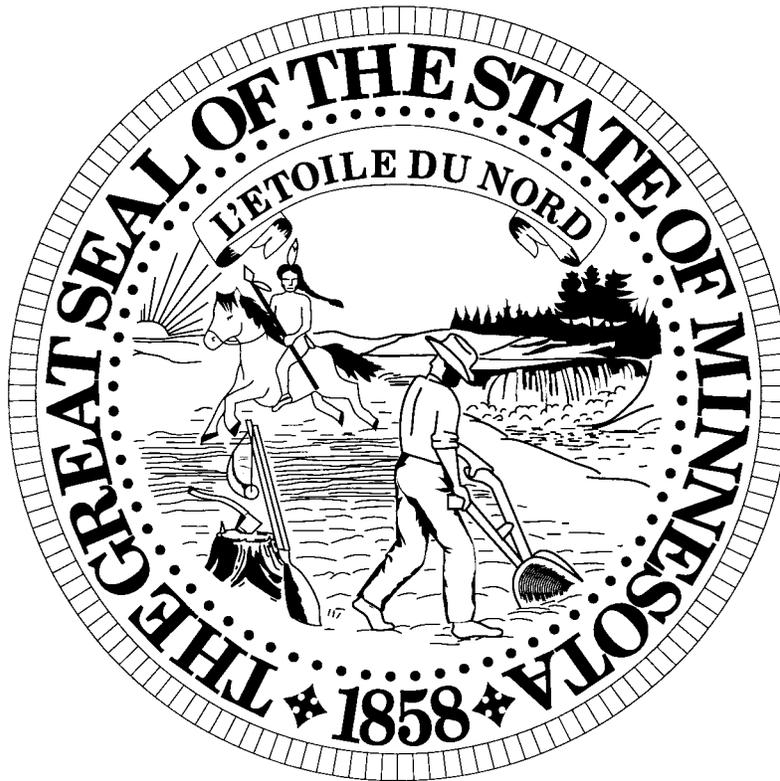


State of Minnesota

State Register

Rules and Official Notices Edition



Published every Monday (Tuesday when Monday is a holiday) by the
Department of Administration – Communications Media Division

Monday 12 May 2003
Volume 27, Number 46
Pages 1659-1676

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, published weekly to fulfill the legislative mandate set forth in *Minnesota Statutes* § 14.46. The *State Register* contains:

- proposed, adopted, exempt, expedited emergency and withdrawn rules
- executive orders of the governor
- appointments
- proclamations and commendations
- commissioners' orders
- revenue notices
- official notices
- state grants and loans
- contracts for professional, technical and consulting services
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Printing Schedule and Submission Deadlines

Vol. 27 Issue Number	PUBLISH DATE	Deadline for: Emergency Rules, Executive and Commissioner's Orders, Revenue and Official Notices, State Grants, Professional-Technical-Consulting Contracts, Non-State Bids and Public Contracts	Deadline for Both Adopted and Proposed RULES
#46	Monday 12 May	Noon Tuesday 6 May	Noon Wednesday 30 April
#47	Monday 19 May	Noon Tuesday 13 May	Noon Wednesday 7 May
#48	TUESDAY 27 MAY	Noon Tuesday 20 May	Noon Wednesday 14 May
#49	Monday 2 June	Noon Tuesday 27 May	Noon Wednesday 21 May

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Publication Number: 326630 (ISSN 0146-7751)

THE STATE REGISTER IS PUBLISHED by Communications Media Division, Department of Administration, State of Minnesota, pursuant to *Minnesota Statutes* § 14.46 and is available at the main branch of county libraries in Minnesota and all "State Depository Libraries": State University and Community College libraries; the University of Minnesota libraries; St. Paul, Minneapolis and Duluth Public Libraries; the Legislative Reference Library; State Law Library; Minnesota Historical Society Library; and the Library Development Service at the State Department of Children, Families and Learning.

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Minnesota Rules: Amendments and Additions

NOTICE: How to Follow State Agency Rulemaking in the State Register

The *State Register* is the official source, and only complete listing, for all state agency rulemaking in its various stages. State agencies are required to publish notice of their rulemaking action in the *State Register*. Published every Monday, the *State Register* makes it easy to follow and participate in the important rulemaking process. Approximately 80 state agencies have the authority to issue rules. Each agency is assigned specific **Minnesota Rule** chapter numbers. Every odd-numbered year the **Minnesota Rules** are published. The current 1999 set is a 13-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Generally speaking, proposed and adopted exempt rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

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

When rules are first drafted, state agencies publish them as **Proposed Rules**, along with a notice of hearing, or a notice of intent to adopt rules without a hearing in the case of noncontroversial rules. This notice asks for comment on the rules as proposed. Proposed emergency rules and withdrawn proposed rules are also published in the *State Register*. After proposed rules have gone through the comment period, and have been rewritten into their final form, they again appear in the *State Register* as **Adopted Rules**. These final adopted rules are not printed in their entirety 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 most current edition of 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 issues #1-39; issues #40-51 inclusive; and issues #1-52 (or 53 in some years), cumulative for issues #1-52 (or 53). An annual subject matter index for rules was separately printed usually in August, but starting with Volume 19 now appears in the final issue of each volume. For copies or subscriptions to the *State Register*, contact Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155 (612) 297-3000, or toll-free 1-800-657-3757.

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Adopted Rules

A rule becomes effective after the requirements of *Minnesota Statutes* §§ 14.05-14.28 have been met and five working days after the rule is published in the *State Register*, unless a later date is required by statutes or specified in the rule.

If an adopted rule is identical to its proposed form as previously published, a notice of adoption and a citation to its previous *State Register* publication will be printed.

If an adopted rule differs from its proposed form, language which has been deleted will be printed with strikeouts and new language will be underlined. The rules previous *State Register* publication will be cited.

Expedited and Emergency Rules

Provisions for the Commissioner of Natural Resources to adopt emergency expedited Game and Fish Rules are specified in *Minnesota Statutes* §§ 84.027. The commissioner may adopt emergency expedited rules when conditions exist that do not allow the Commissioner to comply with requirements for emergency rules. The Commissioner must submit the rule to the attorney general for review and must publish a notice of adoption that includes a copy of the rule and emergency conditions. Emergency expedited rules are effective upon publication in the *State Register*, and may be effective up to seven days before publication under certain emergency conditions. Emergency expedited rules are effective for the period stated or up to 18 months.

Board of Physical Therapy

Adopted Permanent Rules Relating to Ethics

The rules proposed and published at *State Register*, Volume 27, Number 23, pages 763-766, December 2, 2002 (27 SR 763), are adopted with the following modifications:

5601.3200 CODE OF ETHICAL PRACTICE.

Subp. ~~2~~ 5. **Ethical integrity.** Licensees and applicants shall use the principles in items A to H as nonbinding guidelines for promoting ethical integrity and professionalism.

A. A physical therapist shall respect the rights and dignity of all ~~individuals~~ patients and provide compassionate care as described in subitems (1) and (2).

Subp. ~~3~~ 6. **Aid to interpretation.** The American Physical Therapy Association (APTA) Code of Ethics and APTA Guide for Professional Conduct shall be used as aids in resolving any ambiguity that may arise in the interpretation of this part. However, in a conflict between this part and the APTA Code of Ethics and Guide ~~to~~ for Professional Conduct, this part shall prevail. The Code of Ethics published by the American Physical Therapy Association in July 2000, and Guide ~~to~~ for Professional Conduct published by the American Physical Therapy Association in January 2001, are incorporated by reference, are available at the state law library, and are not subject to frequent change.

Subp. ~~4~~ 2. **Prohibited activities.** Violation of the conduct rules in items A to E is prohibited and is grounds for disciplinary action under *Minnesota Statutes*, section 148.75, paragraph (a), clause (5).

B. Information relating to the physical therapist-patient relationship is confidential and may not be communicated to a third party not involved in that patient's care without the prior written consent of the patient or patient's representative, or unless otherwise allowed by law. Information must be disclosed when required by law for the protection of the patient or the public.

C. Physical therapists shall not engage in any sexual relationship or activity with any patient, or engage in any conduct that may reasonably be interpreted by the patient to be sexual, whether consensual or nonconsensual, while a physical therapist-patient relationship exists. A physical therapist shall not exploit the physical therapist-patient relationship for sexual ~~or any other purpose~~ purposes, and termination of the physical therapist-patient relationship is not a defense to exploitation involving sexual misconduct.

D. A physical therapist, unless otherwise allowed by law, shall not provide patient care without disclosing benefits, ~~costs~~, and substantial risks, if any, of the recommended examination, intervention, and the alternatives to the patient or patient's legal representative ~~provided by law~~.

Subp. ~~5~~ 3. **Reporting requirements.** A physical therapist; shall self report to the board within 30 days ~~of the occurrence of a reportable event, shall:~~

A. ~~self report to the board~~ any personal actions which may be grounds for disciplinary actions in *Minnesota Statutes*, sections 148.75 and 148.76;

B. ~~self report to the board or to the health professional services program~~ impairment by illness, chemical use, or chemical dependency that affects the practitioner's ability to practice with reasonable skill and safety; a report of the impairment to the health professional services program satisfies this reporting obligation;

C. ~~self report to the board~~ conviction of a misdemeanor, gross misdemeanor, or felony relating to patient care; and

D. ~~self report~~ the termination, revocation, or suspension of membership by a state or national physical therapy profes-

Adopted Rules

sional association.

Failure to comply with items A to D ~~in a timely manner~~ is considered conduct detrimental to the best interests of the public and grounds for disciplinary action under *Minnesota Statutes*, section 148.75, paragraph (a), clause (5).

Subp. ~~6~~ **4. Cooperation.** A physical therapist shall cooperate with an investigation of the board. Failure to cooperate is conduct detrimental to the best interest of the public and grounds for disciplinary action under *Minnesota Statutes*, section 148.75, paragraph (a), clause (5). Cooperation includes responding fully and promptly to any question raised by the board and providing copies of the medical records and other documents requested by the board.

Subp. 7. **Interpretation.** The conduct rules found under subparts 4 ~~2~~, items A to D; ~~5~~ **3**; and ~~6~~ **4**, do not represent the exclusive grounds for disciplinary action under *Minnesota Statutes*, section 148.75, paragraph (a), clause (5), and must not be construed as limiting the grounds for disciplinary action under *Minnesota Statutes*, section 148.75, paragraph (a), clause (5), for conduct not listed in this part. Violation of the guidelines in subpart 5 is not grounds for disciplinary action under *Minnesota Statutes*, section 148.75, paragraph (a), clause (5).

Pollution Control Agency

Adopted Permanent Rules Relating to Obsolete Rules

The rules proposed and published at *State Register*, Volume 27, Number 24, pages 804-806, December 9, 2002 (27 SR 804), are adopted as proposed.

Department of Revenue

Adopted Permanent Rules Relating to Income Tax

The rules proposed and published at *State Register*, Volume 27, Number 30, pages 1160-1173, January 21, 2003 (27 SR 1160), are adopted with the following modifications:

8001.0300 RESIDENT AND DOMICILE DEFINED; CONSIDERATIONS.

Subp. 9. **Certain persons deemed nonresidents.** A person domiciled in Minnesota is deemed a nonresident for the period of time that the person is a qualified individual under the Internal Revenue Code, section 911. For a person who has homesteaded the person's ~~principle~~ **principal** residence in Minnesota prior to leaving the country, this subpart applies only if the person notifies the county within three months of moving out of the country that homestead status should be revoked and does not file a Minnesota homestead application for any property in which the person has an interest during the period the person is a qualified individual.

8093.0200 ESTIMATED TAX PAYMENTS OF HUSBAND AND WIFE.

Subp. 3. **Death of spouse.** Joint estimated tax payments may be made after the death of either spouse for liability arising from the year of the death. If joint estimated tax payments are made but the surviving spouse and the deceased spouse file separate returns for that tax year, the joint estimated tax payments may be divided between the decedent and the surviving spouse in such manner as the surviving spouse and the personal representative of the decedent may agree. If the surviving spouse and the personal representative of the decedent fail to agree to a division, the payments must be allocated as follows: the joint estimated tax payments are allocated to the surviving spouse in the same ratio as the amount of tax shown on the separate return of the surviving spouse bears to the sum of the taxes shown on the separate returns of the surviving spouse and the deceased, and the remaining joint estimated tax payments are allocated to the deceased spouse.

Expedited Emergency Rules

Provisions exist for the Commissioners of some state agencies to adopt emergency expedited rules when conditions exist that do not allow the Commissioner to comply with the requirements for emergency rules. The Commissioner must submit the rule to the attorney general for review and must publish a notice of adoption that includes a copy of the rule and the emergency conditions. Emergency expedited rules are effective upon publication in the *State Register*, and may be effective up to seven days before publication under certain emergency conditions. Emergency expedited rules are effective for the period stated or up to 18 months. Specific *Minnesota Statutes* citations accompanying these emergency expedited rules detail the agency's rulemaking authority.

Department of Natural Resources

Adopted Expedited Emergency Game and Fish Rules; 2003 Moose Quotas

NOTICE IS HEREBY GIVEN that the above entitled rule has been adopted through the process prescribed by *Minnesota Statutes*, section 84.027, subdivision 13 (b). The statutory authority for the contents of the rule is *Minnesota Statutes*, sections 97A.431 and 97B.505.

The emergency conditions that do not allow compliance with *Minnesota Statutes*, sections 97A.0451 to 97A.0459, are that population and harvest data needed prior to setting quotas are not available until March. Quota numbers are needed to regulate total harvest and so that applicants can evaluate where they want to apply. Applications for licenses are accepted beginning in May and the application deadline is mid-June.

Dated: April 29, 2003

Gene Merriam
Commissioner of Natural Resources

6232.3855 QUOTAS FOR TAKING MOOSE.

The number of available licenses for the 2003 moose hunting season is 224. Licenses are distributed by zone as follows:

- A. Moose Zone 20: 25;
- B. Moose Zone 21: 4;
- C. Moose Zone 22: 4;
- D. Moose Zone 23: 4;
- E. Moose Zone 24: 8;
- F. Moose Zone 25: 9;
- G. Moose Zone 26: 7;
- H. Moose Zone 27: 4;
- I. Moose Zone 28: 4;
- J. Moose Zone 29: 6;
- K. Moose Zone 30: 5;
- L. Moose Zone 31: 12;
- M. Moose Zone 32: 5;
- N. Moose Zone 33: 4;
- O. Moose Zone 34: 6;
- P. Moose Zone 35: 5;
- Q. Moose Zone 36: 13;
- R. Moose Zone 60: 3;
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- V. Moose Zone 64: 16;
- W. Moose Zone 70: 5;
- X. Moose Zone 72: 6;
- Y. Moose Zone 73: 6;
- Z. Moose Zone 74: 9;
- AA. Moose Zone 76: 9;
- BB. Moose Zone 77: 7;
- CC. Moose Zone 79: 5; and
- DD. Moose Zone 80: 3.

EFFECTIVE PERIOD. *Minnesota Rules*, part 6232.3855, is effective through December 31, 2003.

Executive Orders

The governor has the authority to issue written statements of orders, called Executive Orders, as well as Emergency Executive Orders. The governor's authority is specified in the *Constitution of the State of Minnesota*, Article V, and in *Minnesota Statutes* 4.035. Emergency Executive Orders, for protection from an imminent threat to health and safety, become effective immediately, are filed with the secretary of state, and published in the *State Register* as soon as possible after they are issued. Other Executive Orders become effective 15 days after publication in the *State Register* and filing with the secretary of state. Unless otherwise specified, an executive order expires 90 days after the date the governor who issued the order vacates office.

Office of the Governor

Executive Order #03-07: Providing for the Establishment of the Governor's State Quarter Dollar Commission

I, TIM PAWLENTY, GOVERNOR OF THE STATE OF MINNESOTA, by virtue of the authority vested in me by the Constitution and the applicable statutes, do hereby issue this Executive Order:

WHEREAS, the United States Mint has implemented a program in accordance with Public Law 105-124, to commemorate each of the 50 states in the order in which the states ratified the United States Constitution and joined the Union; and

WHEREAS, for the ten-year period from 1999 through 2008, the United States will annually issue five quarter dollar coins with state designs displayed on the reverse side of the coins; and

WHEREAS, each state has an opportunity to develop and submit designs representative of the state; and

WHEREAS, quarter dollar coins are collected for generations, providing an opportunity for wide distribution of an enduring symbol of our state; and

WHEREAS, Minnesota entered the Union as the 32nd state on May 11, 1858, and the quarter dollar honoring the State of Minnesota will be issued in 2005;

NOW THEREFORE, I hereby order the establishment of the Governor's State Quarter Dollar Commission.

1. The purpose of the Commission is to select the design concepts and recommend the final design of the quarter dollar for the State of Minnesota for submission to the United States Secretary of the Treasury in accordance with the 50 States Commemorative Coin Program Act (P.L. 105-124).
2. The Commission shall be composed of 15 members, as follows:
 - a. The Director of the Minnesota Historical Society, or designee,
 - b. The Commissioner of Education, or designee,
 - c. The Executive Director of the State Arts Board, or designee,
 - d. The Secretary of State, or designee,
 - e. A member of the Senate appointed by the Senate Majority Leader,
 - f. A member of the Senate appointed by the Senate Minority Leader,
 - g. A member of the House of Representatives appointed by the Speaker of the House,
 - h. A member of the House of Representatives appointed by the House Minority Leader,
 - i. Seven members appointed by the Governor, as follows:
 - i. one high-school social studies teacher,
 - ii. one elementary school teacher,
 - iii. one student,
 - iv. a member of the American Numismatic Association,
 - v. three public members, no more than two of whom may be numismatists.
3. The Chair of the Commission shall be designated by the Governor. Staff support shall be provided by the Governor's office or a state agency designated by the Governor.
4. Commission members shall serve on a voluntary basis, and are not eligible for payment of expenses from the Governor's office.
5. The Commission shall adopt and publicize procedures and guidelines for selection of design narratives for Minnesota's quarter dollar, and invite submission of design narratives by a date certain. The Commission's procedures and guidelines shall be consistent with the requirements of the 50 States Commemorative Coin Act.
6. The Commission shall review the design narratives and forward five submissions as finalists in the design selection process to the United States Mint.

Executive Orders

7. Upon approval of the design selection finalists by the United States Secretary of the Treasury, the Commission shall seek public comment on the finalists, which may or may not include a public poll.
8. To the extent possible, the Commission shall include schools in the process of submitting design narratives, recommending design selections, and participating in the 50 State Quarters Program Lesson Plans prepared by the United States Mint.
9. After consideration of recommendations made by the Commission, the Governor shall submit a design to the United States Mint for presentation to the United States Secretary of the Treasury for final approval.
10. The Commission shall assist the United States Mint in the coordination of the public unveiling of Minnesota's state quarter in 2005.

Pursuant to *Minnesota Statutes* 2002, section 4.035, subdivision 2, this Executive Order will be effective fifteen (15) days after publication in the *State Register* and filing with the Secretary of State and will remain in effect until December 31, 2005, in accordance with *Minnesota Statutes* 2002, section 4.035, subdivision 3.

IN TESTIMONY WHEREOF, I have set my hand this 1st day of May, 2003



Tim Pawlenty
Governor

Filed According to Law:



Mary Kiffmeyer
Secretary of State

Official Notices

Pursuant to Minnesota Statutes § 14.101, an agency must first solicit comments from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking. The *State Register* also publishes other official notices of state agencies and non-state agencies, including notices of meetings and matters of public interest.

Minnesota Housing Finance Agency

Notice of Hearing on Bond Issuance for Rental Housing Bonds

NOTICE IS HEREBY GIVEN that the Minnesota Housing Finance Agency will hold a public hearing at 10:00 a.m. on May 29, 2003, at the Minnesota Housing Finance Agency, 400 Sibley Street, Suite 300, St. Paul, Minnesota 55101, for the purpose of taking public testimony regarding the issuance of its Rental Housing Bonds in the maximum principal amounts set forth below. The Bonds may be issued in one or more series and will be issued to fund mortgage loans to pay for all or a portion of the costs of construction or acquisition and rehabilitation of the following developments, including facilities related and subordinate thereto, for residential rental housing as defined in the Agency's Rental Housing Bond Resolution. The developments to be assisted are:

Initial Owner or Operator	Facility	Address	Maximum Bond Amount
A limited partnership, the managing general partner of which will be a limited liability company with AIMCO Equity Services, Inc., a Virginia corporation, as its managing member.	222-unit (208 existing and 14 new units) ten-story rental apartment development, currently known as Loring Towers Apartments.	15 East Grant Street Minneapolis, MN	\$12,500,000

Official Notices

A limited partnership, the managing general partner of which will be Jack Schuett, a resident of Long Lake, MN	44 unit multi-building rental apartment development, currently known as Hillside Terrace	408 Dexter Drive Long Lake, MN	\$2,100,000
A limited partnership, the managing general partner of which will be Albert Lea Leased Housing Associates, LLC, a Minnesota limited liability company	110-unit multi-building rental and townhouse development, currently known as Channel View Apartments	204 & 210 East Front St. Albert Lea, MN and 504 & 616 James Ave. Albert Lea, MN	\$4,000,000
CHDC Vadnais Limited Partnership, the general partner of which will be Community Housing Development Corporation, a Minnesota corporation	35-unit multi-building rental townhouse development, currently known as Vadnais Highlands	1081 - 1153 East County Rd D Vadnais Heights, MN	\$2,500,000

Additional information may be obtained from the Minnesota Housing Finance Agency, Attn: Sharon Bjostad (651) 282-2577). Parties wishing to comment on the issuance of the Bonds may appear in person at the hearing or may submit written comments to the undersigned prior to the hearing.

Patricia Hippe
Temporary Commissioner
Minnesota Housing Finance Agency

Minnesota State Retirement System

Board of Directors, Regular Meeting

The Board of Directors of the Minnesota State Retirement System (MSRS) is scheduled to meet on Thursday, May 15, at 9:00 a.m. in the Retirement Systems of Minnesota Building, 60 Empire Drive, Suite 117, Saint Paul, Minnesota.

Department of Transportation

Program Management Division

Office of Investment Management

Notice of Solicitation for Public Review and Comment on the Draft State Transportation Improvement Program (STIP) for State Fiscal Years 2004-2005-2006 (July 1, 2003 to June 30, 2005)

The Minnesota Department of Transportation is offering an opportunity for public review and comment on a proposed State Transportation Improvement Program (STIP) for state fiscal years 2004-2005-2006 (July 1, 2003 to June 30, 2005). The program of transportation projects annually utilizes about \$450 million federal funds, \$290 million of state trunk highway funds, and funds from local and other sources. Projects include local road and bridge projects utilizing federal funds; transit capital investments; state highway road and bridge projects; enhancement projects; congestion mitigation and air quality projects; scenic byway projects; and other projects intending to utilize federal highway funds, federal transit funds, or state trunk highway funds. The proposed *State Transportation Improvement Program* is available for review at Department of Transportation District Offices:

- District 1 - Duluth, 1123 Mesaba Avenue, Duluth, MN 55811;
- District 2 - Bemidji, Box 490, 3919 Highway 2 West, Bemidji, MN 56619;
- District 3 - Baxter, 1991 Industrial Park Road, Baxter, MN 56425;
- District 4 - Detroit Lakes, 1000 Hwy. 10 West, Detroit Lakes, MN 56501;
- District 6 - Rochester, P.O. Box 6177, 2900 48th Street N. W., Rochester, MN 55903-6177;

District 7 - Mankato, P.O. Box 4039, 501 South Victory Drive, Mankato, MN 56002-4039;

District 8 - Willmar, P.O. Box 768, 2505 Transportation Road, Willmar, MN 56201;

Metro Division - Waters Edge Building, 1500 W. Co. Rd. B2, Roseville, MN 55113;

or the Office of Investment Management, Mail Stop 440, 395 John Ireland Boulevard, Third Floor South, St. Paul, MN 55155.

You have 30 days to submit comments. Comments must be received by **4:30 p.m. on June 12, 2003**. Comments are encouraged and should identify the portion of the STIP addressed, reason for the comment, and any change proposed.

Please direct all correspondence to:

Shawn Chambers
Office of Investment Management
Minnesota Department of Transportation
Mail Stop 440
395 John Ireland Boulevard
St. Paul, MN 55155
Phone: (651) 296-1605
Fax: (651) 296-3019

State Grants & Loans

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

Department of Health

Commodity Supplemental Food Program

This notice appeared in Vol. 27, #45 - Monday 5 May 2003 (27 SR 1642) under the Department of Human Services. It should be under the Department of Health.

Department of Health

Application for 2004-2005 CSFP Grant

This notice appeared in Vol. 27, #45 - Monday 5 May 2003 (27 SR 1643) under the Department of Human Services. It should be under the Department of Health.

Department of Health

Procedures and Information for Applying for the CSFP Grant

This notice appeared in Vol. 27, #45 - Monday 5 May 2003 (27 SR 1644) under the Department of Human Services. It should be under the Department of Health.

Department of Health

Special Supplemental Nutrition Program for Women, Infants and Children (WIC)

This notice appeared in Vol. 27, #45 - Monday 5 May 2003 (27 SR 1644) under the Department of Human Services. It should be under the Department of Health.

State Grants & Loans

Department of Health

Application for 2004-2005 WIC Grant Program

This notice appeared in Vol. 27, #45 - Monday 5 May 2003 (27 SR 1646) under the Department of Human Services. It should be under the Department of Health.

Department of Health

Procedures and Information for Applying for the WIC Grant

This notice appeared in Vol. 27, #45 - Monday 5 May 2003 (27 SR 1646) under the Department of Human Services. It should be under the Department of Health.

Department of Health

Division of Family Health

Public Input Regarding the Health Department Application for Continuation of the Minnesota Education Now And Babies Later (MN ENABL)

The Minnesota Department of Health invites public comment concerning its application to the federal government for the continuation of the MN ENABL program, formerly known as the Minnesota Abstinence Education Community Grant Program, for the Fiscal Year ending September 30, 2004. Written comments are requested which may be mailed or presented at a public meeting scheduled on Wednesday, June 4, 2003 from 10:00 a.m. - 11:30 a.m. in the Little Fork Room at the Minnesota Department of Health Service Center located at the Snelling Business Park, 1645 Energy Park Drive, St. Paul. All written comments are due at the Department June 2, 2003.

The application consists of two parts. The first section describes how grantees will implement program components during the next federal fiscal year. The second section of the application includes a report on the program accomplishments through September 30, 2002. The Department intends that input from public comment received in response to this notice, in addition to the experience of local projects, will contribute to an ongoing evaluation process.

Persons planning to attend and/or present comments are requested to register as soon as possible, but no later than June 2, 2003. Any person needing special accommodations for a disability should so indicate at the time of registration.

To register for the meeting or request a copy of the draft application, please contact:

Pat Gerbozy at (651) 281-9946 or e-mail at patricia.gerbozy@health.state.mn.us

State Contracts

Informal Solicitations: Informal solicitations for all contracting opportunities for professional/technical (consultant) contracts with values estimated to be over \$5,000 and under \$50,000 must be posted on the Department of Administration, Materials Management Division web page (www.mmd.admin.state.mn.us) and access P/T Contracts.

Formal Requests for Proposals: Department of Administration procedures require that formal notice of any professional/technical (consultant service) contract which has an estimated value over \$50,000 must be printed in the *State Register*. Certain quasi-state agencies and Minnesota State Colleges and Universities institutions are by law exempt from these requirements.

Department of Administration

Managed Messaging and Directory Services Request for Information

- **Objective:**

To provide an overview of the benefits to the State of Minnesota's messaging and directory services environment and requirements to identify vendors for the opportunity to best position their solutions as candidates to meet the State's requirements.

- **Client Overview:**

The State of Minnesota consists of 133 agencies that employ's approximately 50,000 people. The State has a constituency of 4.5 million citizens.

The State has a strong commitment to providing cost-effective messaging and directory service solutions by obtaining economies of scale among various state agencies. This commitment creates the need to have a solution that can support multiple platforms and be flexible enough to support our customers needs.

Written Responses:

At this time, the State desires a formal written response to the following points.

Business Model:

Please be prepared to introduce your company to the State of Minnesota:

- Company history and information on your business model and vision for your market and the industry.
- Your company's role in the managed messaging and directory service technology.
- Your company's presence for sales and support. How do you best support sales and support to customer's offices and locations?
- Information on your business structure and capitalization: public, wholly owned subsidiary or a parent company, private, other, etc.
- Information that is publicly available on major relationships, partnerships, or technology agreements you have with other companies that should be considered in evaluating your technologies.
- Any other information that you feel will allow the State to understand your business model and confirm your viability as a technology partner.

Solution Architecture:

Please outline your solution/technology architecture and include discussion on the following points:

- How does your solution provide for a higher level of criticality brought on by Homeland Security requirements?
- How will your solution provide for improved redundancy and reliability to meet the Homeland Security requirements?
- The solution should include directory service and POP mail support. How can this be done?
- Explore replacing the existing system with Linux system.
- Explore opportunity of reducing cost of the current iPlanet.
- How will your solution increase functionality of the system?
- How can your solution incorporate POP3 and white pages into a web-based system?
- Discuss how Majordomo/Distribution lists or another means can be completed/used with your solution.
- Is there Anti-spam/content filtering with your solution and is it value-added?
- Does your solution include integrated virus software? If yes, then please explain how?

Scaling, Integrity, and Reliability:

Please discuss your architecture specifically with regard to scalability, integrity, and reliability:

- Describe your three most significant production infrastructures - number of applications, different platforms, number of constituents, etc. *The State is not requesting that you divulge customer information.* Instead, you are requested to speak to this in general terms, to help us understand how your solution may be deployed in a complex and large environment.
- Discuss how your solution supports the requirement for high reliable infrastructure (7 x 24, 99.995% availability, level 2 help desk support).

Clients and Customers:

- Please describe the makeup of your client or customer community.
- Please provide three - five (3-5) references (preferably governmental entities).

Integration/Implementation:

- Please describe the approach required or recommended for implementing/integration of your service or technology.
- What is a reasonable expectation of level of time required to roll out a production environment?
- What are the primary schedule variables for implementation of your service or technology?
- Please provide input on typical client cost of ownership for operations, support, etc.

State Contracts

Pricing Model:

Please provide general information on your pricing model. Pricing should include the following:

- Capitalization cost for software, premise hardware, etc.
- Price per application/web server, if applicable.
- Price for application products, tools, application programming interfaces, etc.
- Support costs to provide a 7 x 24-support environment.
- Describe any likely discount thresholds associated with using the service.

Competitive Position:

Please feel free to compare and contrast your technology to solutions from your competitors to allow the State to differentiate your offering from other solutions in the market.

RFI Submittal Timeline:

Firms interested in providing information to this RFI should submit one (1) original and (3) copies of the written response to:

Kim Peuse, Project Manager
InterTechnologies Group/Department of Administration
Room 510
658 Cedar Street
St. Paul, MN 55155

Responses must be received no later than 3:00 PM Central Standard Time on Monday, May 19, 2003.

Department of Agriculture

Farm Advocate Program

Notice of Availability of Contracts for Minnesota Farm Advocates

The Minnesota Department of Agriculture announces the availability of contracts for farm advocates for the period of July 1, 2003 through June 30, 2004. Applicants must be farmers or former farmers; be familiar with or experienced in farm financial planning (cash flows through financial statements); be knowledgeable of farmers' borrowers rights and responsibilities with the ability to comprehend state and federal rules and regulations governing agricultural credit; have good communication skills (written, oral and listening); and have compassion for and interest in helping other farmers. Resumes will be accepted through June 15, 2003.

For more information, contact:

Bruce Lubitz
Farm Advocate Program
52168 450th Street
Perham, MN 56573
Phone: (218) 334-3276

Colleges and Universities, Minnesota State (MnSCU)

Winona State University

Request for Sealed Bids for Three to Five Year Elevator Maintenance

NOTICE IS HEREBY GIVEN that Winona State University will receive sealed bids for a three to five year elevator maintenance contract.

A tour of the facilities is scheduled on May 19, 2003 at 10:00 a.m.

Bid specifications will be available May 12, 2003 from the Winona State University Purchasing Department, P.O. Box 5838, 205 Somsen Hall, Winona, MN 55987 or by calling (507) 457-5067 or (507) 457-5419.

Sealed bids must be received by Sandra Schmitt at P.O. Box 5838, or at 175 W. Mark St., Somsen 205G, Business Office, Winona State University, Winona, MN 55987 by 3:00 p.m., May 30, 2003.

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

Colleges and Universities, Minnesota State (MnSCU)**Winona State University****Request for Sealed Bids for 250 Torsion, Sled Base Chairs**

NOTICE IS HEREBY GIVEN that Winona State University will receive sealed bids for 250 torsion, sled base chairs.

Bid specifications will be available May 12, 2003 from the Winona State University Purchasing Department, P.O. Box 5838, 205 Somsen Hall, Winona, MN 55987 or by calling (507) 457-5067 or (507) 457-5419.

Sealed bids must be received by Sandra Schmitt at P.O. Box 5838, or at 175 W. Mark St., Somsen 205G, Business Office, Winona State University, Winona, MN 55987 by 2:00 p.m., May 29, 2003.

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

Minnesota Department of Human Services**Continuing Care for the Disabled Division****Request for Proposals for Professional/Technical Contract for HIV "Access to Care" Systems Development**

The State of Minnesota, through its Department of Human Services (hereafter "STATE" or "DHS") is seeking a qualified social service and/or health care system professional individual or agency with the capacity to manage and implement a comprehensive project to redesign the delivery system of access services to help persons living with HIV/AIDS find and utilize HIV prevention, health and support services. This is a one-time, seven-month professional/technical contract. Total costs shall not exceed \$60,000.00. It is the intention of the STATE to contract for professional/technical consulting services with an individual or agency to carry out the necessary assessment, design and implementation planning phases of this project. The purpose of this contract is to improve the "access to care" delivery system in terms of cost efficiency, statewide availability, administrative simplification for both the STATE and service providers, effectiveness and ease of access to persons living with HIV/AIDS.

For the purposes of this RFP the term "access to care services" refers to those services which help people with HIV determine what exactly they need, learn what services are available to meet those needs and help people utilize those services. Access to care services range from case management services for people with the highest, most complex needs, delivered by skilled professionals to one-time information and referral services. The services that fall under the purview of this project include but are not necessarily limited to:

- HIV Case Management
- HIV Care Advocacy
- HIV Services Outreach
- Information and Referral Services

Six copies of the proposal package must be received no later than 3:00 p.m. central time on June 6, 2003. Copies of the complete RFP may be requested by contacting:

Minnesota Department of Human Services
HIV/AIDS Program Division
Attention: Michelle D. Sims
Case Management Coordinator
C/O: Information Desk
444 Lafayette Road
1st Floor
St. Paul, Minnesota 55155-3872
(651) 582-1983

State Grants & Loans

Department of Transportation Engineering Services Division

Notice of Potential Availability of Contracting Opportunities for a Variety of Highway Related Technical Activities (the "Consultant Pre-Qualification Program")

This document is available in alternative formats for persons with disabilities by calling Robin Valento at (651) 284-3622 for persons who are hearing or speech impaired by calling the Minnesota Relay Service at (800) 627-3529.

Mn/DOT, working in conjunction with the Consultant Reform Committee, the Minnesota Consulting Engineers Council, and the Department of Administration, has developed the Consultant Pre-Qualification Program as a new method of consultant selection. The ultimate goal of the Pre-Qualification Program is to streamline the process of contracting for highway related professional/technical services. Mn/DOT anticipates that most consultant contracts for highway related technical activities will be awarded using this method, however, Mn/DOT also reserves the right to use RFP or other selection processes for particular projects. Nothing in this solicitation requires Mn/DOT to complete or use the Consultant Pre-Qualification Program.

Mn/DOT is currently requesting application from consultants in the following service areas: preliminary design, highway design, bridge inspection and environmental studies. Technical and administrative qualification requirements are located on the web site indicated below. In the future, Mn/DOT will be requesting applications for additional highway related consulting services as those services become available. Following advertisement of a particular category of services, applications will be accepted on a continual basis.

All expenses incurred in responding to this notice will be borne by the responder. Response to this notice becomes public information under the Minnesota Government Data Practices.

Consultant Pre-Qualification Program Information, application requirements and application forms are available on Mn/DOT's web site at <http://www.dot.state.mn.us/consult>

Send completed application material to:

Robin Valento
Pre-Qualification Administrator
Minnesota Department of Transportation
Consultant Services
395 John Ireland Boulevard, Seventh Floor, Mail Stop 680
St. Paul, MN 55155

NOTE: Due Date: APPLICATION MATERIAL WILL BE ACCEPTED ON A CONTINUAL BASIS.

Department of Transportation Engineering Services Division

Notice Concerning Professional/Technical Contract Opportunities

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

New public notices may be added to the website on a daily basis and be available for the time period indicated within the public notice.

OTHER POPULAR DIRECTORIES FROM MINNESOTA'S BOOKSTORE

1-93	Education & Community Services	\$23.95
1-89	Licensed & Certified Health Care Facilities & Services	\$21.95
40-2	Directory of Minnesota Manufacturers 2000	\$135.00
16-33	Standard Industrial Classification Manual 1987	\$29.00
1-4	Nursery Stock Growers, Dealers, Landscapers & Greenhouses	\$9.95
1-87	State of Minnesota Telephone Directory	\$15.95
1-6	Minnesota Guidetook to State Agency Services	\$19.95

Non-State Contracts & Grants

The *State Register* also serves as a central marketplace for contracts let out on bid by the public sector. The *State Register* meets state and federal guidelines for statewide circulation of public notices. Any tax-supported institution or government jurisdiction may advertise contracts and requests for proposals from the private sector. It is recommended that contracts and RFPs include the following: 1) name of contact person; 2) institution name, address, and telephone number; 3) brief description of 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 editor for further details.

University of Minnesota

Notice of Bid Information Service (BIS) Available for All Potential Vendors

The University of Minnesota offers 24 hour/day, 7 day/week access to all Request for Bids/Proposals through its web based Bid Information Services (BIS). Subscriptions to BIS are \$75/year. Visit our web site at bidinfo.umn.edu or call BIS Coordinator at (612) 625-5534.

Requests for Bids/Proposals are available to the public at no charge each business day from 8:00 a.m. to 4:30 p.m. in the Purchasing Services lobby, Suite 560, 1300 S. 2nd Street, Mpls., MN 55454.

DIRECTORIES

STOCK #	DIRECTORY TITLE	PRICE
INSURANCE DIRECTORIES FROM THE DEPARTMENT OF COMMERCE		
99-9	All Insurance Companies	\$25.00
99-8	Accident & Health Insurance Companies	\$18.00
99-10	Automobile Insurance Companies	\$12.00
99-11	Automobile Self-Insured	\$1.00
99-12	Credit Insurance Companies	\$7.00
99-13	Domestic Insurance Companies	\$4.00
99-20	Eligible Surplus Lines Insurance Companies	\$3.00
99-14	Fidelity & Surety Insurance Companies	\$10.00
99-15	Fire (Homeowners) Insurance Companies	\$12.00
99-16	General Liability Insurance Companies	\$12.00
99-17	Life Insurance Companies	\$11.00
99-18	Property & Casualty Insurance Companies	\$14.00
99-41	Reinsurance Companies	\$1.00
99-19	Third Party Administrators	\$3.00
99-22	Title Insurance Companies	\$2.00
99-21	Township Mutual Insurance Companies	\$2.00
99-23	Workers' Compensation Insurance Companies	\$7.00
99-24	Workers' Compensation Self-Insured Employers	\$10.00
99-1	Workers' Compensation Commercial Self-Insured Employers	\$2.00
99-25	Worker's Compensation Rate Filing Report	\$5.00

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