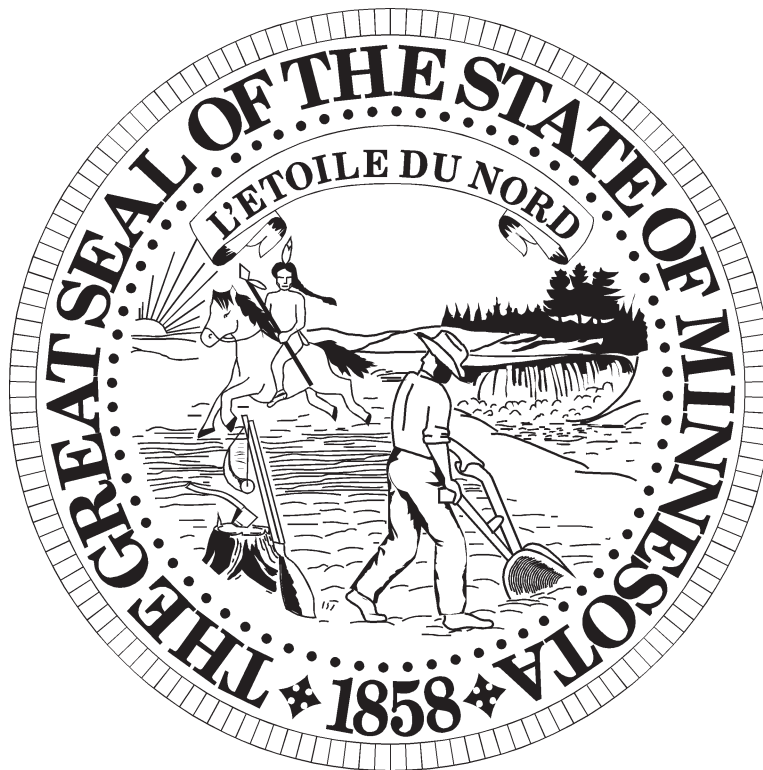


State of Minnesota

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 22 November 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
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- Executive Orders of the Governor
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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)										
# 21	Monday	22	November	Noon	Tuesday	16	November	Noon	Wednesday	10	November
# 22	Monday	29	November	NOON MONDAY 23 NOVEMBER				Noon	Wednesday	17	November
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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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Revenue Notices

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

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

Department of Revenue

Revenue Notice # 10-03: Estate Tax – Estates Required to File a Minnesota Return, but not a Federal Return – Revocation of Revenue Notice # 06-04

INTRODUCTION

In computing the Minnesota estate tax where an estate is required to file a Minnesota estate tax return and a federal estate tax return is not required, the Minnesota Department of Revenue's position is as provided below. This notice revokes and replaces Revenue Notice # 06-04.

For estates of decedents who die in 2010, this notice reflects a change to *Minnesota Statutes* since Revenue Notice # 06-04 was issued. This statutory change provides a qualified terminable interest property election for estates of decedents who die in 2010. This notice also reflects the *Internal Revenue Code*, which does not impose an estate tax on estates of decedents who die in 2010.

For estates of decedents who die in years other than 2010, this notice restates the position previously announced in Revenue Notice # 06-04.

For all estates, if the *Internal Revenue Code* or *Minnesota Statutes* change, the department's position may change.

DEPARTMENT POSITION

Abatement of Penalties

If the estate needs more time to meet the due date (9 months from date of death) for filing and paying the Minnesota estate tax, the Commissioner of Revenue will abate the penalties for late filing and late payment if the estate pays a "reasonable estimate" of the Minnesota estate tax by the due date (estate's payment should be made electronically or accompanied by Minnesota Form PV86). The estate must file the return and pay the remaining tax within 15 months of the decedent's date of death. For the purposes of this notice, a payment of 90 percent of the amount of Minnesota estate tax shown on the return will be presumed to be a "reasonable estimate."

Valuation Date

The estate must use the date of death values of assets since alternative value (value of asset six months from date of death) is not available. The alternative value cannot be elected federally (*Internal Revenue Code*, section 2032 (c)) since there will not be a federal tax using date of death value and Minnesota allows only alternative valuation if it is elected federally.

Elections

For estates of decedents who die in 2010, elections provided by the *Internal Revenue Code* are not available for Minnesota purposes. This includes the special land use valuation election (*Internal Revenue Code*, section 2032A) and qualified domestic trust election (*Internal Revenue Code*, section 2056A). However, to the extent provided by *Minnesota Statutes*, section 291.03, subdivision 1b, the qualified terminable interest property election (*Internal Revenue Code*, section 2056(b)(7)) is available. Minnesota limitations include that the qualified terminable interest property election is irrevocable and cannot reduce the taxable estate below \$3.5 million.

For estates of decedents who die in years other than 2010, elections provided by the *Internal Revenue Code* are only available for Minnesota purposes if the estate files a federal estate tax return and makes the election at the federal level. These elections include the special land use valuation election (*Internal Revenue Code*, section 2032A), qualified terminable interest property election (*Internal Revenue Code*, section 2056(b)(7)), and qualified domestic trust election (*Internal Revenue Code*, section 2056A).

Administrative Expenses

Deductions for administrative expenses of the estate that can be claimed on either the federal estate tax return or the estate's federal

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fiduciary income tax return can only be claimed on the Minnesota estate tax return if the expenses are not claimed as a deduction on the estate's federal fiduciary income tax return or returns (*Minnesota Statutes*, section 291.03).

Revenue Notice # 06-04 is revoked and replaced with this notice.

Publication Date: November 22, 2010

ELIZABETH KADOUN, Assistant Commissioner
for Tax Policy and External Relations

Department of Revenue

Revenue Notice # 10-04: Individual Income and Corporate Franchise Tax – Credits and Additions to Federal Taxable Income – Michigan Business Tax

INTRODUCTION

“Taxes based on net income” and paid to another state qualify for a credit under *Minnesota Statutes*, section 290.06, subdivision 22 and the additions to federal taxable income under *Minnesota Statutes*, section 290.01, subdivisions 19a(4) and 19c(1).

The Minnesota Department of Revenue's position regarding whether the Ohio Commercial Activity Tax (CAT), Texas business margin tax and Wisconsin recycling surcharge constitute taxes based on net income can be found in Revenue Notice # 08-08.

The department's position regarding whether the Michigan Business Tax (MBT) constitutes a tax based on net income is below. This position was determined as of the date of this Revenue Notice. If the MBT is modified, the department's position may change.

BACKGROUND

The MBT is composed of a business income tax, a modified gross receipts tax, and a surcharge. The determination of the business income tax begins with federal taxable income followed by additions and deductions generally associated with a net-income tax. The gross receipts tax begins with gross receipts less purchases from other firms before apportionment. The gross receipts tax is imposed on the privilege of doing business and not on income or property. The surcharge is the lesser of a minimum amount or a percentage of the business income tax and the gross receipts tax combined. Credits reduce the business income tax, gross receipts tax, surcharge or a combination thereof. A different tax base is provided for insurance companies and financial organizations.

DEPARTMENT POSITION

It is the department's position that the following portion of the MBT is a tax based on net income: the business income tax, plus a portion of the surcharge attributable to the business income tax, less credits that reduce the business income tax. The remainder of the MBT is not a tax based on net income.

Business Income Tax: The business income tax is determined under *Michigan Compiled Laws*, section 208.1201.

Portion of the Surcharge Attributable to the Business Income Tax: The surcharge is determined under *Michigan Compiled Laws*, section 208.1281. To determine the portion of the surcharge attributable to the business income tax, multiply the surcharge by a fraction where the numerator is the business income tax and the denominator is the business income tax plus the gross receipts tax. In other words, the portion of the surcharge attributable to the business income tax equals “A” where:

$$A = \text{Surcharge} \times \left(\frac{\text{Business Income Tax}}{\text{Business Income Tax} + \text{Gross Receipts Tax}} \right)$$

Credits that Reduce the Business Income Tax: Credits are provided under *Michigan Compiled Laws*, sections 208.1400 through 208.1461. To identify credits that reduce the business income tax, determine whether the credit reduces the business income tax, gross receipts tax, surcharge or a combination thereof. Include those credits that only reduce the business income tax. Also, as illustrated by two examples below, include a portion of any credit that reduces the business income tax in combination with the gross receipts tax and/or surcharge.

First example: The compensation credit, provided by *Michigan Compiled Laws*, section 208.1403, reduces the combination of the

Revenue Notices

business income tax and gross receipts tax. The portion of the compensation credit that reduces the business income tax is determined by multiplying the allowed credit by a fraction where the numerator is the business income tax and the denominator is the business income tax plus the gross receipts tax.

In other words, the portion of the allowed compensation credit that reduces the business income tax equals “B” where:

$$B = \text{Compensation Credit} \times \left(\frac{\text{Business Income Tax}}{\text{Business Income Tax} + \text{Gross Receipts Tax}} \right)$$

Second example: The charitable contribution credit, provided by *Michigan Compiled Laws*, section 208.1421, reduces the combination of the business income tax, gross receipts tax and surcharge. The portion of the charitable contribution credit that reduces the business income tax is determined by multiplying the allowed credit by a fraction where the numerator is the business income tax plus the portion of the surcharge attributable to the business income tax and the denominator is the business income tax, plus the gross receipts tax and the surcharge.

In other words, the portion of the allowed charitable contribution credit that reduces the business income tax equals “C” where “A” is the portion of the surcharge attributable to the business income tax as calculated above:

$$C = \text{Charitable Contribution Credit} \times \left(\frac{\text{Business Income Tax} + A}{\text{Business Income Tax} + \text{Gross Receipts Tax} + \text{Surcharge}} \right)$$

Publication Date: November 22, 2010

ELIZABETH KADOUN, Assistant Commissioner
for Tax Policy and External Relations

Department of Revenue

Revenue Notice # 10-05: Sales and Use Tax – Revocation of Revenue Notice # 02-05: Sales and Use Tax – Transitional Period for Delivery Charges for Construction Materials; Revocation of Revenue Notice # 01-11

Revenue Notice # 02-05: Sales and Use Tax – Transitional Period for Delivery Charges for Construction Materials; Revocation of Revenue Notice # 01-11, is hereby revoked. The Revenue Notice is no longer needed since the transitional period expired on June 30, 2002, as provided in Revenue Notice # 02-05.

Publication Date: November 22, 2010

ELIZABETH KADOUN, Assistant Commissioner
for Tax Policy and External Relations

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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Department of Commerce Office of Energy Security Energy Facility Permitting

Notice of Permit Decision in the Matter of the Route Permit Application for a 345kV Transmission Line from Brookings County, South Dakota to Hampton, Minnesota (Docket Number ET2/TL-08-1474)

NOTICE IS HEREBY GIVEN At meetings on July 13 and 15, 2010, and in an Order issued September 14, 2010, the Minnesota Public Utilities Commission (Commission) issued a high-voltage transmission line route permit for Sections 1, 2, 3, 5 and 6 of the Brookings to Hampton 345 kV transmission line project to be located in Lincoln, Lyon, Yellow Medicine, Redwood, Renville, Scott, and Dakota counties and determined that the Environmental Impact Statement had adequately addressed the issues identified in the Scoping Decision for those Sections. Section 4, which would connect the Cedar Mountain Substation in Renville County on the west to the Helena Substation in Le Sueur County in the east, was remanded back to the Administrative Law Judge for further contested case proceedings in a separate Order issued by the Commission on July 27, 2010.

If you have any questions about this project or would like more information, please contact the Office of Energy Security state permit manager: Scott Ek, 85 - 7th Place East, Suite 500, St. Paul, MN 55101, **phone:** (651) 296-8813, **e-mail:** scott.ek@state.mn.us.

Documents relative to this project may be viewed on the Commission’s website:

<http://energyfacilities.puc.state.mn.us/Docket.html?Id=19860>

**Minnesota Department of Public Safety (DPS)
Bureau of Criminal Apprehension (BCA)
Notice of Special Meeting of Workgroup to Receive Public Comment**

The Workgroup created by *2010 Minnesota Laws*, Chapter 383, otherwise known as the “SF 2725 Workgroup,” will hold a special meeting beginning at 3:00 p.m. on Thursday, December 2, 2010. The meeting will end at 8:00 p.m. or when the last of the registered presenters has finished, whichever comes first. The meeting will be held in the Basement Hearing Room in the State Office Building, 100 The Rev. Martin Luther King, Jr., Blvd., St. Paul, Minnesota, 55155.

The purpose of the meeting is to receive comments from the public about the Workgroup’s (1) adopted proposals; (2) ideas under consideration; and (3) any additional topics in the areas of gang data and databases, criminal intelligence data, and criminal investigative data that should be addressed by the Workgroup. The Workgroup’s efforts are not yet complete. Information about the Workgroup, meeting materials, minutes and audio recordings of prior meetings are available at <http://www.bca.state.mn.us/SF2725.htm>.

At its meeting on November 10, 2010, the Workgroup adopted the following proposals.

- Activities related to data practices such as audits and training should be funded.
- Federal laws should be further researched to learn how data from federal law enforcement agencies are classified and report where no classification exists.
- Other states’ laws on criminal intelligence data should be researched.
- Law enforcement has a need to collect criminal intelligence data, subject to Workgroup agreement on the definition of “criminal intelligence data.”
- License plate reader data should be studied and classified.
- The Violent Crime Coordinating Council should evaluate the existing gang criteria and change them to so that they are not redundant, are objective, focus on criminal gang activity and reduce concerns about racial profiling.
- There should be enhanced oversight of gang databases.
- Law enforcement should be required to notify parents of minors who are in a database because they meet at least one of the gang criteria, unless there is a reasonable probability that the notice will endanger a person or an active criminal investigation. The notice must tell the parent how to access the data and challenge its accuracy or completeness.

The Workgroup did not finish working through a list of the proposals at its meeting on November 10th. Still under consideration, or yet to be considered are the following proposals.

- Enacting the guidelines found in 28 Code of Federal Regulations Part 23 to govern criminal intelligence databases in Minnesota.
- Providing adult gang members with notice that they are in a gang database and provide directions on access and challenges to accuracy and completeness.
- Providing public notice of auditing and purging schedules to ensure compliance and consistency.
- Conducting a special audit of gang databases previously administered by the Metro Gang Strike Force.
- Determining whether GangNet should remain in existence.
- Providing for auditing of the databases used to document gang criteria and fund the auditing function in the Department of Administration.
- Setting a retention period for data that document gang criteria.
- Prohibiting the private sector from using data associating an individual with gang criteria.
- Whether there are sufficient facts to warrant moving forward with a proposal.
- A governing board must give prior approval before a criminal intelligence database can be created and operated.
- If sufficient facts are found to propose changes to address the concept of criminal intelligence data, then the issues in the framework offered by the ACLU-MN on October 27, 2010, should be addressed.
- Providing for sanctions against a professional license for violations of the Data Practices Act.
- Creating an oversight council to develop a statewide plan to set policies, procedures, standards and training across the state on criminal intelligence data.

If you would like to see the exact language of the charge the Legislature gave to the Workgroup, it can be found at:

<http://www.bca.state.mn.us/SF2725%20excerpt.pdf>

Official Notices

The Workgroup adopted a process to govern the how it would receive public comment and presentations. The process includes the following:

- Written materials will be accepted with no oral presentation.
- A written or oral presentation requires an individual's name.
- If an individual represents an organization or group, the organization's name is requested, as well as an individual's name.
- Anonymous submissions or presentations will not be accepted.
- Written materials will be distributed electronically to Workgroup members and posted on the Workgroup's web page.
- Written materials will be edited to meet the requirements of the *Statewide Policy: Appropriate Use of Electronic Communication and Technology (effective June 26, 2006)*.
- Speaker presentations will be limited to 5 minutes.
- Presentations will be on a first come, first served basis.
- Each speaker/organization gets one slot
- Workgroup members are not entitled to make a presentation

To sign-up to make a presentation or to submit written comments, please contact Katie Engler at (651) 793-2721 or Katherine.a.engler@state.mn.us. Pre-meeting sign-up concludes at noon on December 1, 2010. If there are any time slots remaining, a pre-filled sign-in sheet will be provided at the meeting room on December 2, 2010, and speakers will be added for the remaining time slots.

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.

Grant Opportunities

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:

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

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

Department of Employment and Economic Development (DEED) Minnesota Job Skills Partnership Training Grant Deadline

The MN Job Skills Partnership (MJSP) Board solicits grant proposals for incumbent worker and new worker training programs. MJSP intends to accept proposals for the following programs: Job Skills Partnership Grant Program, Pathways Program, Healthcare and Human Services Training Program, Pre-Development, and MJSP Short Form. Specific program information can be found on the MJSP website at: **Minnesota Job Skills Partnership Training Grant Deadline** <http://www.positivelyminnesota.com/jobskills>.

The full Request for Proposal, including instructions and selection criteria, can be found on the MJSP website under the **February 28, 2011** meeting notice at:

http://www.positivelyminnesota.com/All_Programs_Services/Minnesota_Job_Skills_Partnership_Program/The_Application_Process/Application_Schedule.aspx.

The deadline for the submission of proposals is 4:30 p.m. on Tuesday, January 18, 2011, with the exception of Short Form applications, which must be submitted by 4:30 p.m. on Monday, February 7, 2011.

Questions can be directed to the Job Skills Partnership at (651) 259-7514.

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

Opportunities in Government

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**
- **Updates to Index to Vol. 31**
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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

Department of Administration (Admin)

Risk Management Division

Notice of Availability of a Request for Proposals for the Provision of Insurance Agency and Risk Management Services to all State Departments and Agencies

The Minnesota Department of Administration, Risk Management Division is requesting proposals for the purpose of obtaining insurance agency and risk management services for all state departments and agencies. In fiscal year 2010, the State spent \$3.3 million on reinsurance.

The Risk Management Division is seeking to contract with an insurance agent(s) or insurance company(ies) in the interests of: (1) minimizing the total cost of risk to the State; (2) development of a comprehensive risk management approach to handling of the State's risk; (3) effective procurement of insurance; and, (4) the availability of comprehensive risk management services to assist the State in addressing their risk management issues.

Work is proposed to start January 1, 2011.

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

An information meeting for all potential proposers will be held on Monday, November 29, 2010, 8:30-10:00 a.m., in the Blazing Star conference room, located on the ground floor of the Centennial Office Building, 658 Cedar Street, St. Paul, MN 55155. This meeting will

provide an opportunity for proposers to ask questions regarding the Request for Proposal.

The Request for Proposal can be obtained from:

Marlys Williamson
Department of Administration, Risk Management Division
310 Centennial Office Building
658 Cedar Street
St. Paul, MN 55155
Fax: (651) 297-7715

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than 4:00 p.m. C.S.T. December 21, 2010. **Late proposals will NOT 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.

State Department of Administration (Admin) State Designer Selection Board Project No. 10-08 Notice of Availability of Request for Proposal (RFP) for Designer Selection for: Renovation of the National Guard Armory, 600 Cedar Street, St. Paul, Minnesota

The State of Minnesota, Department of Administration is soliciting proposals from interested, qualified consultants for architectural and engineering design services for the above referenced project.

A full Request for Proposals is available on the Minnesota National Guard's website: <http://www.MinnesotaNationalGuard.org/rfp>

A **mandatory** informational meeting is scheduled for **Wednesday, December 1, 2010 at 1:30 p.m.** at the National Guard Armory, 600 Cedar Street, St. Paul, Minnesota 55101. All firms interested in this meeting should contact Major Randy Erickson at (320) 616-2615 or Randy.Erickson@us.army.mil to sign up to attend the meeting. Project questions will also be taken by this individual only.

Proposals must be delivered to Sherry Van Horn, Executive Secretary, State Designer Selection Board, Real Estate and Construction Services, Room 309, Administration Building, 50 Sherburne Ave., St. Paul, MN 55155 (651) 201-2376 not later than **12:00 noon on Monday, December 13, 2010.** Late responses will not be considered.

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

State Department of Administration (Admin) State Designer Selection Board Project No. 10-09 Notice of Availability of Request for Proposal (RFP) for Designer Selection for: Infrastructure Improvements at the Arden Hills Army Training Site (AHATS) in Arden Hills, Minnesota

The State of Minnesota, Department of Administration is soliciting proposals from interested, qualified consultants for architectural and engineering design services for the above referenced project.

A full Request for Proposals is available on the Minnesota National Guard's website: <http://www.MinnesotaNationalGuard.org/rfp>

State Contracts

A **mandatory** informational meeting is scheduled for **Wednesday, December 1, 2010 at 9:30 a.m. CST** at the Arden Hills City Hall lower level meeting room, 1245 Highway 96 West, Arden Hills, Minnesota 55112. All firms interested in this meeting should contact MAJ Randy Erickson at (320) 616-2615 or Randy.Erickson@us.army.mil to sign up to attend the meeting. Project questions will also be taken by this individual only.

Proposals must be delivered to Sherry Van Horn, Executive Secretary, State Designer Selection Board, Real Estate and Construction Services, Room 309, Administration Building, 50 Sherburne Ave., St. Paul, MN 55155 (651) 201-2376 not later than **12:00 noon on Monday, December 13, 2010**. Late responses will NOT be considered.

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

State Department of Administration (Admin) State Designer Selection Board Project No. 10-10 Notice of Availability of Request for Proposal (RFP) for Designer Selection for: Emergency Vehicle Operator Course (EVOC) at Camp Ripley, Little Falls, Minnesota

The State of Minnesota, Department of Administration is soliciting proposals from interested, qualified consultants for architectural and engineering design services for the above referenced project.

A full Request for Proposals is available on the Minnesota National Guard's website: <http://www.MinnesotaNationalGuard.org/rfp>

A **mandatory** informational meeting is scheduled for **Thursday, December 2, 2010 at 10:00 a.m.** at the National Guard Armory (Building 11-1), Facilities Management Office, Camp Ripley, 15000 Highway 115, Little Falls, Minnesota 56345. All firms interested in this meeting should contact Major Randy Erickson at (320) 616-2615 or Randy.Erickson@us.army.mil to sign up to attend the meeting. Project questions will also be taken by this individual only.

Proposals must be delivered to Sherry Van Horn, Executive Secretary, State Designer Selection Board, Real Estate and Construction Services, Room 309, Administration Building, 50 Sherburne Ave., St. Paul, MN 55155 (651.201.2376) not later than **12:00 noon on Monday, December 13, 2010**. Late responses will NOT be considered.

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

Minnesota State Colleges and Universities (MnSCU) Anoka-Ramsey Community College Request for Proposals for Security Services

NOTICE IS HEREBY GIVEN that Anoka-Ramsey Community College will receive proposals for security services at our Coon Rapids and Cambridge campuses.

Specifications are available on the website: <http://www.anilaramsey.edu/it/secure/securityrfp.cfm>. Copies of this specification can also be obtained from Louise Duff at (763) 433-1469 or louise.duff@anokaramsey.edu.

Sealed proposals must be received by Mirela Gluhic at Anoka-Ramsey Community College, 11200 Mississippi Blvd., Coon Rapids, Minnesota, 55433 by 1:00 pm on January 3, 2011. Bid openings will be in Room C256 of Anoka-Ramsey Community College at 1:00 pm

also, on January 3, 2011. Anoka-Ramsey Community College reserves the right to reject any and all proposals, or portions thereof, or to waive any irregularities of informalities, in proposals received.

Background/Purpose

Anoka-Ramsey Community College desires to purchase security services for a period of three years for both of our campuses, January, 2011 to January, 2014.

Questions:

In the event of questions, please call Orrin Nyhus, Director, Public Safety at ARCC, telephone (763) 433-1346.

Minnesota State Colleges and Universities (MnSCU) Pine Technical College Notice of Availability of Request for Proposal (RFP) for Professional/Technical Consultant Services

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of the Office of the Chancellor, is soliciting proposals from interested, qualified consultants for architectural and engineering design services for the above referenced project.

A full Request for Proposals is available on the Minnesota State Colleges Universities website, <http://www.pinetech.edu/about-ptc> click on; "Request for Proposals". An informational meeting is scheduled for **Monday, December 13, 2010** at Pine Technical College, 900 4th Street, Pine City, MN 55063. All firms interested in this meeting should contact Robert Musgrove at (320) 629-5120 or musgrover@pinetech.edu to sign up for the meeting. Project questions will also be taken by this individual.

Proposals must be delivered to Robert Musgrove, President, Pine Technical College, 900 4th Street, Pine City, MN 55063, not later than **2:00 PM CDT, Monday, December 20, 2010**. 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 if it is considered to be in its' best interest.

Minnesota State Colleges and Universities (MnSCU) Minnesota West Community and Technical College Sealed Bids Sought for a Nacelle Generator Trainer, a Wind Turbine (Hyd) Trainer and a Wind Turbine Hub (Elect) Trainer

Minnesota West Community and Technical College is accepting sealed bids for a nacelle generator trainer, a wind turbine (hyd) trainer and a wind turbine hub (elect) trainer. The nacelle trainer covers the major systems found in a modern wind turbine. Instructional materials and set up of trainers to be included in bid. Request delivery and set up of these trainers by April 1, 2011.

Details regarding specifications for the trainers can be obtained from Duane Carrow, Minnesota West Community and Technical College, 1593 - 11th Avenue, Granite Falls, MN 56241 or at (320) 564-5046 or via e-mail at: duane.carrow@mnwest.edu.

Deadline for submitting sealed bids is 1:00 p.m. on Friday, December 3, 2010. Late proposals will not be accepted. Minnesota West Community and Technical College reserves the right to reject all bids.

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

State Contracts

Department of Health (MDH)

Public Health Laboratory Division

Environmental Laboratory Accreditation Program

Notice of Availability of Contract for Procurement of Third Party Laboratory Assessors

The Minnesota Department of Health is requesting proposals for the purpose of the procurement of third party laboratory assessors for the Minnesota Department of Health (MDH), Public Health Laboratory Division (PHL), Environmental Laboratory Accreditation Program (MN-ELAP).

Work is proposed to start after January 1, 2011.

An Informal Solicitation is posted on the department's webpage (www.health.state.mn.us/accreditation) and will be available through December 13, 2010. Printed copies of the Informal Solicitation are available by mail until November 30, 2010. After November 30, 2010, the Informal Solicitation must be retrieved from the webpage or picked up in person.

The Request for Proposal can be obtained on the webpage (above) or by contacting:

Environmental Laboratory Accreditation Program (MN-ELAP)
Minnesota Department of Health
601 Robert Street North
St. Paul, MN 55155
E-mail: health.mnelap@state.mn.us
Telephone: (651) 201-5323

Proposals submitted in response to the Informal Solicitation in this advertisement must be received at the address above no later than 2:30 p.m., Central Time, December 13, 2010. **Late proposals will NOT 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 Historical Society (MHS)

Notice of Request for Proposals for Institute of Museum and Library Science Oral History: Audio Digitization RFP

The Minnesota Historical Society (Society) is hereby seeking competitive proposals for services to support the digitization of 208 hours, 38 minutes of audio recordings on cassette tape (oral histories of recent immigrants to Minnesota) in the Society's collections and make them available online, through the existing web resource *Immigrant Oral Histories* (www.mnhs.org/ioh).

This project is the second phase of a larger project, which has sought to develop a successful model for institutions to make their collections more useful through collaboration with their audiences and the application of technology.

The Request for Proposals is available from Mary Green-Toussaint, Purchasing Coordinator, Minnesota Historical Society, via e-mail: mary.green-toussaint@mnhs.org.

Proposals must be received by 2:00 P.M. Local Time on Thursday, December 9, 2010. Late proposals will not be accepted.

Dated: 22 November 2010

Minnesota Historical Society (MHS) Notice of Request for Proposals for Investigating the Earliest Human Occupation of Minnesota

The Minnesota Historical Society (Society) and the Oversight Board of the Statewide Historical and Archaeological Survey (Board) are hereby seeking a qualified consultant to investigate the earliest human occupation of Minnesota.

The purpose of the project is to summarize what is known about Minnesota's earliest sites, to build a statewide model of where the earliest sites should be located, and to test that model in the southwestern corner of Minnesota (SHPO Region 1) through a focused but limited field survey designed to find and evaluate the research potential of early sites.

The project cost may not exceed \$75,000.

The Request for Proposals is available from Mary Green-Toussaint, Purchasing Coordinator, Minnesota Historical Society, via e-mail: mary.green-toussaint@mnhs.org.

Proposals must be received by 2:00 P.M. Local Time on Thursday, December 9, 2010. Late proposals will not be accepted.

Dated: 22 November 2010

Minnesota Historical Society (MHS) Notice of Request for Proposals for Investigating Unrecorded Historic Cemeteries in Minnesota

The Minnesota Historical Society (Society) and the Oversight Board of the Statewide Historical and Archaeological Survey (Board) are hereby seeking a qualified consultant to conduct an investigation of unrecorded historic cemeteries in Minnesota.

The purposes of the project are to summarize what is known about unrecorded historic cemeteries, to update the State Archaeologist's files with regard to such cemeteries, and to conduct limited field work to determine the status of unrecorded cemeteries in a few selected counties.

The total project cost may not exceed \$50,000.

The Request for Proposals is available from Mary Green-Toussaint, Purchasing Coordinator, Minnesota Historical Society, via e-mail: mary.green-toussaint@mnhs.org.

Proposals must be received by 2:00 P.M. Local Time on Thursday, December 9, 2010. Late proposals will not be accepted.

Dated: 22 November 2010

State Contracts

Minnesota Legislature

House of Representatives

Budget and Accounting

Notice of Request for Bid for Printing of Personalized Stationery, Envelopes and Business Cards for 2011-2012

PUBLIC NOTICE IS HERBY GIVEN that the Minnesota House of Representatives Budget and Accounting Office is seeking bids from qualified printers to provide printing services for the 134 Members of the Minnesota House of Representatives.

All work must be done in-house unless specifically approved by the House.

All bids must be submitted no later than December 14 at 2:00 p.m. on the forms accompanying the specifications in a sealed envelope and delivered to:

Paul Schweizer, Controller,
Room 72, State Office Building,
St. Paul, MN 55155-1298

Bid submittal will be opened publicly on that date and time.

A copy of the Request for Bid packet and specifications can be obtained by calling:

Paul Schweizer
72 State Office Building
Phone: (651) 296-3305

Other department personnel are NOT allowed to discuss the Request for Bid with anyone, including responders, before the proposal submission deadline.

Minnesota State Retirement System (MSRS)

Notice of Availability of Contract for “Holistic Monitoring Solution”

The Minnesota State Retirement System is requesting proposals for the purpose of providing a holistic monitoring and alerting solution for our newly implemented network security solution. This system should provide a “single pane of glass” dashboard to provide access to statistics, alerts, and reports of infrastructure, security and service delivery for the enterprise. This dashboard needs the flexibility to combine both internally gathered statistics and business metrics to display business service, as well as, IT service, security delivery and availability. MSRS requires a supportable, scalable, easy to use solution(s) which facilitates custom functionality in an intuitive way.

During the RFP process, a vendor/demo product(s) will be selected and tested in a lab environment. The lab experience includes implementation of demonstration equipment by the vendor(s), test period by MSRS evaluation team and “expert day” for the vendor technical representative to demonstrate system features. The best value solution will be selected and implemented.

The targeted start date for vendor demonstrations is January 17, 2011 through February 18, 2011. The RFP contains a Master Time Line link with all applicable dates.

Master Time Line <http://msrs.state.mn.us/info/holistic-monitoring-solution-timeline.htmls>

	Activity	Target Due Date
1	RFP Posted in State Register	11/22/2010 – 12/17/2010
2	Vendor “Pre-Interviews” – Recorded	11/29/2010 – 12/10/2010

3	Vendor Technical Q & A – Written submissions due	12/10/2010
4	Vendor Q & A Response Posted Deadline	12/14/2010
5	Proposal due	12/21/2010
6	Vendor Interviews	01/03/2011 - 01/14/2011
7	RFP Response Review	01/03/2011 – 02/18/2011
8	Monitoring Demonstration	01/17/2011 – 02/18/2011
9	Vendor Selection	2/18/2011

A Request for Proposal will be available by mail from this office beginning November 22, 2010. **A written request by e-mail is required to receive the Request for Proposal.** The Request for Proposal can be obtained from:

Sue Willinger, Contract Administration
60 Empire Drive, Suite 300
St. Paul, MN 55103
E-mail: *Sue.willinger@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 12:00 PM CST on December 21, 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.

Minnesota Supreme Court State Court Administration - IT Division Request for Proposals for Analyst to Migrate an Existing Standalone Application to the Case Management System

DESCRIPTION

The MN Supreme Court seeks an experienced analyst to identify and document the work needed to migrate an existing standalone application that supports the sharing of information on domestic abuse Orders for Protection, to the courts' vendor maintained Case Management System. Work includes determining the scope of work needed; validation of an existing gap analysis; identifying if vendor development will be required for the Case Management System and if so, documenting the work needed and the business requirements; working with the BCA to determine the form of data sharing that can be implemented and when; and identifying approaches for implementation. The work requires collaboration with staff in State Court Administration offices as well as with BCA staff.

SUBMISSION OF PROPOSALS

Proposal Timeline:

1. Posting Date: 11/15/10
2. Questions Due: 11/23/10 5PM CST
3. Answers Posted: 11/29/10 5PM CST
4. Proposal Submission Deadline: 12/03/10 5PM CST, with interviews and subsequent selection as soon thereafter as possible. All work under these contracts must be completed by June 30, 2011.

QUESTIONS

Questions must be submitted in writing to the sole point of contact listed below:

Sarah Thompson
State Court Administration
IT Division
25 Rev Dr. Martin Luther King Jr. Blvd.
St. Paul, MN 55155

State Contracts

E-mail: sarah.thompson@courts.state.mn.us

A full request for proposal is available on the Minnesota Supreme Court website: www.courts.state.mn.us

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 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.

Contact: Melissa McGinnis, Contract Administrator
E-mail: melissa.mcginis@state.mn.us
Telephone: (651) 366-4644

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 Kelly Arneson 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

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.

Minnesota Department of Transportation (Mn/DOT) Modal Planning & Program Management Division Request for Proposals (RFP) for a Minneapolis-St. Paul, MN to Milwaukee, WI High Speed Rail Corridor Tier 1 EIS Study

Mn/DOT requests proposals for services of a qualified and experienced transportation consultant or consultant team to complete a Federal Railroad Administration (FRA) Tier-1 Environmental Impact Statement for the Minneapolis-St. Paul, Minnesota to Milwaukee, Wisconsin high speed rail corridor.

This project is in partnership with the Wisconsin Department of Transportation (WisDOT) and will be funded with Minnesota and Wisconsin state funds and federal grant funds (Federal Railroad Administration's High Speed Intercity Passenger Rail (HSIPR) grant). Therefore, submissions for this RFP must adhere to all pertinent federal, state and local requirements.

Responses to this advertisement become public information under the Minnesota Government Data Practices Act. This request does not obligate Mn/DOT to complete the work contemplated in this notice, and Mn/DOT reserves the right to cancel this RFP. All expenses incurred in responding to this notice shall be borne by the responder.

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

State Contracts

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

Melissa McGinnis, Contract Administrator
E-mail: melissa.mcginis@state.mn.us
Telephone: (651) 366-4644

Note: RESPONSES WILL BE DUE ON DECEMBER 6, 2010, AT 2:00PM CENTRAL STANDARD TIME.

Minnesota Zoo

Request for Proposals to Complete the State Backdrop, and props in the Target® Learning Center

The Minnesota Zoo has received funding as part of the Heart of the Zoo project to complete the stage backdrop, and props in the new Target® Learning Center. The primary purpose of the Target Learning Center will be to host the indoor version of the KAYTEE® World of Birds Show.

This project will include the following: a 3 dimensional backdrop, moveable satellite props, plinth, and perches to aid the Zoo staff with the show production. The 3 dimensional backdrops should be free standing with minimal anchors to the structure and stage. Ideally, the majority of these items will be constructed offsite with minimal onsite assembly.

Details are included in the complete Request for Proposals which is available by e-mailing Derik Otten Minnesota Zoo Project Manager at: derik.otten@state.mn.us. The deadline for submitting a proposal is 11:00AM., CST, December 7th, 2010.

This Request for Proposals does not obligate the State of Minnesota or the Minnesota Zoo to complete the work contemplated in this notice and the State reserves the right to cancel this solicitation. All expenses incurred in response to this notice are solely the responsibility of the responder.

Non-State Bids, Contracts & Grants

The *State Register* also serves as a central marketplace for contracts let out on bid by the public sector. The *State Register* meets state and federal guidelines for statewide circulation of public notices. Any tax-supported institution or government jurisdiction may advertise contracts and requests for proposals from the private sector. It is recommended that contracts and RFPs include the following: 1) name of contact person; 2) institution name, address, and telephone number; 3) brief description of commodity, project or tasks; 4) cost estimate; and 5) final submission date of completed contract proposal. Allow at least three weeks from publication date (four weeks from the date article is submitted for publication). Surveys show that subscribers are interested in hearing about contracts for estimates as low as \$1,000. Contact editor for further details.

Marketplace for Other Contracts

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."

Non-State Bids, Contracts & Grants

Brown's Creek Watershed District Request for Qualifications for Legal Services

1. Introduction

The Brown's Creek Watershed District (BCWD) is the governmental unit with primary responsibility for protecting the water resources of the Brown's Creek Watershed. The District was established in 1997 under the Minnesota Watershed District Act.

The District covers approximately 18,000 acres that drain into Brown's Creek, which then enters the St. Croix River. The watershed includes Brown's Creek; a DNR designated trout stream and several small tributaries. The watershed includes twelve major lakes and numerous wetlands. The District includes portions of the Cities of Oak Park Heights, Grant, Hugo, Lake Elmo, and Stillwater along with May and Stillwater Townships.

2. Solicitation

Minnesota Statutes, Section 103B.227, Subdivision 5, require BCWD to solicit proposals every two years to provide consulting services. The current legal services provided to the district include, but are not limited to; 1) assistance with the completion of a second generation plan, 2) assistance with the implementation of a permitting and plan review program and, 3) advising managers of legal options for various projects and studies as requested by the managers.

3. General Instructions

Firms interested in providing services to BCWD shall submit eight (8) written copies of their qualifications. The Brown's Creek Watershed District on or before 3:00 P.M., December 31, 2010, will accept qualification statements.

Submittals should be sent to: Brown's Creek Watershed District
 Attention: Karen Kill
 1380 W. Frontage Road, Hwy 36
 Stillwater, MN 55082

Qualification statements received after this time will not be considered. Prospective responders who have any questions regarding this "Request for Qualifications", may contact Karen Kill, (651) 275-1136 ext 26.

4. Qualification Statement Content

Firms are requested to include in their qualification statement, the following information in the order listed:

- a. A brief summary of the firm's qualifications.
- b. Name and phone number of the person designated to answer questions about the qualification statement.
- c. A specific list of the individuals who would be assigned to work and manage BCWD projects, their proposed responsibilities, background, years of experience, and their previous experience in servicing watersheds.
- d. Hourly fee schedules by labor category and an estimated monthly blended retainer fee based upon 7 hours of typical services per month.
- e. Submittals may not exceed 10 pages in length. Submittals that exceed 10 pages in length may not be considered.

5. Selection Process

Because the BCWD is charged with managing a DNR Designated Trout Stream and many other unique resources, selection will emphasize criteria that indicate a firm's experience and knowledge of integrated resource management approaches to watershed management.

Qualification statements will be evaluated by the Board of Managers and ranked based on the following criteria:

1. Experience with watershed management organization law.
2. Ability to work with the public, regulatory agencies (including DNR) and other stakeholders and the ability to communicate

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effectively with the BCWD Board of Managers, Watershed District Attorney and SWCD staff.

3. Permitting, plan review and environmental assessment experience.
4. Locally based firm with the ability to respond to emergency situations in the watershed or situations that would require immediate attention.
5. Experience with watershed management organizations within the metropolitan area.
6. The BCWD Board of Managers anticipates making a decision, within 30 days, based upon the submittals. However, at their discretion, they may choose to conduct interviews after reviewing the proposals.

Dated: 8 November 2010

Brown's Creek Watershed District Request for Qualifications for Accounting Services

1. Introduction

The Brown's Creek Watershed District (BCWD) is the governmental unit with primary responsibility for protecting the water resources of the Brown's Creek Watershed. The District was established in 1997 under the Minnesota Watershed District Act.

The District covers approximately 18,000 acres that drain into Brown's Creek, which then enters the St. Croix River. The watershed includes Brown's Creek; a DNR designated trout stream and several small tributaries. The watershed includes twelve major lakes and numerous wetlands. The District includes portions of the Cities of Oak Park Heights, Grant, Hugo, Lake Elmo, and Stillwater along with May and Stillwater Townships.

2. Solicitation

Minnesota Statutes, Section 103B.277, Subdivision 5, require BCWD to solicit proposals every two years to provide consulting services. The current accounting services provided to the district include, but are not limited to; 1) preparing monthly checks and financial statements using Peachtree Complete Accounting software; 2) assist District auditor in preparation of certified audit; 3) preparing other financial reports as the District may require.

3. General Instructions

Firms interested in providing services to BCWD shall submit eight (8) written copies of their qualifications. The Brown's Creek Watershed District on or before 3:00 P.M., December 31, 2010, will accept qualification statements.

Submittals should be sent to: Brown's Creek Watershed District
 Attention: Karen Kill
 1380 West Frontage Road, Hwy 36
 Stillwater, MN 55082

Qualification statements received after this time will not be considered. Prospective responders who have any questions regarding this "Request for Qualifications", may contact Karen Kill, (651) 275-1136 ext 26.

4. Qualification Statement Content

Firms are requested to include in their qualification statement, the following information in the order listed:

- a. A brief summary of the firm's qualifications.
- b. Name and phone number of the person designated to answer questions about the qualification statement.
- c. A specific list of the individuals who would be assigned to work and manage BCWD projects, their proposed responsibilities,

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background, years of experience, and their previous experience in servicing watersheds.

d. Fee schedules

e. Submittals may not exceed 10 pages in length. Submittals that exceed 10 pages in length may not be considered.

5. Selection Process

The BCWD Board of Managers anticipates making a decision, within 30 days, based upon the submittals. However, at their discretion, they may choose to conduct interviews after reviewing the proposals.

Dated: November 8, 2010

Brown's Creek Watershed District Request for Qualifications for Auditing Services

1. Introduction

The Brown's Creek Watershed District (BCWD) is the governmental unit with primary responsibility for protecting the water resources of the Brown's Creek Watershed. The District was established in 1997 under the Minnesota Watershed District Act.

The District covers approximately 18,000 acres that drain into Brown's Creek, which then enters the St. Croix River. The watershed includes Brown's Creek; a DNR designated trout stream and several small tributaries. The watershed includes twelve major lakes and numerous wetlands. The District includes portions of the Cities of Oak Park Heights, Grant, Hugo, Lake Elmo, and Stillwater along with May and Stillwater Townships.

2. Solicitation

Minnesota Statutes, Section 103B.227, Subdivision 5, require BCWD to solicit proposals every two years to provide consulting services. The current auditing services provided to the district include, but are not limited to; 1) auditing the annual financial statements of the BCWD with the result of these audit to be a certified audit in accordance with generally accepted governmental audit standards.

3. General Instructions

Firms interested in providing services to BCWD shall submit eight (8) written copies of their qualifications. The Brown's Creek Watershed District on or before 3:00 P.M., December 31, 2010, will accept qualification statements.

Submittals should be sent to:
Brown's Creek Watershed District
Attention: Karen Kill
1380 West Frontage Road, Hwy 36
Stillwater, MN 55082

Qualification statements received after this time will not be considered. Prospective responders who have any questions regarding this "Request for Qualifications", may contact Karen Kill, (651) 275-1136 ext 26.

4. Qualification Statement Content

Firms are requested to include in their qualification statement, the following information in the order listed:

- a. A brief summary of the firm's qualifications.
- b. Name and phone number of the person designated to answer questions about the qualification statement.
- c. A specific list of the individuals who would be assigned to work and manage BCWD projects, their proposed responsibilities, background, years of experience, and their previous experience in servicing watersheds.
- d. Fee schedules

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e. Submittals may not exceed 10 pages in length. Submittals that exceed 10 pages in length may not be considered.

5. Selection Process

The BCWD Board of Managers anticipates making a decision, within 30 days, based upon the submittals. However, at their discretion, they may choose to conduct interviews after reviewing the proposals.

Daed: 8 November 2010

Brown's Creek Watershed District Request for Qualifications for Engineering Consulting Services

1. Introduction

The Brown's Creek Watershed District (BCWD) is the governmental unit with primary responsibility for protecting the water resources of the Brown's Creek Watershed. The District was established in 1997 under the Minnesota Watershed District Act.

The District covers approximately 18,000 acres that drain into Brown's Creek, which then enters the St. Croix River. The watershed includes Brown's Creek; a DNR designated trout stream and several small tributaries. The watershed includes twelve major lakes and numerous wetlands. The District includes portions of the Cities of Oak Park Heights, Grant, Hugo, Lake Elmo, and Stillwater along with May and Stillwater Townships.

2. Solicitation

Minnesota Statutes, Section 103B.227, Subdivision 5, require BCWD to solicit proposals every two years to provide consulting services. The current engineering consulting services include, but are not limited to; 1) assistance with the completion of a second generation plan, 2) assistance with the implementation of a permitting and plan review program and, 3) advising managers of technical options and various projects and studies as requested by the managers.

3. General Instructions

Consulting firms interested in providing services to BCWD shall submit eight (8) written copies of their qualifications. Qualification statements will be accepted by the Brown's Creek Watershed District on or before 3:00 P.M., December 31, 2010.

Submittals should be sent to: Brown's Creek Watershed District
 Attention: Karen Kill
 1380 W. Frontage Road, Hwy 36
 Stillwater, MN 55082

Qualification statements received after this time will not be considered. Prospective responders who have any questions regarding this "Request for Qualifications", may contact Karen Kill, (651) 275-1136 ext 26.

4. Qualification Statement Content

Firms are requested to include in their qualification statement, the following information in the order listed:

- a. A brief summary of the firms qualifications.
- b. Name and phone number of the person designated to answer questions about the qualification statement.
- c. A specific list of the individuals who would be assigned to work and manage BCWD projects, their proposed responsibilities, technical background, years of experience, and their previous experience in servicing watersheds.
- d. Hourly fee schedules by labor category and an estimated monthly blended retainer fee based upon 66 hours of typical services.
- e. Submittals may not exceed 10 pages in length. Submittals that exceed 10 pages in length may not be considered.

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5. Selection Process

Because the BCWD is charged with managing a DNR Designated Trout Stream and many other unique resources, selection will emphasize criteria that indicate a firm's experience and knowledge of integrated resource management approaches to watershed management.

Qualification statements will be evaluated by the Board of Managers and ranked based on the following criteria:

1. Experience with watershed management organizations within the metropolitan area.
2. Experience with innovative and alternative watershed management approaches that integrate water resources engineering with natural resource management.
3. Engineering design and timely construction management and inspection.
4. Locally based firm with the ability to respond to emergency situations in the watershed or situations that would require immediate attention.
5. Ability to work with the public, regulatory agencies (including DNR) and other stakeholders and the ability to communicate effectively with the BCWD Board of Managers, Watershed District Attorney and SWCD staff.
6. Experience with innovative, second generation Watershed Plans that stress an integrated approach to watershed management.
7. Permitting, plan review and environmental assessment experience.
8. Interdisciplinary group of water resources professionals that can provide full range of services to the watershed (i.e., surface water, ground water, natural resources, water quality, engineering, etc.)
9. The BCWD Board of Managers anticipates making a decision, within 30 days, based upon the submittals. However, at their discretion, they may choose to conduct interviews after reviewing the proposals.

Dated: 8 November 2010

Metropolitan Airports Commission (MAC) Minneapolis-Saint Paul International Airport Notice of Call for Bids for Electrical Infrastructure Rehab – Phase 3

MAC Contract No.: 106-2-616
Bids Close At: 2:00 p.m. December 14, 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 includes repair, replacement, and code updates of existing electrical rooms and equipment in a portion of the Lindbergh Terminal.

Targeted Group Businesses (TGBs): The goal of the MAC for the utilization of TGBs on this project is 4%.

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.

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 Plan Room; 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

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55430; Phone: (763) 503-3401; Fax: (763) 503-3409. Make checks payable to: Architectural Alliance. Deposit per set (refundable): \$150. 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 (00020) for this project will be available on November 22, 2010, at MAC's web address of www.metroairports.org/business/solicitations (construction bids).

Metropolitan Airports Commission (MAC) Notice of Call for Bids for Noise Mitigation Program (Phase 2B4) - Windows and Doors (106-6-365), and Noise Mitigation Program (Phase 2B4) - Insulation (106- 6-366)

Bids Close At: 2:00 p.m. on January 18, 2011

Notice to Contractors: Sealed Bid Proposals for work indicated 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. These projects will provide window and door treatments and/or insulation installation for up to an estimated 1100 houses qualified for treatment.

Disadvantaged Business Enterprises (DBEs): The goals of the MAC for the utilization of Disadvantaged Business Enterprises (DBEs) on these projects is Windows and Doors (106-6-365) 4% and Insulation (106-6-366) 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.

Availability of Bidding Documents: Bidding documents are on file for inspection at the office of DJR Architecture Inc., Center for Energy and Environment, 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 Center for Energy and Environment; 6517 Nicollet Avenue South; Richfield, Minnesota 55423; Phone: (612) 861-9929; Fax: (612) 861-9982. Requests for mailing bidding documents will be invoiced for mailing charges.

MAC Internet Access of Additional Information: A comprehensive Notice of Call for Bids (Document 00021) for this project will be available on November 22, 2010 at MAC's web address of www.metroairports.org/business/solicitations (construction bids).

Northfield Historical Society (NHS) Notice of Request for Bids for Scriver Building Accessibility Addition, Northfield, Minnesota

The Northfield Historical Society (NHS) is seeking bids from qualified firms to provide all labor, materials, equipment, and supplies for the construction of an addition to the Scriver Building including provision and installation of an elevator.

There will be a **MANDATORY pre-bid meeting for all interested parties on Tuesday, November 23, 2010 at 9:00 a.m. Local**

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Time at the Site, which is located at 408 Division Street South, Northfield, Minnesota.

Bids must be received by 2:00 P.M. Local Time on Tuesday, December 7, 2010. Late bids will not be accepted. The Request for Bids and Bid Documents are available at QuestCDN.com Project No. 1385832.

All questions must be submitted via email to Philip Waugh at: pwaugh@collaborativedesigngroup by 2:00 pm November 30, 2010.
Dated: 1 November 2010

University of Minnesota Center for Transportation Studies Request for Proposal (RFP) for Professional Services

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

- Driver Distraction Game, #10181.340714

For more information and/or a copy of the RFP, reference RFP # 10181.340714 and contact:

Jerry Taintor
Purchasing Services
554C West Bank Office Building
1300 South 2nd Street
Minneapolis, MN 55454
E-mail: taint001@umn.edu
Fax: (612) 626-0366

Final submission deadline for proposals is 3:00 p.m. December 15th, 2010.

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 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# _____