE IS HEREBY GIVEN that the Department of Administration, Real Estate and Construction Services ("State") has issued a request for proposals for a study to be performed on the State Capitol Complex lighting controls. The scope of this project includes energy analysis of both interior and exterior lighting systems, levels of illumination and lighting controls in State Capitol Complex buildings and adjacent parking facilities, all located in St. Paul MN.

The tasks and scope of services required for the study are defined and included in the Request for Proposals (RFP) located at www.admin.state.mn.us/recs (Click on "Construction Services" and "Solicitations and Announcements"). To be considered for selection and a Contract, responses must be submitted by the date and time indicated in the RFP. Copies of the RFP may also be requested from:

Contracts Coordinator
Real Estate and Construction Services
309 Administration Building, 50 Sherburne Avenue
St. Paul, MN 55155-1625

The State reserves the right to cancel this solicitation if it is considered to be in its best interest. The RFP is not a guarantee of work and it does not obligate the State to award any contracts. The State reserves the right to discontinue the use or cancel all or any part of the RFP if it is determined to be in its best interest. All expenses incurred in responding to this notice are solely the responsibility of the responder.

Minnesota State Colleges and Universities (MnSCU)**Board of Trustees****Notice of Request for Information (RFI) for Architectural, Owner's Representative, Real Estate and Other Related Professional and Technical Services for a Master List of Consultants**

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities ("MnSCU"), requests information of Minnesota registered consultants, as appropriate, to assist MnSCU in providing Architectural/Engineering, Owner Representative, Real Estate and other related Professional and Technical services as needed for up to a four-year period. Projects will vary in scope and may involve due diligence services, new construction, remodeling, commissioning, site and utility work, facilities, roads and grounds, and land development.

The Request for Information documents can be found online at: www.finance.mnscu.edu/facilities/index.html under Announcements. This RFI is to permit a consultant to be added to the current MnSCU Master List of Consultants. The consultants currently on the List do not need to respond to this RFI. The current List can be viewed at www.finance.mnscu.edu/facilities/design-construction/index.html and click on "Master List of Facilities Professional/Technical Consultants".

If unable to access the RFI electronically, copies of the RFI may also be requested from:

Nancy Marandola - Minnesota State Colleges & Universities

Phone: (651) 297-7862, or

E-mail: Nancy.marandola@so.mnscu.edu

Proposals must be delivered to: Minnesota State Colleges & Universities
ATTN: Facilities Design and Construction
Wells Fargo Place
30 Seventh Street East, Suite 350
St. Paul, Minnesota 55101-7804

Proposals must be received NOT later than May 8, 2009 at 12:00 P.M. CST; late responses will not be considered.

MnSCU reserves the right to cancel this solicitation if it is considered to be in MnSCU's best interest. The RFI is not a guarantee of work and does not obligate MnSCU to award any contracts. MnSCU reserves the right to discontinue the use or cancel all or any part of this Master List of Consultants program if it is determined to be in its best interest. All expenses incurred in responding to this notice are solely the responsibility of the responder.

Minnesota State Colleges and Universities (MnSCU)**Dakota County Technical College****Sealed Bids Sought for Soccer Scoreboards**

NOTICE IS HEREBY GIVEN that Dakota County Technical College will receive sealed bids for Soccer Scoreboards. Bid specifications will be available April 6, 2009 via e-mail request to: Patricia.Adams@dctc.edu or telephone request to Pat Adams at 651-423-8236. Sealed bids must be received by 2:00 PM, April 20, 2009 at the following location:

Pat Adams, Buyer
Dakota County Technical College
1300 145th St. E
Rosemount, Mn 55068

Dakota County Technical College reserves the right to reject any or all bids and to waive any irregularities or informalities in proposals received. The College further reserves the right to cancel the solicitation if it is considered to be in its best interest.

State Contracts

Metropolitan State University (MnSCU)

Metropolitan State University

Request for Proposals for Copier/Printer Lease and Print Management Solution

Metropolitan State University is seeking proposals to assist in providing printer and copy services for all departments of the institution. Currently the university leases twenty-one multi-functioning devices (MFD's) on multiple campuses to support department operations and owns approximately fifteen Hewlett Packard printers. A key objective in this proposal is to find a bidder who can support both leased MFD's and university owned equipment in a cost effective manner.

For a complete copy of the RFP and required submission materials contact:

Samantha Erickson
User Services Supervisor
Information Technology Services
Phone: (651) 793-1250
E-mail: *samantha.erickson@metrostate.edu*

All responses to this RFP must be received by:

Dave Peasley
Metropolitan State University
Founders Hall Room 329
St. Paul, MN 55106-5000

no later than: 3:00 p.m. (Central Daylight Saving Time), April 14, 2009

Minnesota State Colleges and Universities (MnSCU)

North Hennepin Community College

Notice of Request for Sealed Bids for Kitchen Renovation

Sealed Bids for: **Campus Center-Kitchen Renovation**
North Hennepin Community College
Brooklyn Park, Minnesota

Will be received by: **Dean Collins, Construction Coordinator**
North Hennepin Community College
Educational Services Building, Room ES-01
7411 85th Avenue North
Brooklyn Park, Minnesota 55445

Until **2:00 p.m., April 23, 2009**, at which time the bids will be opened and publicly read aloud.

Project Scope: Renovate existing 2,200 S.F. Kitchen and serving line including selective demolition, fiber cement siding, metal stud partitions, gypsum board soffits, tile, paint, FRP panels, acoustic treatment, coiling grilles, plastic laminate, hollow metal doors and frames, glazing, food service equipment, plumbing, make-up air unit, ductwork, controls, fire sprinkler modifications, electrical power, lighting, cafeteria lighting retrofit, fire alarm and voice/data.

A Pre-bid Meeting will be held at 2:30 p.m., Wednesday, April 15, 2009. Meet in the Campus Center Building South entry lobby. of North Hennepin Community College. The Architect/Engineer and Owner Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

Bid Forms, Contract Documents, Drawings and Specifications as prepared by the Project Architect/Engineer; **Wold Architects and Engineers** are on file at the offices of the:

- 1.) Wold Architects and Engineers.
- 2.) following Builders Exchanges: Minneapolis, St. Paul, St. Cloud, and Mankato
- 3.) Reed Construction.
- 4.) iSqFt Plan Room, Brooklyn Center
- 5.) McGraw Hill Construction/Dodge Plan Room.
- 6.) National Association of Minority Contractors of Upper Midwest
- 7.) MEDA Minority Contractors Plan Room

Complete sets only of bid forms and Drawings and Specifications for use by Bidders in submitting a bid may be obtained online from PlanWell at: www.ersdigital.com.

Engineering Repro Systems, 2007 E. 24th Street, Minneapolis, MN 55404 (612) 722-2303, facsimile (612) 722-3745, will provide complete sets of the Bidding Documents to prospective bidders and subcontractors. Both a deposit check in the amount of \$70.00 and a non-refundable check in the amount of \$30.00 made out to "Wold Architects and Engineers" for each set ordered are required or Bidding Documents may be ordered via the internet at: www.ersdigital.com and clicking on the PlanWell icon, then the Public Plan Room icon, select Campus Center-Kitchen Renovation – Brooklyn Park. The following information must accompany the deposit: Company name, mailing address, street address, phone and facsimile numbers and type of bidder (i.e. General, Mechanical or Electrical Subcontractor to General, or other). A refund of \$70.00 will be sent to prime contractors who submit a bid to the Owner and subcontractors for each set (including addenda) returned to Engineering Repro Systems in good condition within fifteen (15) calendar days of the award date, subject to the conditions of AIA Document A701. Returns will not be given if the plans are returned to the Architect's Office.

Each bid which totals over \$15,000.00 must be accompanied by either a certified check, payable to **Minnesota State Colleges and Universities**, in the sum of not less than five percent (5%) of the total base bid or a corporate surety bond for the same amount by a surety company authorized to do business in the State of Minnesota.

Minnesota State Colleges and Universities (MnSCU) **Saint Paul College** **Sealed Bids Sought for Printing of Saint Paul College Magazine -** **Fall Semester 2009**

Saint Paul College will receive bids for the Printing of 2009 Fall Semester College Magazine. The total quantity to print is 286,000. There are 2 options to bid.

Sealed bids are due April 21st, 2009 at 2:00pm at which time the bids will be opened in room 1240

Bid specifications are available from:

Nataliya Kabakova
Fax: (651) 846-1476
E-mail: Nataliya.kabakova@saintpaul.edu

Deliver bids to:

Saint Paul College
Business Office, room 1240
235 Marshall Ave
St Paul, MN 55102

State Contracts

Minnesota Department of Human Services (DHS)

Community Partnerships Division

Notice of Request for Proposals (RFP) for Qualified Grantee(s) to Provide Child Care Resource and Referral (CCR&R) Baseline Services in Region 11 - Washington County

NOTICE IS HEREBY GIVEN that the Minnesota Department of Human Services (DHS) is requesting proposals from qualified responders (public or private nonprofit organizations) with the capacity to serve as a CCR&R Regional Baseline site.

As a CCR&R Regional Baseline site, the successful responder will:

- Publicize child care resource and referral information services to families;
- Provide technical assistance and consultation to child care providers;
- Provide outreach to family, friend and neighbor caregivers; and
- Collaborate and/or partner with local community organizations to build a better community for families and children in Region 11 - Washington County.

The term of any resulting contract is anticipated to be for two years, from July 1, 2009 – June 30, 2011.

For further information or to request a paper copy of the RFP, please contact:

Fred Fuhrmann, Grants Coordinator
Community Partnerships Division
Department of Human Services
P.O. Box 64962
St. Paul, MN 55164-0962
E-mail: fred.fuhrmann@state.mn.us

This is the only person designated to answer questions by potential responders regarding this request.

Proposals submitted in response to this Request for Proposals must be physically received (not postmarked) at the address above no later than **4:00 p.m., Central Time, on April 28, 2009. Late proposals will not be considered.** Faxed or e-mailed proposals will **not** be considered.

The RFP can be viewed by visiting the Minnesota Department of Human Services RFP web site:

http://www.dhs.state.mn.us/main/id_000102

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.

Minnesota State Lottery

Request for Proposals for Sponsorship Agreements

Description of Opportunity

The Minnesota State Lottery develops sponsorship agreements throughout the year with organizations, events, and sports teams to create excitement for lottery players, to interest new players and increase the visibility of lottery games. The Lottery encourages and continually seeks new sponsorship agreements to help achieve current Lottery marketing goals.

Proposal Content

A sponsorship proposal presented to the Lottery should meet the following three criteria:

1. **Maximize Lottery Visibility** – the event, sports or tie-in proposal should draw a large number of desired participants

(typically 50,000 or more) whose demographics match the Lottery player profile. The Lottery is interested in effectively delivering its message of fun and entertainment to Minnesota adults whose demographics skew primarily towards those aged 25-64, with a household income of \$35,000-\$75,000, and having an educational background of some college or higher. The Lottery does not market to those under the age of 18, and family events with high levels of children present are generally not accepted. Attendance, on-site signage visibility and paid media exposure will be critical components that will be evaluated.

2. Enhance Lottery Image- – the event, sports or tie-in proposal should inherently project the attitude that the Lottery is a fun and socially acceptable part of the community. The Lottery’s presence should fit well within the lineup of other sponsors. The Lottery is interested in creating opportunities whereby the sponsorship can translate into sales revenue, either via on-site sales from a Lottery booth, from sales-generating promotions with Lottery retailers or from joint programs with the sponsor’s media partners.

3. Provide Promotional Extensions – the event, sports or tie-in proposal should offer exciting, value-added ways to interact with our players and have opportunities to motivate attendees, listeners and viewers to participate in and purchase Lottery games. The proposal must include proper staffing availability or other considerations to help the Lottery implement any appropriate promotional extension ideas.

Proposals should address all pertinent elements of the sponsorship and how the Lottery criteria as stated above and on the Evaluation Form are to be met. To view or print copies of the Request for Proposal go to: <http://www.mnlottery.com/vendors.html>

This Solicitation does not obligate the state to award a contract or pursue a proposed sponsorship opportunity, and the state reserves the right to cancel the solicitation if it is considered to be in its best interest.

Questions

Questions concerning this Solicitation should be directed to:

John Mellein, Marketing Director
Minnesota State Lottery
2645 Long Lake Road
Roseville, MN 55113
Telephone: (651) 635-8230
Toll-free: (888) 568-8379 ext. 230
Fax: (651) 297-7496
TTY: (651) 635-8268
E-mail: johnm@mnlottery.com

Other personnel are not authorized to answer questions regarding this Solicitation.

Response Delivery

All responses must be in writing and delivered to the contact noted above. Proposals will be accepted on an ongoing basis.

Department of Transportation (Mn/DOT) Engineering Services Division Notice of Potential Availability of Contracting Opportunities for a Variety of Highway Related Technical Activities (“Consultant Pre-Qualification Program”)

This document is available in alternative formats for persons with disabilities by calling Juanita Voigt at (651) 366-4774 for persons who are hearing or speech impaired by calling Minnesota Relay Service at (800) 627-3529.

Mn/DOT, worked in conjunction with the Consultant Reform Committee, the American Council of Engineering Companies of Minnesota (ACEC/MN), and the Department of Administration, to develop 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

State Contracts

professional/technical services. Mn/DOT awards most of its consultant contracts for highway-related technical activities using this method, however, Mn/DOT also reserves the right to use Request for Proposal (RFP) or other selection processes for particular projects. Nothing in this solicitation requires Mn/DOT to 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 for application. Applications are accepted on a continual basis. All expenses are 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 applications forms are available on Mn/DOT's Consultant Services web site at: <http://www.dot.state.mn.us/consult>.

Send completed application material to:

Juanita Voigt
Consultant Services
Office of Technical Support
Minnesota Department of Transportation
395 John Ireland Blvd. Mail Stop 680

Department of Transportation (Mn/DOT) Engineering Services Division Notice Concerning Professional/Technical Contract Opportunities and Taxpayers' Transportation Accountability Act Notices

NOTICE TO ALL: The Minnesota Department of Transportation (Mn/DOT) is now placing additional public notices for professional/technical contract opportunities on Mn/DOT's Consultant Services **website** at: www.dot.state.mn.us/consult

New Public notices may be added to the website on a daily basis and be available for the time period as indicated within the public notice. Mn/DOT is also posting notices as required by the Taxpayers' Transportation Accountability Act on the above referenced website.

Department of Transportation (Mn/DOT) Office of Civil Rights Request for Proposals (RFP) for Disparity Study

The State of Minnesota through its Department of Transportation (Mn/DOT) requests proposals for the purpose performing a Disparity Study to evaluate the extent of marketplace discrimination, if any, against minority-owned and women-owned businesses regarding United States Department of Transportation (USDOT) federally funded highway heavy construction projects (Federal Highway Administration (FHWA), Federal Transit Administration (FTA) and Federal Aviation Administration (FAA)). The study will also evaluate the areas of professional technical (P/T) services relating to highway heavy construction and Transit related service contracting with Mn/DOT and other public entities receiving Federal funding from Mn/DOT.

The full RFP can be viewed on the Consultant Services Web Page at: www.dot.state.mn.us/consult/index.html under the P/T Notices Section.

If you have any questions regarding this advertisement, or are having problems viewing the RFP on the Consultant Services Web Page, you may contact:

Brad Hamilton, Contract Administrator

Telephone: (651) 366-4626
E-mail: *brad.hamilton@dot.state.mn.us*

Note: RESPONSES WILL BE DUE ON APRIL 20, 2009 AT 2:00PM CENTRAL DAYLIGHT TIME.

Minnesota Department of Veterans Affairs Notice of Availability of Contract for MDVA Internal Audit: Financial and Operational Systems and Practices

The Minnesota Department of Veterans Affairs (MDVA) is seeking proposals from Accounting Firms or Consultants to conduct an internal audit of the finances and operation of the Department. The MDVA consists of three veterans services programs, including the State Soldiers Assistance Program, and the five Minnesota Veterans Homes in Fergus Falls, Hastings, Luverne, Minneapolis and Silver Bay, as well as the Central Office Administration. The scope of the internal audit consultancy will include examination, evaluation and recommendations for the human resources, financial, accounting, and administrative operations of the Department.

Work is proposed to start on **May 15, 2009**.

A Request for Proposals will be available without charge, by direct mail or e-mail from this office. **A written request (by direct mail, e-mail or fax) is required to receive the Request for Proposals.**

The Request for Proposals can be obtained from:

Kelly Hanson
Minnesota Department of Veterans Affairs
Veterans Service Building, 2nd Floor
20 West 12th Street
Saint Paul, Minnesota 55155
Telephone: (651) 757-1547
Fax: (651) 296-3954
E-mail: *Kelly.hanson@state.mn.us*

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than **Monday April 27, 2009, 2:30 PM Central Daylight Time.**

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.

Non-State Bids, 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.

Metropolitan Council Contracting Opportunities

The Metropolitan Council posts all notices of Requests for Proposals (RFP) and Invitations for Bids (IFB) for all of its divisions on its website: <http://www.metrocouncil.org> (see **Doing Business with the Council, Contracting Opportunities**). Project-specific instructions for obtaining the solicitation documents are provided in each notice.

If you have any questions regarding this advertisement, or need assistance accessing the notices, please contact: Miriam, for Metropolitan Council projects, at (651) 602-1095 or miriam.lopez-rieth@metc.state.mn.us; or Candace, for Metro Transit projects, at (612) 349-5070 or candace.osiecki@metc.state.mn.us.

University of Minnesota (U of M) Subscribe to Bid Information Service (BIS)

The University of Minnesota offers 24-hour/day, 7-day/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 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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- **Minnesota's State Capitol - The Arts and Politics of a Public Building,** \$16.95
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