

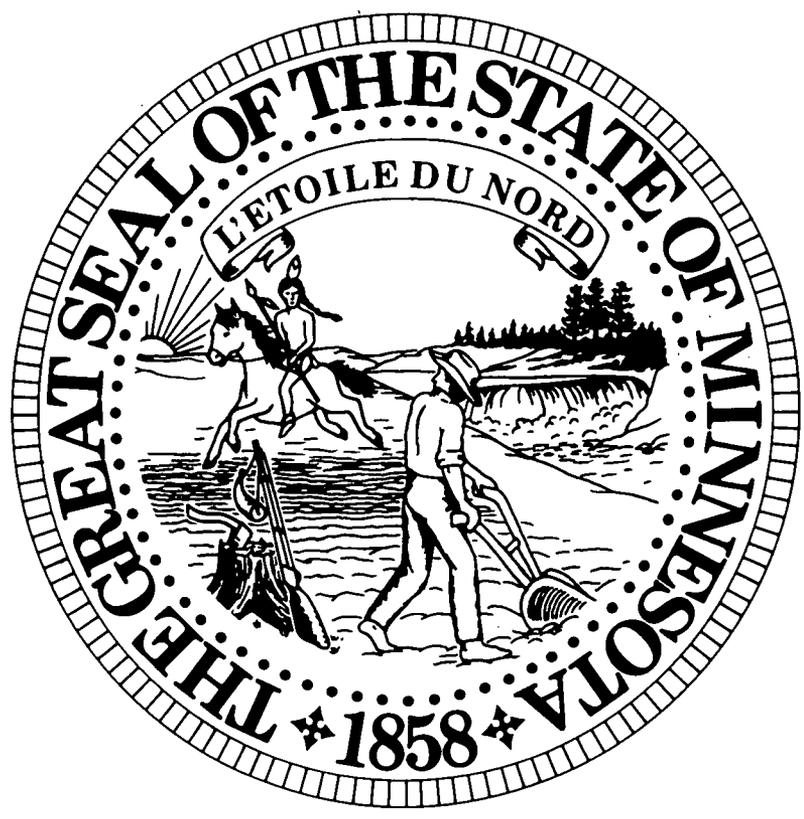
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# The Minnesota State Register

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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, containing executive and commissioners' orders, proposed and adopted rules, official and revenue notices, professional-technical-consulting contracts, non-state bids and public contracts and grants.

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Vol. 18 Issue Number	PUBLISH DATE	Deadline for both Adopted and Proposed RULES	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
46	Monday 16 May	Monday 2 May	Monday 9 May
47	Monday 23 May	Monday 9 May	Monday 16 May
48	Tuesday 31 May	Monday 16 May	Monday 23 May
49	Monday 6 June	Monday 23 May	Friday 27 May

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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 75 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. This is a ten-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Proposed and adopted emergency rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

If an agency seeks outside opinion before issuing new rules or rule amendments, it must publish a NOTICE OF INTENT TO SOLICIT OUTSIDE OPINION in the *Official Notices* section of the *State Register*. When rules are first drafted, state agencies publish them as **Proposed Rules**, along with a notice of hearing, or 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 in the *State Register*, 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. For a more detailed description of the rulemaking process, see the *Minnesota Guidebook to State Agency Services*.

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 1-39; issues 40-51 inclusive; and issue 52, cumulative for 1-52. An annual subject matter index for rules appears in August. For copies of the *State Register*, a subscription, the annual index, the *Minnesota Rules* or the *Minnesota Guidebook to State Agency Services*, contact the Print Communications Division, 117 University Avenue, St. Paul, MN 55155 (612) 297-3000 or toll-free in Minnesota 1-800-657-3757.

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## Proposed Rules

Pursuant to Minn. Stat. §14.22, an agency may propose to adopt, amend, suspend or repeal rules without first holding a public hearing, as long as the agency determines that the rules will be noncontroversial in nature. The agency must first publish a notice of intent to adopt rules without a public hearing, together with the proposed rules, in the *State Register*. The notice must advise the public:

1. that they have 30 days in which to submit comment on the proposed rules;
2. that no public hearing will be held unless 25 or more persons make a written request for a hearing within the 30-day comment period;
3. of the manner in which persons shall request a hearing on the proposed rules; and
4. that the rule may be modified if the modifications are supported by the data and views submitted

If, during the 30-day comment period, 25 or more persons submit to the agency a written request for a hearing of the proposed rules, the agency must proceed under the provisions of §§14.14-14.20, which state that if an agency decides to hold a public hearing, it must publish a notice of intent in the *State Register*.

Pursuant to Minn. Stat. §§14.29 and 14.30, agencies may propose emergency rules under certain circumstances. Proposed emergency rules are published in the *State Register* and, for at least 25 days thereafter, interested persons may submit data and views in writing to the proposing agency.

## Board of Optometry

### Proposed Permanent Rules Relating to Fee Changes

#### Notice of Intent to Adopt a Rule Without a Public Hearing

The Minnesota Board of Optometry (hereinafter "Board") intends to adopt permanent rules without a public hearing following the procedures set forth in the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28. You have 30 days to submit written comments on the proposed rules. A hearing is not required and will not be held relative to proposed Board fees needed to cover anticipated expenses in a biennium. *Minnesota Statutes* 214.06, Subd. 3 (Supp. 1993).

Comments or questions on the rule and written requests for a public hearing on the rule must be submitted to:

Laurie Mickelson, Executive Director  
Minnesota Board of Optometry  
2700 University Avenue West, Suite 103  
St. Paul, MN 55114  
(612) 642-0594  
FAX (612) 643-3676

The proposed rule is about fee changes. The statutory authority to adopt this rule is *Minnesota Statutes* 148.53 and 214.06, Subd. 1 and 2 (1992). A copy of the proposed rule is published in the *State Register* and attached to this notice as mailed.

You have until 4:30 p.m., on June 22, 1994 to submit written comment in support of or in opposition to the proposed rule and any part or subpart of the rule. Your comment must be in writing and received by the agency contact person by the due date. Comment is encouraged. Your comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

A public hearing is not required and will not be held relative to proposed Board fees needed to cover anticipated expenses in a biennium.

The proposed rule may be modified as a result of public comment. The modifications must be supported by data and views submitted to the agency and may not result in a substantial change in the proposed rule as attached and printed in the *State Register*. If the proposed rule affects you in any way, you are encouraged to participate in the rulemaking process.

A statement of need and reasonableness is now available from the agency contact person identified above. This statement describes the need for and reasonableness of each provision of the proposed rule and identifies the data and information relied upon to support the proposed rule.

It is the position of the Board that it is not subject to *Minnesota Statute* 14.115 regarding small business considerations in rule-making. The basis for this position, and the Board's evaluation of the applicability of the methods contained in *Minnesota Statute* 14.115, subd. 2 for reducing the impact of the proposed rules should it be determined that the Board is governed by *Minnesota Statute* 14.115, are addressed in the statement of need and reasonableness.

The Minnesota Board of Optometry has reviewed the proposed rules, and find no evidence that the rules would cause the expenditure of public money by any local public body.

The Minnesota Board of Optometry has reviewed the proposed rules, and find that the subject matter of the rules is not related to agriculture land.

After the end of the comment period the agency may adopt the rule. The rule and supporting documents will then be submitted to

the attorney general for review as to legality and form to the extent form relates to legality. You may request to be notified of the date the rule is submitted to the attorney general or be notified of the attorney general's decision on the rule. If you wish to be so notified, or wish to receive a copy of the adopted rule, submit your request to the agency contact person listed above.

Dated: 28 April 1994

Laurie Mickelson  
Executive Director

### Rules as Proposed

#### 6500.2000 INDIVIDUAL ANNUAL LICENSE RENEWAL.

Subpart 1. **Fee.** On or before January 1 of each year, the board shall receive a license renewal fee of ~~90~~ 105 from every licensed optometrist who desires to continue to be entitled to practice in this state.

[For text of subs 2 and 3, see M.R.]

Subp. 4. **Default; revocation of license.** When an optometrist defaults in payment of the annual renewal fee under ~~part 6500.2000~~; subpart 1, the board may invoke the procedures of part 6500.2800 for the revocation of the license; provided that the payment of the fee at or before the completion of the procedures of part 6500.2800, with such additional sum not exceeding ~~30~~ 35 as may be fixed by the board, shall excuse the default. In the event any default remains unexcused at the completion of the procedures of part 6500.2800 and a license is revoked for nonpayment of renewal fees, the board may, in its discretion, refuse to issue a new license to any person whose license has been so revoked until such time as that person repasses or, if previously licensed by reciprocity, passes the examinations and complies with all other requirements for initial licensure by examination in this state.

[For text of sub 5, see M.R.]

## Public Utilities Commission

### Proposed Permanent Rules Relating to Customer Requests for Telephone Call-tracing Services

#### Notice of Hearing and Notice of Intent to Cancel Hearing if Fewer than Twenty-Five Persons Request a Hearing in Response to Notice of Intent to Adopt Rules Without a Public Hearing

**NOTICE IS HEREBY GIVEN** that the Minnesota Public Utilities Commission (Commission) will hold a public hearing in the above-entitled matter at its offices at 121 7th Place East, Suite 350, St. Paul, Minnesota, commencing at 9:00 a.m. on Wednesday, June 29, 1994 and continuing until all interested or affected persons have had an opportunity to participate by submitting either oral or written data, statements, or arguments. Statements or briefs may be submitted to the presiding Administrative Law Judge, as hereinafter indicated, without appearing at the hearing.

**PLEASE NOTE, HOWEVER, THAT THE HEARING WILL BE CANCELLED IF FEWER THAN TWENTY-FIVE PERSONS REQUEST A HEARING IN RESPONSE TO THE NOTICE OF INTENT TO ADOPT THESE SAME RULES WITHOUT A PUBLIC HEARING PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE COMMISSION.** To verify whether a hearing will be held, please call the Commission between June 16, 1994 and June 29, 1994 at (612) 296-7124.

The matter will be heard before Administrative Law Judge Bruce D. Campbell, Office of Administrative Hearings, 100 Washington Square, Suite 1700, Minneapolis, Minnesota 55401-2138, (612) 341-7602. The rule hearing procedure is governed by *Minnesota Statutes* §§ 14.131 to 14.20 (1992) and by the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.0200 to 1400.1200. Questions concerning the rule hearing procedure should be directed to the Administrative Law Judge at the address and telephone number stated above.

The subject of the hearing will be the proposed rules governing customer requests for call tracing, *Minnesota Rules*, parts 7813.0100 through 7813.1100. The proposed rules are authorized by *Minnesota Statutes* § 237.069 (1992). A copy of the proposed rules is published below.

**KEY: PROPOSED RULES SECTION** — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

## Proposed Rules

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One free copy of the rules is available upon request by contacting the Commission's receptionist at the following address and telephone number:

121 7th Place East, Suite 350  
St. Paul, Minnesota 55101-2147  
(612) 296-7124

**NOTICE IS HEREBY GIVEN** that a **Statement of Need and Reasonableness** is now available for review at the Commission offices and at the Office of Administrative Hearings. The Statement of Need and Reasonableness includes a summary of all the evidence and argument which the Commission anticipates presenting at the hearing justifying both the need for and reasonableness of the proposed rules. Copies of the Statement of Need and Reasonableness may be reviewed at the Commission offices or at the Office of Administrative Hearings and copies may be obtained from the Office of Administrative Hearings at the cost of reproduction.

Any person may present his or her views on the proposed rules in one or more of the following ways: by submitting written data to the Administrative Law Judge at any time before the close of the hearing; by submitting oral or written data at the hearing; and by submitting written data to the Administrative Law Judge during the comment period following the hearing. The comment period will be not less than five working days after the public hearing ends. The comment period may be extended for a longer period not to exceed 20 calendar days if ordered by the Administrative Law Judge at the hearing. In either case, the comment period ends at 4:30 on the final day, when the Office of Administrative Hearings closes its offices.

The written material received during the comment period shall be available for review at the Office of Administrative Hearings. Within five business days after the expiration of the comment period, the Commission and interested persons may respond in writing to any new information received during the comment period; however, no additional evidence may be submitted during this five-day period. The five-day period ends at 4:30 on the final day, when the Office of Administrative Hearings closes its offices.

The Commission requests that any person submitting written views or data to the Administrative Law Judge prior to the hearing or during the comment period also submit a copy of the written data to Carol Casebolt at the Commission address stated above.

The proposed rules may be modified if the data and views received during the hearing process warrant modification and the modification does not result in a substantial change in the proposed rules.

Any person may request notification of the date on which the Administrative Law Judge's report will be available, after which date the commission may not take any final action on the rules for a period of five working days. If you desire to be so notified, you may request notification by sending a written request to the Administrative Law Judge. Any person may request notification of the date on which the rules are adopted and filed with the Secretary of State. The notice must be mailed on the same day that the rules are filed. If you want to be so notified you may so indicate at the hearing or send a request in writing to the Commission at any time prior to the filing of the rules with the Secretary of State.

You are hereby advised, pursuant to *Minnesota Statutes* § 14.115 (1992), "Small business considerations in rulemaking," that the proposed rules may have an effect on small business. The small businesses that will be affected are small telephone companies. The qualitative and quantitative effects of the new rules on these businesses will probably be as follows. Their call tracing procedures will become more uniform and will be reduced to writing and filed with the Commission as a tariff. Commission efforts to reduce the impact of the rules on small businesses are set forth in detail in the Statement of Need and Reasonableness.

The adoption of these rule amendments by the Commission will not require expenditure of public monies by local public bodies nor have a direct impact on agricultural land. Therefore, *Minnesota Statutes* § 14.11 (1992) is inapplicable to this rulemaking proceeding.

Please be advised that *Minnesota Statutes* ch. 10A (1992) requires each lobbyist to register with the State Ethical Practices Board within five days after he or she commences lobbying. A lobbyist is defined in *Minnesota Statutes* § 10A.01, subd. 11 (1992). The statute also contains certain exceptions. Questions should be directed to:

Ethical Practices Board  
First Floor, Centennial Office Building  
658 Cedar Street  
St. Paul, Minnesota 55155  
(612) 296-5148

Burl W. Haar  
Executive Secretary

**Notice of Intent to Adopt Rules Without a Public Hearing and Notice of Intent to Adopt Rules With a Public Hearing If Twenty-Five or More Persons Request a Hearing**

**NOTICE IS HEREBY GIVEN** that the Minnesota Public Utilities Commission (Commission) intends to adopt the above-entitled rule without a public hearing following the procedures set forth in the Administrative Procedure Act for adopting rules without a public hearing in *Minnesota Statutes* §§ 14.22 to 14.28 (1992). The Commission's authority to adopt the rule is set forth in *Minnesota Statutes* § 237.069 (1992).

All persons have until 4:30 p.m. on June 15, 1994 to submit comments in support of or in opposition to the proposed rules or any part or subpart of the rules. Comment is encouraged. Each comment should identify the portion of the proposed rules addressed, the reason for the comment, and any change proposed. **PLEASE USE DOCKET NO. P-999/R-92-363 ON ALL CORRESPONDENCE.**

Any person may make a written request for a public hearing on the rules within the comment period. If 25 or more persons submit a written request for a public hearing within the comment period, a public hearing will be held unless a sufficient number withdraw their requests in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rules addressed, the reason for the request, and any change proposed.

If a public hearing is required, the Commission will proceed pursuant to *Minnesota Statutes* §§ 14.131 to 14.20 (1992). **PLEASE NOTE THAT IF TWENTY-FIVE OR MORE PERSONS SUBMIT WRITTEN REQUESTS FOR A PUBLIC HEARING WITHIN THE 30-DAY COMMENT PERIOD, A HEARING WILL BE HELD ON Wednesday, June 29, 1994, IN ACCORDANCE WITH THE NOTICE OF PUBLIC HEARING OF THESE SAME RULES PUBLISHED IN THIS STATE REGISTER AND MAILED TO PERSONS REGISTERED WITH THE COMMISSION.** To verify whether a hearing will be held, please call the Commission between June 16, 1994 and June 29, 1994 at (612) 296-7124.

Comments or written requests for a public hearing must be submitted to:

Carol Casebolt  
Minnesota Public Utilities Commission  
121 7th Place East, Suite 350  
St. Paul, Minnesota 55101-2147  
(612) 296-6029

The proposed rules may be modified if the modifications are supported by data and views submitted to the Commission and do not result in a substantial change in the proposed rule as noticed.

The proposed rules, if adopted, will govern how telephone companies respond to customer requests for call tracing services. A copy of the proposed rules is published below. One free copy of the rules is available upon request from the Commission by contacting the Commission's receptionist at the above address or by calling (612) 296-7124.

**A Statement of Need and Reasonableness** that describes the need for and reasonableness of each provision of the proposed rules and identifies the data and information relied upon to support the proposed rule has been prepared and is available upon request from the Commission by contacting the Commission's receptionist at the above address or by calling (612) 296-7124.

You are hereby advised, pursuant to *Minnesota Statutes* § 14.115 "Small business considerations in rulemaking," that the proposed rules may affect small businesses. The small businesses that will be affected are small telephone companies. The qualitative and quantitative effects of the new rules on these businesses will probably be as follows. Their call tracing procedures will become more uniform and will be reduced to writing and filed with the Commission as a tariff. Commission efforts to reduce the impact of the rules on small businesses are set forth in detail in the Statement of Need and Reasonableness.

The adoption of these rules by the Commission will not require the expenditure of public money by local public bodies or have a direct impact on agricultural land. Therefore, *Minnesota Statutes* § 14.11 (1992) is not applicable to this rulemaking proceeding.

If no hearing is required, upon adoption of the rule, the rule and the required supporting documents will be submitted to the Attorney General for review as to legality and form to the extent form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or who wish to receive a copy of the rule submitted to the Attorney General, must submit a written request to Carol Casebolt at the above address.

Burl W. Haar  
Executive Secretary

**KEY: PROPOSED RULES SECTION** — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

# Proposed Rules

## Rules as Proposed (all new material)

### 7813.0100 DEFINITIONS.

Subpart 1. **Scope.** Terms used in this chapter have the meanings given them in this part.

Subp. 2. **Call tracing.** "Call tracing" means identifying and recording the numbers of the telephones originating some or all incoming calls to the telephone line of a customer who has complained of receiving harassing calls and has requested that those calls be traced.

Subp. 3. **Customer.** "Customer" means a person, firm, partnership, limited liability company, corporation, municipality, cooperative association or organization, governmental agency, or other entity receiving telecommunications service.

Subp. 4. **CLASS call-tracing service.** "CLASS call-tracing service" means a customer-activated, call-specific form of call-tracing service available in technologically upgraded exchanges as part of a set of services called Custom Local Area Signaling Services.

Subp. 5. **Emergency.** "Emergency" means a situation that appears to present immediate danger to person or property.

Subp. 6. **Harassing telephone calls.** "Harassing telephone calls" means telephone calls in which the caller:

- A. threatens injury to person or property;
- B. makes any comment, request, suggestion, or proposal that is obscene, lewd, or lascivious;
- C. repeatedly makes telephone calls, whether or not conversation ensues, with intent to abuse, threaten, or harass; or
- D. makes or causes the telephone of another person to ring repeatedly or continuously, with intent to harass a person at the called telephone number.

Subp. 7. **Investigative or law enforcement officer.** "Investigative or law enforcement officer" means an officer of the United States, a state, or a political subdivision of the United States or a state, or a University of Minnesota peace officer, who is empowered by law to investigate or make arrests for crimes related to communications, or an attorney authorized by law to prosecute those crimes.

Subp. 8. **Local exchange carrier.** "Local exchange carrier" means a telephone company furnishing local telephone service.

Subp. 9. **Trap and trace device.** "Trap and trace device" means a device that captures the incoming electronic or other impulses that identify the originating number of an instrument or device from which a wire or electronic communication was transmitted.

### 7813.0200 SCOPE.

This chapter governs how local exchange carriers respond to requests for call tracing made by persons who state they are receiving harassing telephone calls. It does not govern how local exchange carriers respond to court orders requiring or involving call tracing.

### 7813.0300 WHEN CALL TRACING MUST BE PROVIDED.

Subpart 1. **Request by customer and officer.** Local exchange carriers must provide call-tracing services when requested by both a customer and an investigative or law enforcement officer and the customer has provided written consent.

Subp. 2. **Emergency request.** In emergencies, local exchange carriers shall provide call-tracing services when requested by a customer and the customer has provided oral consent. In emergencies, local exchange carriers shall request written consent promptly and shall advise the customer to seek the assistance of an investigative or law enforcement officer.

### 7813.0400 REQUESTS FOR CALL-TRACING SERVICES BY CUSTOMERS ONLY.

Subpart 1. **When call-tracing services may be provided.** Local exchange carriers may provide call-tracing services without a request from an investigative or law enforcement officer when a customer alleges receiving harassing telephone calls and provides written consent.

Subp. 2. **Standards for considering requests.** In deciding whether to grant or deny nonemergency requests for call-tracing services from customers who have not involved investigative or law enforcement officers, local exchange carriers shall weigh the following factors:

- A. the likelihood that alternatives to call tracing will stop the calls;
- B. the degree of harm caused by the calls;
- C. the technical difficulty of tracing the calls;
- D. the amount of call-tracing equipment available; and
- E. the number of competing requests for call-tracing services.

Subp. 3. **Customers referred to law enforcement.** Local exchange carriers shall tell customers who request call-tracing services and are denied them that call-tracing services will be provided upon the request of an investigative or law enforcement officer and receipt of the customer's written consent.

**7813.0500 CUSTOMER ASSISTANCE WITH ALTERNATIVES TO CALL TRACING.**

Local exchange carriers shall explain alternatives to call tracing to customers who report receiving annoying calls but do not believe law enforcement assistance is necessary, and to customers whose requests for call-tracing services are denied. These alternatives may include hanging up on the caller, changing telephone numbers, or using an unlisted or unpublished telephone number.

**7813.0600 COMPANIES TO PROVIDE CONSENT FORMS.**

Local exchange carriers shall prepare, and provide to customers upon request, forms for granting consent to having their incoming calls traced. Carriers shall not insert any agreements or obligations beyond such consent in those forms. Carriers shall accept as written consent any writing signed by the customer consenting to having incoming calls traced.

**7813.0700 TIME FOR RESPONDING TO REQUESTS.**

Subpart 1. **Answering time.** Local exchange carriers shall maintain adequate staffing levels to ensure that 90 percent of calls from customers requesting call tracing are answered within 20 seconds. "Answered" means that the operator or representative is ready to render assistance or accept the information necessary to handle the call. Acknowledging that the customer is waiting on the line and will be served in turn is not an adequate answer.

Subp. 2. **Deadlines for activating tracing service.** In emergencies, local exchange carriers shall activate call-tracing services as soon as possible, but no later than four hours after receiving a request and oral consent from the customer. In other cases in which call tracing must be provided under part 7813.0300, local exchange carriers shall activate call-tracing services within 48 hours of receiving written consent of the customer or the request of an investigative or law enforcement officer, whichever is later.

**7813.0800 STANDARDS FOR PROVIDING CALL-TRACING SERVICE.**

Subpart 1. **Customer assistance required.** Local exchange carriers shall assist customers whose calls are being traced using trap and trace technology by providing logs to record the dates and times of harassing calls and by maintaining a log of the dates, times, and originating telephone numbers of calls identified as harassing by the customer.

Subp. 2. **Treatment of identified numbers.** Local exchange carriers shall release the originating telephone numbers of calls identified as harassing only to investigative or law enforcement officers, not to customers receiving call-tracing services. Local exchange carriers shall work with investigative or law enforcement officers to develop time frames for transmitting those originating telephone numbers to them.

Subp. 3. **Duration of call-tracing services.** Local exchange carriers shall work with investigative or law enforcement officers to determine how long call-tracing services should be provided, both in general and in particular cases.

**7813.0900 CALL-TRACING TARIFFS REQUIRED.**

Local exchange carriers shall file and maintain tariffs explaining the provision of call-tracing services, their standards for determining whether to grant or deny call-tracing requests not accompanied by requests from investigative or law enforcement officers, and their standards for determining the duration of call-tracing services.

**7813.1000 DIRECTORY INFORMATION ON DEALING WITH HARASSING CALLS.**

Local exchange carriers shall include in their directories an explanation of how to request call-tracing services and the telephone number of a company representative who can provide further information.

**7813.1100 CLASS CALL TRACING.**

Subpart 1. **Alternative to traditional technologies.** Local exchange carriers may respond to call-tracing requests by providing CLASS call-tracing services where that service is available and approved by the commission and will function as accurately as installing a trap and trace device.

Subp. 2. **Express consent unnecessary.** A customer's decision to use CLASS call-tracing service to trace a specific call constitutes consent under this chapter. Written consent of the customer is not necessary for the customer to use CLASS call-tracing service.

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## Proposed Rules

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# Department of Trade and Economic Development

## Proposed Permanent Rules Relating to the Urban Challenge Grant Program

### Dual Notice:

### Notice of Intent to Adopt Rules Without a Public Hearing Unless 25 or More Persons Request a Hearing, and Notice of Hearing if 25 or More Requests for Hearing are Received

**Introduction.** The Urban Initiative Board intends to adopt permanent rules without a public hearing following the procedures set forth in the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28. If, however, 25 or more persons submit a written request for a hearing on the rules within 30 days or by 4:30 p.m. on Thursday, June 16, 1994, a public hearing will be held on Monday, June 27, 1994. To find out whether the rules will be adopted without a hearing or if the hearing will be held, you should contact the agency contact person after June 16, 1994 and before June 27, 1994.

**Agency Contact Person.** Comments or questions on the rules and written requests for a public hearing on the rules must be submitted to:

E. Peter Gillette, Jr.  
Chair, Urban Initiative Board  
500 Metro Square  
121 7th Place East  
Saint Paul, MN 55101-2146  
612-296-6424

**Subject of Rules and Statutory Authority.** The proposed rules are about the Urban Challenge Grant Program. The statutory authority to adopt the rules is *Minnesota Statutes* 116M.18. A copy of the proposed rules is published in the State Register.

**Comments.** You have until 4:30 p.m., Thursday, June 16, 1994 to submit written comment in support of or in opposition to the proposed rules or any part or subpart of the rules. Your comment must be in writing and received by the agency contact person by the due date. Comment is encouraged. Your comment should identify the portion of the proposed rules addressed, the reason for the comment, and any change proposed.

**Request for a Hearing.** In addition to submitting comments, you may also request that a hearing be held on the rules. Your request for a public hearing must be in writing and must be received by the agency contact person by 4:30 p.m. on June 16, 1994. Your written request for a public hearing must include your name, address, and telephone number. You are encouraged to identify the portion of the proposed rules which caused your request, the reason for the request, and any changes you want made to the proposed rules. If 25 or more persons submit a written request for a hearing, a public hearing will be held unless a sufficient number withdraw their requests in writing.

**Modifications.** The proposed rules may be modified, either as a result of public comment or as a result of the rule hearing process. Modifications must not result in a substantial change in the proposed rules as printed in the State Register and must be supported by data and views submitted to the Urban Initiative Board or presented at the hearing. If the proposed rules affect you in any way, you are encouraged to participate in the rulemaking process.

**Cancellation of Hearing.** The hearing scheduled for June 27, 1994 will be canceled if the Urban Initiative Board does not receive requests from 25 or more persons that a hearing be held on the rules. If you request a public hearing, the Urban Initiative Board will notify you before the scheduled hearing whether or not the hearing will be held. You may also call E. Peter Gillette, Jr. at 612-296-6424 after June 16, 1994 to find out whether the hearing will be held.

**Notice Of Hearing.** If 25 or more persons submit written requests for a public hearing on the rules, a hearing will be held following the procedures in *Minnesota Statutes*, sections 14.131 to 14.20. The hearing will be held on Monday, June 27, 1994, in Conference Room A of 500 Metro Square Building, 121 7th Place East, St. Paul, MN 55101, beginning at 9:00 a.m. and will continue until all interested persons have been heard. The hearing will continue, if necessary, at additional times and places as determined during the hearing by the Administrative Law Judge. The Administrative Law Judge assigned to conduct the hearing is Judge Howard L. Kaibel. Judge Kaibel can be reached at the Office of Administrative Hearings, 100 Washington Square, Suite 1700, Minneapolis, Minnesota 55401-2138, telephone is 341-7608.

**Hearing Procedure.** If a hearing is held, you and all interested or affected persons including representatives of associations or other interested groups, will have an opportunity to participate. You may present your views either orally at the hearing or in writing at any time prior to the close of the hearing record. All evidence presented should relate to the proposed rules. You may also mail written material to the Administrative Law Judge to be recorded in the hearing record for five working days after the public hearing ends. This five-day comment period may be extended for a longer period not to exceed 20 calendar days if ordered by the Administrative Law Judge at the hearing. Comments received during this period will be available for review at the Office of

**Administrative Hearings.** You and the Urban Initiative Board may respond in writing with rebuttal arguments or material within five business days after the submission period ends to any new information submitted after the hearing. All written materials and responses submitted to the Administrative Law Judge during the rebuttal period must be received at the Office of Administrative Hearings no later than 4:30 p.m. on the due date. No additional evidence may be submitted during the five-day rebuttal period. This rule hearing procedure is governed by *Minnesota Rules*, parts 1400.0200 to 1400.1200, and *Minnesota Statutes*, sections 14.131 to 14.20. Questions about procedure may be directed to the Administrative Law Judge.

**Statement Of Need And Reasonableness.** A Statement of Need and Reasonableness is now available. This Statement describes the need for and reasonableness of each provision of the proposed rules. It also includes a summary of all the evidence and argument which the Urban Initiative Board anticipates presenting at the hearing, if one is held. A free copy of the Statement may be obtained from E. Peter Gillette, Jr. at the address and telephone number listed above. The Statement may also be reviewed and copies obtained at the cost of reproduction from the Office of Administrative Hearings.

**Small Business Considerations.** In preparing these rules, the Urban Initiative Board has considered the requirements of *Minnesota Statutes*, section 14.115, in regard to the impact of the proposed rules on small businesses. The adoption of the rules may affect small businesses that are seeking financing. The Urban Initiative Board believes that the proposed rules proposed for the Urban Challenge Grant Program provide effective and efficient access to loan funds. The proposed rules allow certified non-profit organizations to charge loan applicants only for out-of-pocket administrative expenses. Loan funds can be used for all normal business expenses including but not limited to site acquisition, new construction, renovation, machinery and equipment, and working capital. Loans may not be used to refinance a business's or personal existing debt. The interest rate for Urban Challenge Grant loans shall be established by the non-profit organization, but can be no less than 2% per annum, nor more than 10% per annum. The Urban Initiative Board's evaluation of the applicability of the methods contained in *Minnesota Statutes*, section 14.115, subdivision 2, for reducing the impact of the proposed rules is addressed further in the Statement of Need and Reasonableness.

**Expenditure Of Public Money By Local Public Bodies.** *Minnesota Statutes*, section 14.11, subdivision 1, does not apply because adoption of these rules will not result in additional spending by local public bodies in excess of \$100,000 per year for the first two years following adoption of the rules.

**Impact On Agriculture Lands.** *Minnesota Statutes*, section 14.11, subdivision 2, does not apply because adoption of these rules will not have an impact on agricultural land.

**Departmental Charges.** *Minnesota Statutes*, section 16A.1285, subdivisions 4 and 5, do not apply because the rules do not establish or adjust departmental charges.

**Lobbyist Registration.** *Minnesota Statutes*, chapter 10A, requires each lobbyist to register with the Ethical Practices Board. Questions regarding this requirement should be directed to the Ethical Practices Board, First Floor South, Centennial Building, 658 Cedar Street, St. Paul, Minnesota 55155, telephone (612)296-5148 or 1 800-657-3889.

**Adoption Procedure If No Hearing.** If no hearing is required, after the end of the comment period the Urban Initiative Board may adopt the rules. The rules and supporting documents will then be submitted to the Attorney General for review as to legality and form to the extent form relates to legality. You may request to be notified of the date the rules are submitted to the Attorney General or be notified of the Attorney General's decision on the rules. If you wish to be so notified, or wish to receive a copy of the adopted rules, submit your request to E. Peter Gillette, Jr. at the address listed above.

**Adoption Procedure After A Hearing.** If a hearing is held, after the close of the hearing record, the Administrative Law Judge will issue a report on the proposed rules. You may request to be notified of the date on which the Administrative Law Judge's report will be available, after which date the Urban Initiative Board may not take any final action on the rules for a period of five working days. If you want to be notified about the report, you may so indicate at the hearing. After the hearing, you may request notification by sending a written request to the Administrative Law Judge. You may also request notification of the date on which the rules are adopted and filed with the Secretary of State. The Urban Initiative Board's Notice of Adoption must be mailed on the same day that the rules are filed. If you want to be notified of the adoption, you may so indicate at the hearing or send a request in writing to the agency contact person at any time prior to the filing of the rules with the Secretary of State.

Dated: 29 April 1994

E. Peter Gillette, Jr. Chair  
Urban Initiative Board

**KEY: PROPOSED RULES SECTION** — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

# Proposed Rules

## Rules as Proposed (all new material)

### 4355.0100 PURPOSE.

The purpose of this chapter is to establish:

- A. procedures for use of the revolving loan fund under *Minnesota Statutes*, section 116M.18;
- B. procedures for the Urban Initiative Board to certify and enter into agreements with nonprofit corporations; and
- C. procedures for nonprofit corporations to make loans to eligible businesses.

### 4355.0200 DEFINITIONS.

Subpart 1. **Scope.** For the purposes of this chapter the terms in this part and in *Minnesota Statutes*, section 116M.14, have the meanings given.

Subp. 2. **Grant agreements.** "Grant agreements" means an agreement between the state and a nonprofit corporation through which the state provides funds to carry out specified programs, services, or activities.

Subp. 3. **Nonprofit corporation.** "Nonprofit corporation" means a not-for-profit organization operating in one or more eligible cities and certified by the board to receive grants and disburse these funds in the nature of loans to qualifying businesses.

Subp. 4. **Nonprofit revolving loan fund.** "Nonprofit revolving loan fund" means a board-certified revolving loan fund established by a nonprofit corporation to provide loans to new and expanding businesses in low-income areas.

Subp. 5. **Urban revolving loan fund.** "Urban revolving loan fund" means a fund established by the board to make grants to nonprofit corporations.

### 4355.0300 BUSINESS LOANS BY NONPROFIT CORPORATIONS.

Subpart 1. **Generally.** The board shall make available funds from the urban revolving loan fund for nonprofit corporations. The money awarded to each corporation shall be appropriated to its nonprofit revolving loan fund to be used to make loans to businesses in low-income areas. The funds are to be awarded on a project-by-project basis and must be matched by the corporation with an equal amount of money from sources other than government appropriations.

Subp. 2. **Grant agreement required.** A grant agreement must be established with each nonprofit corporation certified for funding by the board. Grant agreements shall be valid for a period of one year from the time they are fully executed. Agreements may be renewed by the board based on an evaluation of the corporation's lending activities, a finding that the corporation has complied with all the provisions of the agreement, and has made substantive progress in achieving the goals described in its application.

In the event that a grant agreement is not renewed, the corporation must continue to administer all loans it may have made under the provisions of the grant agreement and *Minnesota Statutes*, section 116M.18.

Subp. 3. **Application by nonprofit corporation.** Any nonprofit corporation wishing to be certified as a participant in the urban challenge grant program must apply in a form prescribed by the board. The application must include:

- A. an assurance signed by the nonprofit corporation's chair that the applicant will comply with all applicable state and federal laws and requirements;
- B. a resolution passed by the applicant's board of directors approving the submission of an application and authorizing execution of the grant agreement if funds are made available;
- C. a plan demonstrating the applicant's eligibility pursuant to *Minnesota Statutes*, section 116M.18, the manner in which minority business enterprises will be assisted, the outcomes expected to result from the corporation's participation in the program; and
- D. any additional information that the board finds is necessary to clarify the applicant's ability to achieve the program's objectives.

Subp. 4. **Board review.** The board shall certify the corporation if it has demonstrated that it fully meets the eligibility standards in *Minnesota Statutes*, section 116M.18, subdivision 2.

Subp. 5. **Disapproval of applications.** In cases where the corporation fails to demonstrate that it has or can reasonably be expected to develop the capacities required by *Minnesota Statutes*, section 116M.18, the board must disapprove the application. The commissioner shall inform the corporation of the board's decision, in writing, stating the reasons for the denial.

Subp. 6. **Contents of grant agreement.** If certified, the board must enter into a grant agreement with the nonprofit corporation. The grant agreement must include provisions that:

- A. the corporation has established or will establish a board-certified revolving loan fund to provide loans to new and expanding businesses in low-income areas;

B. the grant recipient will comply with all applicable state and federal laws, including the requirements of *Minnesota Statutes*, section 116M.18; and

C. no grant funds shall be used to finance activities not approved in either the grant agreement or each loan agreement.

Subp. 7. **Other grant requirements.** The following provisions apply to grants awarded:

A. if it is determined that an improper use of the funds has occurred, the board shall take whatever action is necessary to recover improperly spent funds;

B. grant recipients must return funds that are improperly expended;

C. the board shall suspend payment of funds to recipients that are not in compliance with applicable state and federal laws, rules, and regulations;

D. amendments to the grant agreement must be in writing; and

E. the grant agreement may authorize the nonprofit corporation to be paid for administrative expenses out of the interest earned on loans it originates.

Subp. 8. **Corporation to make business loans.** Any business may make an application to the nonprofit corporation for an urban challenge grant loan. The application must be in a form approved by the corporation and the board. The corporation must review the application and may give preliminary approval for the loan based on *Minnesota Statutes*, section 116M.18. The loan application must then be forwarded to the board for final approval.

#### **4355.0400 BUSINESS LOANS BY THE BOARD.**

If the board receives a grant, gift, or loan, authorizing or requiring it to make business loans directly to qualifying businesses, and the board determines that businesses do not have access through a certified corporation, the board may receive applications for an urban challenge grant loan on the forms it prescribes. The board shall review applications and, based on the provisions of *Minnesota Statutes*, section 116M.18, and the business loan criteria in part 4355.0500, may approve them. If an application is denied, the commissioner shall inform the applicant as to the reasons for the denial.

#### **4355.0500 BUSINESS LOAN CRITERIA.**

Subpart 1. **Terms and conditions.**

A. The interest rate on a loan shall be established by the corporation, but may be no less than two percent per annum, nor more than ten percent per annum.

B. The corporation may only charge the business all out-of-pocket administrative expenses connected with originating the loan at the time of closing.

C. The loan funds may be used for normal business expenses including, but not limited to, site acquisition, new construction, renovation, machinery and equipment, and working capital. Loans may not be used to refinance a business or personal existing debt.

Subp. 2. **Loan repayment.** For loans made by the board, all loan repayments must be deposited in the urban revolving loan fund for further distribution to businesses or nonprofit corporations pursuant to *Minnesota Statutes*, section 116M.18.

For loans made by a nonprofit corporation, amounts equal to one-half of the principal and interest must be deposited in the urban revolving loan fund. The principal payments shall be made available to the corporation originating the loan in order to make additional loans, as long as the corporation remains certified and the grant agreement with the board is in effect. The board may return interest payments to the corporation in order to pay for the corporation's administrative expenses.

The remaining amount of the loan repayment may be deposited in the nonprofit revolving loan fund created by the corporation which originated the loan for further distribution by the nonprofit corporation, or for other uses as may be determined by the corporation.

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# Official Notices

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Pursuant to the provisions of Minnesota Statutes §14.10, an agency, in preparing proposed rules, may seek information or opinion from sources outside the agency. Notices of intent to solicit outside opinion must be published in the *State Register* and all interested persons afforded the opportunity to submit data or views on the subject, either orally or in writing.

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

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## Department of Agriculture

### Plant Protection Division

#### Notice of Solicitation of Outside Information or Opinions Regarding Proposed Rules Governing Genetically Engineered Organisms

**NOTICE IS HEREBY GIVEN** that the State Department of Agriculture is seeking information or opinions from sources outside the department in preparing to propose adoption of rules governing genetically engineered organisms. The adoption is authorized by *Minnesota Statutes*, section 18F.12, which requires the department to adopt rules governing the issuance of permits for the proposed release of genetically engineered agriculturally related organisms.

Summary of issues. Issues involved in this rule adoption are; 1.) adoption of the notification procedure as outlined in *Minnesota Statutes*, chapter 116C; 2.) adoption of a format for the department's Environmental Assessment Worksheet; 3.) criteria and procedures needed in assessing exemptions for commercial use of the agriculturally related genetically engineered organisms; and 4.) criteria and procedures needed in assessing exemptions, partial exemptions and alternative oversight for pre-commercial release of agriculturally related genetically engineered organisms.

The department does not intend to form an advisory task force on the rule. The rulemaking process should take approximately six months if no hearing is required.

The State Department of Agriculture requests information and opinions concerning the subject matter of the amendments. Interested persons or groups may submit data or views on the subject matter of concern in writing or orally. Written statements should be addressed to: Carol Milligan, Agriculture Planning Division, Minnesota Department of Agriculture, 90 West Plato Blvd., St. Paul, MN 55107. Oral statements will be received during regular business hours over the telephone by Cheryl Fox at 612/296-7509 and in person at the above address.

All statements of information and opinions shall be accepted until a Notice of Intent to Adopt a Rule Without a Public Hearing or a Notice of Hearing for this rule is published in the *State Register*. Any written material received by the department shall become part of the rulemaking record to be submitted to the attorney general in the event that the rule is adopted.

Dated: 2 May 1994

Elton Redalen  
Commissioner

## Minnesota Comprehensive Health Association

#### Notice of Meeting of Ad Hoc Committee on Request for Proposal for Writing Carrier Contract

**NOTICE IS HEREBY GIVEN** that the Ad Hoc Committee on Request for Proposals (RFP) for Writing Carrier Contract of the Minnesota Comprehensive Health Association (MCHA), will meet on Tuesday, May 17, 1994 at 7:00 a.m., at the Minnesota Comprehensive Health Association, Suite 910, 5775 Wayzata Boulevard, St. Louis Park.

For additional information please call Lynn Gruber at (612) 593-9609.

## Department of Health

#### Notice of Minnesota Children with Special Health Needs (MCSHN) Cost-Sharing Schedule

The applicant's share is one percent of cost for each \$1,000 or fraction of income above 60 percent of the State gross median income for a household of the same size as the applicant's. The applicant's percent share is found on the schedule by looking under the number which corresponds with the number of members in the applicant's household to find the income level which includes the applicant's annual household income. The applicant's percent share is shown on the far left of that income level. For each additional household member greater than 10, add 3 percent to 144 percent for each additional household member and multiply the new percentage by the State's dollar amount for four-person households.

Percentage  
which Eligible  
Applicants Share  
Cost of Treatment

**INCOME LEVELS BY NUMBER OF MEMBERS IN HOUSEHOLD**

%	1	2	3	4	5
0	0 - 14,514	0 - 18,979	0 - 23,445	0 - 27,911	0 - 32,377
1	14,515 - 15,514	18,980 - 19,979	23,446 - 24,445	27,912 - 28,911	32,378 - 33,377
2	15,515 - 16,514	19,980 - 20,979	24,446 - 25,445	28,912 - 29,911	33,378 - 34,377
3	16,515 - 17,514	20,980 - 21,979	25,446 - 26,445	29,912 - 30,911	34,378 - 35,377
4	17,515 - 18,514	21,980 - 22,979	26,446 - 27,445	30,912 - 31,911	35,378 - 36,377
5	18,515 - 19,514	22,980 - 23,979	27,446 - 28,445	31,912 - 32,911	36,378 - 37,377
6	19,515 - 20,514	23,980 - 24,979	28,446 - 29,445	32,912 - 33,911	37,378 - 38,377
7	20,515 - 21,514	24,980 - 25,979	29,446 - 30,445	33,912 - 34,911	38,378 - 39,377
8	21,515 - 22,514	25,980 - 26,979	30,446 - 31,445	34,912 - 35,911	39,378 - 40,377
9	22,515 - 23,514	26,980 - 27,979	31,446 - 32,445	35,912 - 36,911	40,378 - 41,377
10	23,515 - 24,514	27,980 - 28,979	32,446 - 33,445	36,912 - 37,911	41,378 - 42,377
11	24,515 - 25,514	28,980 - 29,979	33,446 - 34,445	37,912 - 38,911	42,378 - 43,377
12	25,515 - 26,514	29,980 - 30,979	34,446 - 35,445	38,912 - 39,911	43,378 - 44,377
13	26,515 - 27,514	30,980 - 31,979	35,446 - 36,445	39,912 - 40,911	44,378 - 45,377
14	27,515 - 28,514	31,980 - 32,979	36,446 - 37,445	40,912 - 41,911	45,378 - 46,377
15	28,515 - 29,514	32,980 - 33,979	37,446 - 38,445	41,912 - 42,911	46,378 - 47,377
16	29,515 - 30,514	33,980 - 34,979	38,446 - 39,445	42,912 - 43,911	47,378 - 48,377
17	30,515 - 31,514	34,980 - 35,979	39,446 - 40,445	43,912 - 44,911	48,378 - 49,377
18	31,515 - 32,514	35,980 - 36,979	40,446 - 41,445	44,912 - 45,911	49,378 - 50,377

%	6	7	8	9	10
0	0 - 36,843	0 - 37,680	0 - 38,517	0 - 39,355	0 - 40,192
1	36,844 - 37,843	37,681 - 38,680	38,518 - 39,517	39,356 - 40,355	40,193 - 41,192
2	37,844 - 38,843	38,681 - 39,680	39,518 - 40,517	40,356 - 41,355	41,193 - 42,192
3	38,844 - 39,843	39,681 - 40,680	40,518 - 41,517	41,356 - 42,355	42,193 - 43,192
4	39,844 - 40,843	40,681 - 41,680	41,518 - 42,517	42,356 - 43,355	43,193 - 44,192
5	40,844 - 41,843	41,681 - 42,680	42,518 - 43,517	43,356 - 44,355	44,193 - 45,192
6	41,844 - 42,843	42,681 - 43,680	43,518 - 44,517	44,356 - 45,355	45,193 - 46,192
7	42,844 - 43,843	43,681 - 44,680	44,518 - 45,517	45,356 - 46,355	46,193 - 47,192
8	43,844 - 44,843	44,681 - 45,680	45,518 - 46,517	46,356 - 47,355	47,193 - 48,192
9	44,844 - 45,843	45,681 - 46,680	46,518 - 47,517	47,356 - 48,355	48,193 - 49,192
10	45,844 - 46,843	46,681 - 47,680	47,518 - 48,517	48,356 - 49,355	49,193 - 50,192
11	46,844 - 47,843	47,681 - 48,680	48,518 - 49,517	49,356 - 50,355	50,193 - 51,192
12	47,844 - 48,843	48,681 - 49,680	49,518 - 50,517	50,356 - 51,355	51,193 - 52,192
13	48,844 - 49,843	49,681 - 50,680	50,518 - 51,517	51,356 - 52,355	52,193 - 53,192
14	49,844 - 50,843	50,681 - 51,680	51,518 - 52,517	52,356 - 53,355	53,193 - 54,192
15	50,844 - 51,843	51,681 - 52,680	52,518 - 53,517	53,356 - 54,355	54,193 - 55,192

## Official Notices

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%	6	7	8	9	10
16	51,844 - 52,843	52,681 - 53,680	53,518 - 54,517	54,356 - 55,355	55,193 - 56,192
17	52,844 - 53,843	53,681 - 54,680	54,518 - 55,517	55,356 - 56,355	56,193 - 57,192
18	53,844 - 54,843	54,681 - 55,680	55,518 - 56,517	56,356 - 57,355	57,193 - 58,192

Effective 07/01/94

## Department of Human Services

### Notice of Intent to Solicit Outside Opinion and Comments on the Job Opportunities and Basic Skills (JOBS) Plan

The Minnesota Department of Human Services is preparing a biennial update to the state JOBS and Supportive Services plans (in Minnesota, the JOBS program is called Project STRIDE). The plans update will be submitted to the U.S. Department of Health and Human Services. The JOBS plans are intended to meet federal requirements for funds provided under Titles II and III of the Family Support Act of 1988 (Public Law 100-485) and parts A, C, and F of Title IV, as amended, of the Social Security Act (Public Law 74-271).

JOBS (Project STRIDE) is the education, training and employment program for Aid to Families with Dependent Children (AFDC) recipients created by the Family Support Act of 1988. The purpose of the update of the state JOBS and Supportive Services plans is to describe how Minnesota intends to continue operating its JOBS program. The updates include a description of services to be provided, target groups to be served, and information describing how JOBS is coordinated with other programs and agencies.

The Department of Human Services is soliciting public comments on the plans. A draft of the plans will be available for public review and comment on or after May 16, 1994. The comment period will end June 15, 1994. A copy of the draft plans can be obtained by submitting a written request to:

JOBS Plans  
Department of Human Services  
Self-Sufficiency Programs Division  
444 Lafayette Road  
St. Paul, Minnesota 55155-3837

## State Board of Investment

### Meeting of Administrative Committee

The State Board of Investment Administrative Committee will meet on Thursday, May 26, 1994 in the SBI Conference Room, MEA Building, Room 105, 55 Sherburne Avenue, St. Paul, MN from 10:00 A.M. to 12:00 Noon.

## Department of Labor and Industry

### Labor Standards Division

### Notice of Correction to Prevailing Wage Rates

Prevailing wage rates determined and certified November 22, 1993, 406 - Cement Masons, Itasca County, commercial construction has been corrected.

Copies of the corrected certification may be obtained by contacting the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road, St. Paul, Minnesota 55155-4306, or calling (612) 296-6452.

John B. Lennes, Jr  
Commissioner

## **Department of Labor and Industry**

### **Labor Standards Division**

#### **Notice of Prevailing Wage Certifications for Commercial Construction Projects**

Effective May 9, 1994 prevailing wage rates were determined and certified for commercial construction projects in:

**Anoka County:** Coon Rapids High IMC Renovation-Coon Rapids; University, Anoka High & Sandburg Middle Dishwasher & Booster Heater-Anoka, Blaine & Coon Rapids; Washington, Eisenhower & Fred Moore Middle School Electrical Work-Anoka & Coon Rapids.

**Becker County:** 8 Unit T-Hanger & Site Preparation-Detroit Lakes.

**Benton County:** Rice Elementary School Addition & Remodeling-Rice.

**Clay County:** Weight Station-Moorhead.

**Crow Wing County:** Franklin & Lowell School Miscellaneous Improvements-Brainerd.

**Dakota County:** Airlake Airport Equipment Maintenance Building Addition-Lakeville.

**Hennepin County:** U of M Recreation Center, Minneapolis Public Schools Asbestos Abatement Removal-Minneapolis.

**Kandiyohi County:** Willmar Public Schools Central Office Addition & Alterations-Willmar.

**Mower County:** Grand Meadow School 1994 Remodeling-Grand Meadow.

**Ramsey County:** Horticulture Science Greenhouse, Reglaze Greenhouses E, F, G, H, & J-Falcon Heights; 23 School Sites 1994 Library Technology Project-St. Paul; Cleveland Jr. High School Piping Replacement & Remodeling-St. Paul; Washington Jr. High School Accessibility Remodeling-St. Paul.

**Renville County:** Bird Island School Accessibility Remodeling-Bird Island.

**St. Louis County:** Kaleva Island Lodge Project Phase I-Fayal.

Copies of the certified wage rates for these projects may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road, St. Paul, Minnesota 55155-4306. The charge for the cost of copying and mailing are \$1.36 per project. Make check or money order payable to the State of Minnesota.

John B. Lennes, Jr  
Commissioner

## **Pollution Control Agency**

### **Public Notice for the State Disposal System (SDS) Permit Program**

Draft SDS General Permit to Construct, Install, and Operate Dredge Material Disposal Facilities.

The MPCA proposes to issue a SDS General Permit to cover the construction and operation of facilities for the disposal of materials dredged from waters of the state. This general permit will provide timely issuance without the delay of individual permit issuance procedures and may potentially cover more than 100 facilities. The general permit has a duration of approximately five years.

The permit regulates the disposal of dredged material. A general permit will only be issued in cases where:

- a) no more than 25,000 cubic yards of dredged material is to be disposed of, either cumulatively over the life of this permit or as a one-time activity;
- b) it has been demonstrated by sediment analysis and/or it has been determined by the Commissioner that contaminants of concern are absent from the dredged material or the presence of such contaminants is below levels of concern;
- c) there is no discharge of dredged material (or conveyance water in the case of hydraulic dredging) from the disposal facility to waters of the state; and
- d) the dredged material is disposed of on an upland site with no impacts to wetlands.

This general permit establishes conditions for facilities which dispose of dredged material. The Commissioner's determination that the general permit should be issued is tentative. Interested persons are invited to submit written comments regarding the proposed permit action. The public comment period begins May 16, 1994 and ends June 14, 1994.

Comments should be submitted in writing to: Judy Mader, Assessment and Planning Section/Water Quality Division, Minnesota Pollution Control Agency, 520 Lafayette Road N., St. Paul, Minnesota 55155.

Any comments received no later than the last day of the comment period will be considered in the formulation of final determinations.

If you would like to receive a copy of the draft general permit or public notice please contact: Sandy LeBlanc at (612) 296-7398.

## State Grants

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### Public Employees Retirement Association

#### Notice of Meeting of Board of Trustees

A meeting of the Board of Trustees of the Public Employees Retirement Association (PERA) will be held on Thursday, May 19, 1994 at 9:30 a.m. in the PERA offices, 514 St. Peter Street - Suite 200, St. Paul, Minnesota. A meeting of the Finance Committee will be held following the Board meeting at 1:30 p.m. in the offices of the association.

### Minnesota State Retirement System

#### Regular Meeting of the Board of Directors

The regular meeting of the Board of Directors, Minnesota State Retirement System, will be held on Friday, May 20, 1994, at 9:00 a.m. in the office of the System, 175 W. Lafayette Frontage Road, St. Paul, Minnesota.

### Minnesota Office of Waste Management

#### Outside Opinion Sought on Rules Revisions

The Minnesota Office of Waste Management (OWM), a technical and financial assistance agency, intends to revise the rules governing its Market Development Financial Assistance Program (*Minn. Rules* 9210.0600 - 9210.0635).

The Market Development Financial Assistance Program currently consists of three separate programs: the Capital Loan Program; the County Grant and Loan Program; and, the Directed Research and Feasibility Study Grant Program. It is the intention of the OWM to revisit and revise the rules governing all three of these programs.

During the process of revising the rules, the OWM will be holding a series of meetings around the state to allow interested parties to participate in the process. It is the intention of the OWM to conduct these meetings during the summer of 1994 and publish the revised rules in September 1994.

If you have questions or comments regarding the rules or the revision process, please call Chris Cloutier of the OWM at (612) 649-5493.

## State Grants

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In addition to requests by state agencies for technical/professional services (published in the State Contracts section), the *State Register* also publishes notices about grant funds available through any agency or branch of state government. Although some grant 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 notices, and to provide financial estimates as well as sufficient time for interested parties to respond.

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### Department of Agriculture

#### Energy and Sustainable Agriculture Program

#### Notice of Availability of Funds for Conservation Reserve Program (CRP) Contract Holder Demonstration Projects

The Minnesota Department of Agriculture announces the availability of grant funds for demonstration and education projects directed toward and involving contract holders in the federal Conservation Reserve Program (CRP). The purpose of this grant is to assist local governments in identifying and demonstrating environmentally conserving management options for agricultural land emerging from CRP. Multi-county, cooperative projects are encouraged. Project activities should include:

- 1) Contract holder meetings to identify management and cropping options, identify contract holder concerns and needs, assess intentions, and discuss management and policy alternatives.
- 2) Demonstrations on-farm with field days and contract holder workshops on management options and/or related topics identified in meetings.

A total of \$40,000 is available to be awarded. Grants will be made up to \$10,000 for multi-county projects with an expectation that a typical award will be \$5,000.

**Eligible Applicants**

Eligible applicants include units of local government and non-profit organizations. Priority will be given to applications from multi-county, watershed, or other forms of cooperative arrangements. This notice does not obligate the Department to issue grant funds.

Applications and further information can be obtained from Debra Elias, CRP Project Coordinator, at (612) 282-6831, FAX (612) 297-7678.

All applications must be received by the Energy and Sustainable Agriculture Program, Minnesota Department of Agriculture, 90 W. Plato Blvd., St. Paul, MN 55107 no later than 4:30 p.m., June 3.

## Department of Economic Security

### Rehabilitation Services Division

#### Notice of Availability of Funds for Extended Employment Programs

A Request for Proposals defining program requirements and funding guidelines for Extended Employment Program funding in State Fiscal Year 1995 will be available to interested parties on 5/25/94. The Extended Employment Program includes Supported Employment, Long-Term Employment, and Work Activity which provide ongoing employment support services to workers with severe disabilities.

To be an Extended Employment Program provider, a community rehabilitation program must be certified by the Division of Rehabilitation Services in accordance with *Minnesota Rules* 3300.1950 to 3300.3050. Any city, town, county, non-profit organization or combination of these which operates or proposes to operate a public or non-profit Extended Employment program may apply for funding. Applications are required for funding Extended Employment programs currently receiving state Extended Employment funds, and are also required for new or expanded programs.

Persons or parties who wish to obtain a Request for Proposals for Extended Employment Program Funding for State Fiscal Year 1995 may contact:

David Sherwood-Gabrielson, Director  
Extended Employment Program  
Division of Rehabilitation Services  
390 North Robert Street - 1st Floor  
St. Paul, MN 55101  
Phone: (612) 296-9150 FAX: (612) 297-5159

Completed applications must be postmarked by June 30, 1994 or delivered to the above address by 4:30 p.m. on that date.

## Board of Water and Soil Resources

### Announcement of Application Period for Local Water Resources Protection and Management Program Grants

The Board of Water and Soil Resources (BWSR) is accepting applications from counties for Local Water Resources Protection and Management Program Grants. The following grants are available:

- Challenge grants for implementing a comprehensive local water plan.

The BWSR has \$768,218 available for these grants. *To be considered, applications must be received in the BWSR office in St. Paul by 4:30 p.m., July 18, 1994.*

County Auditors have been notified of this application period. Any other local unit of government that wishes to be notified must contact the BWSR by writing the executive director at the following address:

Ronald Harnack  
Executive Director  
Board of Water and Soil Resources  
155 South Wabasha, Suite 104  
St. Paul, MN 55107

An application packet which includes additional information about the grants can be obtained by writing to the BWSR office.

# Professional, Technical & Consulting Contracts

Department of Administration procedures require that notice of any consultant services contract or professional and technical services contract which has an estimated cost of over \$10,000 be printed in the *State Register*. These procedures also require that the following information be included in the notice: name of contact person, agency name and address, description of project and tasks, cost estimate, and final submission date of completed contract proposal. Certain quasi-state agencies are exempted from some of the provisions of this statute.

In accordance with *Minnesota Rules* Part 1230.1910, certified Targeted Group Businesses and individuals submitting proposals as prime contractors shall receive the equivalent of a 6% preference in the evaluation of their proposal. For information regarding certification, call the Materials Management Helpline (612)296-2600 or [TDD (612)297-5353 and ask for 296-2600].

## Department of Human Services

### Residential Facility: Ah-Gwah-Ching Center

#### Request for Proposal for Physician Services

##### Contractor's Duties

1. Provide direct resident care physician services for a twenty-four month period. Physician names and license numbers must be included with proposal.
2. Physician will be available for call on a 24-hour basis (a 30-day schedule must be included).
3. To rapidly identify infectious disease problems and provide help with steps in Isolation and work with the State Health Department when needed.
4. Physicians should have knowledge of and/or experience in treating patients with serious psychiatric and/or behavior problems.
5. To provide monthly surgical consultations at Ah-Gwah-Ching Center on post-surgical residents. Include physician name and license number.
6. Provide direction to the physical therapist on treatment of post-surgical residents.
7. The consultant will provide other services as may be requested by the Chief Executive Officer.
8. Ah-Gwah-Ching Center will not be responsible for services rendered at a doctor's office, outside clinic, or at a hospital.
9. A standard state consultant contract will be utilized in the writing of this contract and is available upon request.
10. Consideration will be given to factors such as the numbers and qualifications of physicians, the distance to the hospitals in which they practice, and the array of health specialists available.
11. May also provide lab services.

Nothing in this contract precludes physicians or the clinic from billing Ah-Gwah-Ching Center residents for services under routine third party billing, i.e. Medicare, Medical Assistance, or third party payment.

Cost Estimate: \$28,000.00 per year.

Responses must be received by 4:30 p.m. on June 6, 1994.

Direct Inquiries to:

Jeff Smith, Chief Executive Officer  
Ah-Gwah-Ching Center  
Ah-Gwah-Ching, MN 58430  
218/ 547-8300

## Department of Employee Relations

### Notice of Request for Proposals (RFP) for Provision of Administrative Services to the State of Minnesota Pre-Tax Benefits Plan - Revision

The Minnesota Department of Employee Relations (DOER) published a Notice of Request for Proposals (RFP) for Provision of Administrative Services to the State of Minnesota Pre-tax Benefits Plan in the *State Register* of Monday, April 11, 1994 (18 S.R. 2226). The RFP contained an inconsistency in Article VII.D.2 which was set forth on page 21 of the RFP. Such provision is revised to read as follows:

2. CONTRACTOR shall comply with *Minnesota Statute*, Section 363.073 and *Minnesota Rules* 5000.3400 to 5000.3600.

In accordance with the provisions of *Minnesota Statutes*, 1981 Supplement, Section 363.073; for all contracts estimated to be in excess of \$50,000, all responders having more than 20 full-time employees at any time during the previous 12 months must have an affirmative action plan approved by the Commissioner of Human Rights before a proposal may be accepted. Your proposal will be rejected unless it includes one of the following:

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## Professional, Technical & Consulting Contracts

- a. A copy of your firm's current certificate of compliance issued by the Commissioner of Human Rights;
- b. A letter from Human Rights certifying that your firm has a current certificate of compliance; or
- c. A notarized letter certifying that your firm has not had more than 20 full-time employees at any time during the previous 12 months.

Due to such inconsistency, the response time for proposals has been extended. A complete statement of the state's requirements and other terms and conditions governing the RFP may be obtained by contacting:

Harry C. Carlson  
Minnesota Department of Employee Relations  
Employee Insurance Division  
200 Centennial Office Building  
658 Cedar Street  
St. Paul, MN 55155-1603  
(612) 282-5094  
or leave message with  
(612) 296-1495 Nelsene McGinn

All proposals must be received by DOER by 4:30 p.m. on May 20, 1994. Late proposals will not be accepted. Eight (8) copies of the proposal must be submitted in a sealed envelope or package with the vendor's name and address written on the outside, and with evidence of the vendor's compliance with the Minnesota Human Rights Act attached to the envelope or package.

## Department of Human Services

### Anoka Metro Regional Treatment Center

#### Notice of Request for Proposal for Medical Services

NOTICE IS HEREBY GIVEN that the Anoka Metro Regional Treatment Center, Mental Health Bureau, Department of Human Services, is seeking the services which are to be performed as requested by the Administration of Anoka Metro Regional Treatment Center. Contracts will be written for the period beginning September 1, 1994, and ending August 31, 1995.

1. Psychological - Student Intern Services:

Responsibilities will include psychological assessments, psychological testing, group psychotherapy, family psychotherapy, individual psychotherapy, staff education, and staff development. These duties, as well as the general duties of a staff psychologist will be assigned based on the needs of AMRTC as well as the expertise and teaching needs of specific intern. 154 hours per month, 1,856 hours annually at Anoka Metro Regional Treatment Center. The total will not exceed \$15,000 annually.

Responses must be received by June 7, 1994. Direct inquiries to Jon Gillmore, Chief Administrative Officer, Anoka Metro Regional Treatment Center, 3300 Fourth Avenue North, Anoka, Minnesota 55303-1119. Telephone: (612) 422-4300.

## Department of Natural Resources

### Proposals Sought for Exhibits at Itasca Museum

This Request for Proposal does not obligate the State of Minnesota to complete the project, and the State reserves the right to cancel the solicitation if it is considered to be in its best interest.

A. Scope of Project

This project will result in the replacement of 25-40 year old exhibits in the Itasca Museum at Itasca State Park, Lake Itasca, MN. The new exhibit presentation will interpret certain themes of the Itasca Story including geological history, American Indian history, park founding history, natural history and resource management. Over 60% of the new exhibits will focus on natural history and resource management subjects. The total rehabilitation of these exhibits will be handled in two or more phases. This Request for Proposal is only for Phase 1. Phase 1 projected budget: \$15,000-\$18,000.

B. Goal

Provide visitors with an understanding of the significant geological, historical, and natural history characteristics which combine to make Itasca State Park a regional and nationally significant park preserve.

C. Project Tasks

Propose a floor plan, exhibit locational design plan, and lighting plan for all new exhibits within the existing 36' x 80' building. (See attachment 'A' for old floor plan.)

## Professional, Technical & Consulting Contracts

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Provide a plan for basic carpentry (walls, benches, electrical needs) for our carpenters.

Design, fabricate and install the following exhibits:

1. Redesign, fabricate and install new graphic panels for six (6) early history exhibits using existing or supplied scripts, art work and artifacts. Size and shape dependent on locational design plan. (See attachment 'B'.)
2. Design, write, fabricate and install a new approximately 4' x 8' graphic panel on the Mary Gibbs story. All script and B/W photos. No artifacts. Final size and shape depending on locational design plan. All research and pictures will be provided.
3. Design, write, fabricate, and install a new approximately 4' x 8' graphic panel on the Jacob Brower/Park Founding story. All research and photos provided.
4. Design, write, fabricate, and install exhibits on Itasca's old-growth red and white pine forests. Approximately two 4' x 8' spaces depending on locational design. Photos, maps, research provided. Design and fabrication should include dried, preserved, or artificial tree, bark, or wood specimens.
5. Design, write, fabricate and install as many remaining natural history exhibits as budget allows.

Fabricate exhibits and displays to withstand 30 degree below zero weather and minimal upkeep as the building is unattended and is closed and unheated during the winter.

Any self-operated video presentations incorporated into design plan will be supplied and installed by State Park staff, including equipment, program and wiring.

All standard carpentry work will be accomplished by State Park staff based on your supplied plan and specifications. Finishing of wall surfaces—painting, textures, etc., will be the contractor's responsibility unless mutual agreement can be reached.

Repair or replace any exhibits damaged as a result of material failure within the first year after installation.

Responders may propose additional tasks or activities if they will substantially improve the results of the project.

### D. Attachments

- Attachment A: Old floor plan
- Attachment B: Photocopy picture of existing early history exhibits
- Attachment C: General photocopy pictures showing interior and exterior of building
- Attachment D: Park locational map
- Attachment E: Building locational map

### E. Department Contracts

Prospective responders who have any questions regarding this Request for Proposal may call:

Bryce Anderson, Regional Naturalist (218) 755-2869

Please note: Other department personnel are not allowed to discuss the project with responders before the submittal of proposal deadline.

### F. Submission of Proposals

All proposals must be sent to and received by:

Bryce Anderson, Regional Naturalist  
DNR Parks & Recreation  
2115 Birchmont Beach Road NE  
Bemidji, MN 56601

not later than 4:30 p.m., June 10, 1994.

Late proposals will not be accepted. Submit two (2) copies of proposal. Proposals are to be sealed in mailing envelopes or packages with the responder's name and address clearly written on the outside. Each copy of the proposal must be signed, in ink, by an authorized member of the firm. Prices and terms of the proposal as stated must be valid for the length of the project.

### G. Project Costs

The department has estimated that the cost of this project should not exceed \$18,000.

### H. Project Completion Date

The project will be completed by May 1, 1995, or within 8 months from the date of project authorization.

### I. Proposal Contents

The following will be considered minimum contents of the proposal:

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## Professional, Technical & Consulting Contracts

1. A restatement of the goal and tasks to show or demonstrate the responder's view of the nature of the project.
2. Identify and describe the deliverables to be provided by the responder.
3. Outline the responder's background and experience with particular emphasis on local, state, and federal government work. Identify personnel to conduct the project and detail their training and work experience. No change in personnel assigned to the project will be permitted without the approval of the State Project Director/Manager.
4. Responder will prepare a detailed cost and work plan which will identify the major tasks to be accomplished and be used as a scheduling and managing tool as well as the basis for invoicing.
5. Identify the level of the Department's participation in the project as well as any other services to be provided by the Department.

### J. Evaluation

All proposals received by the deadline will be evaluated by representatives of the Department of Natural Resources. In some instances, an interview will be part of the evaluation process. Factors upon which proposals will be judged include, but are not limited to, the following:

1. Expressed understanding of project tasks.
2. Project work plan.
3. Project cost detail.
4. Qualifications of both company and personnel. Experience of project personnel will be given greater weight than that of the firm.

Evaluation and selection will be completed by July 1, 1994. Results will be sent immediately by mail to all responders.

## Department of Trade and Economic Development

### Minnesota Small Business Development Centers

#### Proposals Sought for Operation of Regional Small Business Development Centers

The Department of Trade and Economic Development (DTED) presently serves as "host institution" in Minnesota for receipt of U.S. Small Business Administration funds for the operation of a network of small business development centers (SBDCs). The network presently consists of eight regional centers, 11 satellite locations, and one specialized center that principally assists businesses statewide to compete for federal Small Business Innovation Research and procurement funds.

DTED anticipates expanding the number and kinds of services it will offer through the SBDC program beginning in 1995. Accordingly, it is presently soliciting proposals for the delivery of these services from existing centers and other interested and qualified organizations that can demonstrate their ability to deliver targeted, high quality counseling and training to small businesses on a region-wide basis.

The SBDC program is created by federal law. Federal funds pass to DTED by a contract with the U.S. Small Business Administration which defines the programmatic and financial elements of service delivery. Federal funds must be matched dollar-for-dollar with state or local funds. Participating centers in Minnesota contract on a calendar year basis with DTED.

Written proposals will be due at DTED no later than noon July 15, 1994.

A complete Request for Proposals (RFP) may be obtained by contacting Mary J. Kruger, State Director of the SBDC network, at the address provided below.

Mary J. Kruger, State Director  
Minnesota Small Business Development Centers  
500 Metro Square  
121 7th Place East  
St. Paul, Minnesota 55101-2146  
Telephone (612) 297-5773  
Fax (612) 296-1290

## Non-State Public Bids and Contracts

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### Minnesota State Universities

#### Proposals Sought for Consultant Services

The Minnesota State Universities Chancellor's Office is seeking qualified professionals/firms to provide on-going plan technical consultation concerning the following matters:

- State and Federal Tax Issues;
- Legal (non-litigation) Consultation Relating to Plan Administration;
- Retirement Plan Drafting And Language Review;
- Review and Comment On Plan Insurance Company Vendors And Potential Vendors;
- Consultation Regarding Federal 401(a) And 403(b) Rules And Regulations;
- Research On Various Plan And Retirement Related Matters;
- Miscellaneous Retirement Issue Advising And Services.

Interested Professionals and Firms should contact the MSUS Chancellors Office for a copy of the complete RFP/RFQ. It is estimated that the contract with the successful Proposer will be effective July 1, 1994 through June 30, 1996. Proposals must be received in the Minnesota State Universities Chancellors Office no later than 4:30 p.m., May 30, 1994. Proposals received after that date will not be accepted or considered. Interested parties should contact:

Mary E. Stanton  
Director of Administrative Services  
Minnesota State Universities-Chancellors Office  
555 Park St., Suite 230  
St. Paul, MN 55103  
Telephone: (612) 296-7506

## Non-State Public Bids and Contracts

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The *State Register* also serves as a central marketplace for contracts let out on bid by the public sector. The *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 project and tasks; 4) cost estimate; and 5) final submission date of completed contract proposal. Allow at least three weeks from publication date (four weeks from date article is submitted for publication). Surveys show that subscribers are interested in hearing about contracts for estimates as low as \$1,000. Contact the editor for further details.

### Saint Paul/Ramsey County Joint Purchasing Office

#### Proposals Sought for Disparity Study

On behalf of the Disparity Study Joint Powers Board of Directors, the Saint Paul/Ramsey County Joint Purchasing Office is seeking proposals for a Multijurisdictional Disparity Study of Minority/Women Business Enterprises (M/WBE). The Joint Powers Board consists of representatives of the City of Saint Paul, Ramsey County, Independent School District #625, and the Saint Paul Port Authority.

Qualified organizations or individuals should submit one (1) original and fifteen (15) copies of their proposals on or before 2:00 p.m. Wednesday, June 8, 1994 to: Saint Paul/Ramsey County Joint Purchasing Office, Room 280 City Hall, 15 West Kellogg Blvd., Saint Paul, MN 55102.

Proposers are asked to submit questions related to the specific project requirements and contents of proposals in writing by 4:30 p.m., May 16, 1994 to:

David Olson, Procurement Specialist  
280 City Hall  
15 West Kellogg Blvd.  
Saint Paul, MN 55102

**NO PERFORMANCE OR BID BONDS REQUIRED.**

Proposers are asked to note that the cap for the contract will be \$155,000.

The Disparity Study Joint Powers Board of Directors will award the contract and reserves the right to reject all or parts of any proposal for any reason.



## ATTENTION: Minnesota Business Leaders

Avoid getting lost in your search for government services and marketing information.  
Reach your market and keep you on top of state government policies and programs.

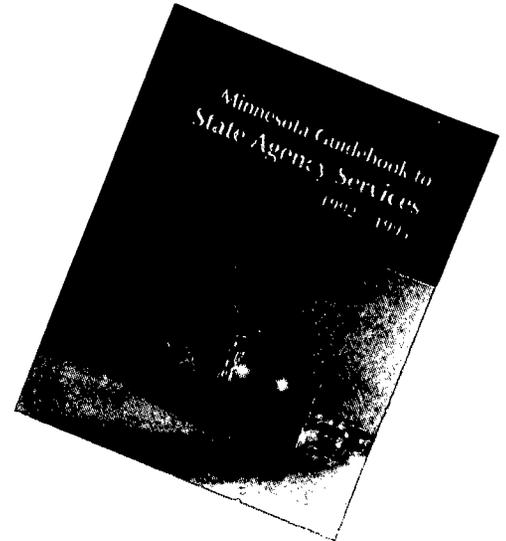
### Business & Professional Directories -----

#### **Minnesota Guidebook to State Agency Services 1992-95**

An obvious "headliner" on any list for the business reference desk.  
The perfect "owner's manual" to Minnesota state government is a great reference tool for:

- \* applying for grants, bidding on contracts
- \* addresses, phone numbers and key contact people for each agency
- \* license requirements and fees
- \* gaining access to government services
- \* participating in state policy making and service delivery
- \* understanding the structure of Minnesota government with detailed descriptions of state agencies, their functions and services.

A MUST for the Minnesota business person. 710 pp. **Stock No. 1-11 SR REDUCED PRICE -- ~~\$16.00~~ NOW \$9.95**



#### **Minnesota Manufacturer's Directory 1994**

Lists companies alphabetically, by community, and by type of product manufactured. Includes name, address, phone number, sales volume, market products, area sales, marketing and purchasing. Also FAX numbers, data processing managers and chief engineers, when available. 742 pp. **Stock No. 40-2 SR \$95.00**

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List of airports throughout the state. Approaches, rivers, all detailed markings, and much more. 178 pp. (pocket-size) **Stock No. 1-8 SR \$5.95**

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Directory of state law enforcement agencies, sheriffs and police departments 51pp. **Stock No. 1-6 SR \$7.00**

#### **Healing Arts (Physician's) Directory 1991**

Names and addresses in alphabetical order for licensed physicians, chiropractors, osteopaths, optometrists, podiatrists and registered physical therapists. 426 pp.

**Stock No. 1-1 SR \$19.95**

#### **Directory of Chemical Dependency Programs '92-93**

Comprehensive listing of chemical dependency treatment programs in Minnesota. Information on services provided, funding and staff, and a map are also included. 282 pp.

**Stock No. 1-12 SR \$17.00**

#### **State Agency Telephone Directory**

Orders are now being taken for the 1994 Directory.

This directory lists all State of Minnesota government agencies. Features a greatly expanded FAX section with over 250 numbers, alphabetical employee listings, a classified section, organized by department, and "yellow pages" listing state offices in Greater Minnesota. 264pp. **Stock No. 1-87 SR \$12.95**

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117 University, St Paul, Minnesota 55155 (located 1/2 block west of the State Capitol)  
612/297-3000 (Metro area) 1-800-657-3757 (Toll Free)

TDD (Telecommunications Device for the Deaf): 612/282-5077 1-800-657-3706 (Toll Free)  
FAX 612/296-2265 Online computer access: 612/821-4096 (8-N-1, 1200/2400 bps)

