

State of Minnesota

# State Register



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

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The *State Register* is the official publication of the State of Minnesota'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- Withdrawn Rules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. 37<br>Issue<br>Number | PUBLISH<br>DATE<br>( <b>BOLDFACE</b> shows<br>altered publish date) | Deadline for: Emergency Rules, Executive and<br>Commissioner's Orders, Revenue and Official Notices,<br>State Grants, Professional-Technical-Consulting<br>Contracts, Non-State Bids and Public Contracts | Deadline for Proposed,<br>Adopted and Exempt<br>RULES |
|----------------------------|---|---|---|
| # 28                       | Monday 7 January 2013   | <b>NOON MONDAY 31 December</b>  | Noon Wednesday 26 December                            |
| # 29                       | Monday 14 January   | Noon Tuesday 8 January 2013   | Noon Wednesday 2 January 2013                         |
| # 30                       | <b>TUESDAY 22 January</b>   | Noon Tuesday 15 January   | Noon Wednesday 9 January                              |
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## Minnesota Rules: Amendments & Additions

Cumulative Rules Index: Volume 37, #1-27:  
 2 July - 31 December 2012..... 1016

## Revenue Notices

### Department of Revenue

Revenue Notice # 12-13: Tobacco Products Tax –  
 Wholesale Sales Price Definition - Price List; Revocation  
 and Replacement of Revenue Notice # 09-03..... 1018

## Official Notices

Subscribers' Services..... 1019

### Administration Department (Admin)

#### Information Policy Analysis Division:

Application for Temporary Classification of Data  
 and Intent to Consider Application for Temporary  
 Classification of Data for Statewide Applicability..... 1019

### Transportation Department (Mn/DOT)

#### Engineering Services Division,

Office of Construction and Innovative Contracting:  
 Notices of Suspension and Debarment..... 1020

### Transportation Department (Mn/DOT)

#### State Aid for Local Transportation Division:

Appointment and Meeting of a State Aid  
 Variance Committee..... 1020

## State Contracts

On-going State Contracts..... 1022

### Administration Department (Admin)

#### Real Estate and Construction Services:

Availability of Request for Qualifications for  
 Construction Manager at Risk for Minnesota  
 Governor's Residence Renovation..... 1022

### Administration Department (Admin)

#### State Designer Selection Board Project #12-17

##### University of Minnesota (U of M):

Availability of Request for Proposal for  
 Designer Selection for University of Minnesota –  
 St. Paul Campus Research Lab..... 1023

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

#### Northland Community and Technical College:

Request for Proposal for Driving Training Simulators  
 for the Commercial Vehicle Operator Program..... 1023

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

#### Pine Technical College,

##### Entrepreneurship Center:

Advertisement for Bids and Sealed Bids for  
 Technology Business Incubator Shop and Office Space..... 1024

### Commerce Department

#### Division of Energy Resources:

Contract Availability for a Study of Bat Fatalities and  
 Effects of Changes in Operational Cut-in Speeds  
 at Commercial Wind Farms..... 1024

### Education Department (MDE)

Request for Proposals to Manage the Statewide  
 Public Input Process on the Revision to the  
 Early Childhood Indicators of Progress and  
 Facilitate the Standards Revision Work-Group..... 1025

### Human Services Department (DHS)

#### Community Partnerships and Child Care Services Division, Child Development Services:

Request for Proposals for a Qualified Contractor(s)  
 to Provide a Comprehensive Data and Case Management  
 System for Minnesota's Quality Rating and Improvement  
 System and Professional Development System..... 1026

### Transportation Department (Mn/DOT)

#### Engineering Services Division:

Contracting Opportunities for a Variety of Highway  
 Related Technical Activities ("Consultant  
 Pre-Qualification Program")..... 1027

### Transportation Department (Mn/DOT)

#### Engineering Services Division:

Professional/Technical Contract Opportunities and  
 Taxpayers' Transportation Accountability Act Notices..... 1028

## Non-State Public Bids, Contracts & Grants

Vendors Sought for these Projects..... 1028

### Metropolitan Airports Commission (MAC)

#### Minneapolis-Saint Paul International Airport:

Call for Bids for Trades Building  
 Cooling System Improvements..... 1028

### Minnehaha Creek Watershed District (MCWD)

#### Minnehaha Creek Reach 14

##### Stream Bank Improvement Project:

Advertisement for Bids for Landscaping,  
 Stream Bank Restoration and Stabilization..... 1029

### Washington County Regional Railroad Authority (WCRRA)

#### Request for Proposals for

Construction Management Services..... 1030

## Minnesota's Bookstore

..... 1030

Contract information is available from the Materials Management (MMD)  
 Helpline (651) 296-2600, or Web site: [www.mmd.admin.state.mn.us](http://www.mmd.admin.state.mn.us)

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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. TTY relay service phone number: (800) 627-3529.

## Minnesota Rules

### Cumulative Rules Index for

### Rules appearing in Volume 37, #1-27

Monday 2 July - Monday 31 December 2012

#### Animal Health Board

1721.0010;.0020;.0030;.0034;.0040;.0050;.0060;.0070;.0080;.0090;.0100;.0104;.0110;.0120;.0130;.0140;.0150;.0160;.0165;.0170;.0175;.0180;.0190;.0200;.0210;.0220;.0230;.0240;.0250;.0260;.0270;.0280;.0290;.0300;.0310;.0320;.0330;.0340;.0344;.0350;.0360;.0370;.0380;.0390;.0400;.0410;.0420;.0430;.0440;.0450;.0460;.0470;.0480;.0490;.0500;.0510;.0520;.0530;.0540;.0550;.0560;.0570;.0580;.0590;.0600;.0610;.0620;.0630;.0640;.0650;.0660;.0670;.0680;.0690;.0695;.0700;.0710;.0720;.0730;.0740 (proposed)..... 97

1700.0100 s. 1, 2, 3, 4, 5, 6, 7, 8, 8a, 9, 10, 11, 13, 14, 15, 16, 17; .0200;.0300;.0400;.0500;.0550;.0600;.0700;.1100;.1200;.1500;.1600;.1700;.1810;.1820;.1830;.1840;.1850;.1860;.2100;.2200;.2300;.2305;.2310;.2400;.2450;.2500;.2590;.2600;.2650;.2700;.2800;.2850;.2900;.2950;.3010;.3110;.3200;.3300;.3400;.3500;.3600;.3700;.3800;.3900;.4000;.4100;.4200;.4300;.4400;.4500;.4900;.5000;.5100;.5200;.5300;.1705.0010;.0020;.0030;.0040;.0045;.0050;.0060 s. 1, 1a, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16;.0070;.0080;.0090;.0100;.0110;.0120;.0130;.0140;.0150;.0160;.0170;.0180;.0190;.0200;.0210;.0220;.0230;.0240;.0250;.0260;.0270;.0280;.0290;.0300;.0310;.0320;.0330;.0340;.0350;.0360;.0370;.0380;.0390;.0410;.0420;.0440;.0450;.0480;.0490;.0500;.0520;.0530;.0540;.0640 s. 1, 2, 4, 8a, 9;.0720;.0725;.0726;.0727;.0732;.1090;.1100;.1110;.1120;.1130;.1131;.1145;.1146;.1147;.1151;.1152;.1170;.1175;.1180;.1190;.1200;.1210;.1220;.1230;.1240;.1250;.1550;.1560;.1570;.1580;.1590;.1600;.1610;.1620;.1630;.1640;.1650;.1660;.1670;.1680;.1690;.1700;.1710;.1720;.1730;.1740;.1750;.1760;.1770;.1780;.1790;.1800;.1810;.1820;.1830;.1840;.1850;.1860;.1870;.1880;.1890;.1900;.1910;.1920;.1930;.1940;.1950;.1960;.1970;.1980;.1990;.2000;.2010;.2020;.2030;.2040;.2050;.2260;.2270;.2280;.2290;.2300;.2310;.2320;.2400 s. 1, 1a, 1b, 1c, 1d, 2, 3, 3a, 3b, 3c, 3d, 3e, 4, 5, 5a, 5c, 5d, 6, 6a, 6b, 6c, 6d, 7a, 7b, 7c, 8, 9, 10, 11, 12;.2410;.2420;.2430;.2434 s. 1, 2, 4, 5;.2440;.2450 s. 1, 2, 4;.2460 s. 1, 2, 3, 4, 5, 6, 7, 8, 8a, 8b;.2470 s. 1a, 1b, 1c, 1d, 3, 4, 5, 6, 7;.2472 s. 1;.2474 s. 1, 2, 3;.2476 s. 1, 2, 4, 5, 6, 7, 8;.2480;.2500;.2520;.2530;.2700;.2710;.2720;.2730;.2740;.2750;.1710.1300;.1310;.1320;.1330;.1340;.1350;.1360;.1370;.1380;.1385;.1390;.1400;.1410;.1420;.1430;.1435;.1440;.1445;.1450;.1455;.1460;.1470;.1480;.1490;.1500;.1510;.1520;.1530;.1715.0005 s. 1, 2, 2a, 2b, 2c, 2d, 3, 3a, 3b, 4, 5, 7;.0010;.0020;.0030;.0040;.0050;.0060;.0072;.0090;.0105;.0110;.0125;.0130;.0140;.0150;.0160;.0162;.0200;.0210;.0220;.0230;.0240;.0250;.0260;.0270;.0280;.0290;.0300;.0305;.0310;.0320;.0330;.0340;.0350;.0360;.0370;.0380;.0385;.0390;.0410;.0420;.0430;.0440;.0450;.0460;.0470;.0480;.0490;.0500;.0510;.0520;.0550;.0560;.0570;.0580;.0590;.0610;.0620;.0630;.0640;.0650;.0660;.0670;.0680;.0690;.0705;.0710;.0720;.0730;.0740;.0750;.0760 s. 1, 2, 4a, 4b, 4c, 4d, 5;.0770 s. 1, 2, 3, 4, 6, 7;.0780 s. 1, 2, 3, 4, 5, 6, 6a, 7, 9, 10, 11, 12;.0790;.0800;.0810;.0820;.0830;.0840;.0850;.0860;.0870;.0890;.0900;.0910;.0920;.0940;.0950;.0960;.0970;.1000;.1010;.1020;.1030;.1040;.1050;.1060;.1070;.1080;.1100;.1110;.1120;.1130;.1140;.1150;.1160;.1190;.1200;.1210;.1220;.1230;.1240;.1250;.1260;.1270;.1280;.1290;.1300;.1310;.1315;.1320;.1330;.1340;.1350;.1360;.1370;.1380;.1390;.1400;.1420;.1440;.1450;.1480;.1719.0100 s. 1, 2, 3, 4, 5, 6, 6a, 6b, 7, 7a, 9a, 10, 11, 12, 12a, 13;.0200 s. 1;.0300 s. 1;.0310;.0400;.0500 s. 1;.0600;.0700;.0750;.0800;.1000;.1100;.1200;.1300;.1400;.1500;.1600;.1700;.1800;.1900;.2000 s. 1;.2100;.2200 s. 1;.2300;.2400 s. 2;.2500 s. 1;.2600;.2700;.2800 s. 1;.2900 s. 1;.3000;.3100;.3200;.4000;.4100;.4200;.4250;.1720.0320;.0330;.0581;.0590;.0600;.0610;.0620;.0630;.0640;.0650;.0660;.0670;.0680;.0690;.0700;.0710;.0720;.0730;.0740;.0750;.0760;.0770;.0780;.0790;.0800;.0810;.0860;.0870;.0880;.0890;.0900;.0910;.0920;.0930;.0940;.0950;.0960;.0970;.1000;.1010;.1030;.1040;.1050;.1065;.1070;.1080;.1330 s. 1, 2, 2a, 4, 4a, 5, 5a, 6, 7;.1390;.1400;.1410;.1420;.1430;.1440;.1450;.1460;.1480;.1490;.1500;.1510;.1520;.1530;.1535;.1537;.1538;.1540;.1542;.1545;.1546;.1550;.1555;.1560;.1570;.1575;.1576;.1578;.1680;.1690;.1700;.1710;.1720;.1730;.1740 (proposed repealer)..... 97

#### Commerce Department

2711.0200;.0210;.0220;.0230;.0240 (proposed)..... 647  
2711.0020;.0030;.0040;.0050;.0060;.0070;.0080;.0090;.0100 (proposed repealer)..... 647

#### Dentistry Board

3100.1130;.1700;.1750;.1850;.3600;.5100;.5300;.7000;.8400;.8500;.9600 (proposed)..... 809

# Minnesota Rules: Amendments and Additions

## Employment and Economic Development Department

|   |     |
|---|-----|
| 3321.0100; .0200; .0300; .0400; .0500; .0600.0700; .0800; .0900; .1000; .1100; .1200; .1300 (proposed)..... | 472 |
| 3321.0100; .0200; .0300; .0400; .0500; .0600.0700; .0800; .0900; .1000; .1100; .1200; .1300 (adopted).....  | 939 |
| 3321.0700; .0900; 3321.1400 (proposed repealer).....  | 472 |
| 3321.0700; .0900; 3321.1400 (repealed).....   | 939 |

## Education Department

|  |     |
|--|-----|
| 3501.1300; .1305; .1310; .1315; .1320; .1325; .1330; .1335; .1340; .1345 (proposed)..... | 659 |
|--|-----|

## Environmental Quality Board (EQB)

|  |     |
|--|-----|
| 4410.0200; .1100; .1500; .2550; .2900; .6000; .6100; .6200 (adopted exempt)..... | 820 |
|--|-----|

## Health Department (MDH)

|   |     |
|---|-----|
| 4620.3900; .3910; .3950; .4000; .4100; .4450; .4510; .4550; .4600; .4650; .4700; .4800; .4900; .5000; .5100; .5200; .5300; .5400; .5500; .5600; .5650; .5700; .5800; .5900; .5950 (proposed)..... | 352 |
| 4620.4000 s. 2, 5, 6, 7; .4200; .4300; .4400; .4500 (proposed repealer).....  | 352 |
| 4654.0200; .0800 (proposed expedited).....  | 242 |
| 4654.0200; .0800 (adopted expedited).....   | 747 |

## Labor and Industry Department (DLI) - Plumbing Board

|   |     |
|---|-----|
| 4716.0010; .0070; .0071; .0072; .0090; .0091; .0092; .0200; .0205; .0210 (adopted)..... | 5   |
| 4716.0095; .0096; .0097 (proposed expedited).....                                       | 375 |

## Labor and Industry Department (DLI) - OSHA

|  |     |
|--|-----|
| 5205.0010 (proposed exempt).....           | 8   |
| 5205.0010 (adopted exempt).....            | 364 |
| 5219.0500; 5221.4020 (adopted exempt)..... | 373 |

## Labor and Industry Department

|  |     |
|--|-----|
| 5208.1500 (proposed exempt).....               | 557 |
| 5208.1500 (adopted exempt).....                | 906 |
| 5217.0300; .0500; .0600; .0610 (proposed)..... | 672 |
| 5217.0300 s. 4 (proposed repealer).....        | 672 |

## Administrative Hearings Office (OAH)

|   |     |
|---|-----|
| 6000.0100; .0110; .0200; .0400; .0500; .0600; .0700; .0800; .0900; .1150; .1200; .1310; .1400; .1510; .1600; .1700; .1900; .2210; .2500; .2600; .3000; .3100; .3400 (proposed)..... | 697 |
|---|-----|

## Natural Resources Department (DNR)

|  |     |
|--|-----|
| 6110.2000 (adopted repealer).....  | 697 |
| 6216.0250; .0260 (adopted expedited emergency).....  | 328 |
| 6216.0250; .0260 (adopted expedited emergency).....  | 378 |
| 6133.0075; 6234.0900; .2300; .2400; 6242.0900; .1000 (adopted exempt).....   | 374 |
| 6134.0170; .0200; .0300; .0400 (proposed).....   | 875 |
| 6230.0200; .0295; .0400; 6234.1700; .1900; .2000; .2200; .2400; .2600 (adopted expedited emergency).....                         | 167 |
| 6230.0200; 6236.0300; .0810; .1060 (adopted expedited emergency).....  | 845 |
| 6230.0295 s. 2 (expedited emergency repealed).....   | 167 |
| 6230.0400 s. 33a, 61; 6234.1900 in 36 SR 75, August 8, 2011 (expedited emergency amendments repealed).....                       | 167 |
| 6232.0200; .0300; .0350; .0400; .0800; .1300; .1600; .1750; .1800; .1980; .2100; .2500; .4700 (adopted expedited emergency)..... | 245 |

|  |     |
|--|-----|
| 6232.4800 (adopted expedited emergency).....   | 71  |
| 6234.0800; 6240.0610; .0650; .0950 (adopted expedited emergency).....  | 307 |
| 6234.1000; .2200; .2400; .2700 (adopted expedited emergency).....  | 621 |
| 6234.1000; .2200; .2400; .2700, published in the <i>State Register</i> , volume 35, page 1915, June 6, 2011 (expedited emergency repealer).....  | 621 |
| 6234.2105 (adopted expedited emergency).....   | 675 |
| 6234.2105 (adopted expedited emergency).....   | 587 |
| 6234.2105 (adopted expedited emergency).....   | 279 |
| 6236.0810, published in the <i>State Register</i> , volume 36, page 1569, June 18, 2012; and 6234.2700, published in the <i>State Register</i> , volume 37, page 621, October 22, 2012 (repealed expedited emergency)..... | 845 |
| 6240.0620 (adopted expedited emergency).....   | 72  |
| 6240.0650 (adopted expedited emergency).....   | 403 |
| 6260.1800; 6262.0200; .0300; .0500; 6266.0200; .0300; .0400; .0500 (proposed).....   | 428 |
| 6262.0575 (proposed).....  | 444 |
| 6262.0575 (adopted expedited emergency).....   | 675 |
| 6262.0575 s. 7; 6264.0300 s. 33; .0400 s. 22, 49, 61, 97, 109; 6266.0400 s. 9, 13, (proposed repealer).....  | 444 |
| Expedited Emergency Amendments to part 6262.0575 s. 3, 7, 9, 10, published in the <i>State Register</i> vol. 36, pages 501 and 505, on October 31, 2011, (proposed repealer).....  | 444 |
| 6262.0600 s. 2, (proposed repealer).....   | 428 |
| 6264.0400 (adopted expedited emergency).....   | 619 |
| 6264.0400 s. 59, published in the <i>State Register</i> , volume 35, page 1649, April 25, 2011 (expedited emergency repealer).....   | 619 |

## Nursing Board

|   |     |
|---|-----|
| 6305.0100; .0200; .0300; .0400; .0405; .0500; .0600; .0800; 6310.2600; .2700; .2800; .3000; .3100; .3300; .3400; .3500; .3700; .3800 (correction).....                | 402 |
| 6305.0100; .0200; .0300; .0400; .0405; .0500; .0600; .0800; 6310.2600; .2700; .2800; .3000; .3100; .3300; .3400; .3500; .3700; .3800 (adopted).....                   | 403 |
| 6305.0100 s. 2, 7, 18; .0300 s. 3, 4, 5; .0400 s. 6; 6310.2600 s. 6a, 8c, 12, 13; .2900 s. 1, 2, 3, 4, 5, 6, 7, 8, 9, 10; .3200; .3400 s. 2, 3; .3600 (repealed)..... | 403 |

## Minnesota Pollution Control Agency

|  |     |
|--|-----|
| 7001.3500 (adopted exempt).....  | 171 |
| 7005.0100; 7007.0050; .0100; .0150; .0200; .0250; .0300; .0325; .0350; .0400; .0500; .0750; .0800; .0950; .1050; .1100; .1105; .1107; .1110; .1115; .1120; .1125; .1130; .1140; .1141; .1142; .1145; .1146; .1150; .1300; .1400; .1450; .1500; .1850; 7011.2305; .2310 (proposed)..... | 47  |
| 7005.0100; 7007.0050; .0100; .0150; .0200; .0250; .0300; .0325; .0350; .0400; .0500; .0750; .0800; .0950; .1050; .1100; .1105; .1107; .1110; .1115; .1120; .1125; .1130; .1140; .1141; .1142; .1145; .1146; .1150; .1300; .1400; .1450; .1500; .1850; 7011.2305; .2310 (adopted).....  | 991 |
| 7011.3520 (proposed repealer).....   | 47  |
| 7011.3520 (repealed).....  | 991 |
| 7082.0050 (adopted).....   | 483 |

## Public Safety Department (DPS)

|   |     |
|---|-----|
| 7404.0100; .0400; .0450; .0500 (adopted exempt).....  | 239 |
| 7455.0100; .0200; .0300; .0400; .0500; .0600; .0700; .0800; .0900; .1000; .1100; .1200; .1300; .1400 (adopted)..... | 992 |

## Minnesota Racing Commission

|                           |     |
|---------------------------|-----|
| 7890.0100 (proposed)..... | 818 |
| 7895.0110 (proposed)..... | 937 |

## Transportation Department (Mn/DOT)

|   |     |
|---|-----|
| 8820.0100; .9920; .9926; .9936; .9941; .9946; .9951 (adopted exempt)..... | 697 |
|---|-----|

# Minnesota Rules: Amendments and Additions

## Health Department (MDH) Pollution Control Agency (MPCA)

9400.1500 (adopted)..... 327  
9400.1500 s. 2, 4 (repealed)..... 327

## Human Services Department

9533.0010; .0020; .0030; .0040; .0050; .0060; .0070; .0080;  
.0090; .0100; .0110; .0120; .0130; .0140; .0150; .0160;  
.0170; .0180 (proposed)..... 973

## 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.

## Minnesota Department of Revenue

### Revenue Notice # 12-13: Tobacco Products Tax – Wholesale Sales Price Definition- Price List; Revocation and Replacement of Revenue Notice # 09-03

#### Introduction

This Revenue Notice revokes and replaces Revenue Notice # 09-03. In light of the Minnesota Supreme Court decision in *McLane Minnesota, Inc. v. Commissioner of Revenue*, 773 N. W. 2d 289 (Minn. S. Ct. 2009) and other litigation, the Minnesota Department of Revenue is changing its position on what will qualify as a price list under *Minnesota Statutes*, section 297F.01, subdivision 23.

*Minnesota Statutes*, section 297F.01, subdivision 23, provides as follows:

“Wholesale sales price” means the price stated on the price list in effect at the time of sale for which a manufacturer or person sells a tobacco product to a distributor, exclusive of any discount, promotional offer, or other reduction. For purposes of this subdivision, “price list” means the manufacturer’s price at which tobacco products are made available for sale to all distributors on an ongoing basis.”

To date, the department’s position has been that a price list under *Minnesota Statutes*, section 297F.01, subdivision 23, did not include a promotional price list.

#### Department Position

The department will accept a promotional price list as satisfying the requirement for a price list under the statutory definition of wholesale sales price provided under *Minnesota Statutes*, section 297F.01, subdivision 23. Sell sheets alone, however, are not recognized as price lists. In the situation where the only price list available is a manufacturer’s price list, the department will continue to require that the price must be available to all distributors on an on-going basis in order for the department to recognize those prices.

Publication Date: December 31, 2012

Susan Von Mosch, Assistant Commissioner  
for Tax Policy  
Minnesota Department of Revenue

# 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.

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## Department of Administration (Admin)

### Information Policy Analysis Division

#### Notice of Application for Temporary Classification of Data and Intent to Consider Application for Temporary Classification of Data for Statewide Applicability

**NOTICE HEREBY IS GIVEN** that the Commissioner of Administration has received an application for temporary classification related to Automatic License Plate Reader (ALPR) data. The application was submitted by the City of Minneapolis. The Commissioner has determined that it is advisable to consider the application for statewide applicability under his authority in *Minnesota Statutes*, section 13.06, subdivision 4. The Commissioner hereby gives notice of his intent to approve or disapprove, for the use of all government entities in the State of Minnesota, the classification of "private data on individuals" or "nonpublic data not on individuals" for the following: all data obtained by law enforcement using Automatic License Plate Readers (ALPR).

Any government entity, public or private association, or member of the public who wishes to submit comments on this application must do so within 30 days of the publication of this notice. Comments received after 30 days need not be considered by the Commissioner. Comments should be submitted to:

Commissioner of Administration  
c/o Information Policy Analysis Division  
201 Administration Building  
50 Sherburne Avenue  
St. Paul, MN 55155  
**Fax:** (651) 205-4219  
**E-mail:** [info.ipad@state.mn.us](mailto:info.ipad@state.mn.us)

The application is available in electronic format at [www.ipad.state.mn.us](http://www.ipad.state.mn.us) and may be printed from that site. If you do not have access to the internet and you need a copy of the application, contact the Information Policy Analysis Division at the above address, or call (651) 296-6733 or 1-800-657-3721.

# Official Notices

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## 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 November 30, 2012 until January 29, 2013:

- 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
- Danner Environmental, 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 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.

## Department of Transportation (Mn/DOT) State Aid for Local Transportation Division Notice of Appointment and Meeting of a State Aid Variance Committee

**NOTICE IS HEREBY GIVEN** that the Commissioner of Transportation has appointed a State Aid Variance Advisory Committee who will meet on Wednesday, January 9, 2013 at 9:00 a.m. at the Mn/DOT Arden Hills Training Center, located at 1900 West County Road I, in Shoreview, Minnesota, 55126. This notice is given pursuant to *Minnesota Statute* 14.46. The purpose of this open meeting is to investigate and determine recommendations for variance requests from minimum State Aid roadway standards and administrative procedures as governed by *Minnesota Rules* for State Aid Operations 8820 adopted pursuant to *Minnesota Statutes* Chapters 161 and 162.

The agenda will include the following:

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## Official Notices

- 1. Petition of Watonwan County** for a variance from *Minnesota Rule 8820.9920, Minimum Design Standards; Rural and Suburban Undivided; New or Reconstruction Projects* as they apply to the reconstruction of CSAH 16 from the junction with Trunk Highway 30 and Trunk Highway 60 to south limits of Grogan to allow a 30 mph design horizontal curve in lieu of a 40 mph design horizontal curve.
- 2. Petition of McLeod County** for a variance from *Minnesota Rule 8820.9936, Minimum Design Standards, Urban; New or Reconstruction Projects* as they apply to the proposed improvements of CSAH 2 (Grove Avenue) from Trunk Highway 7 to Gehlin Drive to construct a curve with a centerline radius of 80 feet for 30 miles per hour posted speed limit.
- 3. Petition of Hennepin County** for a variance from *Minnesota Rule 8820.9936, Minimum Design Standards, Urban; New or Reconstruction Projects* as they apply to the multi-use trail along reconstruction segments of CSAH 101(Bushaway Road) from north CSAH 5 (Minnetonka Boulevard) to south of Trunk Highway 12 and CSAH 16 (McGinty Road) to allow for a horizontal curve design of less than 30 mph.
- 4. Petition of Hennepin County** for a variance from *Minnesota Rule 8820.9995, Minimum Bicycle Path Standards* as they apply to the multi-use trail along reconstruction segments of CSAH 101(Bushaway Road) from north CSAH 5 (Minnetonka Boulevard) to south of Trunk Highway 12 and CSAH 16 (McGinty Road) so as to allow no clearance zone adjacent to the road in lieu of 2 foot clearance on both sides of the proposed bicycle path.
- 5. Petition of the City of Northfield** for a variance from *Minnesota Rule 8820.9946, Minimum Design Standards, Urban; Reconditioning Projects* as they apply to the construction of a trail from the intersection of Greenvale Avenue and Spring Street to the intersection of Spring Street and Trunk Highway 3 as to allow a 80 foot horizontal curve (30 mph) in lieu of a 90 foot horizontal curve (20 mph).

Any person may file a written objection to the variance request with the Commissioner of Transportation, Transportation Building, 395 John Ireland Boulevard, Mailstop 500, St. Paul, MN 55155. If a written objection is received within 7 days from the date of this notice in the *State Register*, the variance can be granted only after a contested case hearing has been held on the request.

Dated: December 21, 2012

Julie A. Skallman, State Aid Engineer  
State Aid for Local Transportation  
Minnesota Department of Transportation

# 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.

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## Minnesota Department of Administration (Admin)

### Real Estate and Construction Services

### Notice of Availability of Request for Qualifications (RFQ) for Construction Manager at Risk for Minnesota Governor's Residence Renovation

**NOTICE IS HEREBY GIVEN** that the State of Minnesota Department of Administration, represented by Real Estate and Construction Services Division (RECS) and Plant Management Division (PMD), is seeking a General Contractor or Construction Manager for Construction Manager at Risk services for the Phase 1 construction of the Minnesota Governor's Residence Renovation located at 1006 Summit Avenue in St. Paul, Minnesota 55105.

A full Request for Qualifications is available at <http://www.mmd.admin.state.mn.us/> by clicking on "Construction" and then "Virtual Plan Room" (or at [www.questcdn.com](http://www.questcdn.com)), under the Category "Buildings/Public" with the Project Name "CM@Risk for Minnesota Governor's Residence Renovation" and may be downloaded for a fee of \$10.00. To be considered for selection and a contract, responses must be submitted by the date and time indicated in the RFQ.

A mandatory informational meeting is tentatively scheduled for Wednesday, January 16, 2013 at 11:30 a.m. Project questions will be taken by Talia Landucci Owen at [talia.landucci-owen@state.mn.us](mailto:talia.landucci-owen@state.mn.us). Questions regarding this RFQ must be received by Friday, January 18, 2013 at 3:30 p.m. C.T

Responses must be received by the Real Estate and Construction Services, Department of Administration, 309 Administration Building, 50 Sherburne Ave., St. Paul, MN 55155, Attn.: Talia Landucci Owen, no later than Tuesday, January 29, 2013 by 12:00 noon C.T. Late responses will not be accepted.

The Department of Administration, Real Estate and 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. All expenses incurred in responding to this notice are solely the responsibility of the responder.

### **Minnesota Department of Administration (Admin) State Designer Selection Board Project #12-17 University of Minnesota (U of M) Notice of Availability of Request for Proposal (RFP) for Designer Selection for University of Minnesota –St. Paul Campus Research Lab**

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

A full Request for Proposals is available on the University of Minnesota Capital Planning and Project Management website  
[http://www.uservices.umn.edu/purchasing/ae\\_services.html](http://www.uservices.umn.edu/purchasing/ae_services.html),

click on “Twin Cities Campus Advertisements” and then “Microbiology Research Facility.”

A mandatory informational meeting is tentatively scheduled for **January 10, 2013 at 1:00 PM, CT, at the Veterinary Science Building, Room 145, 1971 Commonwealth Avenue, St. Paul, MN.** All firms interested in this project should attend this meeting. Project questions will also be taken at this meeting.

Proposals must be delivered to Kathy Grochowski, Executive Secretary, State Designer Selection Board, Real Estate and Construction Services Administration Building, Room 309, 50 Sherburne Ave., St. Paul, MN 55155, **phone:** (651) 201-2389) no later than **12:00 Noon, CT, January 23, 2013.** Late responses will not be considered.

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

### **Minnesota State Colleges and Universities (MnSCU) Northland Community and Technical College Notice of Request for Proposal for Driving Training Simulators for the Commercial Vehicle Operator Program at Northland Community and Technical College**

**NOTICE IS HEREBY GIVEN** that Northland Community & Technical College Request for Proposal (RFP) for Driving Simulators. The vendor selected will be expected to provide simulation workstations and software that allow for simulation of commercial driving competencies specific to the Northland Community and Technical College commercial vehicle operator programs. To receive a copy of the full RFP, please contact Curtis Zoller either by **telephone at:** (218) 683-8829 or **e-mail at:** [curtis.zoller@northlandcollege.edu](mailto:curtis.zoller@northlandcollege.edu).

Proposals are due by 5:00 p.m. central time, Monday, January 14, 2013 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 Curtis Zoller at e-mail [curtis.zoller@northlandcollege.edu](mailto:curtis.zoller@northlandcollege.edu). Late responses will not be considered.

Minnesota State Colleges and Universities (MnSCU) 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

### Entrepreneurship Center

## Advertisement for Bids and Sealed Bids for Technology Business Incubator Shop and Office Space

**Bids will be received by:** Steve Lange  
Pine Technical College, Room 10  
900 - 4<sup>th</sup> Street SE  
Pine City, MN 55063

Until 2:00 PM, local time, **January 31, 2013**, at which time the bids will be opened and publicly read aloud.

**Project Scope:** The project consists of New Construction of 11,000 +/- gsf as an addition to the existing Continuing Education/ Customized Training Building at Hillcrest and Main adjacent to the main Pine Technical College Campus, to include a large space for Technology Business Incubator Shop and office space, toilets, mechanical and electrical space. In addition, the Work includes Remodeling of the 1,900 sf existing building, where a storage/garage space will be converted to a classroom and hallway, the existing offices will be remodeled, and exterior soffit will be modified. Also included are infrastructure and site improvements adjacent to the addition including paving for parking and sidewalks, landscaping and site utilities work.

A **Pre-Bid Meeting** will be held at 10:00 AM, Tuesday, January 15, 2013, in the Auditorium near the Main Entry, Main Building, Pine Technical College. The Architect/Engineer and /or College/University Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

Bidding Documents are as prepared by the Project Architect/Engineer: Cuningham Group Architecture, P.A.

Interested parties may view the Bidding Documents at no cost on the website:

<http://www.finance.mnscu.edu/facilities/design-construction/index.html>

and click on "Announcements", then click on "**Advertisement for Bids** (E-Plan Room)". Bidding Documents can be downloaded for a non-refundable charge of \$10.00. Plan holders are parties that have downloaded the plans and specifications. Plan holders will be notified via email as addenda are issued. Parties that download the plans and specifications and need to have them printed elsewhere are solely responsible for those printing costs. The sales of paper copies for projects listed on this site are not available. Contact [QuestCDN.com](mailto:info@questcdn.com) at (952) 233-1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in viewing or downloading with this digital project information.

## Minnesota Department of Commerce

### Division of Energy Resources

## Notice of Contract Availability for a Study of Bat Fatalities and Effects of Changes in Operational Cut-in Speeds at Commercial Wind Farms

The Department of Commerce requests proposals to conduct a study of Bat Fatalities and Effects of Changes in Operational Cut-in Speeds at Commercial Wind Farms in the Oak Savanna ecological subsection of Southeast Minnesota.

Work is proposed to start no later than March 1, 2013, and end December 31, 2016.

A Request for Proposals (RFP) will be available for download on the Department's website ([www.commerce.state.mn.us](http://www.commerce.state.mn.us)) Monday, December 31, 2012 through Monday, February 4, 2013. Potential responders may also request a hard copy of the RFP by mail from this office. Requests for hard copies must be received by the Division of Energy Resources no later than 12:00 p.m. noon Central Standard Time (CST) on Monday, January 28, 2013.

The Request for Proposals can be obtained from:

**Preferred Method:** [www.energy.mn.gov](http://www.energy.mn.gov)  
U.S. Postal Service: Kris Wenner  
Minnesota Department of Commerce  
Division of Energy Resources  
85 Seventh Place E, Suite 500  
Saint Paul, MN 55101

Proposals submitted in response to this RFP must be received no later than Monday, February 4, 2013, 3:00 p.m. (CST). **Late proposals will NOT be considered.** Instructions for submitting proposals are detailed in the RFP.

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

## Minnesota Department of Education (MDE) Notice of Request for Proposals to Manage the Statewide Public Input Process on the Revision to the Early Childhood Indicators of Progress and Facilitate the Standards Revision Work-Group

**Description of Work:** The Minnesota Race to the Top-Early Learning Challenge Grant (RTT-ELC) requires a revision to the existing Early Childhood Indicators of Progress: Minnesota Early Learning Standards (ECIPs). The revision involves a review of current standards, a public input process during the revision, a decision on a review cycle, and implementation of the established review cycle. The review cycle will involve task forces, a public input process and expert review. The goal of this project is to facilitate and manage the statewide public input process on the revision to the Early Childhood Indicators of Progress and facilitate the Standards Revision Work-group established by the Minnesota Department of Education (MDE).

**Proposed Term of Contract:** The proposed term of this contract is from February 1, 2013 through September 30, 2014 with an estimated cost from \$70,000 to \$79,500.

**Geographical Location of Work:** St Paul, MN and surrounding areas.

**Proposal Due Date:** January 21, 2013.

**Agency Contact Person:** A copy of the complete request for proposal may be requested through email through the proposal due date from: Eileen Nelson, Project Coordinator, Minnesota Department of Education, **e-mail:** [Eileen.Nelson@state.mn.us](mailto:Eileen.Nelson@state.mn.us), **TTY:** (651) 582-8464.

Question and Answer due dates are outlined in the complete request for proposal.

# State Contracts

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## Minnesota Department of Human Services (DHS) Community Partnerships and Child Care Services Division Child Development Services

### Notice of Request for Proposals (RFP) for a Qualified Contractor(s) to Provide a Comprehensive Data and Case Management System for Minnesota's Quality Rating and Improvement System and Professional Development System

The proposal submission deadline is 3:00 p.m. Central Daylight Time on Wednesday, February 6, 2013.

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Services (Department), Child Development Services (CDS) unit through the Community Partnerships and Child Care Services Division is seeking Proposals from qualified Responders/Vendors to provide Software as a Service to support Minnesota's Quality Rating and Improvement System (QRIS) and Minnesota's Professional Development System. This comprehensive data system (hereafter referred to as the Comprehensive Data System) will support the professional development of individual early care and education professionals, collect program and classroom characteristics from program directors, generate ratings for multiple types of child care and early education programs, and provide case management functions for those who provide supports to practitioners and programs.

The Comprehensive Data System should be hosted, maintained, supported, and customized for Minnesota. More specifically, the Respondent/Vendor selected for this award will demonstrate the ability to produce the following:

- A hosted data system capable of:
  - Assisting practitioners in finding appropriate professional development and quality improvement opportunities;
  - Tracking practitioner characteristics including credentials, training, and employment history and using business rules to determine the step on the Career Lattice;
  - Tracking program characteristics, including quality observations conducted by a third-party and quality documentation uploaded by early care and education programs;
  - Tracking and categorizing both trainers and trainings according to their characteristics;
  - Using business rules to generate QRIS ratings based on aggregated data;
  - Providing case management functions including workflow management and tracking content and quality of services provided to programs/practitioners;
- A clearly defined approach to customizing one or more existing data systems to meet the specific needs of Parent Aware and the Professional Development System in Minnesota, which may evolve over time;
- A plan for meeting or exceeding the data security requirements of the state of Minnesota;
- A plan and budget for hosting, maintaining, and supporting the system on an ongoing basis;
- A plan and budget for developing data linkages with other public and private data systems.

The Respondent/Vendor selected for this award will be a proven industry leader in deploying and supporting a successful early childhood data management system in states and/or counties and will be able to demonstrate experience in planning for and implementing cross-organizational data linkages.

**Terms of Contract:** The term of any resulting contract is anticipated to be for approximately Thirty-three months from April 8, 2013 until December 31, 2015 with the option for extension from January 1, 2016 to December 31, 2017 based upon continued funding and the State's satisfaction with the contractor's performance.

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

[http://www.dhs.state.mn.us/main/idcplg?IdcService=GET\\_DYNAMIC\\_CONVERSION&RevisionSelectionMethod=LatestReleased&dDocName=id\\_000102](http://www.dhs.state.mn.us/main/idcplg?IdcService=GET_DYNAMIC_CONVERSION&RevisionSelectionMethod=LatestReleased&dDocName=id_000102)

under "Partners and Providers," "Grants and RFPs". To obtain an e-mail copy of the RFP, please contact Fred Fuhrmann at [fred.fuhrmann@state.mn.us](mailto:fred.fuhrmann@state.mn.us).

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

Fred Fuhrmann, Grants Coordinator  
Community Partnerships Division  
Department of Human Services

P.O. Box 64962  
St. Paul, MN 55164-0962  
**E-mail:** fred.fuhrmann@state.mn.us

Proposals must be physically received (not postmarked) at Minnesota Department of Human Services, 444 Lafayette Road North, St. Paul, MN, 55155, no later than **3:00 p.m. Central Time on Wednesday, February 6, 2013** to be considered. **Late proposals and faxed or e-mailed proposals will NOT be considered.**

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

## **Minnesota 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

# State Contracts

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## Minnesota Department of Transportation (Mn/DOT)

### Engineering Services Division

#### Notice Concerning Professional/Technical Contract Opportunities and Taxpayers' Transportation Accountability Act Notices

**NOTICE TO ALL:** The Minnesota Department of Transportation (Mn/DOT) is now placing additional public notices for professional/technical contract opportunities on Mn/DOT's Consultant Services **website** at: [www.dot.state.mn.us/consult](http://www.dot.state.mn.us/consult)

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

## Non-State Public 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.

## Vendors Sought for these Projects

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).

## Metropolitan Airports Commission (MAC)

### Minneapolis-Saint Paul International Airport

#### Notice of Call for Bids for Trades Building Cooling System Improvements

**MAC Contract No.:** 106-3-473  
**Bids Close At:** 2:00 p.m. January 15, 2013

**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. This project includes general construction, mechanical construction, electrical construction work.

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# Non-State Public Bids, Contracts & Grants

**Targeted Group Businesses (TGB):** The goal of the MAC for the utilization of TGB on this project is 2%.

**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 Michaud Cooley Erickson; at the Minneapolis and Saint Paul Builders Exchanges; McGraw Hill Construction Dodge; and NAMC-UM Plan Room. Bidders desiring bidding documents may secure a complete set from Franz Reprographics; 2781 Freeway Blvd.; Brooklyn Center, MN 55430; **phone:** (763) 503-3401; **fax:** (763) 503-3409; **e-mail:** [www.franzrepro.com](http://www.franzrepro.com). Make checks payable to: Michaud Cooley Erickson. Deposit per set (refundable): \$100.00. Requests for mailing sets will be invoiced for mailing charges. Deposit will be refunded upon return of bidding documents in good condition within 10 days of opening of bids.

**MAC Internet Access of Additional Information:** A comprehensive Notice of Call for Bids for this project will be available on December 31, 2012, at MAC’s web address of <http://www.metroairports.org/business/solicitations> (construction bids).

## Minnehaha Creek Watershed District (MCWD) Minnehaha Creek Reach 14 Stream Bank Improvement Project Advertisement for Bids for Landscaping, Stream Bank Restoration and Stabilization

|                          |                                   |
|--------------------------|-----------------------------------|
| <b>Project Location:</b> | <b>Hennepin County, Minnesota</b> |
| <b>Pre-Bid Meeting:</b>  | <b>2:00 PM January 9, 2013</b>    |
| <b>Bids Close At:</b>    | <b>2:00 PM January 16, 2013</b>   |

### 1.1 NOTICE TO CONTRACTORS

Sealed Bid Proposals for the furnishing of all labor, materials and all other items necessary to complete the work described herewith, will be received by Minnehaha Creek Watershed District at its office located at 18202 Minnetonka Blvd., Deephaven, MN, until 2:00 PM January 16, 2013 at which time such bids will be opened and read aloud. Bid submittals must be clearly labeled Reach 14 Bid Proposal. The work, in accordance with drawings and specifications prepared by Wenck consists of the following major items of work:

- Erosion Control
- Miscellaneous Removals
- Native Seeding and Planting
- Landscaping
  - o Garden Edging Installation
  - o Planting
  - o Mulching
- Invasive Species Control

Contractors desiring a copy of the bid package, plans, specifications and proposal forms may obtain them from the offices of Wenck, upon the payment of a \$65.00 **non-refundable** fee for each bid package. Bid packages are also available for examination at the District office. All communications relative to this project should be addressed to the ENGINEER Attn: Ed A. Matthiesen, **e-mail:** [ematthiesen@wenck.com](mailto:ematthiesen@wenck.com), (763) 479-4208 or Lucius Jonett, **e-mail:** [ljonett@wenck.com](mailto:ljonett@wenck.com), (763) 479-4254 prior to opening of the Bid.

Bid Proposals shall be submitted on forms furnished for that purpose.

Each bid proposal shall be accompanied by a “Bid Security” in the form of a certified or cashier’s check made payable to Minnehaha Creek Watershed District (“OWNER”) in an amount not less than five percent (5%) of the total bid, or a surety bond in the same amount, running to the OWNER, with a surety company duly authorized to do business in the state of Minnesota, such Bid Security to be a guarantee that the bidder, if awarded a contract, will enter into a contract with Minnehaha Creek Watershed District; and the amount of the certified check will be retained or the bond enforced by the OWNER in case the bidder fails to do so. The OWNER will retain the deposits

# Non-State Public Bids, Contracts & Grants

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for the three lowest bidders until the contract has been awarded and executed but not longer than sixty (60) days. No bid may be withdrawn for a period of sixty (60) days following the bid opening.

A mandatory PRE-BID meeting will be held at the Minnehaha Creek Watershed District office, 18202 Minnetonka Boulevard, Deephaven, MN at 2:00 PM January 9, 2013.

The bid of the lowest responsible bidder is intended to be accepted on or before the expiration of sixty (60) days after the date of the opening of bids. The OWNER, however, reserves the right to reject any or all bids and to waive any minor irregularities, informalities or discrepancies, and further reserves the right to award the contract in the best interest of Minnehaha Creek Watershed District.

Dated: 17 December 2012

## Washington County Regional Railroad Authority (WCRRA) Request for Proposals for Construction Management Services

**RFP Released:** December 14, 2012  
**Proposals Due (12:00 PM CST):** January 15, 2013

Requests for Proposals from qualified firms for Construction Management Services will be accepted until 12:00 PM CST on January 15, 2013 for the final design and construction phase of the Newport Transit Station.

For further details, go to: <http://www.co.washington.mn.us/bids.aspx>

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| <i>Lost in the Woods</i>             | Stock Number 1099  | \$19.95 |
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| <i>Road to the Blue Ribbon Baking</i>                                       | Stock Number 13612 | \$29.95 |
| <i>Recipes of Our Ancestors</i>   | Stock Number 13963 | \$37.50 |
| <i>Minnesota Homegrown Cookbook</i>   | Stock Number 13716 | \$29.95 |
| <i>Baking with the St. Paul Bread Club: Recipes,<br/>Tips &amp; Stories</i> | Stock Number       | \$24.95 |
| <i>Cooking with Wild Berries &amp; Fruit</i>                                | Stock Number 13712 | \$12.95 |
| <i>Hot Dish Heaven: Classic Casseroles<br/>From Midwest Kitchens</i>        | Stock Number 1034  | \$16.95 |
| <i>Potluck Paradize</i>   | Stock Number       | \$16.95 |
| <i>The Seasonal Cabin Cookbook</i>  | Stock Number 1059  | \$16.95 |

## Genealogy, Cemeteries, and Historical Names

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| <i>Recipes of Our Ancestors</i>   | Stock Number 13963 | \$37.50 |
| <i>A Guide to Family History Resources<br/>at the Minnesota Historical Society,</i> | Stock Number 940   | \$11.95 |
| <i>Six Feet Under: A Graveyard's Guide to Minnesota</i>                             | Stock Number 922   | \$14.95 |
| <i>Pocket Guide to Minnesota Place Names</i>  | Stock Number       | \$11.95 |
| <i>Minnesota Place Names:<br/>A Geographical Encyclopedia,</i>                      | Stock Number 905   | \$49.95 |
| <i>The Governor's Mouse</i>   | Stock Number 13926 | \$20.00 |

## State Capitol Mementos

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## Minnesota History

|  |                   |         |
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| <i>Minnesota Place Names:<br/>A Geographical Encyclopedia</i>                    | Stock Number 905  | \$49.95 |
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| <i>The M-Files: True Reports About Minnesota's<br/>Unexplained Phenomena</i>     | Stock Number 1082 | \$14.95 |
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