

State of Minnesota

# State Register



**Proposed, Adopted, & Expedited Rules; Executive Orders; Appointments;  
Commissioners' Orders; Revenue Notices; Official Notices;  
State Grants & Loans; State Contracts; Non-State Public Bids, Contracts & Grants**  
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# State Register

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- Exempt Rules
- Expedited Rules
- Withdrawn Rules
- Vetoed Rules
- Executive Orders of the Governor
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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 Proposed emergency rules and withdrawn proposed rules are also published in the *State Register*.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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# Proposed Rules

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

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

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

**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.

## Capitol Area Architectural and Planning Board (CAAPB)

### Proposed Repeal of Rules Governing Zoning and Design for the Minnesota State Capitol Area

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

**Minnesota Rules, 2400.0001 through 2400.1530; Revised and Renumbered as 2400.2000 through 2400.3180**

**Introduction.** The Capitol Area Architectural and Planning Board (CAAPB) intends to adopt rules without a public hearing following the procedures in the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2300 to 1400.2310, and the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28. If, however, 25 or more persons submit a written request for a hearing on the rules by 4:30 p.m. on Thursday, October 22, 2009, the Board will hold a public hearing in Rm. 116C, Administration Building, 50 Sherburne Ave., Saint Paul, Minnesota, starting at 9:30 a.m. on Wednesday, November 4, 2009. To find out whether the Board will adopt the rules without a hearing or if it will hold the hearing, you should contact the agency contact person after October 22, 2009 and before November 4, 2009.

**Agency Contact Person.** Submit any comments or questions on the rules or written requests for a public hearing to the agency contact person. The agency contact person is: Paul Mandell at Capitol Area Architectural and Planning Board, 204 Admin. Bldg., 50 Sherburne Avenue, Saint Paul, MN 55155; **phone:** (651) 757-1507; **fax:** (651) 298-6718, and **e-mail:** [paul.mandell@state.mn.us](mailto:paul.mandell@state.mn.us). **TTY** 1-800-627-3529

**Subject of Rules and Statutory Authority.** The proposed rules are about zoning and design for the Minnesota State Capitol Area, a sixty-block area immediately surrounding the Minnesota State Capitol Building. The rule affects and governs physical changes or developments in this geographic area, and the majority of changes is the addition of design guidelines, incorporating some ideas from form-based zoning principles, rezoning of certain parcels reformatting of the rules for clarification purposes (such as distinguishing what is a permitted, conditional or prohibited use, issues of setback, parking, and height restrictions), and realignment of some parts of the zoning process and assigned lines of authority. The rule (*Minnesota Rules* Ch. 2400.0001-2400.1530) is being repealed (chiefly because it is all being renumbered as Ch. 2400.2000-2400.3180). The statutory authority to adopt the rules is *Minnesota Statutes*, section 15B.06 and 15B.03.

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## Proposed Rules

The reason behind this rewrite of the zoning and design rules is to update the rule from 2000, which at the time was merely a minor set of changes from the 1982 rules. Now, with many changes in technology, planning, design and in the interest of providing a clearer, more user-friendly set of zoning rules for the public, a major new rewrite was both needed and warranted. A free copy of the rules is available upon request from the agency contact person listed above and on the agency website at [www.caapb.state.mn.us](http://www.caapb.state.mn.us).

**Comments.** You have until 4:30 p.m. on Thursday, October 22, 2009, to submit written comment in support of or in opposition to the proposed rules or any part or subpart of the rules. Your comment must be in writing and received by the agency contact person by the due date. Comment is encouraged. Your comments should identify the portion of the proposed rules addressed, the reason for the comment, and any change proposed. You are encouraged to propose any change that you desire. You must also make any comments about the legality of the proposed rules during this comment period.

**Request for a Hearing.** In addition to submitting comments, you may also request that the Board hold a hearing on the rules. You must make your request for a public hearing in writing, which must be received by the agency contact person by 4:30 p.m. on Thursday, October 22, 2009. You must include your name and address in your written request. In addition, you must identify the portion of the proposed rules that you object to or state that you oppose the entire set of rules. Any request that does not comply with these requirements is not valid and the agency cannot count it when determining whether it must hold a public hearing. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

**Withdrawal of Requests.** If 25 or more persons submit a valid written request for a hearing, the Board will hold a public hearing unless a sufficient number of persons withdraw their requests in writing. If enough requests for hearing are withdrawn to reduce the number below 25, the agency must give written notice of this to all persons who requested a hearing, explain the actions the agency took to affect the withdrawal, and ask for written comments on this action. If a public hearing is required, the agency will follow the procedures in *Minnesota Statutes*, sections 14.131 to 14.20.

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

**Modifications.** The Board may modify the proposed rules, either as a result of public comment or as a result of the rule hearing process. It must support modifications by data and views submitted to the agency or presented at the hearing. The adopted rules may not be substantially different than these proposed rules unless the Board follows the procedure under *Minnesota Rules*, part 1400.2110. If the proposed rules affect you in any way, the Board encourages you to participate in the rulemaking process.

**Cancellation of Hearing.** The Board will cancel the hearing scheduled for November 4, 2009, if the agency does not receive requests for a hearing from 25 or more persons. If you requested a public hearing, the agency will notify you before the scheduled hearing whether the hearing will be held. You may also call the agency contact person at 651-757-1507 after October 22, 2009 to find out whether the hearing will be held.

**Notice of Hearing.** If 25 or more persons submit valid written requests for a public hearing on the rules, the Board will hold a hearing following the procedures in *Minnesota Statutes*, sections 14.131 to 14.20. The Board will hold the hearing on the date and at the time and place listed above. The hearing will continue until all interested persons have been heard. Administrative Law Judge Kathleen D. Sheehy is assigned to conduct the hearing. Judge Sheehy can be reached at the Office of Administrative Hearings, 600 North Robert Street, P.O. Box 64620, Saint Paul, Minnesota 55164-0620; **telephone:** (651) 361-7848; **fax:** (651) 361-7936.

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

# Proposed Rules

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may direct questions about the procedure to the Administrative Law Judge.

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

**Statement of Need and Reasonableness.** The statement of need and reasonableness contains a summary of the justification for the proposed rules, including a description of who will be affected by the proposed rules and an estimate of the probable cost of the proposed rules. It is now available from the agency contact person. You may review or obtain copies for the cost of reproduction by contacting the agency contact person or check the agency website, [www.caapb.state.mn.us](http://www.caapb.state.mn.us).

**Lobbyist Registration.** *Minnesota Statutes*, chapter 10A, requires each lobbyist to register with the State Campaign Finance and Public Disclosure Board. Ask any questions about this requirement of the Campaign Finance and Public Disclosure Board at: Suite 190, Centennial Building, 658 Cedar Street, St. Paul, Minnesota 55155, telephone 6512965148 or 18006573889.

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

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

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

Dated: 26 August 2009

Steven Noess

at any one time.



## 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 Agricultural and Economic Development Board Notice of Public Hearing by the Minnesota Agricultural and Economic Development Board on the Issuance of Obligations for Various Projects under *Minnesota Statutes*, Chapter 41A and Sections 469.152 through 469.165

**NOTICE IS HEREBY GIVEN** that the Minnesota Agricultural and Economic Development Board (the “Board”) or its designated representative, will meet on Tuesday, October 6, 2009, at 9:00 a.m., or as soon thereafter as reasonably possible at 332 Minnesota Street, Suite E200, in St. Paul, Minnesota with respect to certain changes in the terms (in connection with the remarketing) of the following obligations, previously issued by the Board under *Minnesota Statutes*, Chapter 41A and Sections 469.152 through 469.165, as amended (collectively, the “Act”):

(a) \$123,225,000 Health Care Facilities Variable Rate Demand Revenue Bonds, Series 2008C-4A (Essentia Health Obligated Group) (the “Series C-4A Bonds”); and

(b) \$40,295,000 Taxable Convertible Health Care Facilities Variable Rate Demand Revenue Bonds, Series 2008C-5 (Essentia Health Obligated Group) (the “Series C-5 Bonds”).

The Series C-4A Bonds and the Series C-5 Bonds (collectively, the “Bonds”) were issued by the Board for the benefit of Essentia Health, a Minnesota nonprofit corporation and organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the “Borrower”) and its affiliates. The Borrower has proposed that the interest payable on the Series C-4A Bonds be converted from a daily interest rate to an interest rate which is fixed for the remaining term of the Series C-4A Bonds. The Borrower has additionally proposed that the interest rate on the Series C-5 Bonds be converted from a taxable rate to a tax-exempt rate. The public hearing which is the subject matter of this notice is a technical requirement of the Internal Revenue Code of 1986, as amended (the “Code”).

The Series C-4A Bonds were issued to refinance obligations of the Borrower originally issued to finance the following:

(1) acquisition and installation of certain equipment in, and remodeling, new construction and improvements to, the existing medical facilities of St. Joseph’s Medical Center, a Minnesota non-profit corporation, all located at or adjacent to 523 North Third Street in Brainerd, Minnesota;

(2) acquisition and installation of certain equipment in and capital improvements to the existing hospital facilities of St. Mary’s Regional Health Center, a Minnesota non-profit corporation (“SMRHC”) in Detroit Lakes, Minnesota (“Detroit Lakes”), including the  
(Cite 34 SR 381)

# Official Notices

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construction by SMRHC of a two-story, approximately 50,000 square foot clinic expansion and medical/surgical/pediatrics unit, development of a new central supply and loading dock, private rooms and short stay nursing center, and demolition of obsolete facilities located at or adjacent to 1027 Washington Avenue in Detroit Lakes;

(3) renovation by SMRHC of a former retail facility located at 603 Highway 10 East in Detroit Lakes, to provide dialysis, clinical and office functions; and

(4) acquisition, construction and equipping of a three-story, approximately 225,000 square foot building by St. Mary's Duluth Clinic Health System, a Minnesota non-profit corporation ("SMDC"), located at 420 East First Street in Duluth, Minnesota ("Duluth"), for use as a cancer center and other departments of SMDC, including but not limited to orthopedics, digestive diseases and diagnostic imaging.

The Series C-5 Bonds were issued to refinance obligations of the Borrower originally issued in 1999 to:

(1) refund tax-exempt obligations issued by the Duluth Economic Development Authority ("DEDA") in 1992 to (a) finance construction of a 55,000 square foot addition to the facilities of The Duluth Clinic, Ltd., a Minnesota business corporation located at 400 East Third Street in Duluth ("DC"); acquisition of land adjacent to DC and construction thereon of additional parking facilities of DC for approximately 300 vehicles; remodeling the DC facilities located at 532 East First Street in Duluth, to house accounting and other administrative services; remodeling medical clinic facilities of DC located at 4621 East Superior Street and 4325 Grand Avenue in Duluth; and purchase and installation by DC of new movable equipment and upgrading existing equipment at the foregoing locations; (b) refinance tax-exempt obligations issued by Duluth in 1989 to finance the acquisition, construction and equipping of a 280-car parking ramp, 32-room patient and visitor lodging facility, additional office, examination and related space for DC, each located at 502 East Second Street in Duluth, improved hospital facilities for SMDC Medical Center, a Minnesota nonprofit corporation located at 502 East Second Street in Duluth ("SMDCMC"), a physical medicine facility and skyway connecting DC, SMDCMC and St. Mary's Medical Center, a Minnesota nonprofit corporation located at 407 East Third Street in Duluth ("SMMC"); and (c) refund tax-exempt obligations previously issued by Duluth in 1984 to finance improvements to DC's medical clinic facilities located at 502 East Second Street in Duluth;

(2) refund tax-exempt obligations previously issued by Duluth in 1987 to finance the acquisition and installation of equipment in and remodeling of and improvements to SMMC;

(3) refund tax-exempt obligations previously issued by the City of Detroit Lakes, Minnesota, in 1989 to refinance debt incurred to acquire SMRHC and to finance capital improvements to SMRHC and the acquisition of various items of capital equipment;

(4) finance construction and equipping of a medical clinic and ambulatory care center owned by DC and located at 730 East 34<sup>th</sup> Street in Hibbing, Minnesota;

(5) finance acquisition of land and construction and equipping of a medical clinic owned by Rainy Lake Medical Center, a Minnesota nonprofit corporation, located at 2501 Keenan Drive in International Falls, Minnesota, 50 percent of the board of directors of which is appointed by SMDC; and

(6) finance acquisition of land and construction and equipping of a medical clinic owned by DC and located at 4855 West Arrowhead Road in Hermantown, Minnesota.

The owner of the above-described projects (the "Projects") is the Borrower or identified affiliated entity of the Borrower. The Projects are operated and managed affiliates of the Borrower. The Projects are used primarily for hospitals and medical clinics and related facilities, including a skilled nursing facility at SMRHC. The Bonds are and will be limited obligations of the Board. The Bonds and the interest thereon are and will be payable solely from the revenue pledged to the payment thereof and other security arrangements to be established by or on behalf of the Borrower. Notwithstanding the foregoing, no holders of any of the Bonds will ever have the right to compel any exercise of the taxing powers of the State of Minnesota or any political subdivision thereof to pay the Bonds or the interest thereon or to enforce payment against any property of said State or any political subdivision thereof.

All persons interested may appear and be heard at the time and place set forth above or may mail written comments to the Executive Director at the address set forth above prior to the date of the hearing set forth above.

This Notice of Public Hearing is being given pursuant to Section 147(f) of the Internal Revenue Code of 1986, as amended.

## **Minnesota Comprehensive Health Association (MCHA) Notice of Meeting of the Finance Committee September 28, 2009**

**NOTICE IS HEREBY GIVEN** that a meeting of the Minnesota Comprehensive Health Association's (MCHA), Finance Committee will be held at 3:00 p.m. on Monday, September 28, 2009. The meeting will take place at the MCHA executive office located at 5775 Wayzata Blvd., Suite 910, St. Louis Park, MN.

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

## **Minnesota Department of Health Division of Health Policy**

### **Notice of Adoption of Minnesota Uniform Formulary Exception Form, Pursuant to Minnesota 2009 Session Laws, Chapter 79—H.F.No. 1362, Article 4, Section 5**

**Adoption:** Notice is hereby given that the *Minnesota Uniform Formulary Exception Form*, Pursuant to *Minnesota 2009 Session Laws*, Chapter 79—H.F.No. 1362, Article 4, Section 5, is adopted.

**Minnesota Uniform Formulary Exception Form Available:** The *Minnesota Uniform Formulary Exception Form* is available at [www.health.state.mn.us/asa](http://www.health.state.mn.us/asa). The Form may also be available on the websites of group purchasers who choose to post it in this fashion.

**Description and statutory reference:** The *Minnesota Uniform Formulary Exception Form* is adopted pursuant to *Minnesota 2009 Session Laws*, Chapter 79—H.F.No. 1362, Article 4, Section 5.

The *Minnesota Uniform Formulary Exception Form* is the single form to be used by health care providers to request exceptions from group purchaser (payer) formularies. All health care providers must submit requests for formulary exceptions using the Form, and all group purchasers must accept the Form from health care providers. Group purchasers may request additional information or clarification to ensure that formulary exception requests are processed as accurately and efficiently as possible. Group purchasers are also encouraged to respond to the formulary exception request using a particular section ("Section G") of the Form. Group purchasers may supply additional instructions or other relevant or legally required information with their response. The Form initially may be exchanged via facsimile or other means. However, no later than January 1, 2011, it must be accessible and submitted by health care providers, and accepted and processed by group purchasers, through secure electronic transmissions. Facsimile will not be considered a secure electronic transmission after January 1, 2011. Additional instructions are also provided on the Form.

**Development:** The *Minnesota Uniform Formulary Exception Form* was developed by the Minnesota Department of Health in consultation with the Minnesota Administrative Uniformity Committee (AUC), the AUC's Pharmacy Work Group, and Minnesota e-Health Advisory Committee Pharmacy Work Group. A proposed version of the Form and an announcement of an opportunity for public comment were published in the *State Register*, Volume 33, Number 52, Page 2126, on June 29, 2009. Several comments were received and reviewed. Modifications were then made to the Form and adopted in consultation with the groups above.

**Required date of Compliance:** The required date of compliance is September 21, 2009.

Dated: September 15, 2009

Sanne Magnan, M.D., Ph.D., Commissioner  
P.O. Box 64975, St. Paul, MN 55164-0975

# Official Notices

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## Department of Human Services (DHS)

### Health Care Administration

#### Public Notice Regarding Changes to Payment Rates and Methodologies, and Services Under the Medical Assistance Program and the General Assistance Medical Care Program Program

**NOTICE IS HEREBY GIVEN** to recipients, providers of services, and to the public of certain changes made to the Medical Assistance (MA) program and the General Assistance Medical Care (GAMC) program that result from the Commissioner of Finance's actions to reduce allotments.

This notice is published pursuant to 42 United States Code §1396a(a)(13)(A) (§1902(a)(13)(A) of the Social Security Act), which requires the Department to publish final institutional payment rates, the methodologies underlying the establishment of such rates, and the justification for such rates. It is also published pursuant to Code of Federal Regulations, title 42, part 447, section 205 (42 CFR §447.205), which requires publication of a notice when there is any significant proposed change in the methods and standards for setting payment rates for services.

Pursuant to *Minnesota Statutes*, §16A.152, subdivision 4, the Commissioner of Finance (Minnesota Management and Budget) has reduced the amount allotted for certain medical expenditures in state fiscal years 2010 and 2011. The net effect of these changes is a decrease in total Medical Assistance expenditures of \$22.653 million in state fiscal year 2010 and a decrease of \$114.284 million for state fiscal year 2011.

The unallotments effective beginning July 1, 2009, were published in the *State Register* on June 29, 2009. The unallotments effective October 1, 2009, and thereafter are published in this notice.

Effective October 1, 2009, suspends funding for nursing facility rebasing for fiscal year 2010. The 2009 legislature already suspended rebasing for fiscal years 2011-2013. This does not reduce current rates paid to nursing facilities; the cost savings occur from not providing rate increases that were otherwise expected to be given in fiscal year 2010. *Minnesota Statutes*, §16A.152, subdivision 4.

Effective January 1, 2010, suspends, for an 18-month period from January 2010 to June 2011, the 2010 annual 1% service intensity growth factor in the Developmental Disabilities waiver county allocations. *Minnesota Statutes*, §16A.152, subdivision 4.

The withhold of Medical Assistance managed care payments is increased by 1.0 percentage point in calendar year 2010 and by 0.5 percentage points in calendar year 2011 above the withhold amounts in current law. This unallotment is in addition to the withhold percentage as passed in *Laws of Minnesota 2009*, Chapter 79, Article 5, Section 46, and has the effect of increasing the non-performance-based managed care withhold to 4.5 percent in calendar years 2010 and 2011. The same exclusions in Chapter 79, Article 5, Section 46 apply. *Minnesota Statutes*, §16A.152, subdivision 4.

Effective April 1, 2010, unallotment of funding for critical access dental payments suspends the Medical Assistance add-on payment for critical access dental providers. This suspension affects fiscal years 2010 and 2011 only. The critical access dental add-on payments will continue to be paid in the MinnesotaCare program from the Health Care Access Fund. *Minnesota Statutes*, §16A.152, subdivision 4.

Effective June 2011, fee-for-service payments from the Medicaid Management Information System that would otherwise have been made for inpatient hospital services for Minnesota health care program enrollees must be deferred as follows: for fiscal year 2011, payments in the month of June equal to \$5,500,000 must be included in the first payment for fiscal year 2012. This unallotment has the effect of deferring any remaining inpatient hospital payments not deferred in *Laws of Minnesota 2009*, Chapter 79, Article 13, Section 3, subd.3, from June 2011 until fiscal year 2012. *Minnesota Statutes*, §16A.152, subdivision 4.

Effective June 2011, fee-for-service payments from the Medicaid Management Information System that would otherwise have been made for non-hospital acute care services for Minnesota health care program enrollees must be deferred as follows: for fiscal year 2011, payments in the month of June equal to \$23,438,000 must be included in the first payment for fiscal year 2012. This unallotment has the effect of deferring any remaining fee-for service payments for non-hospital acute care services not deferred in *Laws of Minnesota 2009*, Chapter 79, Article 13, Section 3, subdivision 2, from June 2011 until fiscal year 2012. *Minnesota Statutes*, §16A.152, subdivision 4.

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## Official Notices

Written comments and requests for information on these changes may be sent to Shannon McMahon at the Minnesota Department of Human Services, Health Care Administration, PO Box 64983, St. Paul, MN 55164-0983 or **e-mail:** [Shannon.m.mcmahon@state.mn.us](mailto:Shannon.m.mcmahon@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.

### More Grant Information

Only *State Register* subscribers get a "Contracts & Grants" section that lists all "active" grants and contracts. Open the *State Register* and click on Bookmarks in the upper left corner. You get a list of ALL the current rules, with an INDEX, and previous volume indices, as well as a list of all "active" contracts and grants, and LINKS to the *State Register*. Subscriptions cost \$180 a year (an \$80 savings). Here's what you receive via e-mail:

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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).

## Minnesota Amateur Sports Commission

### Hennepin Youth Sports Program

### Request for Proposal for Facilities for Amateur Sports or Recreation

#### Background

Hennepin County is seeking local units of government interested in developing facilities for amateur sports or recreation. Legislation authorizing the building of the new Twins stadium allows Hennepin County to grant up to two million dollars (\$2,000,000) each grant cycle to Hennepin County communities to assist with developing these facilities. These grants will be made through the Hennepin Youth Sports Program.

#### Purpose

The purpose of these grants will be to allow municipalities, park districts or school districts to create, expand or improve sport or recreational facilities to enhance opportunities for athletics and recreation.



# State Grants & Loans

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No grant awards may be used for ongoing expenses, such as programming services or operating and maintaining the facilities.

## Criteria

These criteria will be among those considered in evaluating grant applications:

- Need for the facility, including recognizing that many changes in youth sports and activities have occurred in the more densely populated cities of Hennepin County.
- Equitable distribution throughout the county.
- Leveraging non-Hennepin County funds and in-kind contributions.
- Sustainability, including ongoing operating funds.
- Inclusion of environmental improvements.

## Examples

The following are examples of potential projects:

- Baseball and softball fields
- Soccer, football and lacrosse fields
- Skate parks
- Disc golf courses
- Trails

## Partnerships

The Hennepin Youth Sports Program is intended to encourage cooperation between the local unit of government applicants and non-profit youth organizations. The program seeks to create partnerships between the end-users and the owners of facilities in order to maintain high quality facilities for the future.

## Grant Amount

Awards will range from \$10,000 up to \$400,000. Respondents are encouraged to provide matching funds or in-kind contributions. Matching amounts will be a factor considered in grant awards.

## Grant Administrator

The Hennepin County Board of Commissioners will make the grant awards to respondents. The Board has contracted with the Minnesota Amateur Sports Commission to administer the application process.

## Updates

The latest updates can be found at [http://www.mnsports.org/grant\\_program.htm](http://www.mnsports.org/grant_program.htm).

## Deadline

All proposals must be received by **4:00 PM Monday November 2, 2009**.

## Contact

Prospective responders who have questions regarding this RFP may contact:

Minnesota Amateur Sports Commission  
1700 105<sup>th</sup> Ave NE  
Blaine, Minnesota 55449  
Stephen Olson, Program Director  
**Phone:** (763) 785-3639  
**E-mail:** [solson@nscsports.org](mailto:solson@nscsports.org)

Lynda Lynch, Grant Administrator  
**Phone:** (763) 785-5631  
**E-mail:** [llynch@mnsports.org](mailto:llynch@mnsports.org)

### Minnesota Department of Health (MDH) Office of Rural Health and Primary Care Minnesota Rural Flex Grant Program Notice of Grant Availability

The Office of Rural Health and Primary Care, Minnesota Department of Health, is seeking grant applications from eligible organizations for the Minnesota Rural Flex Grant Program. Activities that promote regionalization of health care services, improve access to quality health care services, and provide for the development and/or enhancement of rural health networks are eligible under this grant program.

Eligible applicants for Flex grant funds are: Critical Access Hospitals, rural hospitals with 50 or fewer beds, rural health networks (applicants must be nonprofit or local government entities), and rural EMS organizations. Appropriate activities include:

- Establishing community and regional collaboration or networking partnerships
- Assessing and implementing health system needs and improvements such as:
  - mental health services integration; disparities in access or outcome;
  - healthy aging interventions; discharge planning or other continuum of care
  - projects; workforce projects; new services; or establishing a Rural Health Clinic or a Federally Qualified Health Center
- Strengthening and integrating local EMS systems, especially through efforts targeted at recruitment/retention, reimbursement and restructuring.
- Undertaking quality improvement initiatives
- Developing performance improvement initiatives such as information and technology system development, workforce retention and performance projects and benchmarking projects to ensure key elements of quality healthcare are met
- Implementing community development efforts such as Rural Health Works.

The total amount available for flex grants is approximately \$233,000. Of that, at least \$58,000 will be reserved first for EMS applications, then awarded to others if not allotted fully to EMS projects. The maximum for any grant is \$25,000. **All applications must be received by November 2, 2009.** Applications are available on the Office of Rural Health and Primary Care Web site at:

<http://www.health.state.mn.us/divs/orhpc/funding/>

under *Rural Hospital Flexibility Program*. Prospective applicants who have questions or would like a hard copy of the application guidelines should contact:

Judy Bergh  
Office of Rural Health and Primary Care  
Minnesota Department of Health  
**Phone:** (651) 201-3843  
**E-mail:** [judith.bergh@state.mn.us](mailto:judith.bergh@state.mn.us)

**By mail:** P.O. Box 64882, St. Paul, Minnesota 55164-0882

**By courier:** 85 E. Seventh Place, Suite 220, St. Paul, Minnesota 55101

### Minnesota Department of Human Services (DHS) Continuing Care Administration Notice of Request for Proposals for Home and Community Based Services (HCBS) Service Providers to Receive Scholarship Funds for Employee Education

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Services is requesting proposals from qualified Medicaid Home and Community-Based service (HCBS) providers eligible to receive scholarship funds for employee education and training in nursing and other health care fields.

# State Grants & Loans

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The 2005 Minnesota legislature enacted a program to address scholarships for Home and Community-Based healthcare workers (see, Minnesota Statutes §256B.0918). The purpose of the HCBS Scholarship fund is to help create meaningful career paths for employees serving in the field of long-term care, specifically those serving in HCBS programs. In addition, this funding supports provider efforts to recruit, retain and train qualified employees and to expand the long-term care workforce. The State strongly desires that providers use these funds as part of their employee recruitment and retention strategy, by assisting eligible employees to achieve their educational objectives.

Home and Community-Based providers approved to participate in the HCBS scholarship program will receive a rate adjustment up to 0.3 % of their medical assistance reimbursement rate to be used for qualified employee scholarships.

The term of any resulting contract is anticipated to be from **October 1<sup>st</sup> 2009** or upon program implementation (whichever is later), until **2011** as stated in the *Minnesota Statutes*. A bidder's conference will be held on September 30<sup>th</sup> 2009 from 10:30 – 11:30 in rooms 2390 at the Elmer Andersen Building, 540 Cedar Street, St. Paul, MN.

The Request for Proposal (RFP) can be obtained from:

Nome Xaphakdy  
Department of Human Services  
Continuing Care Administration  
540 Cedar Ave  
P.O. Box 64973  
St. Paul, MN 551640973  
**Phone:** (651) 431-4225  
**E-mail:** [nome.xaphakdy@state.mn.us](mailto:nome.xaphakdy@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 **4:00 p.m., Central Time, October 23<sup>rd</sup>, 2009**. **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.

## Minnesota Pollution Control Agency (MPCA) Request for Application/Proposals for Grant Contracts for Condition Monitoring Strategy for Lakes and Streams

### Surface Water Assessment Monitoring

The Minnesota Pollution Control Agency (MPCA) requests proposals for projects that support Minnesota's condition monitoring strategy for lakes and streams. The water quality data collected under these grants must be of the proper type, adequate frequency, and quality to allow the MPCA to assess the chemical, physical, and biological integrity and determine if the designated uses for aquatic life and/or aquatic recreation are being met. Up to \$2 million is available this grant round for use through June 30, 2012. No matching funds or in-kind are required under this program.

### For a copy of the Request for Proposal Contact

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.

### Questions

Responders must submit in writing a list of questions they would like addressed. Questions must be mailed, faxed, or e-mailed to Ron Schwartz and received by October 20, 2009. All questions and responses will be posted online at

<http://www.pca.state.mn.us/water/swagrant.html> no later than October 27, 2009.

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## State Grants & Loans

### Application Due Date and Time

**November 6, 2009, at 4:00 p.m.** (Central Standard Time) (Late Proposals will not be considered).

Responders are encouraged to supply an email address and to receive the RFP documents electronically. The subject line of the e-mail request should state "CR2802 SWAG."

Ron Schwartz  
Minnesota Pollution Control Agency  
520 Lafayette Road North  
St Paul, MN 55155-4194  
**E-mail:** [CWLA.surfacewater@pca.state.mn.us](mailto:CWLA.surfacewater@pca.state.mn.us)  
**Telephone:** (651) 757-2708  
**Fax:** (651) 757-8324  
**TTY:** (651) 282-5332 (For deaf or hard of hearing callers)

The MPCA seeks applicants with experience in project administration, water quality monitoring, and data management. We strongly encourage the use of volunteers in the projects which will equate to additional points during the evaluation process. Projects that seek to monitor areas of high priority for the MPCA (i.e., Target Watershed sites) also receive additional percentage points during the application ranking. Projects that propose monitoring lakes and streams to gather data for assessment receive highest priority. Data submission to STORET (via MPCA) is required.

# 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.

**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 day

## Help with Contracts

A summarized list of **all "active" contracts and grants** is available for subscribers only. Subscribers also receive LINKS to the *State Register*, as well as Bookmarks, and a growing INDEX to each volume, including the current issue, and previous volumes. Subscribers open their State Register and click on BOOKMARKS in the left hand corner. Here's what you receive via e-mail:

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

Subscriptions cost \$180 a year (an \$80 savings). 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)

## Office of Administrative Hearings

### Notice of Availability for Contract Administrative Law and Workers' Compensation Judges

The Minnesota Office of Administrative Hearings (OAH) is seeking qualified attorneys to serve as part-time contract administrative law and workers' compensation judges for a two-year period from February 1, 2010, through January 31, 2012. Contractors will have the opportunity if qualified to be offered work from both the workers' compensation division and the administrative law division, and such contractors are preferred. Proposed hourly compensation must be specified in the proposal. **A written request (by direct mail, electronic or fax) is required to receive the Request for Proposal.** The Request for Proposal can be obtained in written or alternate form by contacting:

LeeAnn Shymanski  
Office of Administrative Hearings  
P.O. Box 64620  
St. Paul, MN 55164-0620  
**Telephone:** (651) 361-7832  
**FAX:** (651) 361-7936  
**E-mail:** [LeeAnn.Shymanski@state.mn.us](mailto:LeeAnn.Shymanski@state.mn.us)

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than 3:30 p.m. Central Daylight Time on Friday, October 30, 2009. **E-mailed or late 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.



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

### **Anoka-Ramsey Community College**

### **Request Proposals for Printing and Mail Preparation for the Newsletter**

**NOTICE IS HEARBY GIVEN** that Anoka-Ramsey Community College will receive proposals for printing and preparing for mail one issue of its bi-annual newsletter. Specifications are available on the Web site <http://www.anokaramsey.edu/IT/proposal.cfm>. Copies of the specifications can also be obtained from Mirela Gluhic at (763) 433-1338, or [mirela.gluhic@anokaramsey.edu](mailto:mirela.gluhic@anokaramsey.edu). Sealed proposals must be received by the Business Office of Anoka-Ramsey Community College, 11200 Mississippi Blvd., Coon Rapids, MN 55433 by 4:00 p.m. on Oct. 9, 2009. Bid openings will be in the Mississippi Room of Anoka-Ramsey Community College at 4:15 p.m. on Oct. 9, 2009. Anoka-Ramsey Community College reserves the right to reject any or all proposals, or portions thereof, or to waive any irregularities or informalities, in proposals received.

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

### **Minneapolis Community and Technical College**

### **Notice of Request for Proposal for HEAPR Project Designer Selection Kitchen Remodel**

A Non-Mandatory Proposal Information meeting on Monday 28 September 2009 at 10:00 a.m. CST at 1501 Hennepin Ave., Room T0550, Minneapolis, MN 55403

RESPONSE TO THIS SOLICITATION IS DUE NO LATER THAN 10/2/2009 AT 2:00 PM CENTRAL TIME.

SHIP TO INFORMATION: Minneapolis Community and Technical

TO RECEIVE A PRINTED COPY OF THE SOLICITATION, call: Roger Broz at (612) 659-6805 (for persons with speech or hearing disabilities, 711 or 1-800-627-3529 MN Relay Service) or fax your request to (not available), Attn: Roger Broz.

NOTES: The Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Minneapolis Community and Technical College intends to retain architectural and engineering consulting services to improve and remodel the Culinary Kitchen to upgrade and correct code deficiencies for the Culinary Program at the college. The project consists of the design and construction for renovation of approximately 13,000 GSF to the T building on the plaza level. The project purpose not only provides life safety and code improvements, but also co-locates the culinary program instructional space for greater operational efficiencies and a shared, enhanced environment for the academic program.

An optional Proposal Information Meeting will be held at 10:00AM on September 28, 2009 on the MCTC Minneapolis campus in the Location, technology Building T0550. The Proposal Information Meeting will provide information related to the project and to give interested firms the opportunity to ask questions in person about the Request for Proposal (RFP) or the RFP process. All firms interested in this meeting should contact Valerie Frolov at (612) 659-6808 or [Valerie.frolov@minneapolis.edu](mailto:Valerie.frolov@minneapolis.edu) to sign up for the meeting. Any documents the Owner presents to interested firms at this meeting will be available by contacting: Name: Roger Broz Title: Director of Facilities Address: 1501 Hennepin Ave, Minneapolis, MN 55403; e-mail: [roger.broz@minneapolis.edu](mailto:roger.broz@minneapolis.edu) Phone: (612) 659-6805 Attendance at this meeting is optional. Additionally, all formal addenda to this RFP as to the deadline for submission of proposals or any other matters will be electronically distributed to firms by website addenda obtained from the Minnesota State Colleges & Universities Facilities website, [www.facilities.mnscu.edu](http://www.facilities.mnscu.edu), click on "Solicitation Announcements".

The selected design team shall:

\* Prepare all design documents using computer aided design and drafting technology in an electronic data exchange file format acceptable to Minnesota State Colleges & Universities. In addition, manage and maintain project information within the Minnesota State Colleges & Universities web-based project information system (PMIS). The software is Skire Unifier, and it includes real-time visibility of the project status, better coordination, simplified reporting, a central location for all project information and it eliminates duplication of work.

# State Contracts

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\* Assist campus in evaluating staging aspects that minimize the disruption of the academic schedule. Note the consultant needs to clearly communicate design and cost ramifications of the schedule impact to allow the campus full understanding of the design and schedule decisions.

\* Ensure the work blends in with and compliment the aesthetics of the existing building, indoor plaza and the overall campus architecture.

\* Develop a design that supports the college's commitment to the American College & University Presidents' Climate Commitment and to incorporate sustainability ("going green") into the design, construction and on-going operation of the project.

\* Create vibrant, flexible spaces to enhance the student experience and provide flexibility for revenue producing uses and enhanced space utilization.

\* Include field verification of existing conditions and systems in scope of services.

\* Complete all designs, drawings and specifications in accordance with, as a minimum:

- o Current Minnesota State Colleges and Universities Design Standards, available on website [www.facilities.mnscu.edu](http://www.facilities.mnscu.edu).
- o All applicable building, life safety and energy codes.
- o ADA regulations.
- o Program requirements.
- o State of Minnesota Sustainable Building Guidelines (B3) o M&E codes

An electronic copy of RFP and predesign confirmation report is available from the Minnesota State Colleges & Universities Facilities website, [www.facilities.mnscu.edu](http://www.facilities.mnscu.edu), click on "Solicitation Announcements". All documents will be posted on website Monday 21 September 2009

## **Minnesota State Colleges and Universities (MnSCU) Minnesota West Community and Technical College Sealed Bids Accepted for Curtain Wall Replacement at the Granite Falls Campus**

Details regarding the Curtain Wall Replacement including specifications can be obtained at any of the following Builders' Exchanges: Mankato, Minneapolis, Sioux Falls, Southwest, St Cloud or Willmar along with the McGraw Hill Construction Plan Room, the Reed Construction Data Plan Room and the MEDA Minority Contractors Plan Room. Complete sets only of bidding documents may be obtained at the office of: FRANZ Reprographics, Inc., 2781 Freeway Blvd, Brooklyn Center, MN 55430; phone (763) 503-3401. A \$50 deposit is required for each set.

A Pre-Bid Meeting will be held at 1:00 pm on Thursday, October 1, 2009 on the Granite Falls Campus in Granite Falls, Minnesota.

Deadline for submitting sealed bids is 2:00 pm on Tuesday, October 13, 2009. Late proposals will not be accepted. Minnesota West Community and Technical College reserves the right to reject all bids.

Minnesota West Community and Technical College is a member of the Minnesota State Colleges and Universities System.

## **Minnesota State Colleges and Universities (MnSCU) Minnesota West Community and Technical College Sealed Bids Accepted for Retrofitting a Tube Tower Base for Wind Energy**

Minnesota West Community and Technical College is accepting sealed bids for retrofitting a tube tower base section and adding a dome top for the wind energy technology program at their Canby Campus.

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## State Contracts

Details regarding the project including specifications can be obtained from Katie Delaney, Minnesota West Community and Technical College, 1011 - 1<sup>st</sup> Street West, Canby, MN 56220 or via e-mail at: [Katie.delaney@mnwest.edu](mailto:Katie.delaney@mnwest.edu)

Deadline for submitting sealed bids is 1:00 pm on Thursday, October 1, 2009. Late proposals will not be accepted. Minnesota West Community and Technical College reserves the right to reject all bids.

Minnesota West Community and Technical College is a member of the Minnesota State Colleges and Universities System.

### **Minnesota State Colleges and Universities (MnSCU) Minnesota West Community and Technical College Sealed Bids Sought for Unit Ventilator System Replacement at the Canby Campus**

Details regarding the Unit Ventilator System Replacement including specifications can be obtained from TSP, Inc. 104 West Redwood Street, Marshall, MN 56258 or (507) 537-1511.

A Pre-Bid Meeting will be held at 1:00 pm on Tuesday, September 22, 2009 in Room 115G of Englund Hall on the Canby Campus in Canby, Minnesota.

Deadline for submitting sealed bids is 2:00 pm on Tuesday, September 29, 2009. Late proposals will not be accepted. Minnesota West Community and Technical College reserves the right to reject all bids.

Minnesota West Community and Technical College is a member of the Minnesota State Colleges and Universities System.

### **Minnesota State Colleges and Universities (MnSCU) Normandale Community College Building Services Department Notice of intent to Solicit Bids for Snow Removal**

**NOTICE IS HEREBY GIVEN** that Normandale Community College is requesting bids for Snow Removal and Sanding of all parking lots and campus roadways.

Estimated amount of bid is Forty Thousand and no/100 dollars (\$40,000.00) per annual winter season. This bid does not obligate Normandale Community College to spend the estimated dollar amount. Bids are based on cost per hour of equipment with operator, contracts will be renewable up to three years upon agreement of vendor and Normandale Community College.

Detailed specifications and maps are available, by contacting

Jon Hanson, NCC Grounds Supervisor.

**Phone:** (952) 487-8106

**Cell Phone:** (651) 408-3941

**E-mail:** [jon.hanson@normandale.edu](mailto:jon.hanson@normandale.edu)

Bids are Due Oct. 5<sup>th</sup>, 2009, 11:00 A.M. CST

Sealed Bids with authorized signature must arrive by the deadline, late bids will not be considered.

Attn: Jessica Wolf  
in Room B1605  
Normandale Community College  
9700 France Avenue S.  
Bloomington, MN 55431

# State Contracts

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## Minnesota State Colleges and Universities (MnSCU)

### South Central College

#### Proposals Solicited to Retain a Professional "Owners' Rep" Consulting Firm for Classroom Renovation and Addition Project

South Central College is soliciting proposals to retain a professional consulting firm to provide "Owners' Rep" services to assist with the design and construction coordination of the South Central College, Faribault campus classroom renovation and addition project. A proposal information meeting will be held October 1, 2009, 1:00 pm in room C37 on the Faribault campus. Additional information about that meeting can be obtained by contacting Karen Snorek, VP of finance and operations. Karen can be reached at (507) 332-5890 or [karen.snorek@southcentral.edu](mailto:karen.snorek@southcentral.edu).

A complete copy of the RFP can be accessed at <http://southcentral.edu/ownersreprfp>. Proposals that meet the provisions of the RFP must be delivered to Karen Snorek, South Central College, 1225 - 3<sup>rd</sup> St. SW, Faribault, MN 55021 not later than 1:00 pm on October 9, 2009.

## Minnesota State Colleges and Universities (MnSCU)

### St. Cloud Technical College

#### Advertisement for Bids for Compressed Air System Upgrade

**Sealed Bids for:** Compressed Air System Upgrade  
St. Cloud Technical College  
St. Cloud, Minnesota

**will be received by:** Sue Meyer, Purchasing Agent  
St. Cloud Technical College  
1540 Northway Drive  
St. Cloud, Minnesota 56303

Until **2:00 PM**, local time, **October 6, 2009** at which time the bids will be opened and publicly read aloud.

**Project Scope:** Add new 40 HP compressor, 2 receiver tanks, replace compressed air piping, and add accessories including controls.

**A Pre-Bid Meeting** will be held at 10 a.m., Tuesday, September 29<sup>th</sup> 2009, in Maintenance Conference Room, St. Cloud Technical College. The Engineer and/or College Representatives will review the bidding procedures, Bidding Documents, and other conditions with interested Bidders and answer questions.

**Bidding Documents** as prepared by the Project Engineer, Stanley Consultants, Inc., are on file at the offices of the:

- 1) above named Project Engineer.
- 2) following Builders' Exchanges: St. Cloud, St. Paul, Minneapolis, Duluth, and Fargo-Moorhead.
- 3) McGraw Hill Construction Plan Room
- 4) Reed Construction Data Plan Room
- 5) MEDA Minority Contractors Plan Room
- 6) National Association of Minority Contractors of Upper Midwest

Complete sets only of Bidding Documents for use by Bidders in submitting a bid may be obtained at the following address:

Melissa Lidberg  
Stanley Consultants, Inc.  
5775 Wayzata Boulevard, Suite 300  
Minneapolis, MN 55416  
**Phone:** (952) 738-4321

**Fax:** (952) 546-4279  
**E-mail:** [lidbergmelissa@stanleygroup.com](mailto:lidbergmelissa@stanleygroup.com)

**Prospective Bidders** requesting that Bidding Documents (complete sets only) be mailed to them must send a NON-REFUNDABLE payment (check made out to Stanley Consultants, Inc.) for \$40.00 per set for shipping, handling, and reproduction costs. Documents will be sent to street addresses only (P.O. Boxes not acceptable).

Each bid which totals over \$15,000.00 shall be accompanied by a certified check, payable to **Minnesota State Colleges and Universities**, in the sum of not less than 5% of the total base bid; or a corporate surety bond of a surety company duly authorized to do business in the state of Minnesota in the same amount; which is submitted as bid security, conditioned upon the Bidder entering into a contract with Minnesota State Colleges and Universities in accordance with the terms of the bid.

## Minnesota State Colleges and Universities (MnSCU) St. Cloud Technical College Advertisement for Bids for Domestic Water System Upgrade

**Sealed Bids for:** Domestic Water System Upgrade  
St. Cloud Technical College  
St. Cloud, Minnesota

**will be received by:** Sue Meyer, Purchasing Agent  
St. Cloud Technical College  
1540 Northway Drive  
St. Cloud, Minnesota 56303

Until **2:00 PM**, local time, **October 6, 2009** at which time the bids will be opened and publicly read aloud.

**Project Scope:** Replace galvanized piping in domestic water system. Project consists of demolishing old galvanized pipes and replacing with new copper pipe.

**A Pre-Bid Meeting** will be held at 10 a.m., Tuesday, September 29<sup>th</sup> 2009, in Maintenance Conference Room, St. Cloud Technical College. The Engineer and/or College Representatives will review the bidding procedures, Bidding Documents, and other conditions with interested Bidders and answer questions.

**Bidding Documents** as prepared by the Project Engineer, Stanley Consultants, Inc., are on file at the offices of the:

- 1) above named Project Engineer.
- 2) following Builders' Exchanges: St. Cloud, St. Paul, Minneapolis, Duluth, and Fargo-Moorhead.
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Melissa Lidberg  
Stanley Consultants, Inc.  
5775 Wayzata Boulevard, Suite 300  
Minneapolis, MN 55416  
**Phone:** (952) 738-4321  
**Fax:** (952) 546-4279  
**E-mail:** [lidbergmelissa@stanleygroup.com](mailto:lidbergmelissa@stanleygroup.com)



# State Contracts

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**Prospective Bidders** requesting that Bidding Documents (complete sets only) be mailed to them must send a NON-REFUNDABLE payment (check made out to Stanley Consultants, Inc.) for \$25.00 per set for shipping, handling, and reproduction costs. Documents will be sent to street addresses only (P.O. Boxes not acceptable).

Each bid which totals over \$15,000.00 shall be accompanied by a certified check, payable to **Minnesota State Colleges and Universities**, in the sum of not less than 5% of the total base bid; or a corporate surety bond of a surety company duly authorized to do business in the state of Minnesota in the same amount; which is submitted as bid security, conditioned upon the Bidder entering into a contract with Minnesota State Colleges and Universities in accordance with the terms of the bid.

## Department of Natural Resources (DNR) Notice of Intent to Hold State Metallic Minerals Lease Sale

### State Lands to be Offered for Metallic Minerals Exploration

The Minnesota Department of Natural Resources announces that plans are being developed to hold the state's 31<sup>st</sup> sale of metallic minerals exploration and mining leases. The sale is tentatively scheduled for January 2010. The lease sale plans are being announced at this time in order to give mining companies, public interest groups and all other interested parties additional time to review the areas under consideration.

The purpose of Minnesota's metallic minerals rules (*Minnesota Rules*, parts 6125.0100 - .0700) is to promote and regulate the exploration for, mining and removal of metallic minerals on state-owned and state-administered lands. These rules, and the leases issued under these rules, authorize exploration and development of these minerals and impose certain requirements on the lessee. The requirements include: the payment of rentals that increase with the passage of time, the payment of royalty for all ore mined and removed, the submission of data and other reports, and the addressing of environmental considerations. In addition, the state lessee must comply with all applicable regulatory laws.

The areas under consideration for the lease sale cover portions of Aitkin, Benton, Carlton, Itasca, Morrison, Pine and Saint Louis Counties. Some of the lands being considered have been offered in previous metallic minerals lease sales, but based upon the interest shown by industry, new geologic data, and exploration techniques developed during the past few years, it is felt that within these lands there is significant potential for the discovery of mineral resources. Certain new lands of interest are also being considered for the lease sale.

The exact time and place of the lease sale will be announced by legal notice at least thirty (30) days prior to the sale. Mining unit books, listing the state lands to be offered at the lease sale, will be available for inspection or purchase at that time.

A map showing the general areas under consideration may be obtained from the Division of Lands and Minerals, Box 45, 500 Lafayette Road, Saint Paul, MN 55155-4045; **telephone:** (651) 259-5959; or by visiting the DNR website at [www.dnr.state.mn.us](http://www.dnr.state.mn.us).

Dated: 14 September 2009

Marty K. Vadis, Director  
Division of Lands and Minerals  
Department of Natural Resources

## Department of Natural Resources (DNR) Notice of DNR Land Sale

The DNR will offer 23 parcels of land for sale at public auction scheduled for October 21, 2009.

The parcels will be offered at an oral auction at the MN Dept. of Natural Resources Central Office (500 Lafayette Road, St. Paul, MN, 55125) on Wednesday, October 21, 2009 at 10:00 am, with registration to begin at 9:45 am. There are a variety of parcels being offered; residential, recreational, lakeshore, and even parcels with development potential in the Twin Cities Metro area!

Additional information regarding the land sales and terms and conditions may be found at:  
*[www.dnr.state.mn.us/lands\\_minerals/landsale](http://www.dnr.state.mn.us/lands_minerals/landsale)*

### Minnesota Pollution Control Agency (MPCA) Notice of Request for Proposals for Professional/Technical Master Contract for Land Survey Services

There are 112 closed landfills located throughout the State of Minnesota that are qualified by the Minnesota Pollution Control Agency's (MPCA) Closed Landfill Program (CLP). The purpose of this Request for Proposal (RFP) is to provide professional land survey services at various closed landfills or other sites as directed by the MPCA Remediation Division. Over the life of the Contract, it is possible that additional closed landfills and closed dumps may enter into the CLP.

**NOTICE IS HEREBY GIVEN** that the MPCA is requesting proposals from qualified and experienced Contractors to enter into a Master Contract.

CLP staff will be using this Contract for land survey work during design and construction activities, for conducting property boundary surveys and site feature surveys for land management purposes.

Currently, the CLP has ongoing design and construction activities at approximately six closed landfill sites throughout Minnesota and expects to initiate design activities at approximately one to two landfill sites, additionally each year. At a number of sites the CLP retains Operation & Maintenance Contractors to operate and maintain active remediation equipment and to perform cover repairs, which may warrant construction survey work.

In addition, the MPCA is responsible for managing the closed landfill property and is required to develop Closed Landfill Use Plans for all closed landfills in the CLP. To fulfill these tasks, the CLP may complete or update property boundary surveys or site feature surveys at approximately five to ten landfill sites per year.

The Contract will also be available to the Petroleum and Superfund Programs of the Remediation Division that desire survey work. At this time the extent of additional work from those Programs is unknown.

The MPCA desires to contract with qualified Contractors for services from January 1, 2010, through December 31, 2012, with the option of three one-year extensions. No actual work or payment is guaranteed pursuant to the contract.

A complete RFP describing the requirements necessary for the services described above can be obtained as noted below.

For a copy of the Request for Proposal Contact:

Mary Nelson  
Minnesota Pollution Control Agency  
Operational Support Division  
520 Lafayette Road North  
St. Paul, Minnesota 55155-4194  
**Phone:** (651) 757-2606  
**Fax:** (651) 297-1456  
**E-mail:** *[Contracts@pca.state.mn.us](mailto:Contracts@pca.state.mn.us)*

Responders are encouraged to supply an email address and to receive the RFP electronically. The subject line of the email request should state "Land Survey Services Professional Master Contract, CR600."

**Pre-proposal Site Visit:** There will be a pre-proposal site visit on October 7, 2009, from 10:00 a.m. to 12:00 p.m. at the MPCA Oak Grove Landfill, located at 2640 Viking Boulevard Northwest, Oak Grove, Minnesota 55011. This pre-proposal site visit is not mandatory, however would be very beneficial. The MPCA will not accept questions pertaining to the RFP at the pre-proposal site visit. The purpose

# State Contracts

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of this site visit is informational only.

**Questions:** Responders should submit in writing a list of questions they would like addressed. Questions must be mailed, emailed or faxed to Mary Nelson and received by 4:00 p.m. on October 14, 2009.

**Proposal Due Date and Time:** November 3, 2009, 2:00 p.m. (CST). Proposals must be submitted to the attention of the above MPCA contact person. Late submittals 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 (“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 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  
St. Paul, MN 55155

### 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](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. Mn/DOT is also posting notices as required by the Taxpayers' Transportation Accountability Act on the above referenced website.

### 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.

### Dakota County, MN

#### Notice of Request for Proposal (RFP) for Evaluation Services

**NOTICE IS HEREBY GIVEN** that the Dakota County Public Health Department is seeking a qualified contractor(s) to provide comprehensive, efficient, and effective evaluation services for the State Health Improvement Program (SHIP). The goal of the SHIP is to help Minnesotans live longer, better, healthier lives by reducing the burden of chronic disease.

Applicants must be able to demonstrate:

- Knowledge of obesity, tobacco and/or other public health issues.
- Experience evaluating local public health programs and policies using program logic models.
- Knowledge which will ensure data integrity through the use of appropriate principles, standards and techniques for measurement, analysis, and reporting.
- Experience developing, collecting, analyzing and distributing evaluation data which document the key evaluation steps including implementation, effectiveness, and sustainability as defined by the SHIP expectations.
- Expertise to assess and strengthen the current Evaluation Plans for each of the eleven SHIP interventions which include: Key Outcomes, Associated Methods, Key Evaluation Steps, Recommended Assessment and Evaluation Tools.

## Non-State Bids, Contracts & Grants

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The total amount available for this purpose in year one is \$77,000. It is anticipated this contract will cover a two year period, renewed on an annual basis should services prove satisfactory.

The complete RFP and supporting documentation is available at: <http://www.dakotacounty.us/Doing Business/Bids & Proposals>.

Contact: Mary Montagne, Public Health Supervisor  
Dakota County Public Health Department  
1 Mendota Road West, Suite 400  
West St. Paul, MN 55118  
**Phone:** (651) 554-6119  
**E-mail:** [Mary.Montagne@co.dakota.mn.us](mailto:Mary.Montagne@co.dakota.mn.us)

Questions regarding this RFP will be accepted by phone or email from September 21-September 24, 2009.

The deadline for proposals is 12:00 noon CDT on Monday, October 5, 2009. Late proposals will not be considered.

## St. Paul Smart Trips

### Notice of a Request for Proposal (RFP) for Surveying and Focus Group Services for the Smart Trips Union Park Program

**NOTICE IS HEREBY GIVEN** that St. Paul Smart Trips is requesting proposals for qualified consultants to conduct focus groups and several phases of a household telephone survey of St. Paul residents to measure travel behavior and attitudes related to transportation options. The project is part of the federally-funded Bike Walk Twin Cities program.

An electronic or hard copy of the Request for Proposal is available by contacting Laura Baum at [laura@smart-trips.org](mailto:laura@smart-trips.org) or by phone at (651) 224-8555 ext. 21.

**NOTE:** Details concerning submission requirements are included in the Request for Proposal. St. Paul Smart Trips reserves the right to cancel this solicitation. All expenses incurred in responding to this notice are solely the responsibility of the responder.

Deadline for submission of the RFP Response is no later than 4:00 PM, CDT Thursday, October 22, 2009.

## 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](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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## Non-State Bids, Contracts & Grants

### University of Minnesota Center for Transportation Studies Requests for Information (RFI) for Professional Services

The Center for Transportation Studies at the University of Minnesota is seeking qualified vendors to provide the following professional service(s):

- Development & Delivery of Technical Assistance Materials :  
RFI 1023

The purpose of this RFI is to gather information about the qualifications of contractors who perform these professional services, since CTS, or the programs it administers, may need to purchase these services in the future.

This RFI is NOT a request for a proposal, bid, or quotation. The RFI does not obligate the University of Minnesota to any particular vendor or dollar amount. Rather, the RFI is simply intended to gather information regarding the services available in order to create a pool of potential contractors.

RFIs are posted on the CTS Web site at: <http://www.cts.umn.edu/About/RFI>.

For administrative information, please contact:

Penny Harris  
Center for Transportation Studies  
200 Transportation and Safety Building  
511 Washington Ave. S.E.  
Minneapolis, MN 55455  
**Phone:** (612) 625-9246  
**E-mail:** [harri163@cts.umn.edu](mailto:harri163@cts.umn.edu)

Initial submission deadline for proposals is 4:00 p.m. October 5th, 2009.

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- ♦ **Minnesota Relay Service:** 8 a.m. - 5 p.m. Monday - Friday, 1.800.627.3529 (nationwide toll-free)
- ♦ **Fax** (credit cards): 651.215.5733 (fax line available 24 hours/day)
- ♦ **Mail orders:** Orders can be sent to Minnesota's Bookstore, 660 Olive Street, St. Paul, MN 55155

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If Product	Please
Subtotal is:	Add:
Up to \$15.00	\$ 5.00
\$15.01-\$25.00	\$ 6.00
\$25.01-\$50.00	\$ 9.00
\$50.01-\$100.00	\$ 14.00
\$100.01-\$1,000	\$ 17.00*
* \$17 to an address in MN, WI, SD, ND, IA. If delivered to an address in other states, Canada or internationally, we will contact you if there are additional charges.	
More than \$1,000	Call

Product Subtotal

Shipping

Subtotal

Sales tax

(6.875% sales tax  
if shipped to MN  
address, 7.625% if  
shipped to St. Paul  
address. 7.125% MN  
transit tax or other local  
sales tax if applicable)

**TOTAL**

Credit card number:

Expiration date: Signature:

If tax exempt, please provide ES number  
or completed exemption form.  
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