

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**
Published every Monday (Tuesday when Monday is a holiday)

**Monday 25 October 2010
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State Register

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

The *State Register* is the official publication of the State of Minnesota's Executive Branch of government, published weekly to fulfill the legislative mandate set forth in *Minnesota Statutes*, Chapter 14, and *Minnesota Rules*, Chapter 1400. The *State Register* contains:

- Proposed Rules
- Adopted Rules
- Exempt Rules
- Expedited Rules
- Withdrawn Rules
- Vetoed Rules
- Executive Orders of the Governor
- Appointments
- Proclamations
- Commissioners' Orders
- Revenue Notices
- Official Notices
- State Grants and Loans
- Contracts for Professional, Technical and Consulting Services
- Non-state Public Bids, Contracts and Grants

Printing Schedule and Submission Deadlines									
Vol. 35	PUBLISH DATE			Deadline for: Emergency Rules, Executive and Commissioner's Orders, Revenue and Official Notices, State Grants, Professional-Technical-Consulting Contracts, Non-State Bids and Public Contracts				Deadline for Proposed, Adopted and Exempt RULES	
Issue Number	(BOLDFACE shows altered publish date)								
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# 18	Monday	1	November	Noon Tuesday	26	October	Noon Wednesday	20	October
# 19	Monday	8	November	Noon Tuesday	2	November	Noon Wednesday	27	October
# 20	Monday	15	November	Noon Tuesday	9	November	Noon Wednesday	3	November

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Website: www.senate.mn

House Public Information Services (651) 296-2146
State Office Building, Room 175,
100 Rev. Dr. Martin Luther King Jr Blvd., St. Paul, MN 55155
Website: www.house.leg.state.mn.us/hinfo/hinfo.htm

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U.S. Government Printing Office – Fax: (202) 512-1262
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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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Comments on Planned Rules or Rule Amendments. An agency must first solicit Comments on Planned Rules or Comments on Planned Rule Amendments from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency (*Minnesota Statutes* §§ 14.101). It does this by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking.

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

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

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

Minnesota Office of Higher Education (OHE)

Proposed Permanent Rules Governing the SELF Loan Program

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

Proposed Amendment to Rules Governing Supplemental Student Loan SELF Program, *Minnesota Rules*, 4850.0010 to 4850.0018

(NOTE: This Notice appeared in last weeks State Register (Vol. 35, #16 - pages 630-632, October 18, 2010) in error in the Official Notices section and without the accompanying rules.)

Introduction. The Minnesota Office of Higher Education intends to adopt rules without a public hearing following the procedures in the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2300 to 1400.2310, and the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28. If, however, 25 or more persons submit a written request for a hearing on the rules by 4:30 p.m. on Tuesday, November 23, 2010, the Office of Higher Education will hold a public hearing in Main Conference Room, Office of Higher Education, 1450 Energy Park Drive Suite 350, St. Paul, Minnesota 55108, starting at 9:00 a.m. on Monday, December 13, 2010. To find out whether the Office of Higher Education will adopt the rules without a hearing or if it will hold the hearing, you should contact the agency contact person after November 23, 2010 and before December 13, 2010.

Agency Contact Person. Submit any comments or questions on the rules or written requests for a public hearing to the agency contact person. The agency contact person is: Marilyn Kosir at Minnesota Office of Higher Education, 1450 Energy Park Drive, Suite 350, St. Paul, Minnesota 55108, or e-mail: marilyn.kosir@state.mn.us. TTY users may call the Office of Higher Education at 1-800-627-3529.

Subject of Rules and Statutory Authority. The proposed rules pertain to amendments in the administration of the Minnesota Student Educational Loan Fund (SELF) Program which helps students who need assistance in paying for education beyond high school. The Office of Higher Education is considering rule amendments that would:

- Add SELF V and SELF VI loan language. SELF VI will be the next phase of loan options available to future borrowers. Different SELF loan phases may be created to secure revenue bonds to fund the SELF program and reflect current market conditions to maximize the best loan options for borrowers.
- Identify how interest would be calculated for SELF V and SELF VI phases of the program.
- Allow for a maximum interest rate to be included in the promissory note.
- Eliminate language that restricts differences in school application procedures in the school agreements and student application

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procedures section. Since procedures for the loan application vary by eligible school, language should accommodate these differences.

- Revise procedures to reflect the online application process and new federal application disclosure requirements.
- Modify the existing rule permitting students to borrow twice at the same academic grade level as long as 7 months have elapsed from the start of the previous loan period. Currently students must wait 11 months before they can take out a second loan at the same grade level.
- Permit schools to disburse funds up to 45 days after the end of the loan period. The current 30 day disbursement is being increased due to delays caused by the new federal regulations.
- Eliminate statement allowing combined SELF payments for spouses. The program rules and statutes are designed on an individual basis. The existing provision for combining spousal payments is not being utilized.
- Other changes clarify and simplify the loan disbursement and repayment procedures.

The statutory authority to adopt the rules is *Minnesota Statutes*, section 136A.16. A copy of the proposed rules is published in the *State Register* and available at www.ohs.state.mn.us or <http://www.ohs.state.mn.us/self/self.cfm>. A free copy of the rules is also available upon request from the agency contact person listed above.

Comments. You have until 4:30 p.m. on Tuesday, November 23, 2010 to submit written comment in support of or in opposition to the proposed rules or any part or subpart of the rules. Your comment must be in writing and received by the agency contact person by the due date. Comment is encouraged. Your comments should identify the portion of the proposed rules addressed, the reason for the comment, and any change proposed. You are encouraged to propose any change that you desire. You must also make any comments about the legality of the proposed rules during this comment period.

Request for a Hearing. In addition to submitting comments, you may also request that the Office of Higher Education hold a hearing on the rules. You must make your request for a public hearing in writing, which the agency contact person must receive by 4:30 p.m. on Tuesday, November 23, 2010. You must include your name and address in your written request. In addition, you must identify the portion of the proposed rules that you object to or state that you oppose the entire set of rules. Any request that does not comply with these requirements is not valid and the agency cannot count it when determining whether it must hold a public hearing. You are also encouraged to state the reason for the request and any changes you want made to the proposed rules.

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

Alternative Format/Accommodation. Upon request, this information can be made available in an alternative format, such as large print, braille, or audio. To make such a request or if you need an accommodation to make this hearing accessible, please contact the agency contact person at the address or telephone number listed above.

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

Cancellation of Hearing. The Office of Higher Education will cancel the hearing scheduled for Monday, December 13, 2010 if the agency does not receive requests for a hearing from 25 or more persons. If you requested a public hearing, the agency will notify you before the scheduled hearing whether the hearing will be held. You may also call the agency contact person at 1-800-657-3866 after November 23, 2010 to find out whether the hearing will be held. On the scheduled day, you may check for whether the hearing will be held by calling 1-800-657-3866 or going on-line at www.ohs.mn.us.

Notice of Hearing. If 25 or more persons submit valid written requests for a public hearing on the rules, the Office of Higher Education will hold a hearing following the procedures in *Minnesota Statutes*, sections 14.131 to 14.20. The Office of Higher Education will hold the hearing on the date and at the time and place listed above. The hearing will continue until all interested persons have been heard.

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Administrative Law Judge Kathleen D. Sheehy is assigned to conduct the hearing. Judge Sheehy can be reached at the Office of Administrative Hearings, 600 North Robert Street, P.O. Box 64620, Saint Paul, Minnesota 55164-0620, **telephone:** (651) 361-7848, and **fax:** (651) 361-7936.

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

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

Statement of Need and Reasonableness. The statement of need and reasonableness summarizes the justification for the proposed rules, including a description of who will be affected by the proposed rules and an estimate of the probable cost of the proposed rules. It is now available from the agency contact person. You may review or obtain copies for the cost of reproduction by contacting the agency contact person or go to www.ohc.state.mn.us.

Lobbyist Registration. *Minnesota Statutes*, chapter 10A, requires each lobbyist to register with the State Campaign Finance and Public Disclosure Board. Ask any questions about this requirement of the Campaign Finance and Public Disclosure Board at: Suite #190, Centennial Building, 658 Cedar Street, St. Paul, Minnesota 55155, **telephone:** (651) 296-5148 or 1-800-657-3889.

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

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

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

Dated: 11 October 2010

David Metzen, Director
Minnesota Office of Higher Education

4850.0011 DEFINITIONS.

[For text of subs 1 to 19, see M.R.]

Subp. 20. **Grade level.** "Grade level" means the relative position of an eligible student in a degree or certificate granting program, and corresponds to an academic year. (For example, an eligible student in the second year of a four-year program would be in grade level 02.)

[For text of subs 21 to 28b, see M.R.]

Subp. 28c. **SELF IV loans.** "SELF IV loans" means SELF loans where the interest rate on the loan is determined by the director at a margin in excess of a SELF IV index rate. The SELF IV initial index rate is the arithmetic average rounded to the nearest tenth of one percent

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of the three-month London Interbank Offered Rates (LIBOR) rate during the calendar quarter immediately preceding the interest rate adjustment date. The LIBOR rate is determined by the British Banker's Association. ~~Where terms can be obtained for issuance of SELF loans at a rate favorable to borrowers;~~ The director may establish other indexes or utilize a fixed rate or maximum rate as provided for in the promissory note.

Subp. 28d. **SELF V loans.** "SELF V loans" means SELF loans where the interest rate on the loan is determined by the director at a margin in excess of a SELF V index rate or is a fixed rate. The SELF V initial index rate is the arithmetic average rounded to the nearest tenth of one percent of the three-month London Interbank Offered Rates (LIBOR) rate during the calendar quarter immediately preceding the interest rate adjustment date. The LIBOR rate is determined by the British Banker's Association. The director may establish other indexes or utilize a fixed rate or maximum rate as provided for in the promissory note.

Subp. 28e. **SELF VI loans.** "SELF VI loans" means SELF loans where the interest rate on the loan is determined by the director at a margin in excess of a SELF VI index rate or is a fixed rate. The SELF VI initial index rate is the arithmetic average rounded to the nearest tenth of one percent of the three-month London Interbank Offered Rates (LIBOR) rate during the calendar quarter immediately preceding the interest rate adjustment date. The LIBOR rate is determined by the British Banker's Association. The director may establish other indexes or utilize a fixed rate or maximum rate as provided for in the promissory note.

~~Subp. 28d~~ **28f. Temporary total disability.** "Temporary total disability" means a disability resulting from an injury or illness that is expected to last at least four months and that interferes with the borrower's ability to make loan payments. A borrower has a temporary total disability if a doctor of medicine or osteopathy, legally authorized to practice in a state, certifies that the borrower is unable to work and earn money because of an injury or illness expected to last at least four months. A borrower is not considered to have a temporary total disability on the basis of a condition that existed at the time the loan was made.

~~Subp. 28e~~ **28g. Total and permanent disability.** "Total and permanent disability" means a disability resulting from an injury or illness that is expected to continue indefinitely or result in death, that interferes with the borrower's ability to make loan payments because the borrower is unable to work or earn money, as certified by a doctor of medicine or osteopathy, legally authorized to practice in a state. A borrower is not considered totally and permanently disabled on the basis of a condition that existed at the time the loan was made.

[For text of subps 29 and 30, see M.R.]

4850.0012 SCHOOL AGREEMENTS AND STUDENT APPLICATIONS.

[For text of subps 1 and 2, see M.R.]

Subp. 3. **Application and promissory note.** The student shall follow the appropriate SELF application process used at the eligible school. The student shall deliver or mail the application and promissory note to the cosigner who shall complete the cosigner's portion of the application and promissory note and deliver or mail them to the director. Electronic signatures are acceptable where an electronic signature process has been adopted by the office. The director will check the application and promissory note for completeness, determine the eligibility of the applicant, and conduct a credit check of the borrower and the cosigner. If the director approves the loan application, the document file is forwarded to the servicer. The servicer shall prepare and mail a disclosure statement to the borrower and cosigner, advise the school of the loan approval, schedule disbursements, and place the document file in permanent storage. If the director rejects the loan application, the applicant and the cosigner must be advised ~~in writing~~ of the decision and the reasons for the rejection.

[For text of subp 4, see M.R.]

4850.0014 AMOUNT AND TERMS.

Subpart 1. **Loan amounts.** The minimum SELF loan amount is \$500.

Subp. 2. ~~Two Multiple loans in one year at the same grade level.~~

A: A student may borrow more than once in the same academic year as long as:

- (1) eligibility remains;
- (2) the annual borrowing maximum is not exceeded; and
- (3) the amount approved is at least \$500.

B: A student may borrow up to the annual maximum amount twice in the same grade level, as long as:

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- (1) a total of ~~11~~ seven months elapses from the beginning of the first loan period to the beginning of the second loan period; ~~and~~
- (2) the cumulative SELF loan debt maximum for that grade level is not exceeded; ~~and~~
- (3) the amount approved is at least \$500.

~~C. A student who advances a grade level in the middle of an academic year may borrow at that new grade level, as long as the cumulative SELF loan debt maximum for that new grade level is not exceeded.~~

Subp. 3. Interest rate.

A. For SELF II loans, the interest rate on the loan will be determined by the director at a margin in excess of the SELF II index rate as defined under part 4850.0011, subpart 28a. If the index rate increases or decreases, the interest rate on the loan automatically increases or decreases on the same day without notice to the borrower. The interest rate on the loan cannot increase or decrease more than two percentage points over any four consecutive calendar quarters exclusive of any individual loan interest rate reductions and reinstatements resulting from the application of benefit programs for military, on-time payments and automated payments or other program interest rate reductions. The director shall set the margin to reflect the costs of the SELF program. If the director determines that the margin does not reflect the costs of the SELF program, the director must increase or decrease the margin. The director shall advise borrowers of changes in the margin.

B. For SELF III and SELF IV loans, the interest rate on the loan will be determined by the director at a margin in excess of SELF III and SELF IV index rates, as defined under part 4850.0011, subparts 28b and 28c. The interest rate on the loan cannot increase or decrease more than three percentage points over any four consecutive calendar quarters exclusive of any individual loan interest rate reductions and reinstatements resulting from the application of benefit programs for military, on-time payments and automated payments or other program interest rate reductions. The director shall set the margin to reflect the costs of the SELF program. If the director determines that the margin does not reflect the costs of the SELF program, the director must increase or decrease the margin.

C. For SELF V and SELF VI loans, the interest rate on the loan will be a fixed rate, a maximum rate provided in the promissory note, or a rate determined by the director at a margin in excess of SELF V and SELF VI index rates, as defined under part 4850.0011, subparts 28d and 28e. The interest rate on the loan cannot increase or decrease more than three percentage points over any four consecutive calendar quarters exclusive of any individual loan interest rate reductions and reinstatements resulting from the application of benefit programs for military, on-time and automated payments, or other program interest rate reductions. The director shall set the margin to reflect the costs of the SELF program. If the director determines that the margin does not reflect the costs of the SELF program, the director must increase or decrease the margin.

4850.0015 LOAN DISBURSEMENTS.

[For text of subps 1 and 2, see M.R.]

Subp. 3. **Disbursement when loan proceeds arrive during loan period.** When the loan proceeds arrive during the loan period, the school must verify the student's enrollment and that the student meets satisfactory academic progress requirements. If the loan proceeds are in the form of an individual check, the school shall endorse the check along with the student, subtract from the proceeds that amount owed to it for the payment period, and make arrangements with the student for the use of any remaining proceeds. ~~The school must next subtract from the proceeds the amount owed to it for the payment period and make arrangements with the student for the use of any remaining proceeds. In either case,~~ The student has the same options for receiving any remaining proceeds as described in subpart 2. If the student is on a school approved leave of absence when the loan proceeds arrive and is scheduled to return within 30 days from the date on the check or the date of the electronic funds transfer, the school may hold the loan proceeds until the student returns. If the student fails to return or does not show up for disbursement, the loan proceeds must be returned to the director within 30 days from the date on the check or the date of the electronic funds transfer, whichever is applicable.

Subp. 4. **Disbursement when loan proceeds arrive after loan period.** When the loan proceeds arrive after the loan period, the school must verify the student's enrollment and that the student meets satisfactory academic progress requirements. If the loan proceeds are in the form of an individual check, the school ~~may~~ must endorse the check along with the student within ~~30~~ 45 days from the end of the loan period, subtract from the proceeds that amount owed to it for the payment period, and make arrangements with the student for use of any remaining proceeds. ~~The school must next subtract from the proceeds the amount owed to it for the payment period and make arrangements with the student for the use of any remaining proceeds. In either case,~~ the student has the same options for receiving any

Proposed Rules

~~remaining proceeds as described in subpart 2. The remaining proceeds must be returned to the student or retained on account at the election of the student. The school may not keep on account more money than it charges for that payment period without the written permission of the student. If the loan proceeds arrive more than 30 45 days after the end of the loan period, the school must return the loan proceeds to the director.~~

4850.0016 NONENROLLMENT, TRANSFER, AND WITHDRAWAL.

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

Subp. 4. **Reduction of enrollment to less than half-time status.** The school shall notify the director immediately when a student reduces enrollment below a half-time status, but remains enrolled. ~~Such a student shall be permitted to remain in an in-school repayment period for no more than six months including normal school vacation periods before the transition period begins.~~

4850.0017 REPAYMENT PROCEDURES.

Borrowers or cosigners shall make payments of principal and interest according to the following schedule.

A. During the in-school period, the office or its agent shall bill borrowers for accrued interest and applicable late charges at least once during each calendar quarter.

B. During the transition period, the office or its agent shall bill borrowers for accrued interest and applicable late charges once during each calendar month.

C. During the repayment period, the office or its agent shall bill borrowers for accrued interest, applicable late charges, and principal once during each calendar month. The interest rate may vary throughout the period. The sum of the monthly payments must equal the sum of accrued interest plus principal, plus any applicable late charges. ~~The monthly payments of principal must be in amounts calculated at the beginning of the repayment period as if two conditions existed. The two conditions are: (1) interest on the loan accrues at a fixed rate equal to the interest rate in effect at the time of the calculation and (2) the loan is payable over its term in equal monthly installments. The borrower must pay a total of at least \$600 each year on all of the borrower's SELF loans. If the borrower's spouse also has SELF loans, their combined annual payments on all SELF loans must be at least \$600.~~

D. Interest payments during the in-school period that are delinquent in excess of 120 days from the billing date ~~must~~ may be capitalized. Capitalization of past due interest must be limited to two occasions before filing a claim.

[For text of items E to G, see M.R.]

4850.0024 DEFAULTED LOAN REHABILITATION.

Subpart 1. **Availability.** A defaulted loan rehabilitation option is available for loans which ~~default~~ defaulted after ~~adoption of parts 4850.0011 to 4850.0024~~ June 30, 2008.

[For text of subs 2 to 7, see M.R.]

Adopted Rules

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

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

Department of Public Safety (DPS)

Adopted Permanent Rule Relating to Cancellation/Denial of Driving Privileges for Loss of Consciousness or Voluntary Control

The rules proposed and published at State Register, Volume 35, Number 5, pages 135-137, August 2, 2010 (35 SR 135), are adopted as proposed.

Commissioners' Orders

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

Minnesota Pollution Control Agency (MPCA)

Findings of Fact, Conclusions, and Order in the Matter of the Petition to Annex the City of Spring Hill to the GEM Sanitary District and Amend the Name of the District to GEMS Sanitary District

The GEM Sanitary District has petitioned the Minnesota Pollution Control Agency (MPCA) to approve the annexation of the city of Spring Hill. The President of the GEM Sanitary District and the Mayor of the city of Spring Hill were authorized to sign the petition pursuant to resolutions passed by their respective bodies of government.

The MPCA published notification of its intent to approve the annexation of the city of Spring Hill to the GEM Sanitary District and amend the name of the district to GEMS Sanitary District in the *State Register* on April 12, 2010. The MPCA also notified all property owners within the GEM Sanitary District and the city of Spring Hill of the notification published in the *State Register*.

Commissioner's Orders

The MPCA, after having considered the petition, publishing notice of intent to approve the annexation and name change in the *State Register*, having notified the property owners of the intent to annex the city of Spring Hill and amend the name of the district to GEMS Sanitary District, having not received comment letters during the notice period, having not received 25 or more hearing requests requisite for a hearing, and being fully advised in this matter, hereby makes the following:

FINDINGS OF FACT

1. The territory of the existing GEM Sanitary District is legally described as:

All land within the corporate boundaries of the cities of Greenwald, Elrosa, and Meire Grove; land and easements acquired for force mains to transport wastewater to the existing GEM Sanitary District wastewater treatment facility; and the land on which the existing GEM Sanitary District wastewater treatment system is located described as approximately 25 acres in the North ½ of the Northwest ¼ of Section 29, Township 125 North, Range 33 West, Grove Township, Stearns County.

2. The territory proposed to be annexed to the GEM Sanitary District is legally described as:

The corporate boundary of the city of Spring Hill and all land and easements acquired for transport of wastewater to the existing GEM Sanitary District wastewater treatment facility.

3. On May 12, 2009, a public meeting was held at the GEM Sanitary District Office to consider the proposed annexation of the city of Spring Hill and the amendment of the district name to GEMS Sanitary District. Notice of the public meeting was posted at the Meire Grove City Hall, the Elrosa Post Office, the Greenwald City Clerk's office, and the Horseshoe Bar, Schwagel's General Store and the City Garage in Spring Hill. Notice was also published on April 18, 2009, and April 25, 2009, in *The Melrose Beacon*, a local qualified newspaper published in the area. Notice was also published in *The Belgrade Observer* on April 22, 2009, and on April 30, 2009. The meeting Notice was also mailed to all land owners of record within the existing GEM Sanitary District and the city of Spring Hill.

4. On March 10, 2009, the GEM Sanitary District Board of Directors adopted a resolution to annex the city of Spring Hill to the GEM Sanitary District. The resolution was published in *The Melrose Beacon* on April 18, 2009, and in *The Belgrade Observer* on April 22, 2009, and became effective forty (40) days after the date of first publication.

5. On March 31, 2009, the city of Spring Hill's City Council adopted a resolution desiring to be annexed to the GEM Sanitary District. The resolution was published in *The Melrose Beacon* on April 18, 2009, and became effective forty (40) days after the date of first publication.

6. On July 29, 2009, a petition was filed with the MPCA requesting the approval of annexation of the city of Spring Hill to the GEM Sanitary District and an amendment of the name of the district to GEMS Sanitary District to reflect the addition of the city of Spring Hill. The President of the GEM Sanitary District and the Mayor of the city of Spring Hill signed the petition for annexation of the city of Spring Hill to the GEM Sanitary District as authorized by the resolutions. The petition requesting annexation to the GEM Sanitary District has met all of the requirements of Minn. Stat. § 115.21, subd. 1.

7. The annexation area is not within twenty-five (25) miles of the boundary of a city of the first class.

8. On April 12, 2010, the MPCA published the Notice of Intent to Approve the Annexation of the City of Spring Hill to the GEM Sanitary District and Amend the Name of the District to GEMS Sanitary District in the *State Register* at 34 SR 1375. The Notice was mailed to each of the property owners in the area of the existing district and the annexation area using addresses provided by the county auditor. The public notice period lasted for 30 days and ended May 12, 2010.

9. By May 12, 2010, the end of the public notice period, the MPCA received no requests for a contested case hearing on the matter. *Minnesota Statutes* § 115.20, subd. 4(b) requires the MPCA to hold a contested case hearing if twenty-five (25) or more written requests are received by the end of the public notice period. During the public notice period, the MPCA received no comments regarding the annexation.

10. GEM Sanitary District was created to provide adequate and efficient means of treating and disposing of domestic sewage

Commissioner's Orders

throughout the district. The city of Spring Hill has a need for adequate and effective means of disposing of domestic sewage due to an existing sanitary sewer system that is failing. The annexation of the city of Spring Hill allows the GEM Sanitary District to provide continuous wastewater treatment services to the city of Spring Hill and the rest of the district, which is important for achieving the purposes of *Minnesota Statutes* § 115.19.

11. Annexation of the city of Spring Hill to the GEM Sanitary District will serve the purpose of promoting the public health and welfare by providing an adequate and efficient system and means of collecting, conveying, pumping, and treating and disposing of domestic sewage within the district.

12. The maintenance of the sanitary district is administratively feasible and furthers the public health, safety, and welfare. The district is administered by a five-member governing board whose members are voters within the sanitary district and who are elected by members of the related governing bodies by resolution. The GEM Sanitary District has adopted sewer use ordinances and a sewer service system to adequately and equitably fund the wastewater treatment operation throughout the district.

CONCLUSIONS

1. The Commissioner of the MPCA has subject matter jurisdiction over the petition and annexation pursuant to *Minnesota Statutes* §§ 115.18 to 115.37 (2008).

2. The petitioners have substantially complied with all the procedural requirements of *Minnesota Statutes* § 115.20, as well as other substantive and procedural requirements of law and rule. This matter, therefore, is properly before the Commissioner.

3. The conditions described in *Minnesota Statutes* §§ 115.19 and 115.21 for annexation of territory to a sanitary district do exist within the area identified in the legal description.

4. The MPCA is not required to hold a hearing pursuant to *Minnesota Statutes* §§ 115.20, subd. 4(b).

5. Any of the foregoing Finding of Fact that might properly be termed Conclusions and Conclusions that might be properly termed Findings are adopted as such.

NOW THEREFORE, the Commissioner hereby makes the following:

ORDER

It is ORDERED that the city of Spring Hill, as identified in the legal description in the petition filed with the MPCA and stated herein, be annexed to the GEM Sanitary District and that the name of the district be amended to the GEMS Sanitary District to reflect such annexation.

Dated this 14th day of October

Paul Eger, Commissioner
Minnesota Pollution Control Agency

Official Notices

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

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

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The Official Notices section gives you a “heads up” on important state meetings and announcements. The *State Register* reaches a huge audience of interested “eyes” every week. Remember to publish your notices here - it only costs \$13.60 per 1/10 of a page used in the *State Register* - it’s the least expensive legal advertising in the state.

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Minnesota Department of Public Safety (DPS)

Driver and Vehicle Services Division

Request for Comments on Possible Amendment to Rules Governing Deputy Registrars and Driver’s License Agents for the Acceptance of Credit Cards, *Minnesota Rules*, Parts 7404.0100, 7404.0400, 7404.0450, 7404.0500, 7406.0100, 7406.0400, 7406.0450, and 7406.0500.

Subject of Rules. The Minnesota Department of Public Safety requests comments on its possible amendment to rules governing deputy registrars and driver’s license agents. The Department is considering amending *Minnesota Rules*, parts 7404.0100, 7404.0400, 7404.0450, 7404.0500, 7406.0100, 7406.0400, 7406.0450, and 7406.0500 to allow for the acceptance of credit and debit cards and to prescribe operational procedures for these transactions.

Persons Affected. The amendment to the rules would likely affect deputy registrars and driver’s license agents, as well as the general public.

Statutory Authority. *Minnesota Statutes*, sections 168.33, subdivision 9, and 171.061, subdivision 6, authorize the Commissioner of Public Safety to adopt rules for administration of deputy registrars and driver’s license agents. *Minnesota Laws 2009*, chapter 152, section 2, authorizes the Commissioner of Public Safety to establish rules related to credit card or debit card transactions by deputy registrars and driver’s license agents.

Public Comment. Interested persons or groups may submit comments or information on this possible rule in writing until further notice is published in the *State Register* that the Department intends to adopt or to withdraw the rule. The Department does not contemplate appointing an advisory committee to comment on the possible rule.

Rule Draft. The department has prepared a draft of the possible rule amendment.

Agency Contact Person. Written comments, questions, requests to receive a draft of the rule, and requests for more information on this possible rule should be directed to: Jacqueline Cavanagh, Department of Public Safety, Driver and Vehicle Services Division, 445 Minnesota Street, Suite 195, St. Paul, Minnesota 55105-5195, **phone** (651) 201-7583, **e-mail** at DVS.Rules@state.mn.us. TTY users may call the department at (651) 282-6555.

Alternative Format. Upon request, this Request for Comment can be provided in an alternative format such as large print, Braille, or cassette tape. To make such a request, please contact the agency contact person at the address or telephone number listed above.

NOTE: If the department initiates a proceeding to adopt the rule, it will not necessarily include comments received in response to this notice in the formal rulemaking record that is submitted to the administrative law judge. The agency is required to submit to the judge only those written comments received in response to the rule after it is proposed. If you submit comments during the development of the rule and wish to ensure that the administrative law judge reviews them, you must resubmit the comments after the rule is formally proposed.

Dated: October 13, 2010

Michael Campion, Commissioner
Department of Public Safety

Office of the Secretary of State Notice of Publication

The Office of the Secretary of State has published the *Fiscal Year 2010 Open Appointments Annual Compilation and Statistical Report*. The full publication is available on the OSS website at: <http://www.sos.state.mn.us/index.aspx?page=360>

Vacancies are published one time per month. Current vacancies can be found on the OSS website at:
<http://www.sos.state.mn.us/index.aspx?page=308>

You may join our e-mail list-serve by completing the subscription form at: <http://www.sos.state.mn.us/index.aspx?page=20> or submitting your e-mail address to: open.appointments@state.mn.us.

For further information please contact Nancy Breems at (651) 297-5845.

Minnesota Board of Teaching REQUEST FOR COMMENTS on Possible Amendment to and Establishment of Rules Governing Licensure Rules for Special Education Teachers, *Minnesota Rules*, 8710.5000

Subject of Rules. The Minnesota Board of Teaching requests comments on its possible establishment of and amendment to rules governing licensure for special education teachers. The Board is considering new rules and rule amendments that update and strengthen the preparation of Minnesota special education teachers.

Persons Affected. The establishment and amendment to the rules would likely affect special education teacher candidates, current special education and regular education teachers, school administrators, higher education faculty members, and Minnesota K-12 students and families.

Statutory Authority. *Minnesota Statutes*, section 122A.09, Subdivision 4a, requires the Board to adopt rules for licensing Minnesota public school teachers.

Official Notices

Public Comment. Interested persons or groups may submit comments or information on these possible rules in writing until 4:30 p.m. on Friday, November 26, 2010. The Board will review all comments submitted and will reconvene the Technical Writing Team to draft changes to the rules as needed.

Rules Drafts. The Board has posted the draft the rules on our website:

http://education.state.mn.us/MDE/Teacher_Support/Board_of_Teaching/Board_Rules_Resolutions/index.html

Agency Contact Person. Written comments, questions, and requests for more information about the draft rules should be directed to:

Karen Balmer, Executive Director
Minnesota Board of Teaching
1500 Highway 36 West
Roseville, Minnesota 55113
Phone: (651) 582-8888
Fax: (651) 582-8872
E-mail: *karen.balmer@state.mn.us*
TTY: (651) 582-8201

Alternative Format. Upon request, this information can be made available in an alternative format, such as large print, braille, or audio. To make such a request, please contact the board contact person at the address or telephone number listed above.

NOTE: Comments received in response to this notice will not necessarily be included in the formal rulemaking record submitted to the administrative law judge if and when a proceeding to adopt rules is started. The agency is required to submit to the judge only those written comments received in response to the rules after they are proposed. If you submitted comments during the development of the rules and you want to ensure that the Administrative Law Judge reviews the comments, you should resubmit the comments after the rules are formally proposed.

Dated: October 18, 2010

Karen Balmer, Executive Director
Board of Teaching

Department of Transportation (Mn/DOT) Engineering Services Division, Office of Construction and Innovative Contracting Notices of Suspension and Debarment

NOTICE OF SUSPENSION

NOTICE IS HEREBY GIVEN that the Department of Transportation (Mn/DOT) has ordered that the following vendors be suspended effective December 28, 2009, until final disposition of the hearing or hearing appeal:

Riley Bros. Companies Inc. and its affiliates, Morris MN
Riley Bros. Construction Inc. and its affiliates, Morris MN
Riley Bros. Properties, LLC, and its affiliates, Morris MN
Riley Bros. Utilities, Inc. dba/Chris Riley Utilities, Inc. and its affiliates, Morris MN

NOTICE OF DEBARMENT

NOTICE IS HEREBY GIVEN that the Department of Transportation (Mn/DOT) has ordered that the following vendors be debarred for a period of three (3) years effective February 24, 2010 until February 24, 2013:

Joseph Edward Riley, Morris, MN
John Thomas Riley, Morris, MN

Minnesota Statutes, Section 161.315, prohibits the Commissioner, counties, towns or home rule or statutory cities from awarding or approving the award of a contract for goods or services to a person who is suspended or debarred; including

- 1) any contract under which a debarred or suspended person will serve as a subcontractor or material supplier,
- 2) any business or affiliate which the debarred or suspended person exercises substantial influence or control, and
- 3) any business or entity which is sold or transferred by a debarred person remains ineligible during the period of the seller's or transfer's debarment.

State Grants & Loans

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

Community Grants

The *State Register* is one of the best ways to advertise your grants - 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.

Check up on all the "active" state grants in the "Contracts & Grants" section, available only to *State Register* subscribers. Open the *State Register* and click on Bookmarks on the left. You will also see a list of ALL the current rules, a growing INDEX, and previous years' indices. Subscribers also receive LINKS to the *State Register*. Subscriptions cost \$180 a year (an \$80 savings). Here's what you receive via e-mail:

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State Grants & Loans

Department of Commerce

Office of Energy Security

Notice of Grant Availability for the Training for Dislocated and Disadvantaged Energy Professionals - ARRA Grant Program

The Minnesota Department of Commerce Office of Energy Security (OES) requests proposals from eligible applicants for the Training for Dislocated and Disadvantaged Energy Professionals –ARRA Grant Program funded by the American Reinvestment and Recovery Act of 2009 and authorized by *Laws of Minnesota 2009*, Chapter 138, Article 5, Section 1 for up to \$1,000,000. Grants will be awarded competitively to successful respondents in awards not to exceed \$150,000 and will be conducted between January 1, 2011 and March 31, 2012.

The Request for Proposals (RFP) and required forms will be available for download on the Department's website (www.energy.mn.gov) through December 6, 2010. Responders may also request a hard copy of the RFP by mail from this office. Requests for hard copies must be received by OES no later than 12:00 p.m. Central Standard Time (CST), on November 22, 2010.

The RFP and Forms can be obtained from:

Preferred Method: www.energy.mn.gov

U.S. Postal Service: Ann Zechbauer
Minnesota Department of Commerce
Office of Energy Security
85 Seventh Place E, Suite 500
Saint Paul, MN 55101

Proposals submitted in response to this RFP must be received no later than 4:00 p.m. CST, December 6, 2010. **Late proposals will not be considered.** Instructions for submitting proposals are detailed in the RFP.

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 Health (MDH)

Office of Rural Health and Primary Care

Minnesota Rural Flex Grant Program, Notice of Grant Availability

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

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

A. Quality Improvement

Quality Improvement proposals may include (but are not limited to):

- Staff, manager and/or board training on quality improvement
- Quality improvement initiatives
- Information and technology system development (for example, telemedicine or Electronic Health Records [EHR]). Note that Flex funds will support CAHs in using HIT to improve quality and patient safety rather than purchase hardware and software for CAHs.

B. Operational and Financial Improvement

Operational and Financial Improvement proposals may include projects such as (but not limited to):

- Conducting projects or engaging specialized consultants for identification of needs related to operational and/or financial improvement
- Conducting projects or engaging specialized consultants to assist with planning and implementation of evidence-based strategies for improving financial and/or operational performance
- Chargemaster review
- Service line analysis
- Workforce retention and performance projects
- Benchmarking projects

C. Health System Development and Community Engagement

Examples of projects in this category may include (but are not limited to):

- Establishing community and regional collaboration or networking partnerships
- Assessing and implementing health system needs and improvements such as:
 - i. Mental health services integration
 - ii. Addressing disparities in access or outcomes
 - iii. Healthy aging interventions
 - iv. Discharge planning or other continuum of care projects
- Strengthening and integrating local EMS systems, especially through efforts targeted at recruitment and retention, reimbursement or restructuring
- Development of local and regional systems of care
- Trauma System development activities by CAHs and EMS agencies
- Collaborative projects among CAHs and other community organizations that address unmet health and health service needs
- Implementing community development efforts such as Rural Health Works

The total amount available for flex grants is approximately \$210,000. The maximum for any grant is \$25,000. **All applications must be received by December 15, 2010.** Applications are available on the Office of Rural Health and Primary Care Web site at:

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

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

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

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

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

Minnesota Department of Health (MDH) Summer Health Care Internship Program Notice of Grant Opportunity to Administer the Summer Health Care Internship Program

The Minnesota Department of Health (MDH) is seeking applications from qualifying statewide nonprofit organizations to administer the Summer Health Care Internship Program.

The purpose of the program is intended to expose interested secondary and postsecondary students to various careers within the health care profession through summer internships with hospitals, clinics, nursing facilities, and home care providers.

State Grants & Loans

To qualify, an applicant must be a statewide nonprofit organization representing hospitals, clinics, nursing facilities, and home care providers.

\$300,000 is available in 2011. Grant awards will be announced by December 15, 2010, for the contract period beginning January 1, 2011, though December 31, 2011.

Applications are available at: <http://www.health.state.mn.us/divs/orhpc/funding/index.html#summer>.

Prospective applicants who have questions, and/or would like a written copy of the application form may contact the Office of Rural Health and Primary Care, Minnesota Department of Health Phone: (651) 201-3851 or toll free: 1-800-366-5424.

Deadline for proposals is **4:00 p.m. CST on Friday November 19, 2010**. No late proposals will be considered.

Lawrence Colaizy
Office of Rural Health & Primary Care
Minnesota Department of Health

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

By courier: 85 East 7th Place, Suite 220
St. Paul, MN 55101

Department of Transportation (Mn/DOT) Transportation Revolving Loan Fund (TRLF) Solicitation of Candidate Projects for Funding through the Transportation Revolving Loan Fund (TRLF) 2010-2011

Please be advised that the Minnesota Department of Transportation (Mn/DOT) is soliciting candidate projects for funding through the Transportation Revolving Loan Fund (TRLF).

For those unfamiliar with the TRLF program, it operates much like a commercial bank, providing low-interest loans and other types of financial assistance on a competitive basis to the state, counties, cities, and other governmental entities for eligible transportation projects. Although private entities are not currently eligible for TRLF financing, they may be able to enter into agreements with eligible borrowers to finance eligible transportation projects.

Type of Eligible Projects

- **Road and Bridge Projects** – Approximately \$13 million is available in the Highway Non-Restricted Account
- **Transit Projects** – Approximately \$1.5 million is available in the Transit Account.

Additional funding may be available subject to the scope, number of applications and financial needs of the applications received through the solicitation process.

Candidate projects must be eligible under Title 23 or Title 49 of the *United States Code* and *Minnesota Statutes* 446A.085, subd. 2 (1998) to apply. However, the SAFETEA-LU Technical Corrections Bill (HR 1195) enacted on June 6, 2008 extended this eligibility to roads functionally classified as minor collectors. Projects must also be ready to start using the loan proceeds before the end of calendar year 2011. Selected projects will be required to follow State Aid and/or Mn/DOT project development requirements.

Tentative schedule for selecting candidate projects will be as follows:

- **October 2010: Solicitation announcement**
- **January 10th, 2011:** Application due to Mn/DOT
- **January 11th - January 31st, 2011:** Mn/DOT evaluates, selects, and certifies projects
- **February 2011: MN Public Facilities Authority approves loans and enters into loan agreements**

State Grants & Loans

Each District/ATP has a TRLF Coordinator to answer specific questions and to provide application packets. Please contact your TRLF Coordinator if you are interested in the program.

FYI – Applicants who have interest in the program but shy away from the Benefit Cost Analysis requirement can alternatively submit a Project Data Collection Table which should be much simpler to complete.

For further information about TRLF loan and application, please contact Trang Chu at (651) 366-3782 or visit our website at:
<http://www.dot.state.mn.us/planning/program/trlf.html>

TRANSPORTATION REVOLVING LOAN FUND (TRLF) Contact List

Please direct TRLF questions to your applicable District/ATP TRLF Coordinator listed below:

District ATP1

Gus Peterson
1123 Mesaba Avenue
Duluth, MN 55811
Phone: (218) 725-2796
Fax: (218) 725-2800
E-mail: gus.peterson@state.mn.us

District ATP2

Joseph McKinnon
3920 Highway 2 West
Bemidji, MN 56601
Phone: (218) 755-6554
Fax: (218) 775-6512
E-mail: joseph.mckinnon@state.mn.us

District ATP3

Steve Voss
7694 Industrial Park Road
Baxter, MN 56425
Phone: (218) 828-5779
Fax: (218) 828-5815
E-mail: steve.voss@state.mn.us

District ATP4

Shiloh Wahl, PE
1000 Trunk Highway 10 West
Detroit Lakes, MN 56501
Phone: (218) 846-3630
Fax: (218) 846-7988
E-mail: shiloh.wahl@state.mn.us

District ATP6

Greg Paulson
2900 48th Street N.W.
Rochester, MN 55901
Phone: (507) 286-7502
Fax: (507) 285-7780
E-mail: greg.paulson@state.mn.us

District ATP7

Lisa Bigham
Planning Director
2151 Bassett Drive
Mankato, MN 56002-5302
Phone: (507) 304-6195
Fax: (507) 304-6119
E-mail: lisa.bigham@state.mn.us

District ATP8

Patrick Weidemann
P.O. Box 768
2505 Transportation Road
Willmar, MN 56201
Phone: (320) 214-6365
Fax: (320) 214-6305
E-mail: patrick.weidemann@state.mn.us

Metro

Mike Sobolewski
Waters Edge Bldg.
1500 W. County Road B2
Roseville, MN 55113
Phone: (651) 234-7795
Fax: (651) 234-7786
E-mail: mike.sobolweski@state.mn.us

For questions specifically related to program eligibility please contact:

Trang Chu
Mn/DOT Central Office
Office of Capital Programs and Performance Measures
Transportation Building, 3rd Floor, MS440
395 John Ireland Blvd.
St. Paul, MN 55155
Phone: (651) 366-3782
Fax: (651) 366-3790
E-mail: trang.chu@state.mn.us

For questions specifically related to financing and loan approval please contact:

State Grants & Loans

Jeff Freeman
Public Facilities Authority
1st National Bank Bldg. Suite E200
332 Minnesota Street
St. Paul, MN 55101-1351
Phone: (651) 259-7565
Fax: (651) 296-8833
E-mail: jeff.freeman@state.mn.us

Steve LaFontaine
Public Facilities Authority
1st National Bank Bldg. Suite E200
332 Minnesota Street
St. Paul, MN 55101-1351
Phone: (651) 259-7471
Fax: (651) 296-8833
E-mail: stephen.lafontaine@state.mn.us

The TRLF web site can be found at: <http://www.dot.state.mn.us/planning/program/trlf.html>

State Contracts

Informal Solicitations: Informal solicitations for professional/technical (consultant) contracts valued at over \$5,000 through \$50,000, may either be published in the *State Register* or posted on the Department of Administration, Materials Management Division's (MMD) Web site. Interested vendors are encouraged to monitor the P/T Contract Section of the MMD Web site at www.mmd.admin.state.mn.us for informal solicitation announcements.

Formal Solicitations: Department of Administration procedures require that formal solicitations (announcements for contracts with an estimated value over \$50,000) for professional/technical contracts must be published in the *State Register*. Certain quasi-state agency and Minnesota State College and University institutions are exempt from these requirements.

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

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

Business Expansion Opportunities

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.

Subscribers receive a list of **all current contracts and grants**, as well as LINKS to the *State Register*, Bookmarks, and a growing INDEX to each volume, including the current issue, and previous volumes. To view, open the *State Register* and click on BOOKMARKS in the left hand corner. Here's what you receive via e-mail:

- **Word Search Capability**
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- **E-mailed to you . . . its so easy**
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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 Loretta J. Diaz, our subscriptions manager, at (651) 297-8777, or **Fax:** (651) 297-8260, or **E-mail:** loretta.diaz@state.mn.us

**Minnesota State Colleges and Universities (MnSCU)
Office of the Chancellor, Academic and Student Affairs
Request for Proposals for a vendor who will be the Team Leader for System
Office Civil Rights On-site Campus Reviews 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 a team leader for system civil rights on-site campus reviews. MnSCU intends to establish a contract for services from the successful vendor responder.

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

Sealed Proposals for: Team Leader for System Civil Rights On-site Campus Reviews

Will be received by: Renée Hogoboom, Diversity and Multiculturalism

Office of the Chancellor
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:

Renée Hogoboom, Associate Director for Diversity and Multiculturalism

Telephone: (651) 201-1592

E-mail: renee.hogoboom@so.mnscu.edu

Responses to this RFP must be received no later than 2:00 p.m. Central Standard Time on November 8, 2010.

For a complete copy of the RFP and required submission materials, please visit our website at:

<http://www.diversity.mnscu.edu/resources/reviews/index.html>

**Minnesota State Colleges and Universities (MnSCU)
Office of the Chancellor - Human Resources/Personnel
Request for Proposals for Executive Conference Center**

NOTICE IS HEREBY GIVEN that proposals are being solicited to select an executive conference center to assist Minnesota State Colleges and Universities in hosting a Leadership Development Program on July 17-22, 2011 and July 15-20, 2012. Applicants must have a facility to accommodate the following:

- Overnight stays for approximately 56 participants in single rooms with a Sunday arrival and Friday departure; all rooms must have high-speed internet connection
- General session room for approximately 56 people
- Two (2) breakout rooms or areas available throughout the week
- Onsite indoor/outdoor sports and recreation facilities
- Audio/visual to include nine (9) flipcharts, video and audio capability, projection screen, wireless internet access
- Three meals (beginning with Sunday dinner and ending with Friday lunch) and two refreshment breaks (a.m. and p.m.) for each day
- Additional lunches and dinners able to be provided to guests, on a per-cost basis
- Private dining area for dinner on two of the five nights for approximately 56 people; this includes a Thursday evening banquet
- Located within approximately 60 miles of the Minneapolis/St. Paul International Airport

State Contracts

- All proposals must include a statement that the costs and terms of the proposal are valid through July 30, 2012.

For a copy of the full RFP, which will be sent free of charge to interested vendors, please contact:

Cindy Schneider
Human Resources
Minnesota State Colleges and Universities
Wells Fargo Place
30 East 7th Street, Suite 350
St. Paul, MN 55101
Phone: (651) 201-1849
Fax: (651) 297-3145
E-mail: *Cindy.schneider@so.mnscu.edu*

Proposals are due by Wednesday, November 23, no later than 4:30 p.m.

This request for proposal does not obligate the state or Minnesota State Colleges and Universities to complete the proposed project, and the state reserves the right to cancel the solicitation if it is considered to be in its best interest.

Minnesota State Colleges and Universities (MnSCU) Northland Community and Technical College Notice of Request for Proposal for Development of National Certification Examination for Unmanned Aerial Systems

NOTICE IS HEREBY GIVEN that Northland Community & Technical College Request for Proposal (RFP) for a consultant(s) with expertise in the development of an unmanned aerial systems (UAS) national certification examination. Consultant(s) will also be charged with establishing an industry advisory team, defining a UAS industry leadership board, defining subject matter experts, identifying areas of standardization and available resources, determining timelines, and contacting stakeholders. To receive a copy of the full RFP, please contact Shannon Jesme either by telephone (218) 683-8577 or e-mail at *shannon.jesme@northlandcollege.edu*.

Proposals are due by 4:00 p.m. central time, Monday, November 8, 2010 and are to be addressed to Shannon Jesme, Northland Community and Technical College, 1011 Highway 1 East, Thief River Falls, MN 56701. Any questions should be in the form of an RFI and directed to Shannon Jesme at email *shannon.jesme@northlandcollege.edu*. Late responses will not be considered.

Minnesota State Colleges and Universities is not obligated to complete the proposed project and reserves the right to cancel the solicitation.

Minnesota State Colleges and Universities (MnSCU) Winona State University Request for Proposals for Axis IP Cameras and Related Equipment

NOTICE IS HEREBY GIVEN that Winona State University is seeking proposals for Axis IP cameras and related camera equipment; Milestone products and consulting services for products.

There will be an interested vendor meeting at 1:00 on Monday, November 1, 2010 in Somsen Hall 1110 Winona State University 175 W Mark St Winona, MN .

Proposal specifications will be available Monday, October 25, 2010 by contacting the Winona State University Purchasing Department
Page 674 *State Register, Monday 25 October 2010* (Cite 35 SR 674)

at PO Box 5838 Somsen Hall 205, Winona, MN, 55987; by e-mailing dbenz@winona.edu or by calling (507) 457-5069.

Sealed proposals can be mailed or hand delivered to Deborah Benz WSU Purchasing Director PO Box 5838 Somsen Hall, 205G Winona, MN 55987 and must be received by 3:00 p.m. Monday November 8, 2010.

Winona State University reserves the right to reject any or all bids and to waive any irregularities or informalities in bids received.

Minnesota Historical Society (MHS) Notice of Request for Bids for Corrugated Cardboard Exhibit Display and Header Boards

The Minnesota Historical Society is seeking bids from qualified and experienced vendors for the manufacturing and fulfillment of orders for corrugated cardboard exhibit display and header boards. Bids should be made for a final "per board" or "per header" cost that will be inclusive of manufacturing and shipping costs. Reorders over 1,000 must be at the same price.

Please refer to the Request for Bids for details. The Request for Bids is available from Mary Green-Toussaint, the Society's Purchasing Coordinator, via e-mail: mary.green-toussaint@mnhs.org.

Bids must be received by 2:00 p.m. Local Time on Wednesday, November 10, 2010. Late bids will not be accepted.

Dated: October 25, 2010

Minnesota Department of Human Services (DHS) Community Partnerships Division Child Development Services Request for Proposals for Contractor to Gather, Analyze and Evaluate Data on Child Care Workforce and Family Child Care Associations

NOTICE OF REQUEST FOR PROPOSALS (RFP) for qualified contractor to gather, analyze and evaluate statewide data on the child care workforce and family child care associations in Minnesota. The proposal submission deadline is 3:00 p.m. Central Standard Time on Wednesday, November 17, 2010.

The Minnesota Department of Human Services, through its Community Partnerships Division is seeking Proposals from qualified Responders to gather, analyze and evaluate statewide data on the child care workforce and family child care associations in Minnesota; the data will primarily be obtained through survey research. The research will be used for the development and assessment of policies and programs related to the Minnesota Professional Development (PD) System for practitioners serving in early childhood and school age settings to ultimately support the school readiness of children and improve the quality and availability of child care for low-income families.

Terms of Contract: The term of any resulting contract is from January 3, 2011 until June 30, 2012 and should not exceed a maximum cost of \$165,000. The Department will award one contract to a single organization or a representative of a collaboration of partners with expertise in designing surveys, analyzing and evaluating qualitative and quantitative data, conducting survey research, publishing reports and extensive knowledge of child care at the state and national levels.

To access the RFP, go to: www.dhs.state.mn.us under "Workforce & Family Child Care Associations Study" – RFP

For further information or to request a paper copy of the Request for Proposals, please contact:

Michael Hughes, Grants Manager
Community Partnerships Division
Department of Human Services

State Contracts

P.O. Box 64962
St. Paul, MN 55164-0962
E-mail: michael.r.hughes@state.mn.us

Proposals must be physically received (not postmarked) to Minnesota Department of Human Services, 444 Lafayette Road North, St. Paul, MN, 55155, by **3:00 p.m. Central Standard Time on Wednesday, November 17, 2010** to be considered. Faxed 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.

Minnesota Department of Human Services (DHS) Minnesota Sex Offender Program Notice of Request for Proposals to Provide Chemical Dependency Treatment to Sex Offenders

The Minnesota Department of Human Services, through its **Minnesota Sex Offender Program**, is seeking Proposals from qualified Responders to provide services to Minnesota Sex Offender Program (MSOP) clients in need of chemical dependency treatment. These clients are in the later stages of sex offender treatment at MSOP. MSOP clients have been civilly committed as Sexually Dangerous Persons (SDP) and/or Sexually Psychopathic Personalities (SPP), according to *Minnesota Statute*, Chapter 253B.

The RFP invites proposals for two different programs. Responders may prepare proposals for either or both of these programs. The two proposed programs include in-house and community-based chemical dependency treatment services

Work is proposed to start January 1, 2011. For more information, or to obtain a copy of the Request for Proposal, contact:

Lindsey Ballard
Minnesota Sex Offender Program
444 Lafayette Road North
St. Paul, MN 55155-0992
E-mail: lindsey.ballard@state.mn.us
Phone: (651) 431-4882
Fax: (651) 431-7404

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

Proposals submitted in response to this Request for Proposals must be received at the address above no later than **4:00 p.m., Central Time, November 17, 2010**. **Late proposals will NOT be considered**. Faxed or e-mailed proposals will **NOT** be considered.

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

Department of Natural Resources (DNR) Notice of Availability of Contract for Small Craft Harbor and Marina on Lake Superior – Two Harbors, MN

CERTIFICATION #:	23552
Amount of proposed contract:	\$250,000.00

The Minnesota Department of Natural Resources is requesting proposals for the purpose of predesign and design of the landward portions of the small craft harbor and marina located on Lake Superior, Two Harbors, MN.

A Request for Proposals will be available by mail from this office through November 8, 2010. **A written request (by direct mail or fax) is required to receive the Request for Proposal.** After November 8, 2010, the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Deb Johnson
Management Resources
Dept. of Natural Resources
500 Lafayette Road, Box 16,
St. Paul, MN 55155
E-mail: *Debra.A.Johnson@state.mn.us*
Fax: (651) 296-3500

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than **10:00 a.m. November 15, 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.

Department of Natural Resources (DNR) Notice of Availability of Contract for Monitoring Timber Harvesting and Forest Management Guidelines in Minnesota

CERTIFICATION #:	23455
Amount of proposed contract:	\$100,000

The Minnesota Department of Natural Resources, in consultation with the Minnesota Forest Resources Council, is requesting proposals to perform specified steps necessary to undertake and complete implementation monitoring of timber harvesting and forest management guidelines on public and private forestlands in Minnesota.

Work is proposed to start after January 2011.

A Request for Proposals will be available by mail from this office through November 5, 2010. **A written request (by direct mail or fax) is required to receive the Request for Proposal.** After November 5, 2010, the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Dick Rossman, BMP Program Coordinator
DNR/Division of Forestry
3296 State Park Road, N.E.
Bemidji, MN 56601
Telephone: (218) 308-2371
Fax: (218) 755-4063
E-mail: *dick.rossman@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 **November 19, 2010 2:00 p.m. 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.

State Contracts

Department of Natural Resources (DNR)

Notice of Availability of Contract for Software and Support Services for an Integrated State Water Quantity and Quality Storage and Analyses System

This availability of contract - for software and support services for an integrated state water quantity and quality storage and analyses system - is a single replacement for several existing systems with expanded capabilities.

The Minnesota Department of Natural Resources is requesting proposals for the purpose of providing a multi agency integrated data system specifically designed for surface and groundwater quantity and quality data storage and processing. The product will provide a linkage of independent systems of the same software and allow the transfer of data and associated parameters between agencies and local partners.

Work is proposed to start after January 1, 2011.

A Request for Proposals will be available by mail from this office through Thursday, October 28, 2010. **A written request (by direct mail or fax) is required to receive the Request for Proposal.** After Thursday, October 28, 2010, the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Greg Kruse
MN Department of Natural Resources
Water Monitoring and Surveys Unit
500 Lafayette, Road
St. Paul, MN 55155
E-mail: greg.kruse@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 Daylight Time, Wednesday, November 3, 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 Transportation (Mn/DOT)

Engineering Services Division

Notice of Potential Availability of Contracting Opportunities for a Variety of General Organizational Related Activities

This document is available in alternative formats for persons with disabilities by calling Melissa McGinnis at (651) 366-4644; for persons who are hearing or speech impaired by calling the Minnesota Relay Service at 1-800-627-3529.

Mn/DOT, in conjunction with the Department of Administration, have developed a streamlined approach for fast-tracking select general organization service projects. These general organizational projects may include, but are not limited to, work in the following categories: 1) Develop, implement and summarize internal and external surveys; 2) Recommend best practices in an organizational structure; 3) Assist with organizational health structure; 4) Provide marketing support; 5) Develop, implement and provide support of ad hoc forums; 6) Establish and facilitate collaborative groups, including cross-organization and public-private teams; 7) Provide project management for non-technical initiatives; and 8) Facilitate non-technical activities and events.

This streamlined approach includes developing an email list of firms that are interested in receiving direct notification of general organizational projects. Firms will be added on an on-going basis. Fast-tracked projects will have a shorter advertising period and turn-

around time. Firms will be asked to submit responses within 5 business days and will be required to work diligently with Mn/DOT toward establishing a contract upon selection. All projects will be advertised to the public. Your firm will be directly notified that there is a project posted on the Consultant Services Website (www.dot.state.mn.us/consult) that requires general organizational skills. Please note that this notice is not a solicitation or request for proposals of any kind. Being placed on the list does not guarantee work nor does it obligate Mn/DOT to provide any contracting opportunities under this program

Interested firms should send the following information to the email address below: Firm name, firm contact person, phone number, and email address.

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:

Kelly Arneson
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

State Contracts

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.

Local Business Opportunities

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. 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."

Metropolitan Airports Commission (MAC) Minneapolis-Saint Paul International Airport NOTICE OF CALL FOR BIDS for Terminal 1-Lindbergh South Baggage Screening Bid Package No.4 – Conveyor Right-of-Way

MAC Contract No.: 106-2-606
Bids Close At: 2:00 p.m.: November 16, 2010

Notice to Contractors: Sealed Bid Proposals for the project listed above will be received by the MAC, a public corporation, at the office thereof located at 6040-28th Avenue South, Minneapolis, Minnesota 55450, until the date and hour indicated. The work consists of limited building and site demolition.

Disadvantaged Business Enterprises (DBEs): The goal of the MAC for the utilization of DBEs on this project is 3%.

Bid Security: Each Bid shall be accompanied by a "Bid Security" in the form of a certified check made payable to the MAC in the amount of not less than five percent (5%) of the total bid, or a surety bond in the same amount, running to the MAC, with the surety company thereon duly authorized to do business in the State of Minnesota.

Non-State Bids, Contracts & Grants

Availability of Bidding Documents: Bidding documents are on file for inspection at the office of Architectural Alliance; at the Minneapolis and Saint Paul Builders Exchanges; McGraw Hill Construction Dodge; and NAMC-UM Plan Room.

Bidders desiring bidding documents may secure a complete set from Franz Reprographics; 2781 Freeway Boulevard, Suite 100; Brooklyn Center, MN 55430; **Phone:** (763) 503-3401; **Fax:** (763) 503-3409. Make checks payable to: Architectural Alliance. Deposit per set (refundable): \$150.00 Requests for mailing sets will be invoiced for mailing charges. Deposit will be refunded upon return of drawings, specifications and addenda in good condition within (10) days of opening of bids.

MAC Internet Access of Additional Information: A comprehensive Notice of Call for Bids (00021) for this project will be available on October 18, 2010 at MAC's web address of www.metroairports.org/business/solictiations (construction bids).

University of Minnesota (U of M) U of M Oak Street Ramp – Bike Center and Radio Frequency Identification System (RFID)

MnDOT Project No. SP-097-091-002
MINN. Project No. NMTP 8810 (156)
U of M Project No. 01-141-09-1662

University Bike Center will be housed in existing space which was once a bus station in the U of M Oak Street Parking Ramp and will feature:

- ♦ Retail, bike storage, bike maintenance, and meeting space
- ♦ Upgraded electrical, mechanical systems
- ♦ 1,800 finished sq. ft. with adjacent 2,800 sq. ft. secure bike storage
- ♦ 252 sheltered secure bike parking
- ♦ Lockers, restroom, changing facilities and 3 showers
- ♦ Gate and doors secured by electronic card access (to grant 24 hour access to members)
- ♦ Retail bike parts and accessories
- ♦ Bike maintenance shop
- ♦ Meeting space and information for cyclists including safety, how-to classes, printed literature, maps, electronic information kiosk
- ♦ “Nice Ride” bike rentals and loaners

Radio Frequency Identification (RFID) is electronic commuter verification system

- ♦ Bike commuters RFID tag are attached to bicycles which transmit information
- ♦ Sensors are placed throughout campus which read the RFID tag and log the number of trips taken; this information is stored in a database
- ♦ This system verifies bike commuters trips on campus and logs requirements for University/federal benefits, such as Wellness Rewards and commuter tax benefits

The Work shall be completed within 90 calendar days after Notice to Proceed for Bike Center and 120 calendar days for the RFID system.

Prime contract bidding will close 2 p.m., local time, Thursday, November 4, 2010.

Sealed bids will be received by the Regents of the University of Minnesota at Facilities Management Purchasing Services, B15 Donhowe Building, 319 - 15th Avenue SE, Minneapolis, Minnesota 55455, until the stated times, when they will be publicly opened and read aloud.

Bidding Documents may be examined at:

Builder's Exchanges in Minneapolis and St. Paul, Minnesota.

Non-State Bids, Contracts & Grants

Reed Construction Data Virtual Plan Room
Document Processing Center
30 Technology Drive, Suite 500
Norcross, GA 30092-2912
Fax Addenda to: (800) 303-8629

McGraw Hill Construction Plan Room
(Formerly, F. W. Dodge)
1401 Glenwood Avenue North
Minneapolis, MN 55405-1226
Fax: (612) 381-2295 / Phone: (612) 381-2290

And on-line at: http://www.uservices.umn.edu/purchasing/construction_services.html

U of M Oak Street Ramp – Bike Center and Radio Frequency Identification System (RFID)
MnDOT Project No. SP-097-091-002
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Obtaining copies of the Bidding Documents shall be the responsibility of the bidding contractor.

Direct all communications regarding this project to Chip Foster, with U of M Purchasing at e-mail: Foste048@umn.edu, address: B15 Donhowe Building, 319 - 15th Avenue SE, Minneapolis, Minnesota 55455 phone number: 612 626-6080.

Each prime and subcontract bid shall be accompanied by a bid security of 5% of the maximum amount of the bid in the form of a Surety Bond, certified check, cashier's check.

Minimum wage rates to be paid by the Contractors have been predetermined and are subject to the Work Hours Act of 1962, P.L. 87-581 and implementing regulations.

READ CAREFULLY THE WAGE SCALES AND DIVISION A OF THE SPECIAL PROVISIONS AS THEY AFFECT THIS/THESE PROJECT/PROJECTS

The Minnesota Department of Transportation hereby notifies all bidders:

in accordance with Title VI of the Civil Rights Act of 1964 (Act), as amended and Title 49, *Code of Federal Regulations*, Subtitle A Part 21, Non-discrimination in Federally-assisted programs of the Department of Transportation, it will affirmatively assure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded maximum opportunity to participate and/or to submit bids in response to this invitation, and will not be discriminated against on the grounds of race, color, disability, age, religion, sex or national origin in consideration for an award;

in accordance with Title VI of the Civil Rights Act of 1964 as amended, and Title 23, *Code of Federal Regulations*, Part 230 Subpart A-Equal Employment Opportunity on Federal and Federal-Aid Construction Contracts (including supportive services), it will affirmatively assure increased participation of minority groups and disadvantaged persons and women in all phases of the highway construction industry, and that on any project constructed pursuant to this advertisement equal employment opportunity will be provided to all persons without regard to their race, color, disability, age, religion, sex or national origin;

in accordance with the Minnesota Human Rights Act, *Minnesota Statute* 363A.08 Unfair discriminatory Practices, it will affirmatively assure that on any project constructed pursuant to this advertisement equal employment opportunity will be offered to all persons without regard to race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age;

in accordance with the Minnesota Human Rights Act, *Minnesota Statute* 363A.36 Certificates of Compliance for Public Contracts, and 363A.37 Rules for Certificates of Compliance, it will assure that appropriate parties to any contract entered into pursuant to this advertisement possess valid Certificates of Compliance.

If you are not a current holder of a compliance certificate issued by the Minnesota Department of Human Rights and intend to bid on any job in this advertisement you must contact the Department of Human Rights immediately for assistance in obtaining a certificate.

U of M Oak Street Ramp – Bike Center and Radio Frequency Identification System (RFID)
MnDOT Project No. SP-097-091-002

Non-State Bids, Contracts & Grants

MINN. Project No. NMTP 8810 (156)
U of M Project No. 01-141-09-1662

The following notice from the Minnesota Department of Human Rights applies to all contractors:

“It is hereby agreed between the parties that Minnesota Statute, section 363A.36 and Minnesota Rules, parts 5000.3400 to 5000.3600 are incorporated into any contract between these parties based on this specification or any modification of it. A copy of Minnesota Statute 363A.36 and Minnesota Rules, parts 5000.3400 to 5000.3600 is available upon request from the contracting agency.”

“It is hereby agreed between the parties that this agency will require affirmative action requirements be met by contractors in relation to Minnesota Statute 363A.36 and Minnesota Rules 5000.3600. Failure by a contractor to implement an affirmative action plan or make a good faith effort shall result in revocation of its certificate or revocation of the contract (Minnesota Statute 363A.36, Subd. 2 and 3).”

A minimum goal of 10% Good Faith Effort to be subcontracted to Disadvantaged Business Enterprises.

The successful prime contract bidder shall furnish Performance and Payment Bonds as describe in attachment **S-1 Requirement of Contract Bond**.

The University reserves the right to reject any and all bids, accept any bid, waive informalities in bids submitted, and waive minor discrepancies in bidding procedures, as it deems to be in its best interest.

This project has been partially funded by a grant for the United States Department of Transportation and shall comply with all the Equal Employment Opportunity and Affirmative Action Policies as set forth by this department. U of M Targeted Business and Urban Community Economic Development Program does not apply reference attachment **RFB -2 DBE Description of Work and Field Monitoring Report**.

Bid result information may be obtained via e-mail request to Mr. Denis Larson at d-lars@umn.edu

Prebid access to the work site is limited to specific times and dates. **A pre-bid site tour is scheduled for Tuesday, October 26, 2010 at 9:00 AM. Meet in the 1st floor elevator lobby of the U of M Oak Street Parking Ramp, 401 Oak Street SE, Minneapolis, MN 55455.**

REGENTS OF THE UNIVERSITY OF MINNESOTA
Mr. Denis Larson
CPPM & Facilities Management Purchasing Manager
E-mail: d-lars@umn.edu

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

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

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



Several convenient ways to order:

- ♦ **Retail store** Open 8 a.m. - 5 p.m. Monday - Friday, 660 Olive Street, St. Paul
- ♦ **Phone** (credit cards): 8 a.m. - 5 p.m. Monday - Friday, 651.297.3000 (Twin Cities) or 1.800.657.3757 (nationwide toll-free)
- ♦ **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*
<small>*\$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.</small>	
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# _____