

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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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- Withdrawn Rules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
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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. 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 Proposed emergency rules, and withdrawn proposed rules, are also published in the *State Register*.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, but 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.

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 #40-52 inclusive, with final index (#1-52, or 53 in some years). 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, phone: (612) 297-3000, or toll-free 1-800-657-3757.

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# Expedited Rules

An agency adopts Expedited Rules (*Minnesota Statutes* 14.389) when a law requires or authorizes such rules. The agency must follow *Minnesota Statutes*, sections 14.19 and 14.366. Within 180 days after issuance of the administrative law judge's report, or that of the chief administrative law judge, an agency shall submit its notice of adoption, amendment, or repeal to the *State Register* for publication. If the agency has not submitted its notice to the *State Register* within 180 days, the rule is automatically withdrawn.

The agency may not adopt the withdrawn rules without again following the procedures of *Minnesota Statutes* 14.05 to 14.28. If the law authorizing or requiring rules to be adopted under this section 14.389, and refers to **Subdivision 5, Option**, then the notice must include a statement that a public hearing will be held if 100 or more people request a hearing. If such is the case, the agency may adopt the rule only after complying with all of the requirements of chapter 14 for rules adopted after a public hearing.

## Department of Health (MDH)

### Adopted Expedited Permanent Rules Relating to Health Care Homes

The rules proposed and published at *State Register*, Volume 34, Number 1, pages 15-24, July 06, 2009 (35 SR 15), are adopted with the following modifications:

#### 4764.0020 DEFINITIONS.

Subp. 6. **Care plan.** "Care plan" means an individualized written document, including an electronic document, to guide a participant's care.

Subp. 8. **Clinic.** "Clinic" means an operational entity through which personal clinicians or local trade area clinicians deliver health care services under a common set of operating policies and procedures using shared staff for administration and support. The operational entity may be a department or unit of a larger organization as long as it is a recognized recognizable subgroup.

Subp. 15. **Direct communication.** "Direct communication" means an exchange of information through the use of telephone, electronic mail, video conferencing, or face-to-face contact without the use of an intermediary. For purposes of this definition, an interpreter is not an intermediary.

Subp. ~~15~~ 16. **Eligible provider.** "Eligible provider" means a personal clinician, local trade area clinician, or clinic that provides primary care services.

Subp. ~~16~~ 17. **End-of-life care.** "End-of-life care" means palliative and supportive care and other services provided to terminally ill patients and their families to meet the physical, nutritional, emotional, social, spiritual, cultural, and special needs experienced during the final stages of illness, dying, and bereavement.

Subp. ~~17~~ 18. **Evidence-based guidelines.** "Evidence-based guidelines" means clinical practice guidelines that are recognized by the medical community for achieving positive health outcomes and are based on scientific evidence and other authoritative sources, such as clinical literature or expert consensus.

Subp. ~~18~~ 19. **External care plan.** "External care plan" means a care plan created for a participant by an entity outside of the health care home such as a school-based individual education plan, a plan by a social worker or case manager case management plan, a behavioral health plan, or a hospice plan.

#### Subp. ~~19~~ 20. **Family.**

A. For a patient who is 18 years of age or older, "family" means:

(2) legal guardian according to appointment or acceptance under *Minnesota Statutes*, sections 524.5-201 to 524.5-317; and

(3) a health care agent as defined in *Minnesota Statutes*, section 145C.01, subdivision 2; and

~~(4) a spouse.~~

B. For a patient who is under the age of 18, "family" means:

~~(1) any person or persons identified by the patient as a family member, if age appropriate for the patient;~~

~~(2) (1) the natural or adoptive parent or parents and or a stepparent who live in the home with the patient;~~

~~(3) (2) a legal guardian according to appointment or acceptance under *Minnesota Statutes*, sections ~~260.325~~ 260C.325 or 524.5-201 to 524.5-317;~~

~~(4) (3) any adult who lives with and or provides care and support for the patient when the patient's natural or adoptive parents~~

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or stepparents do not reside in the same home as the patient; and

~~(5)~~ (4) a spouse.

Subp. ~~20~~ 21. **Health care home.** “Health care home” means a clinic, personal clinician, or local trade area clinician that is certified under parts 4764.0010 to 4764.0070.

Subp. ~~21~~ 22. **Health care home learning collaborative or collaborative.** A “health care home learning collaborative” or “collaborative” means an organization established under *Minnesota Statutes*, section 256B.0751, subdivision 5, in which health care home team members and participants from different health care organizations work together in a structured way to improve the quality of their services by learning about best practices and quality methods, and sharing experiences.

Subp. ~~22~~ 23. **Health care home team or care team.** “Health care home team” or “care team” means a group of health care professionals who plan and deliver patient care in a coordinated way through a health care home in collaboration with a participant. The care team includes at least a personal clinician or local trade area clinician and the care coordinator and may include other health professionals based on the participant’s needs.

Subp. ~~23~~ 24. **Local trade area clinician.** “Local trade area clinician” means a physician, physician assistant, or advanced practice registered nurse who provides primary care services outside of Minnesota in the local trade area of a state health care program recipient and maintains compliance with the licensing and certification requirements of the state where the clinician is located. For purposes of this subpart, “local trade area” has the meaning given in part 9505.0175, subpart 22.

Subp. ~~24~~ 25. **Outcome.** “Outcome” means a measurement of improvement, maintenance, or decline as it relates to ~~patients’~~ patient health ~~status~~, patient experience, or measures of cost-effectiveness in a health care home.

Subp. ~~25~~ 26. **Participant.** “Participant” means the patient and, where applicable, the patient’s family, who has elected to receive care through a health care home.

Subp. ~~26~~ 27. **Patient and family-centered care.** “Patient and family-centered care” means planning, delivering, and evaluating of health care through patient-driven, shared decision-making that is based on participation, cooperation, trust, and respect, ~~by listening to and considering of~~ participant perspectives and choices. It also incorporates the participant’s knowledge, values, beliefs, and cultural background into care planning and delivery. Patient and family-centered care applies to patients of all ages.

Subp. ~~27~~ 28. **Personal clinician.** “Personal clinician” means a physician licensed under *Minnesota Statutes*, chapter 147, a physician assistant ~~registered licensed~~ and practicing under *Minnesota Statutes*, chapter 147A, or an advanced practice nurse licensed and registered to practice under *Minnesota Statutes*, chapter 148.

Subp. ~~28~~ 29. **Preventive care.** “Preventive care” means disease prevention and health maintenance. It includes screening, early identification, counseling, treatment, and education to prevent health problems.

Subp. ~~29~~ 30. **Previsit planning.** “Previsit planning” means planning for the participant’s visit by reviewing the participant’s medical record and, if applicable, communicating with the participant before a health care appointment to review changes in the participant’s condition and determine a plan for the visit.

Subp. ~~30~~ 31. **Primary care.** “Primary care” means overall and ongoing medical responsibility for a patient’s comprehensive care for preventive care and a full range of acute and chronic conditions, including end-of-life care when appropriate.

Subp. ~~31~~ 32. **Primary care services patient population.** “Primary care services patient population” means all of the patients who are receiving primary care services from the health care home, regardless of whether a patient has chosen to participate in the health care home.

Subp. ~~32~~ 33. **Referral.** “Referral” means a written document, including an electronic document, given by a provider to a participant recommending that the participant receive ~~an~~ a consultation for evaluation, treatment, or services from a provider outside of the health care home.



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## Expedited Rules

Subp. ~~33~~34. **Shared decision-making decision making.** “Shared decision-making ~~decision making~~” means ~~giving a patient information and assistance necessary to understand the risks, benefits, and likely outcomes of available health care options so that the patient is able to actively participate in decision-making to select among those health care options~~ the mutual exchange of information between the participant and the provider to assist with understanding the risks, benefits, and likely outcomes of available health care options so the patient and family or primary caregiver are able to actively participate in decision making.

Subp. ~~34~~35. **Specialist.** “Specialist” means a health care provider or other person with specialized health training not available within the health care home, such as a cardiologist, chiropractor, dietitian, rehabilitative therapist, mental health professional, or pharmacist. This includes traditional medical specialties and subspecialties. It also means individuals with special training such as chiropractic, mental health, nutrition, pharmacy, social work, health education, or other community-based services.

Subp. ~~35~~36. **State health care program.** “State health care program” has the meaning given in *Minnesota Statutes*, section 256B.0751, subdivision 1, paragraph (f).

Subp. ~~36~~37. **Statewide measurement quality reporting system.** “Statewide measurement quality reporting system” means a system used by the commissioner to collect data necessary for monitoring compliance with certification standards and for evaluating the impact of health care homes on outcomes, ~~which is based on quality indicators that are reported publicly as provided in Minnesota Statutes, section 62U.02.~~

Subp. ~~37~~38. **Variance.** “Variance” means a specified alternative or an exemption from compliance to a requirement in parts 4764.0010 to 4764.0070 granted by the commissioner according to the requirements of part 4764.0050.

### 4764.0030 CERTIFICATION AND RECERTIFICATION PROCEDURES.

#### Subpart 1. **Who may apply Eligibility for certification.**

B. A clinic ~~may not will~~ be certified ~~unless only if~~ all of the clinic’s personal clinicians and local trade area clinicians meet the requirements for participation in the health care home. It is the clinic’s responsibility to notify the department when a new clinician joins a certified clinic and intends to become a certified clinician. The clinic has 90 days from the date of hiring the new clinician or until its next annual anniversary date to apply for recertification, whichever is sooner. A clinic may operate as a certified clinic with the new clinician acting as though certified until the new clinician is certified. If the clinician chooses not to be certified, the clinic will no longer be certified, but the clinicians who were previously certified as part of the clinic will automatically hold an individual certification only.

Subp. 5. **How to seek recertification.** To retain certification, a health care home must submit a letter of intent stating its desire to be recertified no later than 60 days before the one-year anniversary of its last certification or recertification and do the following:

B. At the end of year two and all subsequent years, unless the applicant obtains a variance for superior outcomes and continued progress on standards as provided in part 4764.0050, subpart 3, an applicant must demonstrate:

- (1) the requirements for initial certification and recertification at the end of year one continue to be met; and
- (2) the requirements for recertification at the end of year two in part 4764.0040, subpart 11, are met; ~~and,~~ including the requirement that the applicant’s outcomes in its primary care services patient population achieve the benchmarks for patient health, patient experience, and cost-effectiveness established by the commissioner under subpart 6.
- (3) the benchmarks established by the commissioner for improving the quality of services based on patient health outcomes, patient experience outcomes, and outcomes related to cost-effectiveness in its primary care services patient population have been achieved.

Subp. 6. **Decision regarding recertification at the end of year two and subsequent years Benchmarks.** At the end of year two, the commissioner must determine whether the applicant for recertification has met the requirements for recertification and has demonstrated that the benchmarks established by the commissioner for improving the quality of services in the applicant’s primary care services patient population have been achieved. The commissioner must ~~use~~ announce benchmarks ~~announced annually to determine whether an applicant has demonstrated that it has achieved the benchmarks in its primary care services patient population for patient health, patient experience, and cost-effectiveness annually.~~ The benchmarks must be based on one or more of the following factors:

### 4764.0040 HEALTH CARE HOME STANDARDS.

Subpart 1. **Access and communication standard; certification requirements.** The applicant for certification must have a system in place to actively recruit the applicant’s patients into the health care home and support effective communication among the members of the health care home team, the participant, and other providers. The applicant must do the following:

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- A. offer the applicant's health care home services to all of the applicant's patients who:
  - (1) have or are at risk of developing complex or chronic conditions; and
  - (2) ~~can benefit from the services of a health care home; and~~
  - (3) are interested in participation;
- B. establish a system designed to ensure that:
  - (2) the designated clinic staff, on-call provider, or phone triage system representative has continuous access to participants' medical record information, which must include the following for each participant:
    - (c) the participant's consents and restrictions ~~regarding the release of~~ for releasing medical information, ~~including release of information to specific family members; and~~
- C. collect information about participants' cultural background, racial heritage, and primary language and describe how the applicant will use apply this information to improve care;

Subp. 2. **Access and communication standard; recertification at the end of year one.** By the end of the first year of health care home certification, the applicant for recertification must demonstrate that the applicant encourages participants to take an active role in managing the participant's health care, and that the applicant has ~~improved~~ demonstrated participant involvement and communication by addressing identifying and responding to one of the following: participants' readiness for change, literacy level, or other ~~impediments~~ barriers to learning.

Subp. 3. **Participant registry and tracking participant care activity standard; certification requirements.** The applicant for certification must use a searchable, electronic registry to record participant information and track participant care.

- B. The registry must contain:
  - (2) sufficient data elements to issue a report that shows any gaps in care for ~~specific subgroups~~ groups of participants with a chronic or complex condition.

Subp. 5. **Care coordination standard; certification requirements.** The applicant for certification must adopt a system of care coordination that promotes patient and family-centered care through the following steps:

- A. collaboration within the health care home, including the participant, care coordinator, and personal clinician or local trade area clinician as follows:
  - (3) the health care home team and participant determine whether and how often the ~~team~~ participant will ~~initiate~~ have contact with the participant care team, other providers involved in the participant's care, ~~and~~ or other community resources involved in the participant's care;
- B. uses health care home teams to provide and coordinate participant care, including communication and collaboration with specialists. If a health care home team includes more than one personal clinician or local trade area clinician, or more than one care coordinator, the applicant must identify one personal clinician or local trade area clinician and one care coordinator as the primary contact for each participant and inform the participant of this designation;
- C. ~~locates the care coordinator at the same site as the personal clinician or local trade area clinician and provides for direct communication between the care coordinator and the personal clinician or local trade area clinician; in which routine, face-to-face discussions take place between the personal clinician or local trade area clinician and the care coordinator.~~
- D. provides the care coordinator with dedicated ~~space and~~ time to perform care coordination ~~functions~~ responsibilities; and

Subp. 6. **Care coordination standard; recertification at the end of year one.** By the end of the first year of health care home certification, the applicant for recertification must enhance the applicant's care coordination system by adopting and implementing the following additional patient and family-centered principles:

- B. identify and work with ~~community~~ community-based organizations and public health resources such as disability and aging services, social services, transportation services, school-based services, and home health care services to facilitate the availability of appropriate resources for participants;

Subp. 7. **Care plan standard; certification requirements.** The applicant for certification must meet the following requirements:

- A. establish and implement policies and procedures to guide the health care home in assessing whether a care plan will benefit participants with complex or chronic conditions. The applicant must do the following in creating and developing a care plan:
  - (1) actively engage the participant and verify joint understanding of the care plan;
  - (2) engage all appropriate members of the health care team, such as nurses, pharmacists, dietitians, and social workers;
  - (3) ~~include an assessment of health risks and chronic conditions~~ incorporate pertinent elements of the assessment that a qualified member of the care team performed about the patient's health risks and chronic conditions;



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## Expedited Rules

(6) use and document the use of evidence-based guidelines for ~~significant~~ medical services and procedures, if those guidelines and methods are available;

B. a participant's care plan must include goals and an action plan for the following:

(4) end-of-life care and ~~advance~~ health care directives, when appropriate; and

Subp. 9. **Performance reporting and quality improvement standard; certification requirements.** The applicant for certification must measure the applicant's performance and engage in a quality improvement process, focusing on ~~participants' patient~~ patient experience ~~and~~, patient health, and measuring the cost-effectiveness of services, by doing the following:

A. ~~establishing a health care home quality improvement team that reflects the structure of the clinic and~~ includes, at a minimum, the following persons at the clinic level:

(3) two or more participant representatives ~~who were provided the opportunity and encouraged to participate;~~ and

~~B. establishing procedures for the health care home quality improvement team to share their work and elicit feedback from health care home team members and other staff regarding quality improvement activities;~~

~~B.C. demonstrating capability in performance measurement by showing that the applicant has measured, analyzed, and tracked changes in at least one quality indicator selected by the applicant based upon the opportunity for improvement; and~~

~~C.D. participating in a health care home learning collaborative as follows through representatives that reflect the structure of the clinic and includes the following persons at the clinic level:~~

(1) ~~the following representatives from the health care home must participate in a collaborative:~~

(1)

(a) ~~one or more personal~~ clinicians or local trade area clinicians who deliver services in the health care home;

(2)

(b) ~~one or more care coordinators; and~~

(3)

(c) ~~if the health care home is a clinic, one or more representatives from clinic administration or management; and~~

(2) (4) ~~the health care home must provide participants two or more participant representatives who were provided the opportunity and encourage participation in a collaborative; encouraged to participate~~ with the goal of having two participants of the health care home take part; and

E.

(3) ~~the health care home must establish~~ establishing procedures for representatives of the health care home to share information learned through the collaborative with other staff and participants of the and elicit feedback from health care home team members and other staff regarding information.

Subp. 10. **Performance reporting and quality improvement standard; recertification at the end of year one.** By the end of year one of health care home certification, the applicant for recertification must:

A. participate in the statewide quality reporting system ~~under Minnesota Statutes, section 62U.02;~~ by submitting outcomes for the quality indicators identified ~~and in the manner prescribed by the commissioner; and~~

B. show that the applicant has selected at least one quality indicator from each of the following categories and has measured, analyzed, and tracked those indicators during the previous year:

(1) improvement in ~~participants' patient~~ health;

(2) quality of ~~participants' patient~~ experience; and

(3) measures related to cost-effectiveness of services; ~~and~~

C. submit health care homes data in the manner prescribed by the commissioner to fulfill the health care homes evaluation requirements in Minnesota Statutes, section 256B.0752, subdivision 2.

Subp. 11. **Performance reporting and quality improvement standard; recertification at the end of year two and subsequent years.**

A. By the end of the second year of certification as a health care home, and each year thereafter, the applicant must continue to participate in the statewide quality reporting system ~~under Minnesota Statutes, section 62U.02;~~ by submitting outcomes for the additional quality indicators identified ~~and in the manner prescribed by the commissioner.~~

B. To qualify for recertification, the ~~applicant's~~ outcomes in primary care services patient population must ~~demonstrate that the applicant has achieved~~ achieve the benchmarks for patient health, patient experience, and cost-effectiveness established under part 4764.0030, subpart 6; ~~in the applicant's primary care services patient population.~~

# Expedited Rules

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## 4764.0050 VARIANCE.

Subpart 1. **Criteria for variance.** At certification or recertification, the applicant may request ~~and the commissioner may grant or renew~~ a variance ~~or the renewal of a variance~~ from a requirement in parts 4764.0010 to 4764.0040 ~~to an applicant who demonstrates good cause~~. To request a variance, an applicant must submit a petition, according to the requirements of *Minnesota Statutes*, section 14.056, and demonstrate that the ~~petition applicant~~ meets the ~~following~~ criteria: in item A or B.

A. ~~If the commissioner finds that the~~ application of the requirements, as applied to the circumstances of the applicant, would not serve any of the rule's purposes; ~~or, the commissioner must grant a variance.~~

B. ~~If the commissioner finds that~~ failure to grant the variance would result in hardship or injustice to the applicant, the variance would be consistent with the public interest, and the variance would not prejudice the substantial legal or economic rights of any person or entity, the commissioner may grant a variance.

Subp. 3. **Variance for superior outcomes and continued progress on standards.** The commissioner may grant a variance to the requirements in part 4764.0030, subpart 5, item B, based on superior achievement reflected in the outcomes data and continued progress on the health care home standards in part 4764.0040. The commissioner must annually announce benchmarks for superior achievement based on the factors in part 4764.0030, subpart 6. To receive the variance, the applicant must:

A. demonstrate that the applicant has met or surpassed the benchmarks for superior achievement in outcomes related to patient health, patient experience, and cost-effectiveness, as reflected in the data submitted by the applicant to the statewide quality ~~measurement reporting~~ reporting system;

D. provide any additional documentation of superior outcomes and continued progress on standards requested by the commissioner; and

## 4764.0060 APPEALS.

Subp. 3. **Optional request for meeting.** ~~An appeal may include a request for~~ Upon request, an applicant is entitled to a meeting with the commissioner's designee to discuss disputed facts and findings, present the applicant's corrective action plan, or both.

## Exempt Rules

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

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

- (1) address a serious and immediate threat to the public health, safety, or welfare, or
- (2) comply with a court order or a requirement in federal law in a manner that does not allow for compliance with *Minnesota Statutes* Sections 14.14-14.28, or
- (3) incorporate specific changes set forth in applicable statutes when no interpretation of law is required, or
- (4) make changes that do not alter the sense, meaning, or effect of the rules.

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

**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 Labor and Industry

### Occupational Safety and Health Division

### Proposed Exempt Permanent Rules Relating to Occupational Safety and Health: Adoption of Federal Standards by Reference; Technical Changes

#### Proposed Revisions to the Occupational Safety and Health Standards and Request for Comments

**NOTICE IS HEREBY GIVEN** that the Department of Labor and Industry, Occupational Safety and Health Division (Minnesota OSHA) proposes to adopt the following revisions to the Department of Labor and Industry, Occupational Safety and Health Rules, as authorized under *Minnesota Statutes* §182.655. This notice proposes the adoption by reference of amendments to Occupational Safety and Health Standards that have already been proposed and adopted by the Federal Occupational Safety and Health Administration (Federal OSHA).

All interested or affected persons have 30 days from the date this notice is published in the *State Register* to submit, in writing, data and views on the proposed amendments to the rule. Comments in support of or in opposition to the proposed amendments are encouraged. Each comment should identify the portion of the proposed amendment addressed, the reason for the comment, and any proposed change.

Any person may file with the Commissioner written objections to the proposed amendments stating the grounds for those objections and may request a public hearing. A public hearing will be held if 25 or more persons submit written requests for a public hearing on the proposed amendments within the 30-day comment period. Requests for hearing must include the name and address of the person submitting the request, define the reasons for the request, and discuss any proposed changes. If a public hearing is required, the Department will proceed according to the provisions of *Minnesota Statutes* §182.655 and *Minnesota Rules* 5210.0020 to 5210.0100.

Written comments or requests for a public hearing should be sent to: Occupational Safety and Health Division, Department of Labor and Industry, 443 Lafayette Road, St. Paul, Minnesota 55155-4307.

Steve Sviggum, Commissioner  
Department of Labor and Industry

#### SUMMARY OF CHANGES

The following is a brief summary of the proposed amendments. The list of standards being proposed for adoption follows this summary. To review the complete *Federal Register* notices referenced below, visit [www.osha.gov](http://www.osha.gov).

(A) 1. "Revising Standards Referenced in the Acetylene Standard; Direct Final rule; request for comment." On August 11,

# Exempt Rules

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2009, federal OSHA published in the *Federal Register*, the direct final rule and request for comment for the acetylene standard. In this direct final rule, OSHA is revising its acetylene standard for general industry by updating references to standards published by standards developing organizations. The federal effective date of the direct final rule will be November 9, 2009, if no significant adverse comments are received.

**2. “Revising Standards Referenced in the Acetylene Standard; Final rule; confirmation of effective date.”** On November 10, 2009, OSHA published in the *Federal Register* the final rule and confirmation of effective date for the acetylene standard.

By this notice, Minnesota OSHA proposes to adopt the direct final rule, and final rule and confirmation of effective date, as published in the *Federal Register* on August 11, 2009, and November 10, 2009, respectively.

**(B) “Updating OSHA Standards Based on National Consensus Standards; Personal Protective Equipment; Final rule.”** On September 9, 2009, federal OSHA published in the *Federal Register*, the final rule for Updating OSHA Standards Based on National Consensus Standards; Personal Protective Equipment. It revises the personal protective equipment (PPE) sections of the general industry, shipyard employment, longshoring, and marine terminals standards regarding requirements for eye and face protective devices, head protection, and foot protection. OSHA is updating the references in its regulations to recognize more recent editions of the applicable national consensus standards. The final rule became effective at the federal level on October 9, 2009.

By this notice, Minnesota OSHA proposes to adopt the final rule as published in the *Federal Register* on September 9, 2009.

In addition, a technical change to *Minnesota Rules* 5205.0065, Suspension Scaffolds, is being proposed. The reference to subp. 2(C) is being updated to correctly reference *Code of Federal Regulations*, title 29, section 1926.451(d).

## **Rules as Proposed** (Revisor’s Copy)

### **5205.0010 ADOPTION OF FEDERAL OCCUPATIONAL SAFETY AND HEALTH STANDARDS BY REFERENCE.**

[For text of subps 1 and 1a, see M.R.]

Subp. 2. **Part 1910.** Part 1910: Occupational Safety and Health Standards as published in Volume 43, No. 206 of the *Federal Register* on October 24, 1978, and corrected in Volume 43, No. 216 on November 7, 1978, which incorporates changes, additions, deletions, and corrections made up to November 7, 1978; and subsequent changes as follows:

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

#### FF. Federal Register, Vol. 74:

(1) Federal Register, Vol. 74, No. 153, pages 40442-40455, dated August 11, 2009: “Revising Standards Referenced in the Acetylene Standard; Direct Final rule; request for comment.”

(2) Federal Register, Vol. 74, No. 173, pages 46350-46361, dated September 9, 2009: “Updating OSHA Standards Based on National Consensus Standards; Personal Protective Equipment; Final rule.”

(3) Federal Register, Vol. 74, No. 216, pages 57883-57884, dated November 10, 2009: “Revising Standards Referenced in the Acetylene Standard; Final rule; confirmation of effective date.”

Subp. 3. **Part 1915.** Part 1915: Occupational Safety and Health Standards for Shipyard Employment as published in Volume 47, No. 76 of the *Federal Register* on April 20, 1982; all changes made prior to December 31, 1986, which consolidated Part 1915 and Part 1916; technical amendments and redesignations published in Volume 58, No. 125, of the *Federal Register* on July 1, 1993; and additional changes as follows:

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

HH. Federal Register, Vol. 74, No. 173, pages 46350-46361, dated September 9, 2009: “Updating OSHA Standards Based on National Consensus Standards; Personal Protective Equipment; Final rule.”

Subp. 4. **Part 1917.** Part 1917: Safety and Health Standards for Marine Terminals as published in Volume 48, No. 129 of the *Federal Register* on July 5, 1983; and subsequent changes as follows:

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

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## Exempt Rules

K. Federal Register, Vol. 74, No. 173, pages 46350-46361, dated September 9, 2009: "Updating OSHA Standards Based on National Consensus Standards; Personal Protective Equipment; Final rule."

Subp. 5. **Part 1918.** Part 1918: Safety and Health Regulations for Longshoring as published in Part II, Volume 39, No. 119 of the *Federal Register* on June 19, 1974, incorporating changes, additions, deletions and corrections made up to June 3, 1974; and subsequent changes as follows:

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

K. Federal Register, Vol. 74, No. 173, pages 46350-46361, dated September 9, 2009: "Updating OSHA Standards Based on National Consensus Standards; Personal Protective Equipment; Final rule."

[For text of subps 6 and 7, see M.R.]

### **5205.0065 SUSPENSION SCAFFOLDS.**

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

Subp. 2. **Outrigger beams or thrustout.** When a suspension scaffold is supported by outrigger beams or thrustouts, each outrigger beam or thrustout must meet the following requirements:

A. Each outrigger beam or thrustout shall be of a size and design to support four times the intended load.

B. The inner end of the outrigger beam must be secured from overturning or tilting laterally.

C. Tiebacks that meet the requirements of *Code of Federal Regulations*, title 29, section ~~1926.450(d)~~ 1926.451(d) shall be securely fastened to the outrigger beam.

D. Counterweights, when used, shall be sufficient to balance four times the intended load, shall be securely fastened to the outrigger beam, marked to indicate their weight, and of a rigid nonflowable material.

[For text of subps 3 and 4, see M.R.]

## 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 meeting 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 Proposed Projects and the Issuance of Bonds under *Minnesota Statutes*, Chapter 41A and Sections 469.152 through 469.165 on behalf of Essentia Health

**NOTICE IS GIVEN** that the Minnesota Agricultural and Economic Development Board (the “Board”) or its designated representative, will meet on Tuesday, January 26, 2010, at 9:00 a.m., or as soon thereafter as reasonably possible at 332 Minnesota Street, Suite E200, in St. Paul, Minnesota, for the purpose of conducting a public hearing on a proposed issue of revenue obligations (the “Bonds”) in one or more series, whether taxable or tax exempt, under *Minnesota Statutes*, Chapter 41A and Sections 469.152 through 469.165, as amended (collectively, the “Act”), to undertake and finance and refinance projects on behalf 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 Bonds are proposed to be issued pursuant to the authority granted under Section 41A.05, subdivision 2 and Section 469.153, subdivision 2(d) of the Act.

A. **Purpose of the Bonds.** The Bonds are being issued for the following purposes:

(i) to refund in a current refunding the outstanding Duluth Economic Development Authority (“DEDA”) Health Care Facilities Refunding Revenue Bonds (Benedictine Health System – St. Mary’s Medical Center), Series 1993C (the “Series 1993C Bonds”) dated January 15, 1993, previously issued to finance the project described in Section C below;

(ii) to refund in a current refunding the outstanding City of Brainerd, Minnesota (“Brainerd”) Health Care Facilities Refunding Revenue Bonds (Benedictine Health System – St. Joseph’s Medical Center), Series 1993E (the “Series 1993E Bonds”) dated January 15, 1993, previously issued to finance the project described in Section D below;

(iii) to refund in a current refunding the Board’s outstanding Health Care Facilities Variable Rate Demand Revenue Bonds, Series 2008C-3 (Essentia Health Obligated Group) (the “Series 2008C-3 Bonds”) dated March 4, 2008, previously issued to finance the project described in Section E below;

(iv) to refund in a current refunding the Board’s outstanding Health Care Facilities Variable Rate Demand Revenue Bonds, Series 2008C-4B (Essentia Health Obligated Group) (the “Series 2008C-4B Bonds”) dated March 4, 2008, previously issued to finance the project described in Section F below;



(v) to refinance a term note payable by St. Mary's Regional Health Center ("SMRHC"), a Minnesota nonprofit corporation (the "2008 Term Note") incurred to finance the project described in Section G below;

(vi) to finance capital expenditures to be incurred by SMRHC to construct, furnish and equip an approximately 40,000 square foot medical clinic building to be located at 1027 Washington Avenue in Detroit Lakes, Minnesota ("Detroit Lakes");

(vii) to finance capital expenditures incurred and to be incurred by Brainerd Lakes Integrated Health System, a Minnesota nonprofit corporation ("BLIHS") to construct, furnish and equip an approximately 12,000 square-foot addition to, and to renovate, furnish and equip approximately 6,000 square feet of, the 162-bed hospital facility of St. Joseph's Medical Center, a Minnesota nonprofit corporation ("SJMC") located at 523 North Third Street in Brainerd;

(viii) to finance capital expenditures incurred and to be incurred by St. Mary's Duluth Clinic Health System ("SMDC") consisting of equipping of and improvements to health care, hospital and clinic facilities and other routine capital expenditures at 400 East Third Street and 407 East Third Street in Duluth, Minnesota ("Duluth") and the other Clinic Facilities referred to in Section E(iii) below;

(ix) to fund a debt service reserve fund for the Bonds; and

(x) to pay costs associated with the issuance of the Bonds.

B. The Borrower. The Series 1993C Bonds, the Series 1993E Bonds, the Series 2008C-3 Bonds and the Series 2008C-4B Bonds were issued by the issuers identified above for the benefit of the Borrower and its affiliates, including SMRHC, BLIHS, SJMC and SMDC referred to above.

C. The Series 1993C Bonds. The Series 1993C Bonds were issued to advance refund DEDA's \$38,805,000 Health Care Facilities Revenue Bonds (Benedictine Health System – St. Mary's Medical Center Project), Series 1990 (the "Series 1990 DEDA Bonds"). The Series 1990 DEDA Bonds were issued to finance acquiring and installing equipment in, and remodeling and making improvements to (A) the hospital facilities of St. Mary's Medical Center, a Minnesota non-profit corporation and affiliate of Borrower ("SMMC") located at 407 East Third Street in Duluth and (B) the medical facilities of Nat G. Polinsky Memorial Rehabilitation Center, Inc., a Minnesota nonprofit corporation, doing business as Polinsky Medical Rehabilitation Center located at 530 East Second Street in Duluth.

D. The Series 1993E Bonds. The Series 1993E Bonds were issued to advance refund Brainerd's \$10,845,000 Health Care Facilities Revenue Bonds (Benedictine Health System – St. Joseph's Medical Center), Series 1990 (the "Series 1990 Brainerd Bonds"). The Series 1990 Brainerd Bonds were issued to finance acquiring and installing certain equipment in and remodeling, new construction and improvements to the medical facilities of SJMC located at 523 North Third Street in Brainerd.

E. The Series 2008C-3 Bonds. The Series 2008C-3 Bonds were issued to refund the portion of the Board's \$138,230,000 Health Care Revenue Bonds (BHS – SMDC Health System Obligated Group), Series 1999A (the "Series 1999A Bonds"). The Series 1999A Bonds were issued to finance:

(i) constructing, renovating and equipping improvements to the medical facilities of SMRHC and constructing, renovating and equipping an approximately 60unit addition and improvements to the senior assisted living facility of SMRHC, all located at 1027 Washington Avenue, Detroit Lakes;

(ii) constructing, renovating and equipping the hospital facilities of SMMC located at 407 East Third Street in Duluth;

(iii) constructing, renovating and equipping medical clinic facilities of The Duluth Clinic, Ltd., a Minnesota corporation ("DC") located at 328 West Conan Street, Ely, Minnesota; 901 North Sixth Avenue, Virginia, Minnesota; 109 Port Avenue South, Sandstone, Minnesota; 206 Main Street, Hinckley, Minnesota; 730 East 34th Street, Hibbing, Minnesota; 4855 West Arrowhead Road, Hermantown, Minnesota; 126 West Ninth Avenue, Floodwood, Minnesota; 400 East Third Street, Duluth; 4621 East Superior Street, Duluth; 4325 Grand Avenue, Duluth; 400 N.W. First Street, Chisholm, Minnesota; 405 West Third Avenue North, Aurora, Minnesota (the "Clinic Facilities");

(iv) acquiring land for DC medical clinic facilities located at 4855 West Arrowhead Road, Hermantown, Minnesota; and

(v) acquiring land and constructing, renovating and equipping medical clinic facilities now owned by Rainy Lake Medical Center, a Minnesota nonprofit corporation, located at 2501 Keenan Drive, International Falls, Minnesota, 50 percent of the board of directors of which is appointed by SMDC.

F. The Series 2008C-4B Bonds. The Series 2008C-4B Bonds were issued to advance refund a portion of DEDA's \$140,400,000 Health Care Facilities Revenue Bonds (Benedictine Health System – St. Mary's Duluth Clinic Health System Obligated Group), Series 2004 (the "Series 2004 Bonds"). The Series 2004 Bonds were issued to:

(i) refund Brainerd's Health Care Facilities Refunding Revenue Bonds (Benedictine Health System – St. Joseph's Medical Center), Series 1993D, issued to refund Brainerd's Hospital Facilities Revenue Bonds (St. Joseph's Medical Center), Series 1985 issued to finance improvements to the hospital facilities of SJMC located at 523 North Third Street in Brainerd;

# Official Notices

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(ii) refund Brainerd's Health Care Facilities Refunding Revenue Bonds (Benedictine Health System – St. Joseph's Medical Center), Series 1993E, issued to refund Brainerd's Health Care Facilities Revenue Bonds (Benedictine Health System – St. Joseph's Medical Center), Series 1990, issued to finance equipment for, and a three-story addition and other improvements to, the hospital facilities of SJMC located at 523 North Third Street in Brainerd;

(iii) refund Brainerd's Health Care Facilities Revenue Bonds (Benedictine Health System – St. Joseph's Medical Center), Series 1993F, issued to finance acquiring, equipping, remodeling and constructing improvements to the medical facilities of SJMC located at 523 North Third Street in Brainerd;

(iv) finance acquisition and installation of equipment in, and remodeling, new construction and improvements to, the medical facilities of SJMC, all located at 523 North Third Street in Brainerd;

(v) finance acquisition and installation of equipment in and capital improvements to the medical facilities of SMRHC located at 1027 Washington Avenue in Detroit Lakes, including the construction of a two-story, approximately 50,000 square foot clinic expansion and medical/surgical/pediatrics unit, a new central supply and loading dock, private rooms and short-stay nursing center, and demolition of obsolete facilities;

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

(vii) refund DEDA's Health Care Facilities Refunding Revenue Bonds (Benedictine Health System – St. Mary's Medical Center), Series 1993A, issued to refund Duluth's Hospital Facilities Revenue Bonds (St. Mary's Medical Center), issued to finance the acquisition and installation of equipment in and the remodeling, new construction and improvements to the medical facilities of SMMC located at 407 East Third Street in Duluth;

(viii) refund DEDA's Health Care Facilities Refunding Revenue Bonds (Benedictine Health System – St. Mary's Medical Center), Series 1993C, issued to refund DEDA's Health Care Facilities Revenue Bonds (Benedictine Health System – St. Mary's Medical Center Project), Series 1990, issued to finance the acquisition and installation of equipment in, and the remodeling, new construction and improvements to, the medical facilities of SMMC located at 407 East Third Street in Duluth; and

(ix) finance acquisition, construction and equipping of a three-story, approximately 225,000 square foot building by SMDC located at 420 East First Street in Duluth for use as a cancer center and other departments of SMDC, including but not limited to ambulatory surgery, orthopedics, digestive diseases and diagnostic imaging.

G. The 2008 Term Note. The 2008 Term Note was entered into by SMRHC to finance capital improvements to its 96-bed skilled nursing facility located at 1027 Washington Avenue in Detroit Lakes.

H. Ownership. The owner of each of the above-described projects (the "Projects") is the Borrower or identified affiliated entity of the Borrower. The Projects are operated and managed by 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 estimated amount of the Bonds is an amount not to exceed \$145,000,000. The Bonds will be limited obligations of the Board. The Bonds and the interest thereon 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.

A draft copy of the proposed Application to the Minnesota Department of Employment and Economic Development for approval of the Projects, together with all attachments and exhibits thereto; a copy of the Application to the Board for approval of the Projects, together with all attachments and exhibits thereto; and a copy of the Board's resolution accepting the Application are available for public inspection at the offices of the Board at 1<sup>st</sup> National Banking Building, Suite E200, 332 Minnesota Street, in St. Paul, Minnesota, during normal business hours.

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 and *Minnesota Statutes*, Section 469.154, subdivision 4.

**Minnesota State Agricultural Society (STATE FAIR)  
Notice of Annual Meeting January 15-17, 2010**

**MINNESOTA STATE FAIRGROUNDS** - The 151st annual meeting of the Minnesota State Agricultural Society, governing body of the Minnesota State Fair, will be held Jan. 15, 16 and 17 at the Sheraton Bloomington Hotel. The society's general business session is scheduled for 8 a.m. Sunday, Jan. 17, followed by a meeting of the society's board of managers. A complete schedule of meetings and events will be available at the hotel.

The 2010 Minnesota State Fair runs Aug. 26 through Labor Day, Sept. 6.

**Minnesota Comprehensive Health Association (MCHA)  
Notice of Meeting of the Enrollee Appeal Committee January 13, 2010**

**NOTICE IS HEREBY GIVEN** that a meeting of the Minnesota Comprehensive Health Association's (MCHA), Enrollee Appeal Committee will be held at 1:30 p.m. on Wednesday, January 13, 2010, at the MCHA executive office located at 5775 Wayzata Blvd., Suite 910, St. Louis Park, MN.

This meeting may be closed to the public, if so requested by the appellant(s), pursuant to *Minnesota Statutes* 62E.10, subd. 4.

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

**Minnesota Department of Human Services (DHS)  
Minnesota Board on Aging  
Notice of Alzheimer's Disease Working Group Meeting January 21, 2010**

**NOTICE IS HEREBY GIVEN** that a meeting of the Alzheimer's Disease Working Group, established by *Laws of Minnesota 2009*, Chapter 159, Section 110, will be held at 3:00 p.m. on Thursday, January 21, 2010 at 60 Empire Drive, St. Paul, MN to consider matters which may properly come before the Working Group.

For additional information, please call John Selstad at 651-431-2558.

**Department of Public Safety (DPS)  
Bureau of Criminal Apprehension  
Notice of Information Meeting January 20, 2010**

The Minnesota Bureau of Criminal Apprehension will hold a meeting from 9 a.m. to 11:30 a.m. on Wednesday, January 20, 2010 to discuss progress on several BCA initiatives regarding criminal justice information sharing in the state of Minnesota. Specific project updates will be provided, including a change to CIBRS' business rules, eCharging/eCitation and Statewide Citation Standard, plus information on other integration efforts and a look at the Catalog of Services. The meeting will take place at the Bureau of Criminal Apprehension offices at 1430 Maryland Ave. E. in St. Paul. In addition, limited participation may take place via web conference. (To make arrangements to participate remotely, please contact Jill Oliveira at the information listed below.)

Vendors, particularly those working with local agencies to manage records, as well as agency information technology staff are encouraged to attend this meeting. Please RSVP. For more information, or to RSVP, contact Jill Oliveira, Public Information Officer, at (651) 793-2726 or [jill.oliveira@state.mn.us](mailto:jill.oliveira@state.mn.us)

# Official Notices

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## Minnesota Public Utilities Commission (PUC)

### Notice of Filing and Public Comment Period in the Matter of the Application of Goodhue Wind, LLC for a Certificate of Need for a 78 MW Wind Project (Goodhue Wind Project) and Associated Facilities in Goodhue County

Public Utilities Docket No: IP-6701/CN-09-1186

**NOTICE IS HEREBY GIVEN** that on October 15, 2009 Goodhue Wind, LLC (Goodhue Wind, the Applicant) filed an application with the Minnesota Public Utilities Commission (Commission) for a certificate of need for the Goodhue Wind Project. The project is located 50 miles southeast of Minneapolis and the project's site boundary is located approximately one-half mile north and east of the city of Goodhue. The project will have a nominal capacity of 78 MW and will consist of between 30-52 turbines (depending on turbine specifications) ranging from 1.5 to 2.0 MW.

The proposed generation facility is a "large energy facility" in *Minnesota Statutes* § 216B.2421, Subd. 2 (1). Therefore, in accordance with *Minnesota Statutes* § 216B.243, Subd. 2, the facility cannot be constructed or sited in Minnesota unless the Commission issues a certificate of need.

The certificate of need rules pertaining to the review of this filing are in *Minnesota Rules* Chapter 7849. On December 30, 2009 the Commission accepted the Application as complete and noting the apparent absence of disputed material facts, ordered an informal review process under *Minnesota Rules* 7829.1200. This order and other documents associated with the need application can be viewed at [www.puc.state.mn.us](http://www.puc.state.mn.us) by clicking "Search eDockets" then enter the "year" (09) and the "docket number" (1186).

Additionally, Goodhue Wind filed a site permit application (08-1233). The project is a Large Wind Energy Conversion System under *Minnesota Statutes* § 216F.04. Information on the site permit application can be found using eDockets with the following "year" (08) and "docket number" (1233) as described in the prior paragraph.

Interested persons are encouraged to provide written comments on whether the proposed project is needed and is in the public interest. The Commission is particularly interested in whether there are any contested issues of fact with respect to the representations made in the application. Initial comments should be filed by **Friday, February 12, 2010** and reply comments by **Friday, March 12, 2010**. Comments should be eFiled and addressed to Burl Haar, Executive Secretary, Minnesota Public Utilities Commission, 121 7th Place East, Suite 350, St. Paul, MN 55101-2147. All correspondence should reference the Docket Number (09-1186).

Questions about Goodhue Wind's certificate of need application may be directed to:

Tricia DeBleekere  
Minnesota Public Utilities Commission  
121 - 7<sup>th</sup> Place East, Suite 350  
St. Paul, MN 55101  
**Phone:** (651) 201-2254  
**E-mail:** [tricia.debleekere@state.mn.us](mailto:tricia.debleekere@state.mn.us)  
or Bret Eknes  
**Phone:** (651) 201-2236  
**E-mail:** [bret.eknes@state.mn.us](mailto:bret.eknes@state.mn.us)

**Department of Transportation (Mn/DOT)  
Engineering Services Division  
Office of Construction  
Notice of Suspension**

**NOTICE IS HEREBY GIVEN** that the Department of Transportation (Mn/DOT) has ordered that the following vendors be suspended effective December 23, 2009, for a period of sixty (60) days:

- Joseph Edward Riley, Morris MN
- John Thomas Riley, Morris MN
- Riley Bros. Companies Inc. and its affiliates, Morris MN
- Riley Bros. Construction Inc. and its affiliates, Morris MN

## 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.

## State Contracts for Your Clients

The state spends about \$2 billion a year on contracts. The *State Register* is one of the best ways to advertise your contracts - it's a required read for public works projects. And it's cost is one of the least expensive legal advertising rates in Minnesota. At \$13.60 per 1/10 of a page you cannot go wrong.

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

# State Contracts

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## Department of Administration (Admin)

### State Designer Selection Board

### University of Minnesota

## Notice of Availability of Request for Proposal (RFP) for Designer Selection for University of Minnesota – Itasca Biological Station Phase I (State Designer Selection Board Project No. 10-01)

The State of Minnesota, acting through its Board of Regents for the University of Minnesota, through the State Designer Selection Board, is soliciting proposals from interested, qualified consultants for architectural and engineering design services for the above referenced project.

A full Request for Proposals is available on the University of Minnesota Capital Planning and Project Management website:

*[http://www.uservices.umn.edu/purchasing/ae\\_services.html](http://www.uservices.umn.edu/purchasing/ae_services.html),*

click on “Other Location Advertisements” and then “Itasca Biological Station Phase I.”

A mandatory informational meeting is tentatively scheduled for **January 13, 2010 at 1:00 pm C.S.T. at the Itasca Biological Station, Itasca State Park**. The meeting will include a tour of the proposed project areas and a review of the scope of work. A back-up date in case of inclement weather will be held on **January 19, 2010 at 1:00 p.m. C.S.T.** If the meeting is changed, notifications will be posted at the University Services Purchasing website. All firms interested in this project should attend this meeting. Project questions will also be taken at this meeting.

Proposals must be delivered to Sherry Van Horn, Executive Secretary, State Designer Selection Board, Real Estate and Construction Services Administration Building, Room 309, 50 Sherburne Ave., St. Paul, MN 55155, **phone:** (651) 201-2376 no later than **12:00 Noon, C.S.T., January 25, 2010**. Late responses will not be considered.

The University of Minnesota is not obligated to complete the proposed project and reserves the right to cancel the solicitation if it is considered to be in its best interest.

## Minnesota State Colleges and Universities (MnSCU)

### Office of the Chancellor, Information Technology Services

## Request for Proposals for program inventory software for use by the MnSCU

### Office of the Chancellor

The Minnesota State Colleges and Universities (MnSCU) Office of the Chancellor is requesting proposals to assist MnSCU in the selection of a vendor to provide academic ‘program inventory’ software tools. MnSCU intends to establish a long-term contract for use of program inventory software from the successful responder. The resulting contract should provide the basic toolset to enable MnSCU to serve the Office of the Chancellor and the MnSCU campuses that interface with the Office of the Chancellor for academic program coordination, support, and service.

**Department:** Minnesota State Colleges and Universities, Office of the Chancellor

**Sealed Proposals for:** Program Inventory Software and services related to such

**Will be received by:** Dale Johnson, ITS Office Manager  
Wells Fargo Place  
30 7th Street East, Suite 350  
St. Paul, MN 55101-7804



**Inquiries about this RFP, and receiving proposals, must be directed to:**

Ron Dreyer, System Director for Academic & Student Affairs

**Telephone:** (651) 296-9596;

**E-mail address:** *Ron.Dreyer@so.mnscu.edu*

All responses to this RFP must be received no later than 3:00 p.m. Central Standard Time on February 10, 2010.

For a complete copy of the RFP and required submission materials, please go to <http://www.programreview.project.mnscu.edu/> and then chose the 'Prinsys RFP' option in the upper left-hand column.

## Minnesota State Colleges and Universities (MnSCU) Minneapolis Community and Technical College: Advertisement for Sealed Bids for 1301 Harmon Elevator Modernization

**Sealed Bids for:** 1301 Harmon Elevator Modernization  
1501 Hennepin Avenue  
Minneapolis Community Technical College  
Minneapolis, Minnesota

**will be received by:** Roger T Broz  
1501 Hennepin Ave  
Minneapolis Community and Technical College  
Minneapolis, Minnesota 55403

Until **2:00 p.m.**, local time, **Thursday, February 4, 2010**, at which time the bids will be opened and publicly read aloud.

**Project Scope:** Elevator control and machine modernization.

A **Pre-Bid Meeting** will be held at **9:00 a.m., Tuesday, January 19, 2010**, in S2420, second level, Health Sciences building located on Hennepin Ave between 13<sup>th</sup> and Spruce, Minneapolis Community and Technical College. The Consultant and/or College/University Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

Bidding Documents as prepared by the Project Consultant; Lerch Bates Inc., are on file at the offices of the:

- 1) above named Project Consultant.
- 2) following Builders' Exchanges: Minneapolis Builders Exchange, Builders Exchange of St. Paul
- 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 (one set per bidder) in submitting a bid may be obtained at the following address:

Lerch Bates Inc.  
706 Second Avenue South, Suite 660  
Minneapolis, Minnesota 55402  
(612) 332-5471

Prospective Bidders requesting that Bidding Documents (complete sets only) be mailed to them, may send a separate non-refundable payment (check made out to the Consultant) for \$25.00 per set for shipping & handling to the Consultant. Such payments may be sent prior to January 11, 2010. Documents will be sent to street addresses only (P.O. Boxes not acceptable).

# State Contracts

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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) Minneapolis Community & Technical College NOTICE OF INTENT to Solicit Bids for Purchase of New Machine Tool Equipment which Includes Trade-in of Existing Equipment**

**Description:** One four-axis Haas Tool Room Mill Series 1 (or approved equal) with Renishaw Probing. Price to include delivery, setup, installation, training, warranty and removal of trade-in equipment.

Bid to include trade-in value for one operational Bridgeport Mill (circa 1985) and one model YCM-30 CNC Mill with non-functional computer.

**Contact:** Michael Noble-Olson – Purchasing Manager at  
**E-mail:** *Michael.Noble-Olson@minneapolis.edu*  
**Phone:** (612) 659-6866.

**Bid Deadline:** Tuesday January 19, 2010 at 2:00 p.m. CT

## **Minnesota State Colleges and Universities (MnSCU) Minnesota State University Moorhead Request for Proposal (RFP) for Exclusive Beverage Partnership**

**NOTICE IS HEREBY GIVEN** that Minnesota State University Moorhead is requesting proposals to assist in developing an exclusive beverage contract. This RFP is undertaken by Minnesota State University Moorhead pursuant to the authority contained in provisions of *Minnesota Statutes* § 136F.581 and other applicable laws.

This RFP solicits proposals for sale of soft drinks defined as follows:

SIC Description for 2086  
Description for 2086: Bottled and Canned Soft Drinks and Carbonated Waters  
Division D: Manufacturing  
Major Group 20: Food and Kindred Products  
Industry Group 208: Beverages

2086 Bottled and Canned Soft Drinks and Carbonated Waters

Establishments primarily engaged in manufacturing soft drinks and carbonated waters. Establishments primarily engaged in manufacturing fruit and vegetable juices are classified in Industry Group 203; those manufacturing fruit syrups for flavoring are classified in Industry 2087; and those manufacturing nonalcoholic cider are classified in Industry 2099. Establishments primarily engaged in bottling natural spring waters are classified in Wholesale Trade, Industry 5149.

Birch and root: bottled or canned  
Carbonated beverages, nonalcoholic: bottled or canned  
Drinks, fruit: bottled, canned, or fresh  
Ginger ale, bottled or canned

Iced tea, bottled or canned  
Lemonade: bottled, canned, or fresh  
Mineral water, carbonated: bottled or canned  
Soft drinks, bottled or canned  
Tea, iced: bottled or canned  
Water, pasteurized: bottled or canned

## Information Contact

Minnesota State University Moorhead's agent for purposes of responding to inquiries about the RFP is:

Name: Mark Rice  
Title: Business Manager  
Address: 1104 7<sup>th</sup> Ave South,  
Moorhead, MN 56563  
**Telephone:** (218) 477-2062  
**Fax:** (218) 477-5999  
**E-mail address:** *ricem@mnstate.edu*

IF INTERESTED IN UNIVERSITY ANSWERS TO QUESTIONS RAISED IN REGARDS TO THIS FRP, PRIOR TO: Monday, February 8, 3:00 p.m. CT Deadline for RFP proposal submissions

PLEASE FURNISH A CONTACT PERSON, e-mail address, phone number and mailing address for that contact. Q &A's will be furnished to all interested parties to this RFP as provided.

## Minnesota State Colleges and Universities (MnSCU) Minnesota State University Moorhead Request for Proposals for Naming and Brand Strategy Market Research

**NOTICE IS HEREBY GIVEN** that Minnesota State University Moorhead is requesting proposals to assist in a research project aimed at helping the University make key strategic decisions regarding its name and its brand position. This RFP is undertaken by Minnesota State University Moorhead pursuant to the authority contained in provisions of *Minnesota Statutes* § 136F.581 and other applicable laws.

**General goal:** This market research is to be designed and conducted to provide decision makers with actionable results to support the development of strategic branding and naming. More specifically, decision-makers at Minnesota State University Moorhead are developing a new branding and strategic marketing plan that will provide specific direction for its enrollment efforts.

The strategic goal is to establish a brand identity that a) clearly distinguishes MSUM from competitors as b) measured by first-choice preference for college bound, high-school students currently considered key target markets; c) new, potential college bound key target markets; d) perceptions of the parents of both (b) and (c); and e) perceptions and recommendations of high school advisors/counselors for (a) and (b) with regard to MSUM. Perceptions of other key constituents (i.e., alumni, media, faculty, research and grant funding organizations, donors, etc) are also relevant to this initiative, but are secondary to the "student customer."

Proposals should be submitted electronically to: Patricia Staples, Director of Marketing; e-mail address: *staples@mnstate.edu* by January 22, 2010. Please use either Word or PDF format only. A COPY OF THIS RFP AS WELL AS ANY Questions and Answers to this RFP are/will be posted as a link to: <http://www.mnstate.edu/publications/>

Other persons are **NOT** authorized to discuss RFP requirements before the proposal submission deadline and Minnesota State University Moorhead shall not be bound by and responders may not rely on information regarding RFP requirements obtained from non-authorized persons. Questions must include the name of the questioner and his/her telephone number, fax number and/or e-mail address. Anonymous inquiries will not be answered.

# State Contracts

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**Information Contact:** Minnesota State University Moorhead's agent for purposes of responding to inquiries about the RFP is:

Name: Patricia J. Staples  
Title: Director of Marketing  
Address: 1104 7<sup>th</sup> Avenue South, Owens Hall #202  
Moorhead, MN 56560  
**Telephone:** (218) 477-2926  
**E-mail address:** *staples@mnstate.edu*

## Minnesota State Colleges and Universities (MnSCU)

### Normandale Community College

#### Request for Proposals for Developing a Bookstore Inventory Control System and Integrated Accounting and Point of Sale (POS) System with E Commerce Capabilities

A full copy of this RFP Solicitation can be found on the Normandale Website: <http://www.normandale.edu/rfp/bookstore/>

Normandale Community College's agent for purposes of responding to inquiries about the RFP is

Name: Karen Hernandez,  
Title: Director of Retail Services,  
**Telephone:** (952) 487-7014  
**E-mail address:** *karen.hernandez@normandale.edu*

RFP RESPONSES: Signed Sealed Proposals (6 copies) must be received at the following address not later than 2:00 P.M. CT Monday February 1<sup>st</sup>, 2010, addressed to

Name: Terry Pelzel,  
Title: Purchasing Agent,  
Mailing Address: Normandale Community College,  
9700 France Ave S., Room C1092,  
Bloomington MN 55431

## Department of Commerce

### Notice of Availability of Contract for Financial Examinations - Insurance Companies

The Minnesota Department of Commerce is requesting proposals for the purpose of performing financial examinations of Minnesota licensed insurance companies.

Work is proposed to start after July 1, 2010.

A Request for Proposals will be available by mail from this office through February 26, 2010. **A written request (by direct mail, fax, or email) is required to receive the Request for Proposal.** After February 26, 2010 the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Jacqueline L. Gardner  
Minnesota Department of Commerce  
85 Seventh Place E., Suite 500

St. Paul, MN 55101-2198  
**Fax:** (651) 296-9434  
**E-mail:** *jaki.gardner@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 3:00 PM, March 31, 2010. **Late proposals will NOT be considered.** Fax or emailed proposals will **NOT** be considered.

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

## **Department of Human Services (DHS) Nursing Facility Rates and Policy Notice of Request for Proposals – Technical Assistance to Nursing Facilities**

In 2006, the Minnesota Department of Human Services in collaboration with the Minnesota Department of Health launched a Minnesota Nursing Home Report Card that compares nursing homes on seven quality measures important to consumers and families including staffing issues, state inspection results, clinical outcomes and resident satisfaction and quality of life. For each nursing home, each quality measure is scored on a five-star scale, with one star representing the lowest possible rating and five stars representing the highest possible rating. The Minnesota Nursing Home Report Card helps the consumer choose a nursing home; by publishing these outcomes, it promotes nursing home quality by encouraging facilities to achieve the highest score possible.

The Minnesota Department of Human Services is soliciting proposals from qualified vendors to offer technical assistance to nursing facilities receiving one star in either the clinical quality indicators or the resident quality of life Report Card measure.

Requests for copies of the complete RFP, "Technical Assistance to Nursing Facilities" should be directed to Bev Milotzky at (651) 431-2277. The original and two (2) copies of the proposal in response to the RFP must be submitted to:

Valerie Cooke  
Minnesota Department of Human Services  
540 Cedar Street  
P.O. Box 64973  
St. Paul, Minnesota 55164-0973

no later than 4:00 p.m. on Friday, February 26, 2010.

The Minnesota Department of Human Services and the State of Minnesota reserve the right to reject any and all proposals submitted. This request for proposals does not obligate the Department of Human Services to complete the project, and the Department reserves the right to cancel the solicitation if it is considered to be in its best interest.

## **Legislative Coordinating Commission Contract Available for Web Programming Services for the Minnesota Legislative Coordinating Commission**

The Minnesota Legislative Coordinating Commission is requesting proposals from qualified individuals and organizations interested in web programming services as needed and required through June 30, 2011. For a copy of the full text of the RFP, please go to:

*<http://www.lcc.leg.mn/lcc/RFPs.htm>* or contact:

Sally Kidd  
Minnesota Legislative Coordinating Commission

# State Contracts

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Room 72 State Office Building  
100 Rev. Dr. Martin Luther King, Jr. Blvd.  
St. Paul, MN 55155-1298  
**Phone:** (651) 296-9002 (voice)  
**E-mail:** *sally.kidd@lcc.leg.mn*

All proposals must satisfy the criteria as outlined in the full text of the RFP.

**Proposals must be received by Friday, January 22, 2010 at 4:00 p.m. Late applications may NOT be accepted.** All expenses incurred in responding to this notice shall be borne by the responder.

## Department of Natural Resources (DNR) Notice of Availability of Contract for an On-line Bowhunter Education Computer Course

**Amount of Proposed Contract: \$0.00 for the state agency  
CERTIFICATION # 20854**

The Minnesota Department of Natural Resources is requesting proposals for the purpose of an on-line bowhunter education computer course. Vendor will develop and host on-line, at no cost to the State, an internet-based IBEF and IHEA approved safety education course to be used by Minnesota youth and adult hunters.

Work is proposed to start after February 2010.

A Request for Proposals will be available by mail from this office through January 26, 2010.

**A written request (by direct mail or fax) is required to receive the Request for Proposal.** After January 26, 2010, the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Captain Mike Hammer  
DNR Division of Enforcement  
15011 Highway 115  
Little Falls, MN 56345  
**E-mail:** *Michael.Hammer@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 2:30 p.m., Central Standard Time, February 4, 2010. **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 Department of Public Safety (DPS)  
Driver and Vehicle Services Division (DVS)  
Notice of Request for Proposals (RFP) for Minnesota Licensing and Registration  
System (MNLARS) Staff Augmentation**

The Minnesota Department of Public Safety is requesting proposals from qualified vendors/individuals for staff augmentation to provide the necessary skill sets as they relate to replacing the existing DVS automated information systems.

The staff augmentation positions are needed to assist MNLARS project staff on the MNLARS project. The scope of this work for the MNLARS project encompasses the design, development, implementation and transition of an integrated Driver's License and Motor Vehicle Registration system. This system will include Driver's License, Driver Compliance, Vehicle Title and Registration, Dealer Licensing, Inventory, and Finance Processes.

Work is anticipated to start on or after February 8, 2010 and end on February 7, 2012. However, if funding is available and staff augmentation is still necessary, DVS will retain an option to extend the contract(s) for three additional one-year periods.

Details are contained in a complete Request for Proposals (RFP) which may be obtained by contacting Paul Meekin directly by mail, or e-mail, as stated below:

Paul Meekin  
Department of Public Safety  
444 Cedar Street  
Saint Paul, Minnesota 55101  
**E-mail:** *MNLARS.RFP@state.mn.us*

All questions concerning this RFP should be e-mailed to Paul Meekin, *MNLARS.RFP@state.mn.us* and received no later than 2:00 p.m. Central Standard Time on Tuesday, January 19, 2010. Answers to questions are anticipated to be e-mailed out to all entities requesting a complete RFP by the end of workday on Thursday, January 21, 2010. Proposals submitted in response to this RFP must be received at the DPS Reception Desk (if hand delivered or delivered by messenger) or via US Mail at the following address:

Paul Meekin  
Minnesota Department of Public Safety  
Attn. "RFP: Staff Augmentation for MNLARS"  
444 Cedar Street  
St. Paul, MN 55101

Deadline for proposals are due no later than 2:00 pm Central Standard Time on **Monday, February 1, 2010**, as indicated by the time stamp made by the Department of Public Safety Reception Desk or the DPS mail room. **Late proposals will NOT be considered.** Fax or e-mailed proposals will NOT be considered. See the RFP for detailed requirements about the media and content of the proposals.

This RFP 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.

# State Contracts

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## 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.

## Bring More Business to Your Clients

The *State Register* offers one of the cheapest, yet far reaching methods, of notifying the public about your agency's bids, contracts and grants. It is available to any government, non-profit, or private agency. Space is charged at the current rate of \$13.60 per each 1/10th of a page used in the *State Register*. Agencies are only billed for the space used in the *State Register*.

Agencies wishing to take advantage of this offer should submit what you want printed in the *State Register* via e-mail to: [robin.panlener@state.mn.us](mailto:robin.panlener@state.mn.us). Attach to your entry a short note indicating when you wish the notice to be published (one, or many dates), if you want a copy of the issue your notice appears in (a TEAR SHEET will be sent free with your bill), and whether you want an "Affidavit of Publication."

## Minnehaha Creek Watershed District Request for Qualifications for Computer Consulting Services

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

Experienced individuals or firms who wish to be considered as potential service providers may contact the Minnehaha Creek Watershed District at the address below or go to our website at [www.minnehahacreek.org](http://www.minnehahacreek.org) for instructions on how to respond to the *Request for Qualifications* and for a *Scope of Services*. Request for Qualifications must be received by the Minnehaha Creek Watershed District no later than 4:30 p.m., January 30, 2010.

Send responses to:

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

## University of Minnesota (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.

## State Register Binders

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- ♦ **On-line orders:** www.minnesotasbookstore.com
- ♦ **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

**PREPAYMENT REQUIRED. Prices and availability subject to change.**

**Fax and phone orders:** Credit card purchases ONLY (American Express/Discover/MasterCard/VISA). Please allow 1-2 weeks for delivery. **Mail orders:** Complete order blank and send to address above. Enclose check or include credit card information. Please allow 4-6 weeks for delivery. Please make checks payable to "Minnesota's Bookstore." A \$20.00 fee will be charged for returned checks.

Stock No.	Title	Quantity	Unit Price	Total

Send my order to:

Company \_\_\_\_\_

Name \_\_\_\_\_

Street Address (Not deliverable to P.O. boxes) \_\_\_\_\_

City ( ) State Zip

Daytime phone (In case we have a question about your order) \_\_\_\_\_

Credit card number: \_\_\_\_\_

Expiration date: \_\_\_\_\_ Signature: \_\_\_\_\_

**Shipping Charges**

<i>If Product</i>	<i>Please</i>
<i>Subtotal is:</i>	<i>Add:</i>
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** \_\_\_\_\_

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