

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)

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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- Withdrawn Rules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. 36 Issue Number	PUBLISH DATE ( <b>BOLDFACE</b> shows altered 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
# 17	Monday 14 November	Noon Tuesday 8 November	Noon Wednesday 2 November
# 18	Monday 21 November	Noon Tuesday 15 November	Noon Wednesday 9 November
# 19	Monday 28 November	<b>NOON MONDAY 21 November</b>	Noon Wednesday 16 November
# 20	Monday 5 December	Noon Tuesday 29 November	Noon Wednesday 23 November

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**House Public Information Services** (651) 296-2146  
State Office Building, Room 175,  
100 Rev. Dr. Martin Luther King Jr Blvd., St. Paul, MN 55155  
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## Minnesota State Court System

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25 Rev. Dr. Martin Luther King Jr Blvd.,  
St. Paul, MN 55155 **Website:** [www.mncourts.gov](http://www.mncourts.gov)

## Federal Register

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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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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.

## Environmental Quality Board (EQB)

### Adopted Permanent Rules Relating to Environmental Review

The rules proposed and published at *State Register*, Volume 35, Number 30, pages 1083-1085, January 24, 2011 (35 SR 1083), are adopted as proposed.

## Exempt Rules

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

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

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

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

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

## Department of Labor and Industry (DLI)

### Adopted Exempt Permanent Rules Relating to Federal Occupational Safety and Health Standards

The rules proposed and published at *State Register*, Volume 36, Number 10, pages 341-343, September 26, 2011 (36 SR 341), are adopted as proposed.

## 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.

## Announcements, Meetings and More

The Official Notices section gives you a “heads up” on important state meetings and announcements. The *State Register* reaches a large audience of “interested eyes” every week. Remember to publish your notices here - it only costs \$10.20 per 1/10 of a page used in the *State Register* - it’s the least expensive legal advertising in the state.

All Official Notices, including the current volume as it grows, are indexed. Only subscribers can view this current index. Open the *State Register* and click on the Bookmarks icon in the upper left corner. You will see the growing index, and have fast access to all the online indices to the *State Register*. You also receive a summarized “Contracts & Grants” section showing bids and grants still open.

- **Early delivery, on Friday**
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## Executive Council

### State Board of Investment

### Land Exchange Board

### Investment Advisory Council

## Official Notice of Meetings November 22 and December 12, 2011

The Executive Council, State Board of Investment and the Land Exchange Board will meet on Monday, December 12, 2011 at 1:00 P.M. in Room 123, State Capitol, St. Paul, MN.

The Investment Advisory Council will meet on Tuesday, November 22, 2011 at 2:00 P.M. at the State Board of Investment, Board Room (Main Floor), 60 Empire Drive, St. Paul, MN.

## Department of Human Services (DHS)

### Health Care Purchasing and Delivery Systems Division

### Health Care Administration

## Public Notice of Maximum Allowable Costs of Medical Assistance Outpatient Prescribed Drugs

**NOTICE IS HEREBY GIVEN** to recipients, providers of services, and to the public of additions to the state Medical Assistance maximum allowable cost (state MAC) list for certain outpatient prescribed drugs.



At least once each calendar year, the United States Department of Health and Human Services, Centers for Medicare & Medicaid Services, publishes a federal upper limit (FUL) payment schedule for many commonly prescribed multiple-source drugs. The federal upper limit is set at a rate equal to 150 percent of the published price for the least costly therapeutic equivalent that can be purchased by pharmacists. This FUL payment schedule constitutes the federal MAC list. For many multiple-source drugs that are not on the federal MAC list, the Department establishes a state MAC list. Additionally, the Department imposes a state MAC for many multiple-source drugs that are on the federal MAC list, as long as the savings are at least as much as the savings would be using the federal MAC list.

The Department requires Medical Assistance pharmacy providers to submit their usual and customary costs. Pharmacy providers are reimbursed at the lower of: 1) the federal or state MAC, plus a dispensing fee; 2) the submitted usual and customary charge to the general public; or 3) a discount off of average wholesale price, plus a dispensing fee.

No earlier than November 15, 2011 the Department may add the following outpatient prescribed drugs to the state MAC list:

**Drug Name**

OLANZAPINE

These additions are made to bring Medical Assistance reimbursement to pharmacists more closely in line with the actual acquisition cost of the drugs listed above. The Department estimates that there will be a state savings of \$70,000.00 for State Fiscal Year 2011 (July 1, 2011 through June 30, 2012).

This notice is published pursuant to *Code of Federal Regulations*, Title 42, section 447.205, which requires publication of a notice when there is a rate change in the methods and standards for setting payment rates for Medical Assistance services.

Written comments and requests for information may be sent to Pharmacy Program Manager Sara Drake R.Ph., Health Services and Medical Management Division, Health Care Administration, Minnesota Department of Human Services, P.O. Box 64984, St. Paul, Minnesota 55164-0984.

## Metropolitan Council

### Public Meetings on 2012 Unified Operating Budget, 2012 Unified Capital Program and 2011, Payable 2012, Levies

**Wednesday, December 14, 2011, 6:00 p.m.  
Metropolitan Council, Chambers,  
390 N. Robert Street, St. Paul, MN 55101**

The Metropolitan Council will discuss the 2012 Unified Operating Budget, 2012 Unified Capital Program and 2011, Payable 2012, Levies and the public will be allowed to comment.

The 2012 Unified Operating Budget, which includes Council Levies, and the 2012 Unified Capital Program will be available on November 1, 2011. The documents will be available on the Council's website at: [www.metrocouncil.org/about/budget2012.htm](http://www.metrocouncil.org/about/budget2012.htm). Printed copies will be available at no charge from the Council's Data Center, 390 N. Robert Street, St. Paul. Call (651) 602-1140 or e-mail: [data.center@metc.state.mn.us](mailto:data.center@metc.state.mn.us)

Upon request, the Council will provide reasonable accommodations to persons with disabilities.

- The procedure for public comment will be as follows:
- Persons will be called to speak in the order in which they have registered. Individuals may register to speak in advance by calling (651) 602-1140.
- Individuals will have 3 minutes each and designated representatives of groups will have 5 minutes. Once all speakers have presented, speakers may request additional time to make further comments.
- The chair shall have discretion in limiting or extending testimony by any person.

Comments will also be accepted prior to December 14<sup>th</sup>. To be included in the official record, comments must be received before 6:00 p.m., Wednesday, December 14, 2011. You may submit comments for the official record in one of the following ways:

# Official Notices

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- **Mail:** Metropolitan Council Data Center, 390 N. Robert Street, St. Paul, MN 55101
- **Fax:** (651) 602-1464
- **Public Comment Line:** (651) 602-1500
- **E-mail:** [data.center@metc.state.mn.us](mailto:data.center@metc.state.mn.us)
- **TTY:** (651) 291-0904

At the close of the public comment period, the Council will prepare a hearing summary. To request a copy of the hearing summary, call the Data Center at (651) 602-1140, or (651) 291-0904 (TTY).

## Minnesota Pollution Control Agency (MPCA) REQUEST FOR INFORMATION (RFI) on Concept and Capacity to Produce the Green Homes Exhibit at the 2012 Eco Experience

The Minnesota Pollution Control Agency (MPCA) is seeking a qualified team to conceptualize, design, produce, and deconstruct the Green Homes exhibit at the 2012 Eco Experience, an interactive educational exhibit at the Minnesota State Fair. The selected team will work with guidance and technical input from the MPCA.

View the complete RFI at [www.ecoexperience.org/](http://www.ecoexperience.org/)

No state funding or other financial assistance is associated with this RFI. This RFI does not obligate the agency to select any exhibit team nor to participate in the exhibit.

Inquiries should be directed to Laura Millberg, MPCA Green Building Specialist, at [laura.millberg@state.mn.us](mailto:laura.millberg@state.mn.us) or (651) 757-2568 (call toll free at 1-800-657-3864).

Responses are due by 4:30 pm on Friday, January 6, 2012.

## Minnesota Pollution Control Agency (MPCA) Regional Division Notice of Availability of Draft Carver Creek and Bevens Creek Turbidity TMDL Report and Request for Comment

**Public Comment Period Begins:**

**November 14, 2011**

**Public Comment Period Ends:**

**December 14, 2011**

The Minnesota Pollution Control Agency (MPCA) is requesting comments on the draft Total Maximum Daily Load (TMDL) report for both the Carver Creek and Bevens Creek Turbidity TMDLs. The draft TMDL report for the Carver Creek Lakes is available for review at: <http://www.pca.state.mn.us/water/tmdl/tmdl-draft.html>. Following the comment period, the MPCA will revise the draft TMDL reports and submit them to the U.S. Environmental Protection Agency (EPA) for approval.

A TMDL is a scientific study that is conducted on waters designated as impaired and is required by the federal Clean Water Act. A TMDL study calculates the maximum amount of a pollutant that a water body can receive and continue to meet water quality standards for designated beneficial uses. It is a process that identifies all the sources of the pollutant causing the impairment and allocates allowable loads among them. This multi-year effort results in a pollution reduction plan and engages stakeholders and the general public. An approved TMDL is followed by implementation activities for achieving the necessary reductions.

These TMDL studies address the turbidity impairments in the Carver Creek and Bevens Creek watersheds within the Minnesota River Basin west of the Twin Cities Metropolitan Area. The Carver Creek watershed is located in Carver County and the Bevens Creek watershed is primarily in Carver County with some of its upper area within Sibley County. These watersheds are predominantly rural.



Turbidity is a measure of the cloudiness in water as caused by suspended sediment and other fine material. The reports conclude that the primary sources of turbidity are erosion within the stream channel and stormwater runoff from the landscape. The magnitude of turbidity exceedance is a function of flow volume in the streams, with turbidity increasing as flow increases. The estimated percentage reduction in turbidity from current levels needed to meet the water quality standard for Carver Creek ranges from 86 percent at high flow to zero percent at low flow. For Bevens Creek the range is 83 percent at high flow to zero percent at low flow. Implementation strategies are outlined in the draft TMDL report. However, more detailed implementation plans are being developed to identify specific measures needed to achieve the desired reductions.

**Preliminary Determination on the Draft TMDL Report:** The MPCA Commissioner has made a preliminary determination to submit this TMDL report to the EPA for final approval. A draft TMDL report and fact sheet are available for review at the MPCA office at the address listed below, and at the MPCA Web site: <http://www.pca.state.mn.us/water/tmdl/tmdl-draft.html>

**Written Comments:** You may submit written comments on the conditions of the draft TMDL Report or on the Commissioner's preliminary determination. Written comments must include the following:

1. A statement of your interest in the draft TMDL report;
2. A statement of the action you wish the MPCA to take, including specific references to sections of the draft TMDL that you believe should be changed; and
3. The reasons supporting your position, stated with sufficient specificity as to allow the MPCA Commissioner to investigate the merits of your position.

Written comments on the draft TMDL report must be sent to the MPCA contact person listed below and received by 4:30 p.m. on the date the public comment period ends, identified on page 1 of this notice. Suggested changes will be considered before the final TMDL report is sent to the EPA for approval.

**Agency Contact Person:** Written comments and requests for more information should be directed to:

Chris Zadak  
Minnesota Pollution Control Agency  
520 Lafayette Road North  
St. Paul, MN 55155-4194  
**Phone:** (651) 757-2837 (direct)  
**Minnesota Toll Free:** 1-800-657-3864  
**Fax:** (651) 297-8676  
**E-mail:** [chris.zadak@state.mn.us](mailto:chris.zadak@state.mn.us)

**TTY** users may call the MPCA teletypewriter at (651) 282-5332 or 1-800-657-3864.

**Petition for Public Informational Meeting:** You also may request that the MPCA Commissioner hold a public informational meeting. A public informational meeting is an informal meeting that the MPCA may hold to solicit public comment and statements on matters before the MPCA, and to help clarify and resolve issues.

A petition requesting a public informational meeting must include the following information:

1. A statement identifying the matter of concern;
2. The information required under items 1 through 3 of "Written Comments," identified above;
3. A statement of the reasons the MPCA should hold a public informational meeting; and
4. The issues that you would like the MPCA to address at the public informational meeting.

**Petition for Contested Case Hearing:** You also may submit a petition for a contested case hearing. A contested case hearing is a formal evidentiary hearing before an administrative law judge. In accordance with *Minnesota Rules* 7000.1900, the MPCA will grant a petition to hold a contested case hearing if it finds that: (1) there is a material issue of fact in dispute concerning the draft TMDL report; (2) the MPCA has the jurisdiction to make a determination on the disputed material issue of fact; and (3) there is a reasonable basis underlying the disputed material issue of fact or facts such that the holding of the contested case hearing would allow the introduction of information that would aid the MPCA in resolving the disputed facts in making a final decision on the draft TMDL report. A material issue of fact means a fact question, as distinguished from a policy question, whose resolution could have a direct bearing on a final MPCA decision.

# Official Notices

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A petition for a contested case hearing must include the following information:

1. A statement of reasons or proposed findings supporting the MPCA decision to hold a contested case hearing according to the criteria in *Minnesota Rules* 7000.1900, as discussed above; and
2. A statement of the issues proposed to be addressed by a contested case hearing and the specific relief requested or resolution of the matter.

In addition and to the extent known, a petition for a contested case hearing should also include the following information:

1. A proposed list of prospective witnesses to be called, including experts, with a brief description of proposed testimony or summary of evidence to be presented at a contested case hearing;
2. A proposed list of publications, references, or studies to be introduced and relied upon at a contested case hearing; and
3. An estimate of time required for you to present the matter at a contested case hearing.

**MPCA Decision:** You may submit a petition to the Commissioner requesting that the MPCA Citizens' Board consider the TMDL report approval. To be considered timely, the petition must be received by the MPCA by 4:30 p.m. on the date the public comment period ends, identified on page 1 of this notice. Under the provisions of *Minnesota Statutes* § 116.02, subd 6(4), the decision whether to submit the TMDL report and, if so, under what terms will be presented to the Board for decision if: (1) the Commissioner grants the petition requesting the matter be presented to the Board; (2) one or more Board members request to hear the matter before the time the Commissioner makes a final decision on the TMDL report; or (3) a timely request for a contested case hearing is pending.

You may participate in the activities of the MPCA Board as provided in *Minnesota Rules* 7000.0650.

The written comments, requests, and petitions submitted on or before the last day of the public comment period will be considered in the final decision on this TMDL report.

If the MPCA does not receive written comments, requests, or petitions during the public comment period, MPCA staff as authorized by the Board, will make the final decision on the draft TMDL report.

Dated: November 2011

## 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 ("MnDOT") has ordered that the following vendors be suspended for a period of sixty (60) days, effective October 14, 2011 until December 13, 2011:

- Marlon Louis Danner and his affiliates, South St. Paul, MN
- Danner, Inc. and its affiliates, South St. Paul, MN
- Bull Dog Leasing, Inc. and its affiliates, Inver Grove Heights, MN
- Danner Family Limited Partnership and its affiliates, South St. Paul, MN
- Ell-Z Trucking, Inc. and its affiliates, South St. Paul, MN

### NOTICE OF DEBARMENT

**NOTICE IS HEREBY GIVEN** that the Department of Transportation ("MnDOT") has ordered that the following vendors be debarred for a period of two (2) years, effective January 4, 2010 until January 3, 2012:

- 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. d/b/a Chris Riley Utilities, Inc. and its affiliates, Morris, MN

**NOTICE IS HEREBY GIVEN** that the Department of Transportation (“MnDOT”) 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

**NOTICE IS HEREBY GIVEN** that the Department of Transportation (“MnDOT”) has ordered that the following vendors be debarred for a period of three (3) years, effective March 25, 2011 until March 25, 2014:

- Philip Joseph Franklin, Leesburg, VA
- Franklin Drywall, Inc. and its affiliates, Little Canada, MN
- Master Drywall, Inc. and its affiliates, Little Canada, MN

*Minnesota Statute* 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 to a relative or any other party over whose actions the debarred person exercises substantial influence or control, remains ineligible during the duration 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 Funds and Loans

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 \$10.20 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
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- 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 **phone:** (651) 297-8777, or **fax:** (651) 297-8260, or **e-mail:** [loretta.diaz@state.mn.us](mailto:loretta.diaz@state.mn.us)

## Minnesota Department of Commerce (DOC) Division of Insurance Fraud Prevention Request for Proposals for the MN Automobile Theft Prevention Program Grants

The Minnesota Department of Commerce, Division of Insurance Fraud Prevention, is requesting proposals for grants from eligible applicants to obtain monetary grants from the MN Automobile Theft Prevention Grant Program. Eligible applicants consist of state and local law enforcement agencies, county attorney's offices, the judiciary, community-based organizations and business organizations.

A Request for Proposals will be available by mail from this office through November 23, 2011. **A written request (by e-mail) is required to receive the Request for Proposal.** After November 23, 2011, the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Steven R. Buck  
Minnesota Department of Commerce  
Division of Insurance Fraud Prevention  
85 7th Place East, Suite 500  
St. Paul, MN 55101-2198  
**E-mail:** [Steve.Buck@state.mn.us](mailto:Steve.Buck@state.mn.us)

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than 4:00 p.m., CST, December 12, 2011. **Late proposals will NOT be considered.** Proposals submitted by fax or e-mail 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) Transition to Economic Stability Division Notice of Request for Proposals for Qualified Grantees to Provide Advocacy Services to Minnesotans Applying for Federal Social Security Disability Benefits

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Services is requesting proposals to qualified Grantees to provide advocacy services to Minnesotans applying for federal Social Security disability benefits.

Work is proposed to start January 1, 2012. For more information, or to obtain a copy of the Request for Proposal, contact:

Alison Niemi  
Department of Human Services  
Transition to Economic Stability Division  
P.O. Box 64951  
444 Lafayette Road North, St. Paul, MN 55155-0951  
**Phone:** (651) 431-3848  
**E-mail:** *alison.niemi@state.mn.us*

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

Proposals submitted in response to this Request for Proposals must be received at the address above no later than **4:00 p.m., Central Time, December 19, 2011. Late proposals will NOT be considered.** Faxed or e-mailed proposals will **NOT** be considered.

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

*[http://www.dhs.state.mn.us/main/id\\_000102](http://www.dhs.state.mn.us/main/id_000102)*

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

## Minnesota Pollution Control Agency (MPCA) Request for Proposals for the Minnesota Clean Diesel Grant Program

The Minnesota Pollution Control Agency (MPCA) requests proposals for projects that reduce diesel emissions. The purpose of this grant program is to improve air quality and public health through the following objectives: a) achieve diesel emission reductions in Minnesota, b) provide a mixture of on-road and non-road projects across sectors, and c) provide a mixture of clean diesel technologies.

Preference will be given to diesel-powered equipment and vehicles operating in the Minneapolis-St. Paul seven-county metropolitan area (Twin Cities Metro). Preferred fleets include: Class 5 or larger heavy duty delivery trucks including refrigerated trucks and trailers and their refrigeration units, and private and public non-road construction vehicles and equipment.

The anticipated amount of money available for grant award is up to \$350,000, depending on funding available. The minimum award amount for a single responder is \$10,000.00. The maximum award amount for a single responder is \$150,000.00. Certain technologies described in the RFP will have responder match requirements.

For copy of the Request for Proposal, contact:

Martina Cameron  
**E-mail:** *contracts.pca@state.mn.us*  
**Phone:** (651) 757-2259

Responders are encouraged to supply an email address to receive the RFP application and supporting materials, electronically. The email subject line should state: "CR5220, Clean Diesel RFP."

# State Grants & Loans

**Application due date and time:** The application must be received by e-mail no later than 2:00 p.m., CST, December 22, 2011.

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

## State Contracts

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

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

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

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

## Vendors and Consultants

The state spends \$2-3 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 \$10.20 each 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**
- **LINKS, LINKS, LINKS**
- **Easy Access to *State Register* Archives**
- **Updates to Index to Vol. 31**
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**Department of Administration (Admin)  
State Designer Selection Board Project No. 11-14  
Notice of Availability of Request for Proposal (RFP) for Designer Selection for  
Predesign and Design of Preservation, Restoration and Repairs to the  
Minnesota State Office Building and Parking Deck**

The Department of Administration, Real Estate and Construction Services (“State”), through the State Designer Selection Board, is soliciting proposals from interested, qualified consultants for architectural and engineering design services for the above referenced project.

A full Request for Proposal is available on the Department of Administration, Real Estate and Construction Services website:  
*www.admin.state.mn.us/recs*

Click on “Construction Services” and then “Solicitations and Announcements.” A mandatory informational meeting is scheduled for November 29, 2011 at the State Office Building, 100 Reverend Doctor Martin Luther King Junior Boulevard, St. Paul, MN. See Request for Proposal for location details. Project questions shall be referred to the appropriate person(s) as listed in the Request for Proposal.

Proposals must be delivered to Jeanne Caturia, Executive Secretary, State Designer Selection Board, 309 Administration Building, 50 Sherburne Ave., St. Paul, MN 55155, phone: (651) 201-2551, not later than 12:00 noon C.T., Monday, December 12, 2011. Late responses will not be considered.

The Department of Administration, Real Estate Construction Services Division 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)  
Northland Community and Technical College  
Notice of Request for Aviation Maintenance Technologies Curriculum Development  
Consulting Services for Northland Community & Technical College**

**NOTICE IS HEREBY GIVEN** that Northland Community & Technical College Request for Proposal (RFP) for a consultant(s) to assist with curriculum development and consulting services in updating and integrating new technologies into current training program. The vendor selected will work with college employees and other external parties to develop and revamp current program. To receive a copy of the full RFP, please contact Biggi Haraldsson either by telephone (218) 683-8825 or e-mail at:

*biggi.haraldsson@northlandcollege.edu.*

Proposals are due by 5:00 p.m. central time, Monday, November 28<sup>th</sup>, 2011 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 Biggi Haraldsson at e-mail *biggi.haraldsson@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.

## State Contracts

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### Minnesota State Colleges and Universities (MnSCU)

#### Pine Technical College

#### Request for Proposal (RFP) for ARRA-Funded U.S. Department of Labor Healthcare Grant Program Evaluation and Sustainability Plan Development Consulting

**NOTICE IS HEREBY GIVEN** that Pine Technical College, directly through an award from U.S. Department of Labor Health Care and High Growth and Emerging Industries grant (American Reinvestment and Recovery Act), is seeking proposals for professional and technical services to conduct and facilitate an internal evaluation process and develop a plans for project sustainability.

Interested parties must contact Stefanie Schroeder at (320) 629-5126 or [schroeders@pinetech.edu](mailto:schroeders@pinetech.edu) to obtain proposal specifications. Proposals submitted by parties without having obtained specifications will not be considered.

Sealed proposals must be submitted to: Stefanie Schroeder, Director of Strategic Initiatives, Pine Technical College, 900 4<sup>th</sup> Street SE, Room 85, Pine City, MN 55063 by 3:00 pm CST November 28, 2011.

Pine Technical College reserves the right to reject any or all proposals or portion thereof, to waive technicalities in bids, and to delay final award for a period of 15 days.

### Minnesota State Colleges and Universities (MnSCU)

#### Southeast Technical College

#### Request for Proposals for Architect / Engineering Services for Transportation Building Addition

**NOTICE IS HEREBY GIVEN** that Minnesota State College Southeast Technical, Winona Campus is seeking proposals for Architect/Engineering Services for Transportation Building Addition.

Proposal specifications will be available **Monday**, November 14, 2011 by contacting Michael Kroening, Vice President of Finance and Facilities at 1250 Homer Road, Winona, MN 55987; e-mail: [mkroening@southeastmn.edu](mailto:mkroening@southeastmn.edu); phone: (507) 453-2752.

A Pre-Bid Informational Meeting will be held on **Monday**, November 21, 2011 at time 10:00 AM CST. At Minnesota State College Southeast Technical, 1250 Homer Road, Winona, MN 55987, room 212.

Sealed proposals must be received by Michael Kroening, Vice President Finance and Facilities, 1250 Homer Road, Winona, MN 55987, by **Thursday**, December 1, 2011 at 2:00 PM CST. All proposals must be sealed and marked "RFP for architect/engineering services for transportation building addition."

Minnesota State College Southeast Technical reserves the right to reject any or all proposals and to waive any irregularities or informalities in proposals received.

### Minnesota State Colleges and Universities (MnSCU)

#### Southeast Technical College

#### Request for Proposal for Auto Body Paint Department Equipment

Minnesota State College Southeast Technical is requesting proposals for auto body paint department equipment.

A copy of the Request for Proposal may be obtained by contacting Michael Kroening at MSC Southeast Technical, 1250 Homer Road,

Winona, MN 55987; Phone: (507) 453-2752.

Proposals must be submitted no later than Thursday, December 8, 2011, 3:00 PM, CST. All proposals must be sealed and marked "RFP for auto body paint department equipment", 1250 Homer Road, Winona, MN 55987.

The college reserves the right to reject any or all proposals, to waive any information or irregularities in the bidding and to make the award serving the best interest of the college.

### **Minnesota Historical Society (MHS) Notice of Request for Bids for Traveling Exhibition Services for *The 1968 Exhibit***

The Minnesota Historical Society (MHS) is requesting bids from qualified vendors to provide traveling exhibit services for *The 1968 Exhibit*. This exhibit, currently showing at the Minnesota History Center, will close on February 20, 2012 and travel to nine additional venues through September 7, 2015. The successful vendor will work with MHS staff to develop a plan and budget estimates for a safe and cost effective method to de-install, transport, and re-install the exhibition. MHS will also require museum quality crates and/or soft packing and exhibit lighting.

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

Responses are due by Thursday, December 8, 2011, at 2:00 p.m. Local Time. Late proposals will not be accepted.

Dated: 14 November 2011

### **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](http://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.

# State Contracts

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

Contact: Melissa McGinnis, Contract Administrator  
**E-mail:** [melissa.mcginis@state.mn.us](mailto: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](http://www.dot.state.mn.us/consult)

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

**Minnesota Department of Veterans Affairs (MDVA)  
Notice of Availability of Contract for Minnesota Veterans Homes Executive Search,  
Screening and Selection Services**

The Minnesota Department of Veterans Affairs (MDVA) requests proposals from professional executive healthcare search or consulting firms to provide the agency with: 1. Executive Search services, 2. Pre-screening and Presentation of Qualified Candidate services, and 3. Post Search Follow-up services, for the position of Deputy Commissioner for Veteran Health Care within the Minnesota Department of Veterans Affairs (MDVA).

Work is proposed to start on **December 19, 2011**.

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

The Request for Proposals can be obtained from:

Gary Tate  
Minnesota Veterans Homes  
Minnesota Department of Veterans Affairs  
Building 10  
5101 Minnehaha Avenue South  
Minneapolis, Minnesota 55417-1699  
**E-mail:** [gary.tate@state.mn.us](mailto:gary.tate@state.mn.us)  
Telephone: (612) 548-5959  
Fax: (612) 548-5964

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than **December 5, 2011, 2:30 PM Central Time.**

**Late proposals will NOT be considered.** Fax or e-mailed proposals will **NOT** be considered.

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

# Non-State Bids, Contracts & Grants

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

## Local Government Contracts

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).

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.

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## Todd County, Minnesota

### Request for Proposals for Construction Engineering Services for the Staples North/South Corridor with Railroad Overpass Project

**NOTICE IS HEREBY GIVEN** that Todd County, Minnesota is accepting proposals for construction engineering services for the Staples North/South Corridor with Railroad Overpass Project (SP 77-596-02). These services shall include all activities necessary to provide the required contract administration and construction inspection work to ensure that the items of work shown in the Final Statement of Work Certified have actually been furnished and installed accordance with the plans and specifications of the construction contract. For a full copy of the Request for Proposals, current Construction Plans, and current Special Provisions; please contact the contract administrator at:

Loren Fellbaum  
Todd County Engineer  
44 Riverside Drive  
Long Prairie, MN 56347  
**Telephone:** (320) 732-2722  
**Fax:** (320) 732-4525  
**E-mail:** [loren.fellbaum@co.todd.mn.us](mailto:loren.fellbaum@co.todd.mn.us)

**Proposals Due:** 2:00 p.m. on December 16<sup>th</sup>, 2011

**DBE Goal:** Race/Gender Neutral Goal



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