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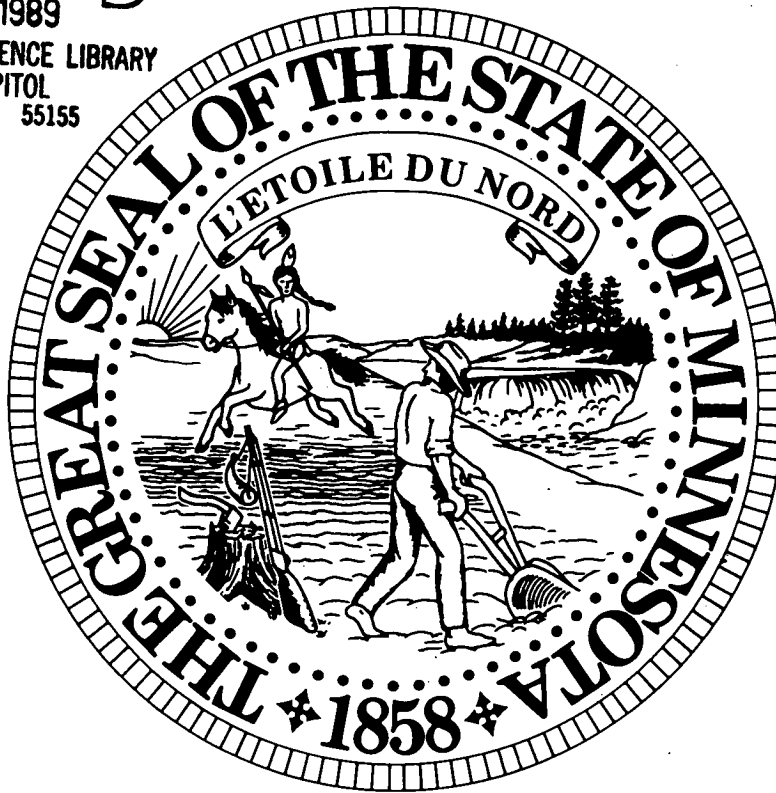
State of Minnesota

STATE REGISTER

Department of Administration—Print Communications Division

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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 orders of the governor, proposed and adopted rules of state agencies, official notices to the public, state and non-state public contracts, contract awards, grants, supreme court and tax court decisions, and a monthly calendar of cases to be heard by the state supreme court.

A *Contracts Supplement* is published every Thursday and contains additional state contracts and advertised bids, and the most complete source of state contract awards available in one source.

Printing Schedule and Submission Deadlines

Vol. 14 Issue Number	*Submission deadline for Adopted and Proposed Rules**	*Submission deadline for Executive Orders, Contracts, and Official Notices**	Issue Date
1	Monday 19 June	Monday 26 June	Monday 3 July
2	Monday 26 June	Monday 3 July	Monday 10 July
3	Monday 3 July	Monday 10 July	Monday 17 July
4	Monday 10 July	Monday 17 July	Monday 24 July

*Deadline extensions may be possible at the editor's discretion; however, none will be made beyond the second Wednesday (12 calendar days) preceding the issue date for rules, proposed rules and executive orders, or beyond the Wednesday (5 calendar days) preceding the issue date for official notices. Requests for deadline extensions should be made only in valid emergency situations.

**Notices of public hearings on proposed rules and notices of intent to adopt rules without a public hearing are published in the Proposed Rules section and must be submitted two weeks prior to the issue date.

Instructions for submission of documents may be obtained from the *State Register* editorial offices, 504 Rice Street, St. Paul, Minnesota 55103, (612) 296-4273.

The *STATE REGISTER* is published every Monday (Tuesday when Monday is a holiday) by the State of Minnesota, Department of Administration, Print Communications Division, 117 University Avenue, St. Paul, Minnesota 55155, pursuant to *Minnesota Statutes* § 14.46. A *STATE REGISTER Contracts Supplement* is published every Thursday. The Monday edition is the vehicle for conveying all information about state agency rulemaking, including official notices; hearing notices; proposed, adopted and emergency rules. It also contains executive orders of the governor; commissioner's orders; state contracts and advertised bids; professional, technical and consulting contracts; non-state public contracts; state grants; decisions of the supreme and tax courts; a monthly calendar of scheduled cases before the supreme court; and other announcements. The Thursday edition contains additional state contracts and advertised bids, and the most complete listing of contract awards available in one source.

In accordance with expressed legislative intent that the *STATE REGISTER* be self-supporting, the following subscription rates have been established: the Monday edition costs \$130.00 per year and includes an index issue published in August (single issues are available at the address listed above for \$3.50 per copy); the combined Monday and Thursday editions cost \$195.00 (subscriptions are not available for just the *Contracts Supplement*); trial subscriptions are available for \$60.00, include both the Monday and Thursday edition, last for 13 weeks, and may be converted to a full subscription anytime by making up the price difference. No refunds will be made in the event of subscription cancellation.

Both editions are delivered postpaid to points in the United States, second class postage paid for the Monday edition at St. Paul, MN, first class for the Thursday edition. Publication Number 326630 (ISSN 0146-7751).

Subscribers who do not receive a copy of an issue should notify the *STATE REGISTER* circulation manager immediately at (612) 296-0931. Copies of back issues may not be available more than two weeks after publication.

Rudy Perpich, Governor

**Sandra J. Hale, Commissioner
Department of Administration**

**Stephen A. Ordahl, Director
Minnesota Documents Division**

Robin PanLener, Editor

Paul Hoffman, Assistant Editor

Debbie George, Circulation Manager

Bonita Karels, Staff Assistant

FOR LEGISLATIVE NEWS

Publications containing news and information from the Minnesota Senate and House of Representatives are available free to concerned citizens and the news media. To be placed on the mailing list, write or call the offices listed below:

SENATE

Briefly-Preview—Senate news and committee calendar; published weekly during legislative sessions.

Perspectives—Publication about the Senate.

Session Review—Summarizes actions of the Minnesota Senate.

Contact: Senate Public Information Office
Room 231 State Capitol, St. Paul, MN 55155
(612) 296-0504

HOUSE

Session Weekly—House committees, committee assignments of individual representatives; news on committee meetings and action. House action and bill introductions

This Week—weekly interim bulletin of the House.

Session Summary—Summarizes all bills that both the Minnesota House of Representatives and Minnesota Senate passed during their regular and special sessions.

Contact: House Information Office
Room 175 State Office Building, St. Paul, MN 55155
(612) 296-2146

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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 1-800-652-9747.

Issue 1

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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.

Department of Health

Proposed Permanent Rules Relating to Services for Children with Handicaps; Consolidation of Benefits

Notice of Intent to Adopt a Rule Without a Public Hearing

NOTICE IS HEREBY GIVEN that the Minnesota Department of Health (hereinafter "Department") 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 (1988). The statutory authority to adopt the rule is *Minnesota Statutes* §§ 144.05 and 144.07(1).

All persons have 30 days in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule. Comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request 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 rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the Department will proceed pursuant to *Minnesota Statutes* §§ 14.131 to 14.20 (1988).

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

David Giese
Section of Maternal and Child Health
Minnesota Department of Health
717 Delaware of Street Southeast
P.O. Box 9441
Minneapolis, Minnesota 55440

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

The rule proposed for adoption relates to the consolidation of the health care benefits of Services for Children with Handicaps with Children's Health Plan and establishes a single enrollment, care authorization and provider reimbursement process for families whose children meet the eligibility requirements of both programs. Because Services for Children with Handicaps and Children's Health Plan are distinct programs administered by different state agencies it was previously necessary for families to enroll their children in both programs. The requirement for double enrollment, as well as different care authorization and provider reimbursement procedures, created barriers for some families because of the confusion created in dealing with operating policies and procedures that differ greatly between the two programs. Consolidation of the programs will enable qualifying children to receive more easily the combined range of health care benefits. A free copy of the rule is available upon request from David Giese.

A Statement of Need and Reasonableness that 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 has been prepared and is available from David Giese upon request.

Minnesota Statutes section 14.115 requires administrative agencies, when proposing a rule or an amendment to an existing rule, to consider various methods for reducing the impact of the proposed rule or amendment on small businesses and to provide opportunity for small businesses to participate in the rulemaking process. Pursuant to *Minnesota Statutes* § 14.115, subd. 2, the impact on small businesses has been considered in the promulgation of the rule. Anyone wishing to present evidence or argument as to the rule's effect on small businesses may do so. The Department's position regarding the impact of the rule on small businesses is set forth in the Statement of Need and Reasonableness.

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 the 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 adopted rule must submit the written request to David Giese.

Dated: 16 June 1989

Sister Mary Madonna Ashton
Commissioner of Health

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)

4705.1600 CONSOLIDATION OF BENEFITS WITH CHILDREN'S HEALTH PLAN.

A consolidated benefit package, including the full range of services covered separately by SCH and the Children's Health Plan (CHP) created under Minnesota Statutes, section 256.936, may be offered to children who meet the eligibility requirements of CHP and have a handicapping condition as defined by SCH. Parts 4705.0100 to 4705.1500 generally apply to the consolidated program, with the modifications in items A to E.

A. Notwithstanding part 4705.0400, applicants are eligible for treatment services only if they meet the requirements specified in Minnesota Statutes, section 256.936, subdivision 1, paragraph (a), and have a handicapping condition as defined in part 4705.0100, subpart 14.

B. Notwithstanding part 4705.0500, subpart 1, applicants must complete the CHP application form and provide additional information that is required to determine medical eligibility for SCH.

C. Notwithstanding part 4705.0600, cost-sharing will not be required except that the CHP enrollment fee specified in Minnesota Statutes, section 256.936, subdivision 4, must be charged to all applicants.

D. Notwithstanding part 4705.0900, the SCH payment limit of \$15,000 per 12-month period applies to inpatient care only.

E. Notwithstanding part 4705.1400, subparts 3, 4, and 5, and part 4705.1500, children enrolled in the consolidated program shall be issued an identification card that must be presented to service providers. To be eligible for reimbursement, service providers must be enrolled as Medical Assistance providers. Prior authorization and billing procedures must be consistent with procedures used by CHP that are applicable to the consolidated program.

Department of Jobs and Training

Proposed Permanent Rules Relating to Youth Employment Program

Notice of Intent to Adopt Rules Without a Public Hearing

NOTICE IS HEREBY GIVEN that the State Department of Jobs and Training intends to adopt the above entitled rules without a public hearing following the procedures set forth in the Administrative Procedure Act for adopting rules without a public hearing in *Minnesota Statutes*, sections 14.22 to 14.28. The Statutory authority to adopt the rule is *Minnesota Statutes*, sections 268.33 which provides the Department with emergency and permanent rulemaking authority to implement sections 268.31 to 268.36.

All persons have 30 days in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule. Comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request 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 rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the Department will proceed pursuant to *Minnesota Statutes* §§ 14.131 to 14.20 (1988).

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

Kay Tracy
Youth Programs Coordinator
State Job Training Office
690 American Center Building
150 East Kellogg Boulevard
St. Paul, MN 55101
(612) 296-6064

The proposed rules may be modified if the modifications are supported by data and views submitted to the agency and do not result in a substantial change in the proposed rules as they are published following this notice.

A Statement of Need and Reasonableness that 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 has been prepared and is available from Kay Tracy at the above address.

If no hearing is required, upon adoption of the rules, the rules and the required supporting documents will be submitted to the Attorney General for review. The Attorney General's review of the rules will focus on legality and form. 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 adopted rules, must submit the written request to Kay Tracy at the above address.

Because the proposed rule will have no effect on small business, section 14.115 of the Administrative Procedure Act does not apply.

Dated: 16 June 1989

Joe Samargia, Commissioner
Department of Jobs and Training

Rules as Proposed

3300.0100 DEFINITION OF TERMS.

Subpart 1. to 7. [Unchanged.]

Subp. 9. **Support services.** "Support services" means services which are necessary to enable an eligible individual to participate in employment and training funded under the act. Support services may include transportation, child care, meals, temporary shelter, reasonable and necessary safety equipment, required uniforms, and other normal expenses associated with employment and training funded under the act.

Subp. 10. **Transitional services.** "Transitional services" means services which help eligible youth complete school, upgrade basic skills, and prepare for additional schooling or permanent employment. Transitional services may include counseling, case management, basic skills training and remedial education, life skills training, mentoring and tutoring services, and work readiness skills training.

3300.0500 OPERATION PROCEDURES.

Subpart 1. [Unchanged.]

Subp. 2a. **Transitional services.** Contractors may provide or arrange for transitional services as defined in part 3300.0100, subpart 10, to help eligible youth complete school, upgrade basic skills, and prepare for additional schooling or permanent employment. Funds allocated for transitional services must be tracked separately from expenditures associated with the regular program.

Subp. 3. to 6. [Unchanged.]

3300.0601 SUPPORT SERVICES.

Contractors may provide or arrange for support services as defined in part 3300.0100, subpart 9, to eligible youth, using funds allocated under this act. The cost of the support services must not exceed 15 percent of the contract. ~~The services may include transportation, meals, career information training, work related protective devices, basic skills training, counseling services, reasonable and necessary safety equipment and materials, required uniforms, and other normal expenses associated with employment and training funded under the act.~~ Contractors shall not be required to provide support services to eligible youth when funds received under the act have been exhausted.

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.

Adopted Rules

The adoption of a rule becomes effective after the requirements of Minn. Stat. § 14.14-14.28 have been met and five working days after the rule is published in *State Register*, unless a later date is required by statutes or specified in the rule.

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

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

An emergency rule becomes effective five working days after the approval of the Attorney General as specified in Minn. Stat. § 14.33 and upon the approval of the Revisor of Statutes as specified in § 14.36. Notice of approval by the Attorney General will be published as soon as practicable, and the adopted emergency rule will be published in the manner provided for adopted rules under § 14.18.

Department of Human Services

Adopted Permanent Rules Relating to Diagnostic Related Group Classification

The rule proposed and published at *State Register*, Volume 13, Number 48, pages 2856-2859, May 30, 1989 (13 S.R. 2856) is adopted as proposed.

Department of Human Services

Adopted Permanent Rules Relating to Mental Health Services; Eligibility for Medical Assistance Payment

The rules proposed and published at *State Register*, Volume 13, Number 36, pages 2141-2152, March 6, 1989 (13 S.R. 2141) are adopted with the following modifications:

Rules as Adopted

9505.0260 COMMUNITY MENTAL HEALTH CENTER SERVICES.

Subpart 1. **Definitions.** For purposes of this part, the following terms have the meanings given them.

C. For purposes of this part, "mental health professional" means a "mental health professional" as defined in part 9505.0175, subpart 28 and a person licensed in marriage and family therapy under Minnesota Statutes, sections 148B.29 to 148B.39 and employed by a provider of community mental health center services.

Subp. 2. **Eligible providers of community mental health center services.** To be eligible to enroll in the medical assistance program as a provider of community mental health center services, a provider must:

I. have a sliding fee schedule; and

J. if providing services to persons with alcohol and other drug problems, be licensed to provide outpatient treatment under parts 9530.5000 to 9530.6500; and

~~K. if providing services to persons who have mental illness and mental retardation or related conditions, be licensed according to parts 9525.0750 to 9525.0830.~~

Subp. 4. **Payment limitation; supervision of service before September 1, 1990.** To be eligible for medical assistance payment, a community mental health center service that is provided to a recipient before September 1, 1990, must be under the supervision of a psychiatrist, licensed consulting ~~psychiatrist~~ psychologist, or licensed psychologist who is a provider.

Subp. 5. **Excluded services.** The services listed in part 9505.0323, subpart ~~25~~ 27, are not eligible for medical assistance payment as community mental health services.

9505.0323 MENTAL HEALTH SERVICES.

Subpart 1. **Definitions.** For this part, the following terms have the meanings given them.

D. "Clinical supervision" means the process of control and direction of a client's mental health services by which a mental health professional who is a provider accepts full professional responsibility for the supervisee's actions and decisions, instructs the supervisee in the supervisee's work, and oversees or directs the work of the supervisee. The process must meet the conditions in subitems (1) to (3).

(1) The provider must be present and available on the premises more than 50 percent of the time in a five working day period during which the supervisee is providing a mental health service.

E. "Day treatment" or "day treatment program" means a structured program of treatment and care provided to persons in:

(1) an outpatient hospital accredited by the Joint Commission on the Accreditation of Hospitals and licensed under Minnesota Statutes, sections 144.50 to 144.55;

(2) a community mental health center under part 9505.0260; or

(3) an entity that is under contract with the county to operate a program that meets the requirements of Minnesota Statutes, section 245.471, subdivision 3, and parts 9505.0170 to 9505.0475.

Day treatment consists of group psychotherapy and other intensive therapeutic services that are provided by a multidisciplinary staff. The services are aimed at stabilizing the client's mental health status, providing mental health services, and developing and improving the client's independent living and socialization skills. The goal of day treatment is to reduce or relieve the effects of mental illness and provide training to enable the client to live in the community. Day treatment services are not a part of inpatient or residential treatment services. Day treatment services are distinguished from day care by their structured therapeutic program of psychotherapy services.

I. "Group psychotherapy" means psychotherapy ~~designed~~ conducted by a mental health professional for more than ~~four~~ three but not more than eight persons or psychotherapy co-conducted by two mental health professionals for at least nine but not more than 12 persons who because of the nature of their emotional, behavioral, or social dysfunctions can derive mutual benefit from interaction in a group setting.

J. "Hour" means a 60-minute session of mental health service ~~Up to ten minutes~~ other than a diagnostic assessment. At least 45 minutes of the period must be spent in face-to-face contact with the client. The other 15 minutes may be spent in ~~indirect~~ client-related activities ~~such as~~ Examples of client-related activities are scheduling, maintaining clinical records, consulting with others about the client's mental health status, preparing reports, receiving the clinical supervision directly related to the client's psychotherapy session, and revising the client's individual treatment plan. If the period of service is longer or shorter than one hour, up to ~~one-sixth~~ one-fourth of the time may be spent in ~~indirect~~ client-related activities.

N. "Mental health services" means the services defined in items A, E, F, G, H, I, K, L, Q, S, T, ~~and U,~~ and V and subpart 30.

T. "Psychotherapy" means a health service for the face-to-face treatment of a client or clients with mental illness through the psychological, psychiatric, or interpersonal method most appropriate to the needs of the client and in conformity with prevailing community standards of mental health practice. The treatment is a planned structured program or other intervention based on a diagnosis of mental illness resulting from a diagnostic assessment and is directed to accomplish measurable goals and objectives specified in the client's individual treatment plan. Individual, family, and group psychotherapy are the types of psychotherapy. Examples of psychotherapy goals and objectives are relieving subjective distress, alleviating specific existing symptoms, modifying specific patterns of disturbed behavior, stabilizing the level of functioning attainable by the client, and enhancing the ability of the client to adapt to and cope with specific internal and external stressors.

V. "Multiple family group psychotherapy" means psychotherapy as specified in subpart 28.

Subp. 4. **Eligibility for payment; diagnostic assessment.** To be eligible for medical assistance payment, a diagnostic assessment carried out before September 1, 1990, must be conducted by a provider who is a psychiatrist, a licensed consulting psychologist, or a licensed psychologist, or conducted by a vendor who is a mental health professional, is not a provider, and is under the clinical supervision of a provider who is a psychiatrist, a physician who is not a psychiatrist, or licensed consulting psychologist. The diagnosis resulting from the assessment must be made by, or reviewed and approved by, the provider. A diagnostic assessment carried out on or after September 1, 1990, must be conducted by a provider who is a mental health professional. Additionally, to be eligible for medical assistance payment, a diagnostic assessment must comply with the requirements in items A to L.

G. A diagnostic assessment carried out by a mental health professional ~~or a mental health practitioner~~ in a multiple provider setting must be available to other mental health professionals, ~~mental health practitioners~~, or other providers in the same setting who need the diagnostic assessment to provide mental health services to the recipient. Additional diagnostic assessments of the recipient in the same multiple provider setting are subject to the limit specified in item A.

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.

Adopted Rules

Subp. 7. **Criteria for prior authorization of additional time to complete a diagnostic assessment.** A request for prior authorization of additional time to complete a recipient's diagnostic assessment shall be approved if the recipient meets the criteria in items A and B or the criteria in item C.

C. The recipient experienced a significant change in behavior or living arrangement and the recipient meets the criteria in items A and B.

Subp. 12. **Payment limitation; total payment for group psychotherapy.** To be eligible for medical assistance payment, a group psychotherapy session conducted by one mental health professional shall not have more than eight persons, and a group psychotherapy session conducted by two mental health professionals shall have at least nine but not more than 12 persons. These limits shall apply regardless of ~~their~~ the participants' eligibility for medical assistance. Medical assistance payment for each client who participates in a session of group psychotherapy shall be one quarter of the hourly payment rate for an hour of individual psychotherapy. However, in the case of a group psychotherapy session conducted by two mental health professionals, medical assistance payments shall be according to the number of participants attending the session. When a client participates in a session of group psychotherapy conducted by two mental health professionals, the client's record must document that the cotherapy is medically necessary.

Subp. 13. **Payment limitation; family psychotherapy.** Medical assistance payment for family psychotherapy shall be per psychotherapy session regardless of the medical assistance eligibility status or the number of family members who participate in the family psychotherapy session. Medical assistance payment for family psychotherapy is limited to face-to-face sessions at which the client is present throughout the family psychotherapy session unless the mental health professional believes the client's ~~temporary~~ absence from the family psychotherapy session is necessary to carry out the client's individual treatment plan. If the client is excluded, the mental health professional must document the reason for and the length of the time of the exclusion. Furthermore, the mental health professional must document the reason or reasons why a member of the client's family is excluded.

Subp. 15. **Payment limitation; general provisions about day treatment services.** Medical assistance payment for day treatment services to a client shall be limited to 390 hours of day treatment in a calendar year unless prior authorization is obtained for additional hours within the same calendar year. To be eligible for medical assistance payment, a day treatment program must be reviewed by and have received the approval of the department. The treatment must be provided to a group of clients by a multidisciplinary staff under the clinical supervision of a mental health professional. The treatment must be provided program must be available at least one day a week for a minimum three-hour time block. The day treatment may be longer than three hours per day but medical assistance payment is limited to three hours per day. To be eligible for medical assistance payment, the three-hour time block must include at least one hour but no more than two hours of individual or group psychotherapy. The remainder of the three-hour time block must ~~not~~ consist of ~~more than one hour~~ of any of the following: recreation therapy, socialization therapy, and independent living skills therapy. In addition, the remainder of the three-hour time block can include recreation therapy, socialization therapy, and independent living skills therapy only if they are included in the client's individual treatment plan as necessary and appropriate. Notwithstanding the documentation of each service required under subpart 26, documentation of day treatment may be provided on a daily basis by use of a checklist of available therapies in which the client participated and on a weekly basis by a summary of the information required under subpart 26.

Subp. 16. **Payment limitation; noncovered services provided by day treatment program.** The following services are not covered by medical assistance if they are provided by a day treatment program:

H. Recreation therapy and teaching socialization therapy and independent living skills therapy for more than one hour daily each unless the client's individual treatment plan prescribes more than one hour daily.

I. Participation in meal preparation and eating that is not medically supervised and included in the client's individual treatment plan as necessary and appropriate.

Subp. 18. **Payment limitation; explanation of findings.** Explanation of findings is a covered service under parts 9505.0170 to 9505.0475. Medical assistance payment for explanations of findings is limited to four hours per recipient per calendar year. Unless the recipient's diagnostic assessment meets the requirements of subparts 5 to 7, medical assistance payment will not pay for more than a one-hour explanation of findings after the mental health professional completes the recipient's diagnostic assessment. The mental health professional providing the explanation of findings may use the time available under this subpart for an explanation of findings in units of one-half hour or one hour but the total must not exceed the amount specified in this subpart. To be eligible for medical assistance payment, the mental health professional providing the explanation of findings must have obtained the authorization of the recipient or the recipient's representative to release the information as required in subpart 19 or 20. If the recipient's diagnostic assessment qualifies for an extension of or additional time as provided in subparts 5 to 7, the mental health professional providing the explanation of findings may allocate the calendar year total of four hours in any manner necessary to explain the findings. Medical assistance only pays for the actual time spent or four hours, whichever amount of time is less.

Subp. 19. **Authorization to access or release information about a recipient.** To obtain medical assistance payment, in the case of a client who is an adult, a mental health professional providing a mental health service must ask a recipient, or the recipient's

legal representative, or the person specified in subpart 20 to sign forms needed to authorize access or release of information about a recipient's health status. The form must contain the information in items A to H and room for the person's signature. If the recipient, or the recipient's legal representative, or the person specified in subpart 20 refuses to sign the authorization, the mental health professional must not access or release the information and must document the refusal to sign and the reason for the refusal in the recipient's record. The period of authorization must not exceed one year. The authorization form must state:

- A. the person's name;
- B. the date;
- C. the specific nature of the information authorized to be accessed or released;
- D. who is authorized to give information;
- E. to whom the information is to be given;
- F. the information's use;
- G. the date of expiration of the authorization; and
- H. that the recipient may revoke consent at any time.

For purposes of this subpart and subpart 20, "legal representative" means a guardian or conservator authorized by the court to make decisions about services for a person, or other individual authorized to consent to services for the person.

Subp. 20. **Authorization to provide service or to access or release information about a recipient who is a child.** To obtain medical assistance payment, in the case of a client who is a child, a mental health professional who wants to provide a mental health service to a child or who is required to access or release information related to the child's mental health status and services must obtain the authorization of the child's parent, or legal representative, or primary caregiver with whom the child is living unless a condition specified in item A, B, or C, applies.

The authorization of service must state the child's name, the service or services authorized, the person or persons authorized to provide the service, the amount, frequency, scope, and duration of each service, the goals of the service, the date of the authorization, and the relationship between the person giving the authorization and the child. The authorization to access or release information must comply with subpart 19, items A to H. An authorization of services under this subpart must not exceed one year. Authorization by the child's parent, or legal representative, or primary caregiver is not required if:

A. The parent, or legal representative, or primary caregiver with whom the child is living is hindering or impeding the child's access to mental health services.

Subp. 21. **Payment limitation; psychological testing.** Medical assistance payment for psychological testing of a recipient in a calendar year shall not exceed eight times the medical assistance payment rate for an hour of individual psychotherapy. Psychological testing shall be reimbursed according to the psychological test used. The psychological testing must be conducted by a psychologist with competence in the area of psychological testing as stated to the board of psychology. The psychological testing must be validated in a face-to-face interview between the recipient and a licensed psychologist or licensed consulting psychologist with competence in the area of psychological testing. The report resulting from the psychological testing must be signed by the psychologist conducting the face-to-face interview, must be placed in the recipient's record maintained by the mental health professional providing the recipient's psychological testing, and must be released to each person authorized by the recipient. The required components of psychological testing, which include face-to-face interview, interpretation, scoring of the psychological tests, and the required report of testing, are not eligible for a separate charge to medical assistance. Payment for these required components is included in the amount paid for the psychological testing. The administration, scoring, and interpretation of the psychological tests may be carried out, under the clinical supervision of a licensed psychologist or licensed consulting psychologist, by a psychometrist or psychological assistant or as part of a computer-assisted psychological testing program.

Subp. 24. **Payment limitation; person completing requirements for licensure or board certification as mental health professional.** Medical assistance payment is available for mental health services provided by a person who has completed all requirements for licensure or board certification as a mental health professional except the requirements for supervised experience in the delivery of mental health services in the treatment of mental illness under this subpart. Mental health services may also be provided by a person who is a student in a bona fide field placement or internship under a program leading to completion of the requirements for licensure as a mental health professional. The person providing the service must be under the clinical supervision of a fully qualified

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.

Adopted Rules

mental health professional who is a provider. The person must be employed by or placed in an outpatient hospital, a physician-directed clinic, a community mental health center, or a facility approved for insurance reimbursement according to parts 9520.0750 to 9520.0870. Medical assistance for services performed according to this subpart shall be paid at one-half the medical assistance payment rate for the same service provided by a fully qualified person.

Subp. 27. **Excluded services.** The mental health services in items A to R S are not eligible for medical assistance payment:

P. psychological testing, diagnostic assessment, explanation of findings, and psychotherapy if the services are provided by an entity whose purpose is not health service related, such as a school, or a local education agency, and the division of vocational rehabilitation of the department of jobs and training unless the school or local education agency is a provider and the services are medically necessary and prescribed in a child's individual education plan;

Q. psychological testing, diagnostic assessment, explanation of findings, and psychotherapy if the services are provided by an entity whose purpose is not health service related such as the Division of Vocational Rehabilitation of the Department of Jobs and Training;

R. fundraising activities; and

R S. community planning.

Subp. 28. **Multiple family group psychotherapy.** A multiple family group psychotherapy session is eligible for medical assistance payment if the psychotherapy session is designed for at least three but not more than five families. Medical assistance payment for a multiple family group shall be limited to one session of up to two hours per week for no more than ten weeks.

Subp. 29. **Required participation of psychiatrist in treatment of person with serious and persistent mental illness.** A psychiatrist must participate in the diagnostic assessment, formulation of an individual treatment plan, and monitoring of the clinical progress of a client having a mental illness that meets the definition of serious and persistent mental illness under part 9505.0477, subpart 27. The extent of the psychiatrist's participation shall be according to the individual clinical needs of the client as mutually determined by the mental health professional who is conducting the assessment and by the psychiatrist who participates. At a minimum, the psychiatrist's participation must consist of timely reviews of the activities specified in this subpart and verbal interaction between the psychiatrist and the mental health professional.

Subp. 30. **Group psychotherapy for crisis intervention.** Group psychotherapy provided to a client on a daily basis for crisis intervention is eligible for medical assistance payment as specified in items A to D.

A. The group psychotherapy must be necessary to meet the client's crisis.

B. At least three but not more than nine persons, regardless of their medical assistance eligibility, must participate in the crisis group.

C. For each crisis episode, the client may receive up to three hours per week within a period of two calendar weeks unless prior authorization is obtained for additional hours per week.

D. The number of hours of group psychotherapy provided for crisis intervention shall be included within the limit specified in subpart 10 unless prior authorization is obtained.

For the purpose of this subpart, "crisis" means any acute social, interpersonal, environmental, or intrapersonal stress that threatens the client's current level of adjustment or causes significant subjective distress.

EFFECTIVE DATE. Parts 9505.0260 and 9505.0323 shall be effective January 1, 1990.

Minnesota Board of Peace Officer Standards and Training

Adopted Permanent Rules Relating to Peace Officer Education; Licensing; Police Pursuits

The rules proposed and published at *State Register*, Volume 13, Number 37, pages 2201-2209, March 13, 1989 (13 S.R. 2201) are adopted with the following modifications:

Rules as Adopted

6700.0100 DEFINITIONS.

Subp. 10. **Coordinator.** "Coordinator" means a person who is employed full-time by a certified school, and designated by a certified school, to manage on a full-time basis the day-to-day activities of the professional peace officer education program or the academic component or clinical skills component of the professional peace officer education program.

6700.0300 PROFESSIONAL PEACE OFFICER EDUCATION.**Subp. 5. Participation requirement in clinical skills.**

A. All students shall be capable of ~~complete participation~~ safely participating in the clinical skills component of the professional peace officer education program. Any student unable to ~~physically or psychologically participate in all aspects of the clinical skills component shall not be deemed as satisfactorily completing the clinical skills component~~ safely participate in all aspects of the clinical skills component for medical or psychological reasons shall be denied admission or continued participation by the certified school.

B. If a student is denied admission or participation in the clinical skills component of the professional peace officer education program because of any of the requirements in subpart 1 5, item ~~B~~ A, the certified school shall inform the student of the denial and its reasons for the denial. The certified school shall also afford the student a formal appeal process. That appeal process must be reduced to writing and provided to each student who is denied admission or participation in the clinical skills component because of any of the requirements in subpart 1 5, item ~~B~~ A.

6700.2700 POLICE PURSUITS.

The board recognizes the complex and unpredictable factors associated with police pursuits. It is imperative that there be written procedures for these types of serious law enforcement operations. The board has identified the issues which the procedures must consider. ~~It is the duty and responsibility of each law enforcement agency to develop specific procedures based on the agency's needs.~~ Because police pursuits may involve peace officers from other jurisdictions, the board encourages each agency to advise neighboring agencies, or agencies which have concurrent jurisdictions, of its police pursuit policies.

Official Notices

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.

Department of Administration**Notice of Solicitation of Applications from Socially and Economically Disadvantaged Businesses to Serve on the Small Business Procurements Commission**

The Department of Administration is seeking applicants from the socially and economically disadvantaged business community to serve on the Small Business Procurements Commission.

Administration Commissioner Sandra Hale will appoint two members to the 12-member commission, which was created by the 1989 Legislature to determine the existence and extent of discrimination in Minnesota business and to recommend alternative programs for small businesses in need of assistance. Other members of the Commission will include: three members of the Minnesota House of Representatives, three members of the Minnesota Senate, three members appointed by the Governor, and one non-voting member representing the State Attorney General.

The Commission will begin its work after August 1 and end by January 31, 1990, at which time it will report its findings to the Legislature.

Applications to be considered for appointment to the Commission may be obtained by calling the Materials Management Division Help Line at (612) 296-2600. In order to be considered, an applicant must be a member of the minority, female, or physically disabled business community. The deadline for submitting applications is July 21, 1989.

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**State Board of Education
Department of Education
Partnerships Division**

**Notice of Intent to Solicit Outside Opinion Regarding Proposed Rules Governing the
Early Childhood Family Education Program in Community Education**

NOTICE IS HEREBY GIVEN that the State Board of Education is seeking information or opinions from sources outside the agency in preparing rules governing the Early Childhood Family Education Program. The promulgation of these rules was authorized by *Minnesota Laws of 1984*, ch. 463, art. 4, sec. 1, subd. 10.

The State Board of Education requests information and comments concerning the subject matter of these rules. Interested persons may submit statements of information or comment orally or in writing. Written statements should be addressed to:

Lois Engstrom
992 Capitol Square Building
550 Cedar Street
St. Paul, Minnesota 55101

Oral statements will be received during regular business hours over the telephone at (612) 297-2441 and in person at the above address.

All statements of information and comments shall be accepted until July 30, 1989. Any written material received by the State Board of Education shall become part of the record in the event that the rules are amended.

Nan Skelton
Assistant Commissioner
Partnership Division

**Department of Human Services
Notice of Hospital Cost Index Adjustment**

The June 2, 1989 *State Register* contained a notice that the Medical Assistance and General Assistance Medical Care inpatient hospital cost index for fiscal years beginning in the third quarter of 1989 was 6.2 percent. This was based on the elimination of the 1 percent technology factor as contained in *1989 Session Laws*, Chapter 282. However, it has been determined that this resulted from an inadvertent technical drafting error in conference committee. Thus, the 6.2 percent is revised to 7.2 percent.

Questions or comments should be directed to:

Paul Olson (612) 296-5620
Richard Tester (612) 296-5596
Hospital Reimbursement
Audit Division
444 Lafayette Road, Fifth Floor
St. Paul, Minnesota 55155-3836

Department of Jobs and Training

Public Comment Period and Hearings on Proposed State Plan for the Minnesota Energy Assistance Program—1990

NOTICE IS HEREBY GIVEN that a public comment period on the above-entitled matter will begin upon publication of this notice and will close after thirty (30) days at 4:30 p.m. Wednesday, August 2, 1989.

The 1990 Energy Assistance Plan describes how federal funds are used to help low-income households pay home heating bills and conserve energy. Comments received at public hearings and during the comment period will be considered in the development of the State Plan that regulates the program.

All interested or affected persons will have an opportunity to comment concerning the proposed State Plan for the Minnesota Energy Assistance Program—1990. A single copy of the State Plan may be obtained by writing to:

Economic Opportunity Office
670 American Center Building
150 East Kellogg Boulevard
St. Paul, Minnesota 55101

NOTICE IS HEREBY GIVEN that public hearings on the above-entitled matter will be held at:

City	Hearing Site and Address	Time	Date
St. Paul	American Center Building Room 715 (Large Hearing)	1:30-3:00 p.m.	7/18
Brainerd	Brainerd Vocational Institute Room 306, 300 Quince	7:30-9:00 p.m.	7/10

Oral and written testimony may be submitted at the hearing. In addition, written testimony will be accepted at the above address until 4:30 p.m. Wednesday, August 2, 1989. All comments will be considered by the Department of Jobs and Training, Economic Opportunity Office.

Office of the Revisor of Statutes

Notice of Publication of *Minnesota Rules 1989*

Minnesota Rules 1989 is now available. This publication is composed of compiled rules of state agencies adopted between March 31, 1987, and April 3, 1989. The cost of the 11-volume set of *Minnesota Rules 1989* is \$160. Individual volumes may be purchased for \$15 each. *Minnesota Rules 1989* may be purchased from Minnesota's Bookstore, Department of Administration—Print Communications Division, 117 University Avenue, St. Paul, MN 55155. Telephone: (612) 297-3000 or Toll free within Minnesota 1-800-652-9747. Orders must be prepaid. *Minnesota Rules 1990 Supplement Number 1* is scheduled for April 1990 publication.

Department of Transportation

Petition of the City of Albert Lea for a Variance from Minimum State Aid Standards for RIGHT OF WAY WIDTH

NOTICE IS HEREBY GIVEN that the City Council of the City of Albert Lea made a written request to the Commissioner of Transportation pursuant to *Minnesota Rules* 8820.3300 for a variance from rule as they apply to a proposed reconstruction project on M.S.A.S. 122 (Garfield Avenue) from the Chicago Northwestern Railroad crossing to Sheridan Street in the City of Albert Lea.

The request is for a variance from *Minnesota Rules* for State Aid Operations 8820.2500 adopted pursuant to *Minnesota Statutes* Chapter 161 and 162 so as to permit a right of way width of 50 feet instead of the required right of way width of 66 feet.

Any person may file a written objection to the variance request with the Commissioner of Transportation, Transportation Building, St. Paul, Minnesota 55155.

If a written objection is received within 20 days from the date of this notice in the *State Register*, the variance can be granted only after a contested case hearing has been held on the request.

Dated: 21 June 1989

Leonard W. Levine
Commissioner

Department of Transportation

Petition of the City of Minneapolis for a Variance from Minimum State Aid Standards for DESIGN SPEED, STREET WIDTH and PARKING RESTRICTIONS

NOTICE IS HEREBY GIVEN that the City Council of the City of Minneapolis made a written request to the Commissioner of Transportation pursuant to *Minnesota Rules* 8820.3300 for a variance from rule as they apply to a proposed reconstruction project on M.S.A.S. 184 (Lagoon Avenue) from Dupont Avenue South to Knox Avenue South in the City of Minneapolis.

Official Notices

The request is for a variance from *Minnesota Rules* for State Aid Operations 8820.9912 adopted pursuant to *Minnesota Statutes* Chapter 161 and 162 so as to permit a design speed of 25 miles per hour at a reverse horizontal curve at the intersection of Dupont Avenue South, instead of the required design speed of 30 miles per hour; a street width of 44 feet (curb to curb) instead of the required street width of 48 feet (curb to curb); and to permit parking during non-peak traffic hours (7 to 9 a.m. and 4 to 6 p.m.) on the south side instead of the requirement that no parking be permitted on the south side (parking permitted on the north side).

Any person may file a written objection to the variance request with the Commissioner of Transportation, Transportation Building, St. Paul, Minnesota 55155.

If a written objection is received within 20 days from the date of this notice in the *State Register*, the variance can be granted only after a contested case hearing has been held on the request.

Dated: 21 June 1989

Leonard W. Levine
Commissioner

Department of Transportation

Petition of the City of Moorhead for a Variance from Minimum State Aid Standards for STREET WIDTH

NOTICE IS HEREBY GIVEN that the City Council of the City of Moorhead has made a written request to the Commissioner of Transportation pursuant to *Minnesota Rules* 8820.3300 for a variance from rule as they apply to a proposed resurfacing project on M.S.A.S. 115 (First Avenue North) from 8th Street to 21st Street.

The request is for a variance from *Minnesota Rules* for State Aid Operations 8820.9919 adopted pursuant to *Minnesota Statutes* Chapter 161 and 162 so as to permit a street width of 60 feet instead of the required street width of 62 feet.

Any person may file a written objection to the variance request with the Commissioner of Transportation, Transportation Building, St. Paul, Minnesota 55155.

If a written objection is received within 20 days from the date of this notice in the *State Register*, the variance can be granted only after a contested case hearing has been held on the request.

Dated: 21 June 1989

Leonard W. Levine
Commissioner

Department of Transportation

Petition of the City of Red Wing for a Variance from Minimum State Aid Standards for DIAGONAL PARKING

NOTICE IS HEREBY GIVEN that the City Council of the City of Red Wing has made a written request to the Commissioner of Transportation pursuant to *Minnesota Rules* 8820.3300 for a variance from rule as they apply to a proposed reconstruction project on M.S.A.S. 103 (Bush Street) from 4th Street to 5th Street in the City of Red Wing.

The request is for a variance from *Minnesota Rules* for State Aid Operations 8820.9916 adopted pursuant to *Minnesota Statutes* Chapter 161 and 162 so as to permit 45 degree angle parking with a traffic aisle width of 13.2 feet instead of the required traffic aisle width of 25.2 feet.

Any person may file a written objection to the variance request with the Commissioner of Transportation, Transportation Building, St. Paul, Minnesota 55155.

If a written objection is received within 20 days from the date of this notice in the *State Register*, the variance can be granted only after a contested case hearing has been held on the request.

Dated: 21 June 1989

Leonard W. Levine
Commissioner

Department of Transportation

Petition of the City of Vadnais Heights for a Variance from Minimum State Aid Standards for DESIGN SPEED

NOTICE IS HEREBY GIVEN that the City Council of the City of Vadnais Heights has made a written request to the Commissioner of Transportation pursuant to *Minnesota Rules* 8820.3300 for a variance from rule as they apply to a proposed reconstruction project on M.S.A.S. 104 (Belland Avenue) from Edgerton Street to Arcade Street and on M.S.A.S. 104 (Arcade Street) from Belland Avenue to Berwood Avenue, in the City of Vadnais Heights.

The request is for a variance from *Minnesota Rules* for State Aid Operations 8820.9912 adopted pursuant to *Minnesota Statutes* Chapter 161 and 162 so as to permit design speeds of 21 miles per hour and 25 miles per hour between engineer's station 0+00 and 5+50 instead of the required design speed of 30 miles per hour.

Any person may file a written objection to the variance request with the Commissioner of Transportation, Transportation Building, St. Paul, Minnesota 55155.

If a written objection is received within 20 days from the date of this notice in the *State Register*, the variance can be granted only after a contested case hearing has been held on the request.

Dated: 21 June 1989

Leonard W. Levine
Commissioner

Department of Transportation

Petition of the City of West Saint Paul for a Variance from Minimum State Aid Standards for PARKING

NOTICE IS HEREBY GIVEN that the City Council of the City of West Saint Paul has made a written request to the Commissioner of Transportation pursuant to *Minnesota Rules* 8820.3300 for a variance from rule as they apply to a previously constructed project on M.S.A.S. 119 (Dodd Road) from Smith Avenue to the north city limits.

The request is for a variance from *Minnesota Rules* for State Aid Operations 8820.9912 adopted pursuant to *Minnesota Statutes* Chapter 161 and 162 so as to permit parking along the side of the street for which the city had previously passed a resolution banning the parking therefore qualifying the project for funding with Municipal State Aid Street funds.

Any person may file a written objection to the variance request with the Commissioner of Transportation, Transportation Building, St. Paul, Minnesota 55155.

If a written objection is received within 20 days from the date of this notice in the *State Register*, the variance can be granted only after a contested case hearing has been held on the request.

Dated: 21 June 1989

Leonard W. Levine
Commissioner

Department of Transportation

Petition of the County of Fillmore for a Variance from Minimum State Aid Standards for DESIGN SPEED

NOTICE IS HEREBY GIVEN that the County Board of the County of Fillmore has made a written request to the Commissioner of Transportation pursuant to *Minnesota Rules* 8820.3300 for a variance from rule as they apply to a proposed resurfacing project on C.S.A.H. 23 from a point 1.1 miles north of C.S.A.H. 12 to C.S.A.H. 10.

The request is for a variance from *Minnesota Rules* for State Aid Operations 8820.9914 adopted pursuant to *Minnesota Statutes* Chapter 161 and 162 so as to permit 35 mile per hour design speed at two vertical curves (engineer's station 59+00 to 66+00 and 68+55 to 77+55) instead of the required design speed of 40 miles per hour.

Any person may file a written objection to the variance request with the Commissioner of Transportation, Transportation Building, St. Paul, Minnesota 55155.

Official Notices

If a written objection is received within 20 days from the date of this notice in the *State Register*, the variance can be granted only after a contested case hearing has been held on the request.

Dated: 21 June 1989

Leonard W. Levine
Commissioner

Department of Transportation

Petition of the County of Watonwan for a Variance from Minimum State Aid Standards for DIAGONAL PARKING

NOTICE IS HEREBY GIVEN that the County Board of the County of Watonwan has made a written request to the Commissioner of Transportation pursuant to *Minnesota Rules* 8820.3300 for a variance from rule as they apply to a proposed reconstruction project on C.S.A.H. 3 (Main Street) between Benzel Avenue and Center Avenue South in Madelia, Mn.

The request is for a variance from *Minnesota Rules* for State Aid Operations 8820.9916 adopted pursuant to *Minnesota Statutes* Chapter 161 and 162 so as to permit 45 degree parallel parking with a street width of 61 feet, curb to curb, instead of 45 degree parallel parking with the required width of 90 feet, curb to curb.

Any person may file a written objection to the variance request with the Commissioner of Transportation, Transportation Building, St. Paul, Minnesota 55155.

If a written objection is received within 20 days from the date of this notice in the *State Register*, the variance can be granted only after a contested case hearing has been held on the request.

Dated: 21 June 1989

Leonard W. Levine
Commissioner

Department of Transportation

Notice of Appointment and Meeting of State Aid Variance Committee

NOTICE IS HEREBY GIVEN that the Commissioner of Transportation has appointed a State Aid Variance Committee who will conduct a meeting on Thursday July 13, 1989, at 9:30 a.m. in room 500N, State Office Building, John Ireland Boulevard, St. Paul, Minnesota 55155.

This notice is given pursuant to *Minnesota Statute* 47k.705.

The purpose of this open meeting is to investigate and determine recommendations for variances from minimum State Aid roadway standards and administrative procedures as governed by *Minnesota Rules* for State Aid Operations 8820.3400 adopted pursuant to *Minnesota Statutes* 161 and 162.

The agenda will be limited to these questions:

1. Petition of the County of Fillmore for a variance from minimum standards for DESIGN SPEED on a proposed resurfacing project on C.S.A.H. 23 from a point 1.1 miles north of C.S.A.H. 12 to C.S.A.H. 10 so as to permit 35 mile per hour design speed at two vertical curves (engineer's station 59 + 00 to 66 + 00 and 68 + 55 to 77 + 55) instead of the required design speed of 40 miles per hour.

2. Petition of the County of Watonwan for a variance from minimum standards for DIAGONAL PARKING on a proposed reconstruction project on C.S.A.H. 3 (Main Street) between Benzel Avenue and Center Avenue in the city of Madelia so as to permit 45 degree parallel parking with a street width of 61 feet (curb to curb) instead of the required street width of 90 feet (curb to curb).

3. Petition of the City of Albert Lea for a variance from minimum standards for RIGHT OF WAY on a proposed reconstruction project on M.S.A.S. 122 (Garfield Avenue) from the Chicago Northwestern Railroad crossing to Sheridan Avenue in the city of Albert Lea so as to permit a right of way width of 50 feet instead of the required right of way width of 60 feet.

4. Petition of the City of Minneapolis for a variance from minimum standards for DESIGN SPEED, STREET WIDTH AND PARKING RESTRICTIONS on a proposed reconstruction project on M.S.A.S. 184 (Lagoon Avenue) from Dupont Avenue South to Knox Avenue South in the city of Minneapolis so as to permit a design speed of 25 miles per hour at a reverse horizontal curve at the intersection of Dupont Avenue South instead of the required design speed of 30 miles per hour; a street width of 44 feet (curb to curb) instead of the required street width of 48 feet (curb to curb); and to permit parking during the non-peak traffic hours (7 to

9 a.m. and 4 to 6 p.m.) on the south side instead of the requirement that no parking be permitted on the south side (parking permitted on the north side).

5. Petition of the City of Vadnais Heights for a variance from minimum standards for DESIGN SPEED on a proposed reconstruction project on M.S.A.S. 104 (Belland Avenue) from Edgerton Street to Arcade Street and on M.S.A.S. 104 (Arcade Street) from Belland Avenue to Berwood Avenue, in the city of Vadnais Heights so as to permit design speeds of 21 miles per hour and 25 miles per hour between engineer's station 0+00 and 5+50 instead of the required design speed of 30 miles per hour.

6. Petition of the City of Red Wing for a variance from minimum standards for DIAGONAL PARKING on a proposed reconstruction project on M.S.A.S. 103 (Bush Street) from 4th street to 5th street in the city of Red Wing so as to permit 45 degree angle parking with a traffic aisle of 13.2 feet instead of the required traffic aisle width of 25.2 feet.

7. Petition of the City of Moorhead for a variance from minimum standards for STREET WIDTH as they apply to a proposed resurfacing project on M.S.A.S. 115 (First Avenue North) from 8th Street to 21st Street.

8. Petition of the City of West Saint Paul for a variance from minimum standards for parking on a previously constructed project on M.S.A.S. 119 (Dodd Road) from Smith Avenue to the north city limits so as to permit parking on the side of the road for which the city had passed a resolution banning parking thereby qualifying the project for funding with Municipal State Aid Street funds.

The cities and counties previously listed are requested to follow the following time schedule when appearing before the Variance Committee:

- 9:30 a.m. City of Vadnais Heights
- 9:50 a.m. City of Minneapolis
- 10:20 a.m. City of Red Wing
- 10:35 a.m. County of Watonwan
- 11:05 a.m. City of Albert Lea
- 11:20 a.m. County of Fillmore
- 11:40 a.m. City of Moorhead
- 12:00 noon City of West Saint Paul

Dated: June 1989

Leonard W. Levine, Commissioner
Minnesota Department of Transportation

Good Business Decisions are Made with Good Information

Minnesota Manufacturer's Directory. More than 7,000 entries that include name, address, phone number, staff size, sales volume, market area, year of establishment, type of firm, C.E.O., Sales or Marketing Manager, Purchasing Manager and four major manufactured products. Code #40-2, \$76.50 plus tax.

Business and NonProfit Corporation Act 1988. A handy reference that contains all the state laws governing the establishment and conduct of corporations in Minnesota. Includes *Minnesota Statutes* Chapters 80B, 302, 302A and 317. Code #2-87, \$11.00 plus tax.

Minnesota Guidebook to State Agency Services 1987-1990. Packed with information to help you cut through red tape for easy and fast dealing with state agencies, this treasure of information opens state government to you. Its 640 pages describe agencies, how they work, listing contacts, addresses, phones, and license requirements, grants, forms, reports, maps, publications and much more. Gives historical, statistical and important data useful in hundreds of ways. Code #1-4. \$15.00 plus tax.



Publication editors: As a public service, please reprint this ad in your publication as is, reduced, enlarged, or redesigned to suit your format. Thank you.

State Contracts and Advertised Bids

Pursuant to the provisions of Minn. Stat. § 14.10, an agency must make reasonable effort to publicize the availability of any services contract or professional and technical services contract which has an estimated cost of over \$2,000.

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.

Commodities contracts with an estimated value of \$15,000 or more are listed under the Procurement Division, Department of Administration. All bids are open for 7-10 days before bidding deadline. For bid specifics, time lines, and other general information, contact the appropriate buyers whose initials appear in parentheses next to the commodity for bid, by calling (612) 296-6152.

Awards of contracts and advertised bids for commodities and printing, as well as awards of professional, technical and consulting contracts, appear in the midweek STATE REGISTER Contracts Supplement, published every Thursday. Call (612) 296-0931 for subscription information. Thank you.

Department of Administration: Materials Management Division

Contracts and Requisitions Open for Bid

Call 296-2600 for information on a specific bid, or to request a specific bid.

Commodity: Air carbon monoxide monitors

Contact: Joe Gibbs 612-296-3750

Bid due date at 2pm: July 7

Agency: Minnesota Pollution Control Agency

Deliver to: St. Paul

Requisition #: 32200 19690

Commodity: Typewriter maintenance

Contact: Jack Bauer 612-296-2621

Bid due date at 2pm: July 7

Agency: St. Cloud State University

Deliver to: St. Cloud

Requisition #: 26073 21262

Commodity: Turbo palette film recorder

Contact: Margaret Frank 612-296-3778

Bid due date at 2pm: July 7

Agency: Employee Relations Department

Deliver to: St. Paul

Requisition #: 24000 98900

Commodity: Office furniture

Contact: Jack Bauer 612-296-2621

Bid due date at 2pm: July 10

Agency: Rochester Community College

Deliver to: Rochester

Requisition #: 02310 16722 0

Commodity: Mini-van

Contact: Brenda Theilen 612-296-9075

Bid due date at 2pm: July 10

Agency: Pollution Control Agency

Deliver to: St. Paul

Requisition #: 32100 19670

Commodity: St. Cloud desk chairs

Contact: John Bauer 612-296-2621

Bid due date at 2pm: July 10

Agency: State University

Deliver to: St. Cloud

Requisition #: 26073 21264

Commodity: Air compressor—DOT various

Contact: Mary Jo Bruski 612-296-3772

Bid due date at 2pm: July 10

Agency: Transportation Department

Deliver to: Various

Requisition #: 79382 01671

Commodity: Reel mower—DNR Fairfax

Contact: Mary Jo Bruski 612-296-3772

Bid due date at 2pm: July 10

Agency: Department of Natural Resources

Deliver to: Fairfax

Requisition #: 29000 52251

Commodity: Diesel fired portable steamer

Contact: Mary Jo Bruski 612-296-3772

Bid due date at 2pm: July 10

Agency: Department of Transportation

Deliver to: Oakdale

Requisition #: 79382 01677

Commodity: Concrete saw

Contact: Doug Thompson
612-296-3775

Bid due date at 2pm: July 11

Agency: Department of Transportation

Deliver to: Windom

Requisition #: 79382 01682

Commodity: Snow removal

Contact: Joyce Dehn 612-297-3830

Bid due date at 2pm: July 11

Agency: MN Center for Arts Education

Deliver to: Golden Valley

Requisition #: Price Contract

Commodity: Janitorial service

Contact: Joyce Dehn 612-297-3830

Bid due date at 2pm: July 11

Agency: MN Center for Arts Education

Deliver to: Golden Valley

Requisition #: Price Contract

Commodity: Trailer mounted air compressors—DOT Duluth & St. Cloud

Contact: Mary Jo Bruski 612-296-3772

Bid due date at 2pm: July 11

Agency: Department of Transportation

Deliver to: St. Cloud

Requisition #: 79382 01679

Commodity: Service contract on Trane Automation Systems

Contact: Mary Jo Bruski 612-296-3772

Bid due date at 2pm: July 11

Agency: Winona State University

Deliver to: Winona

Requisition #: 26074 13104

State Contracts and Advertised Bids

Commodity: Trucks ¾ Ton Pickups
Contact: Mary Jo Bruski 612-296-3772
Bid due date at 2pm: July 11
Agency: Department of Natural Resources
Deliver to: Grand Rapids
Requisition #: 29000 52177

Commodity: New or used shoulder machine
Contact: Mary Jo Bruski 612-296-3772
Bid due date at 2pm: July 11
Agency: MN Department of Transportation
Deliver to: Mankato
Requisition #: 79382 01676

Commodity: Stainless steel light poles
Contact: Margaret Frank 612-296-3778
Bid due date at 2pm: July 11
Agency: MN Department of Transportation—Electrical Services
Deliver to: St. Paul
Requisition #: 79000 95131

Commodity: Mail inserter
Contact: John Bauer 612-296-2621
Bid due date at 2pm: July 11
Agency: Department of Revenue
Deliver to: St. Paul
Requisition #: 67130 10644

Commodity: Meat for August, poultry for August & Sept.
Contact: Linda Parkos 612-296-3725
Bid due date at 2pm: July 12
Agency: Correctional Facilities
Deliver to: Various
Requisition #: 78620 00282 1

Commodity: Neonatal TSH & T4 Reagents
Contact: Donnalee Kutchera 612-296-3776
Bid due date at 2pm: July 12
Agency: Health Department
Deliver to: Minneapolis
Requisition #: Price Contract

Commodity: Pool service
Contact: Joyce Dehn 612-297-3830
Bid due date at 2pm: July 12
Agency: North Hennepin Community College
Deliver to: Brooklyn Park
Requisition #: Price Contract

Commodity: Regular and unleaded gasoline; No. 1 diesel fuel, No. 2 regular diesel fuel and No. 2 premium diesel fuel
Contact: Jim Johnson 612-296-3779
Bid due date at 2pm: July 13
Agency: Various
Deliver to: Various
Requisition #: Price Contract

Department of Administration: Print Communications Division

Printing vendors for the following printing contracts must review contract specifications in printing buyers office at 117 University Avenue, Room 134-B, St. Paul, MN.

Commodity: Employee action form, 300M 3-part continuous forms, camera ready, 1-sided 12" x 8½" incl margin feed
Contact: Printing Buyer's Office
Bids are due: July 5
Agency: Administration Department: Central Stores
Deliver to: Arden Hills
Requisition #: 7953

Commodity: 1989-90 evening and Saturday class schedules, 112M total various schedules, 24 to 56 pages, 7¾" x 11", camera ready, glued binding
Contact: Printing Buyer's Office
Bids are due: July 7
Agency: State University
Deliver to: Mankato
Requisition #: 7783

Commodity: Program information covers, 9,900 11½" x 17½" in six versions each using a different metallic ink, camera ready + negs, 1-sided
Contact: Printing Buyer's Office
Bids are due: July 6
Agency: State Arts Board
Deliver to: St. Paul
Requisition #: 8113

Commodity: MCC 1989-90 catalog, 10M books 128 pp + cover, 6" x 9" trim size, camera ready, 2-sided, incl photos, perfect bind
Contact: Printing Buyer's Office
Bids are due: July 6
Agency: Minneapolis Community College
Deliver to: Minneapolis
Requisition #: 8030

Commodity: Minnesota State Parks guide, 300M books 24pp 8½" x 3½", 4-color, 2-sided, camera ready, saddle stitch
Contact: Printing Buyer's Office
Bids are due: July 10
Agency: Department of Natural Resources
Deliver to: St. Paul
Requisition #: 7967

Commodity: 1989 county maps, ½ scale of 36" x 56", on film 20" x 30", 131 negatives and 131 positives
Contact: Printing Buyer's Office
Bids are due: July 9
Agency: Transportation Department
Deliver to: St. Paul
Requisition #: 7962

Professional, Technical & Consulting Contracts

Department of Agriculture

Plant Industry Division

Request for Proposal for Advertising Services for Campaign to Promote Minnesota Certified Seed Potatoes

The Plant Industry Division, Department of Agriculture, is seeking a consultant to provide advertising services under contract to develop and implement, upon review and approval of the department, an advertising campaign to promote Minnesota certified seed potatoes and thus increase the demand and sales of same through advertising, promotion, and public relations throughout the country. This responsibility of the Department of Agriculture is delegated by *Minnesota Statutes 21.122*.

"This Request for proposal does not obligate the state to complete the project and the state reserves the right to cancel the solicitation if it is considered to be in its best interest."

I. Scope of Project:

To reach prospective buyers and users of Minnesota Certified seed potatoes through the printed media, direct mail brochures, and/or public relations.

II. Objectives:

Increase sales and distribution of Minnesota certified seed potatoes throughout the U.S.A.

III. Project Tasks:

1. Prepare preliminary plans for advertising, promotion and public relations.
2. Prepare schedules for advertising insertions and other related figures.
3. Assess the results following insertions of advertisements in publications for appearance, date, position, size, and mechanical reproduction.
4. Design and prepare promotional materials to be sent out by the Department of Agriculture to grower and broker users of Minnesota Certified Seed Potatoes.

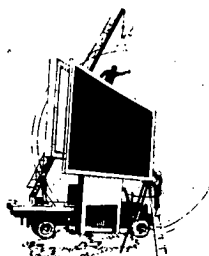
Responder may propose additional tasks or activities if they will substantially improve the results of the project.

Minnesota Manufacturer's Directory 1988-89

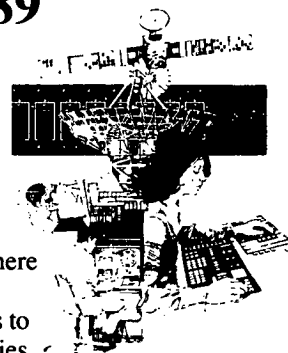


UPDATED: Name, address, phone number, staff size, sales volume, market area, year of establishment, type of firm, C.E.O., Sales or Marketing Manager, Purchasing Manager and four major manufactured products. Code #40-2, \$76.50.

NEW: In the directory this year are two titles (where applicable) Chief Engineer and Data Processing Manager.



REVISED: There are more than 7,000 changes to the 7,068 entries.



TO ORDER: Send to Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155. Call (612) 297-3000, or toll-free in Minnesota: 1-800-652-9747. Minnesota residents please include 6% sales tax. On all orders, add \$1.50 per order for postage and handling. Prepayment is required. Please include daytime phone. VISA/MasterCard orders accepted over phone and through mail. *Prices are subject to change.*

Publication editors: As a public service, please reprint this ad in your publication as is, reduced, enlarged, or redesigned to suit your format. Thank you.

Professional, Technical & Consulting Contracts

IV. Department Contracts:

Prospective responders who have any questions regarding this request for proposal may call or write:

Richard T. Zink, Ph.D., Supervisor, Seed Potato Certification
Minnesota Department of Agriculture
University of Minnesota—Crookston
12 Hill Hall
Crookston, MN 56716
Phone No. (218) 281-6976

Other Department personnel are not allowed to discuss the project with responders before the submitted or proposal deadline.

V. Submission of Proposals:

All proposals must be sent to and received by:

Richard T. Zink, Ph.D., Supervisor, Seed Potato Certification
Minnesota Department of Agriculture
University of Minnesota—Crookston
12 Hill Hall
Crookston, MN 56716

Not later than 4:30 P.M., August 1, 1989.

“Late Proposals will not be accepted.” Responder shall submit 2 copies of the proposal. Proposals are to be sealed in mailing envelopes or packages with the responders name and address clearly written on the outside. Each copy of the proposal must be signed by the authorized member of the firm. Prices and terms of the proposal as stated must be valid for the length of the project.

VI. Project Costs:

The Department has estimated that the cost of this project shall not exceed \$25,000.00 for professional services and expenses including advertisement placement.

VII. Project Completion Date:

The project will be completed by June 30, 1990.

VIII. Proposal Contents:

The following will be considered minimum contents of the proposal:

1. A restatement of the objectives, goals and tasks to show or demonstrate the responder's view of the nature of the project.
2. Identify and describe the advertising services 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 outline 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.

IX. Evaluation:

All proposals received by the deadline will be evaluated by representative of the Department of Agriculture. Factors upon which proposals will be judged include, but are not limited to the following:

1. Expressed understanding of project objectives.
2. Project work plan.
3. Project cost detail.
4. Qualification 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 August 15, 1989. Results will be sent immediately by mail to all responders.

State Designer Selection Board

Request for Proposals for Two Projects

To Registered Professionals in Minnesota:

The State Designer Selection Board has been requested to select designer for two projects. Design firms who wish to be considered for this project should submit proposals on or before 4:00 P.M., July 25, 1989, to George Iwan, Executive Secretary, State Designer, Selection Board, Room G-10, Administration Building, St. Paul, Minnesota 55155-1495.

The proposal must conform to the following:

- 1) Six copies of the proposal will be required.
- 2) All data must be on 8½" × 11" sheets, soft bound.
- 3) The cover sheet of the proposal must be clearly labeled with the project number, as listed in number 8 below, together with the designer's firm name, address, telephone number and the name of the contact person.
- 4) *Mandatory Proposal contents in sequence:*
 - a) Identity of firm and an indication of its legal status, i.e. corporation, partnership, etc. If the response is from a joint venture, this information must be provided for firms comprising the joint venture.
 - b) Names of the persons who would be directly responsible for the major elements of the work, including consultants, together with brief descriptions of their qualifications. If desired, identify roles that such persons played in projects which are relevant to the project at hand.
 - c) A commitment to enter the work promptly, if selected, by engaging the consultants, and assigning the persons named 4b above along with adequate staff to meet the requirements of work.
 - d) A list of State and University of Minnesota current and past commissions under contract or awarded to the prime firm(s) submitting this proposal during the three (3) years immediately preceding the date of this request for proposal. The prime firm(s) shall *list and total* all fees associated with these projects whether or not the fees have been received or are anticipated. In addition, the prime firm(s) shall indicate the amount of fees listed which were paid directly to engineers or other specialty consultants employed on the projects listed pursuant to the above.
 - e) A section containing graphic material (photos, plans, drawings, etc.) as evidence of the firm's qualification for the work. The graphic material must be identified. It must be work in which the personnel listed in "c" have had significant participation and their roles must be clearly described. It must be noted if the personnel named were, at the time of the work, employed by other than their present firms.

The proposal shall consist of no more than twenty (20) faces. Proposals not conforming to the parameters set forth in this request will be disqualified and discarded without further examination.

5) *Statutory Proposal Requirements:*

In accordance with the provisions of *Minnesota Statutes 1981 Supplement*, Section 363.073; for all contracts estimated to be in excess of \$50,000.00, 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.

The proposal will not be accepted unless it includes one of the following:

- a) A copy of your firm's current certificate of compliance issued by the Commissioner of Human Rights; or
 - b) A statement certifying that the firm has a current certificate of compliance issued by the Commissioner of Human Rights;
- or
- c) A statement certifying that the firm has not had more than 20 full-time employees in Minnesota at any time during the previous 12 months; or
 - d) A statement certifying that the firm has an application pending for a certificate of compliance.
- 6) Design firms wishing to have their proposals returned after the Board's review must follow one of the following procedures:
- a) Enclose a self-addressed stamped postal card with the proposals. Design firms will be notified when material is ready to be picked up. Design firms will have two (2) weeks to pick up their proposals, after which time the proposals will be discarded; or
 - b) Enclose a self-addressed stamped mailing envelope with the proposals. When the Board has completed its review, proposals will be returned using this envelope.

Professional, Technical & Consulting Contracts

In accordance with existing statute, the Board will retain one copy of each proposal submitted.

Any questions concerning the Board's procedures or their schedule for the project herein described may be referred to George Iwan at (612) 296-4656.

7a) PROJECT—23-89

Minnesota Veterans Home
Nursing Care Facility
Luverne, Minnesota

Project Details:

The project consists of the design and construction of a 120 bed nursing care facility (skilled care) in Luverne, Minnesota at a site to be provided by the City of Luverne, Minnesota. The new facility will be constructed with matching funds from the U.S. Veterans Administration (65%) and local community funds (35%).

The project shall be designed and constructed in accordance with the U.S. Veterans Administration requirements for nursing home care facilities, the State Health Department requirements, the State Building Code and all other applicable codes and regulations.

Work to be performed by Designer:

The schematic design phase for this project is currently being completed in order to meet the VA application deadline of August 15, 1989. Consequently, this project consists of complete architectural and engineering design for the following design and construction phases: Design development, construction document, bidding and construction observation. The project also includes preparing the specifications and assistance in bidding all the furniture, furnishings and equipment to equip the facility. The scope of work also includes cooperation and assistance in submittal of the preliminary and final drawings and specifications to the Veterans Administration.

Total Project Budget Estimate: \$5.6 million

Designer's Fee for the Work:

The proposed Architect/Engineer fee is 6% of actual construction costs less a negotiated amount for credit of the schematic phase already completed, plus a negotiated fee for specification of the furniture, furnishings and equipment for the facility.

Designer Qualifications:

It is required that the A/E firm have prior experience in the area of nursing home care facilities.

7b) PROJECT—24-89

Administrative/Student Services Center
Metropolitan State University
St. Paul, Minnesota

Appropriation: \$600,000.00 to design a facility that will cost approximately \$15,800,000.00.

Scope of Project:

Plan for remodeled and new construction on the site of the old St. John's Hospital, East St. Paul. Project includes landscaping of courtyard and adjacent areas and resurfacing and striping of the existing Maria Avenue parking lot.

Project Total Gross Square Footage:

Approximately 101,700 gross square feet (GSF)—A wing, C wing, and power plant of the former St. John's Hospital—will be remodeled, and approximately 87,200 GSF will be new construction.

Program Summary:

This facility will include approximately the following space and activity requirements:

- 1 Auditorium/large lecture area
- 25 Classrooms
- 9 Seminar rooms
- 8 Laboratories
- 2 Studios (physical education, art, etc.)
- 1 Bookstore
- 1 Reading/research/library reference area
- 1 Child care facility
- 1 Academic computer center
- 1 Interim residential housing center

Professional, Technical & Consulting Contracts

- 1 Testing/study/skills center
- 1 Telecommunications center
- 1 Cafeteria/vending area
- 93 Faculty offices
- 1 Career placement center
- 119 Administrative/support service offices and work areas

Architectural firms planning to submit a proposal should make an on-site visit to understand the integration of the new construction with the existing A wing, C wing, and power plant. Advance arrangements can be made by contacting Daniel Kirk, Metropolitan State University, (612) 296-4445.

Site:

The site is located on Dayton's Bluff on the east side of the downtown St. Paul area. New construction will be located adjacent to the existing A wing, C wing, and power plant.

Purpose of Project:

The complex will serve as the administrative headquarters for Metropolitan State University. This will include space for most of the university's administrative, student services, and resident faculty work areas and offices. The complex will also serve as the major classroom site for Metropolitan State course offerings in the east metro/St. Paul area. Also, Lakewood Community College will have offices and provide lower division instruction at the site.

Building Construction:

Project design shall provide a distinct identity delineating the purpose of the facility. The site is highly visible and located on the top of Dayton's Bluff overlooking major freeways and the city of St. Paul. It is one of four distinctive bluffs that frame the downtown area of St. Paul. Two of the four bluffs currently feature prominent structures that have been widely recognized as architectural symbols of the state of Minnesota and the Twin Cities metropolitan area—the State Capitol and St. Paul Cathedral.

Location of this site offers the project architect an opportunity to create a structure that is a distinctive landmark of architectural design excellence. The new construction exterior shall consist of monumental materials (stone, concrete, masonry), shall contribute to the enhancement of the center's identity, and shall blend with and tastefully accent the existing buildings on the site.

Architectural Responsibilities:

The architect shall be responsible for, but not limited to, such tasks as: review of the University's space program, preparation of preliminary schematics and cost estimates, project design, preparation of final working drawings and specifications required for bidding, and project administration during construction, including but not limited to preparation of construction change orders, review and approval of shop drawings and payment requests, oversight of project construction for owner (including on-site observation), and project acceptance.

Consultant's fee shall be fixed, and shall be computed as a percentage of the amount budgeted by the State for construction. Consultant's proposal shall state Consultant's policy concerning additional Consultant services resulting from acceptable low bid exceeding or falling short of the construction budget.

Architectural Fee: 6% of the Allocated Construction Cost.

University Contact:

Daniel Kirk, Executive Assistant to the President/Director of Special Projects
Metropolitan State University
121 Metro Square
121 7th Place East
St. Paul, Minnesota 55101
(612) 296-4445 or 296-4452

State University System Contact:

David Hardin
Minnesota State University System
555 Park Street, Suite 230
St. Paul, Minnesota 55103
(612) 296-6624

Bernard Jacob, Chairman
State Designer Selection Board

Department of Human Services

Notice of Request for Proposals for Prepaid Health Plans

The Minnesota Department of Human Services is requesting proposals from qualified health plans to provide Medical Assistance (MA) services to eligible MA Prepaid Demonstration Project recipients in Hennepin and Dakota counties. The effective date of the contract will be January 1, 1990.

To be considered a qualified health plan, the plan must be able to provide a complete package of MA covered services to the MA population participating in the demonstration project and must meet the Minnesota state plan definition of a health maintenance organization.

Contracts will be awarded based on: 1) health plan provider network and the geographic accessibility of its providers; 2) the ability of the health plan to provide MA services to the varied population groups participating in the demonstration project; 3) the financial and risk capability of the health plan; and 4) the ability of the health plan to meet service delivery, quality assurance and complaint and appeal requirements.

Health plans currently participating in the demonstration project will be required to submit a modified proposal, identifying the changes which have occurred in the health plan's administrative operations and provider network since the time of its original proposal submission.

The formal request for proposals (both the complete and modified versions) are available from the Department of Human Services. The deadline for submitting a proposal is 4:30 p.m., August 7, 1989.

Please direct all inquiries and proposal responses to:

Kathleen Heuer
Department of Human Services
444 Lafayette Road
St. Paul, Minnesota 55155-3854
Phone: 612/297-4668

Department of Human Services

Notice of Request for Proposals to Study the Adequacy of the Property Payment System to Cover the Property-Related Costs of Nursing Facilities in Minnesota Reimbursed Under *Minnesota Rules*, Parts 9549.0010 to 9549.0080.

NOTICE IS HEREBY GIVEN that the Long Term Care Management Division, Department of Human Services, is seeking proposals for a contractor to objectively review and analyze the property reimbursement system for covering certain nursing home property-related costs and evaluate the need for a capital asset replacement fund. Parameters for the mandated legislative study are provided in *Minnesota Laws 1989*, Chapter 282, Article 3, Section 94.

This independent study should result in a written report consisting of two parts in which the contractor shall:

1) Review and analyze the financial data of certain nursing homes relating to their inability to cover their debt service, identifying the underlying reasons why each nursing home is not able to meet its annual debt service obligations, and suggesting possible actions, solutions or resources available to each nursing home that could be used to address its debt service obligations; and

2) Address the need for a capital asset replacement fund and the relative need for such a fund given the provision for capital reimbursement under the rental reimbursement system, *Minnesota Rules* parts 9549.0010 to 9549.0080, the varying levels of property reimbursement among nursing homes, the various debt and financial structures of nursing homes, their actual property costs in terms of their annual principal and interest (debt service) requirements, the cost of replacing or repairing capital assets under the reimbursement system, and the adequacy of the equipment allowance.

The cost of the study must not exceed \$50,000. The Minnesota Department of Human Services will only consider proposals which include both study components.

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

Professional, Technical & Consulting Contracts

All proposals must be post marked on or before August 18, 1989, and sent to:

Gordon Carlton
Department of Human Services
Long Term Care Management Division
444 Lafayette Road
St. Paul, MN 55155-3844
(612) 296-2861

Late Proposals will not be accepted. Three copies of the proposal must be submitted in a sealed mailing envelope or package with the responder's address clearly written on the outside. The proposal must be signed by an authorized member of the contracting firm. Prices and terms of the proposal as stated must be valid for the length of the project. Prospective responders who have questions concerning this request for proposal may call Gordon Carlton.

Evaluation and selection will be completed by September 1, 1989.

Results will be sent by mail to all respondents.

State Board of Vocational Technical Education

Notice of Request for Proposals for Contractual Services

The State Board of Vocational Technical Education is requesting proposals from any qualified individual or firm interested in assisting the State Board of Vocational Technical Education's Information Management Services Director in the continued development of the Student Information System which is written in programming application language of Paradox 3.

The specifications and scope of the Student Information System are contained in a formal RFP. To obtain a copy of the RFP, contact:

Greg Pedersen
State Board of Vocational Technical Education
Capitol Square Building
550 Cedar Street
St. Paul, Minnesota 55101
(612) 297-1483

The cost of this project shall not exceed \$60,000. The deadline for proposal submission is Monday, July 24, 1989 by 4:00 p.m.

Non-State Public Contracts

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.

Metropolitan Council

Notice of Request for Proposals for Consulting Services for Travel Behavior

NOTICE IS HEREBY GIVEN that the Metropolitan Council is requesting proposals for consulting services to complete detailed plans and survey instruments for a 1990 Travel Behavior Inventory. The consultant will also be responsible for conducting the surveys during the months of March through October 1990 and processing the results into 1991. Services will be provided in two phases, Phase I, Survey Design and Pretest and Phase II, Inventory and Data Processing.

The services should commence in September, 1989, and should be completed by March 1991. To ensure full and timely consid-

eration, a proposal must be received at the Council by 4:00 p.m. August 11, 1989. Proposals should be sent to: Transportation Planning Division, Metropolitan Council, 230 E. Fifth St., St. Paul, Minnesota 55101, Attention: Stephen R. Alderson.

Copies of the RFP may be obtained from the Council offices. Inquiries should be directed to Stephen R. Alderson (612) 291-6337.

State Grants

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.

Department of Agriculture

Request for Proposal for Organic Food Certification

According to 1989 House File 878, Section 14: \$100,000 is appropriated from the general fund to the commissioner of agriculture to be available for the fiscal year ending June 30, 1990, for a grant to an organic certification organization to continue the certification program for organically grown seeds, products and food as authorized in *Minnesota Statutes*, section 31.95.

The grant money is intended to provide assistance to a certification organization to continue the certification program now in progress. The law requires that public support be phased out and that a certification organization receiving a grant become self-sufficient through fees by 1991. A grant proposal must include a plan for accomplishing self-sufficiency, including projected annual budgets and proposed fee schedules to operate the certification program.

Proposals are requested from organizations wishing to receive the grant as described above. Proposals should state reasons why an organization should be given a grant. Proposals should also state an organization's willingness to comply with the requirements stated above.

Grant applicants who are not designated certification organizations must become designated certification organizations in order to receive the grant money.

Information in the grant proposal for designation as a certifying organization should include, but not be limited to, the following:

- age of the organization,
 - years of activity in organic certification,
 - legal/tax status of the organization,
 - size of paid membership and staff (including inspectors), and the professional qualifications of staff members,
 - the most recent audit report or audited financial statement,
 - previous certification fee schedules,
 - memberships/affiliations with state, regional, national or international organic certification organizations,
 - past and proposed cooperative efforts with other state, regional, national or international organic certification organizations,
- and
- the organization's procedure and criteria for certifying organically grown seeds, products and food, including qualifications and training procedures for certification inspectors.

In addition to the information in a proposal for designation, an organization submitting a proposal for a grant should include the following:

- a plan for accomplishing self-sufficiency of the certification program,
- projected annual budgets, and (proposed grant expenditures should be itemized separately)
- proposed fee schedules.

Proposals may suggest additional tasks or activities if they will substantially improve the results of the project.

All proposals received by the deadline will be evaluated by representatives of the Department of Agriculture. In some instances,

State Grants

an interview will be part of the evaluation process. Factors upon which proposals will be judged include, but are not limited to, the following:

- demonstrated understanding of the project,
- the project work plan,
- budget details, and
- qualifications of the proposing organization.

Evaluation and selection will be completed by August 4, 1989. Results will be sent immediately by mail to all who submit proposals.

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

For further information, contact Ralph Groschen at (612) 297-2223. Proposals must be received by the Department of Agriculture no later than 5:00 p.m. Friday, July 21, 1989.

Send proposals to:

Marketing Division
Minnesota Department of Agriculture
90 West Plato Boulevard
St. Paul, MN 55107
Attn: Organic Certification Proposals

Minnesota Department of Human Services

Health Care Management Division

Maternal and Child Health Section

Notice of Availability of Subsidies for Community-Based Clinics, Notice of Subsidy Review Committee and Method for Seeking Representation on That Committee

Laws of Minnesota, 1989, Chapter 327, provides for \$50,000 in one-time subsidies to community-based health clinics. For purposes of this legislation, a community-based clinic is an entity that: (1) through its staff and supporting resources or through its contracts or cooperative arrangements with other public or private entities, provides primary health services for all intended residents of its service area; (2) was established to serve the primary health needs of low-income population groups; (3) uses a sliding fee scale based on ability to pay, and does not limit access or care because of the financial limitations of the client; (4) has nonprofit status under *Minnesota Statutes*, chapter 317; and (5) has a governing board, for which at least 51 percent of the membership resides in the local community served by the clinic.

The Department seeks applications from clinics meeting the requirements of the above definition and desiring a subsidy. To receive an application packet, call the Maternal and Child Health Section at 612/296-6015 or write Carol R. Watkins, Maternal and Child Health Section, Minnesota Department of Human Services, 444 Lafayette Road, St. Paul, Minnesota 55155-3829. Completed applications must be submitted by 5:00 p.m. on August 25, 1989. Late applications will not be accepted.

A review committee will be convened to allocate subsidies in accordance with the statute. Each community-based clinic may be represented on the committee at its request. To make such a request, submit a letter to Carol R. Watkins at the above address by August 25, 1989, stating that the clinic seeks representation on the committee and providing the name, address, and telephone number of the designated representative. In order to document that the clinic meets the requirements of the definition provided in the legislation, along with the letter, submit: (A) a copy of the clinic's mission statement and bylaws, (B) a copy of the clinic's sliding fee schedule, (C) a copy of the clinic's certificate of incorporation as a nonprofit entity signed by the Secretary of State's Office, and (D) a list of names and addresses of board members and an indication, based on the clinic's bylaws, of which members are considered to be members of the local community. If the clinic's mission statement and bylaws provide incomplete documentation of having met the requirements of the statutory definition, other relevant documentation may be submitted.

The committee must award subsidies to those clinics with the greatest financial need due to the number of uninsured patients, the inadequacy of grant support and charitable contributions, and other factors. The committee must also consider the extent to which the subsidy would enable a clinic to continue to effectively serve the uninsured. The Commissioner will award subsidies according to the recommendations of the committee.

Supreme Court Decisions

Decisions Filed 30 June 1989

C1-89-178 Rebecca A. Mann v. Unity Medical Center/Health Central, St. Paul Fire and Marine Insurance Company, and HEMAR Service Corporation, U.S. Insurance Group, and HEMAR Service Corporation, intervenor, and Aetna Life and Casualty Company, intervenor, relator, and Special Compensation Fund. Workers' Compensation Court of Appeals.

Minnesota Statutes 176.081, subd. 1(a) (1988) imposes a lien for a fee for legal services against that portion of an award of compensation ordered as reimbursement to the intervenor/insurance carrier that paid disability benefits pending a determination of workers' compensation liability.

Affirmed. Keith, J.

Dissenting, Coyne, Kelley, JJ.

C7-88-2572 Bessy C. Barnick v. Swift Eckrich, Inc., Self-Insured/Adjustco, Inc., and Blue Coach Foods/RCA and Zurich American Insurance Co., and Blue Cross/Blue Shield of Minnesota, intervenor, Relator. Workers' Compensation Court of Appeals.

Minnesota Statutes 176.081, subd. 1(a) (1988) does not impose a lien for a fee for legal services against an award of medical expenses ordered as reimbursement to a health carrier.

Reversed. Keith, J.

Order

C3-85-27 In Re Petition for Disciplinary Action against Louis J. McCoy, an Attorney at Law of the State of Minnesota.

Petition denied. Kelley, J.

Order Promulgating Amendments to the Rules of Civil Appellate Procedure

Upon action of the court, IT IS HEREBY ORDERED that the following Rules of Civil Appellate Procedure are amended to reflect increases in the required filing fees for appellate review: Rules 103.01, subd. 1; 105.01; 106; 115.03, subd. 3; 116.03, subd. 3; 117, subd. 1; 118, subd. 1; 120.04; 121.03; and 140.02. The amended rules attached hereto shall govern all appeals taken on or after July 1, 1989.

IT IS FURTHER ORDERED that these amendments shall have statewide application, without exception, from and after their effective date.

Dated: 28 June 1989

BY THE COURT:
Peter S. Popovich
Chief Justice

Rule 103.01 Manner of Making Appeal

Subdivision 1. Notice of Appeal. An appeal shall be made by filing a notice of appeal with the clerk of the appellate courts. The notice shall contain:

- (a) proof of service on the adverse party or parties;
- (b) proof of service on the clerk of the trial court in which the judgment or order appealed from is entered or filed;
- (c) a statement specifying and describing the judgment or order from which the appeal is taken;
- (d) the names, addresses, and telephone numbers of opposing counsel and the parties they represent.

The appellant shall file the following with the clerk of the appellate courts:

- (1) the notice of appeal,
- (2) a certified copy of the judgment or order from which the appeal is taken,
- (3) a statement of the case required by Rule 133.03, and
- (4) a filing fee of ~~\$50~~, \$150, and shall file the following with the clerk of the trial court:
- (5) a copy of the notice of appeal,
- (6) the cost bond required by Rule 107, or written waiver of it, and
- (7) The supersedeas bond, if any, required by Rule 108. ~~and~~
- (8) a filing fee of ~~\$10~~.

Supreme Court Decisions

Rule 105.01 Petition for Permission to Appeal; Time

Upon the petition of a party, the Court of Appeals, in the interest of justice, may allow an appeal from an order not otherwise appealable pursuant to Rule 103.03 except an order made during trial. The petition shall be served on the adverse party and filed within 30 days of the filing of the order. The trial court should be notified that the petition has been filed and provided with a copy of the petition and any response. Four copies of the petition shall be filed with the clerk of the appellate courts, but the court may direct that additional copies be provided. A filing fee of \$150 paid to the clerk of appellate courts shall accompany the petition for permission to appeal.

Rule 106 Respondent's Right to Obtain Review

A respondent may obtain review of a judgment or order entered in the same action which may adversely affect him by filing a notice of review with the clerk of the appellate courts. The notice of review shall specify the judgment or order to be reviewed, shall be served and filed within 15 days after service of the notice of appeal, and shall contain proof of service. A filing fee of \$75 paid to the clerk of appellate courts shall accompany the notice of review.

Rule 115.03 Contents of the Petition and Writ; Filing and Service

Subd. 3. Filing; Fees. The clerk of the appellate courts shall file the original petition and issue the original writ. The petitioner shall pay ~~\$50~~ \$150 to the clerk of the appellate courts ~~and \$10 to the clerk of the court or body to whom the writ is directed~~, unless a different filing fee is required by statute.

Rule 116.03 Contents of the Petition and Writ; Filing and Service

Subd. 3. Filing; Fees. The clerk of the appellate courts shall file the original petition and issue the original writ. The petitioner shall pay ~~\$50~~ \$150 to the clerk of the appellate courts ~~and \$10 to the clerk of the court or body to whom the writ is directed~~, unless a different filing fee is required by statute.

Rule 117 Petition for Review of Decisions of the Court of Appeals

Subdivision 1. Filing of Petition. Any party may petition the Supreme Court for review of a decision of the Court of Appeals. The petition with proof of service shall be filed with the clerk of the appellate courts within 30 days of the filing of the Court of Appeals' decision. A filing fee of ~~\$50~~ \$150 shall be paid to the clerk of the appellate courts.

Rule 118 Accelerated Review by the Supreme Court Prior to a Decision by the Court of Appeals

Subdivision 1. Filing Requirements. Any party may petition the Supreme Court for accelerated review of any case pending in the Court of Appeals upon a petition which shows, in addition to the criteria of Rule 117, subdivision 2, that the case is of such imperative public importance as to justify deviation from the normal appellate procedure and to require immediate determination in the Supreme Court. The petition for accelerated review with proof of service shall be filed with the clerk of the appellate courts ~~but no filing fee shall be required~~ together with a filing fee of \$50. The filing of a petition for accelerated review shall not stay proceedings or extend the time requirements in the Court of Appeals.

Rule 120.04 Filing; Form of Papers; Number of Copies

Upon receipt of a ~~\$50~~ \$150 filing fee, the clerk of the appellate courts shall file the petition. All papers and briefs may be typewritten and in the form specified in Rule 132.02. Four copies with proof of service shall be filed with the clerk of the appellate courts, but the reviewing court may direct that additional copies be provided. Service of all papers and briefs may be made by mail. The petition shall be entitled as in the lower court.

Rule 121.03 Filing Fee

The attorney orally petitioning for a writ shall immediately transmit to the clerk of the appellate courts a ~~\$50~~ \$150 filing fee with a letter specifying:

- (a) the name of the case,
- (b) the lower court and the name of the judge, and
- (c) the type of writ sought.

Rule 140.02 Service; Filing

The petition shall be served upon the opposing party who may answer within 5 days after service. Oral argument in support of the petition will not be permitted. Fourteen copies of the petition, produced and sized as required by Rule 132.01, shall be filed with the clerk. A filing fee of ~~\$50~~ \$100 shall accompany the petition for rehearing.

Announcements

Maximum Weekly Unemployment Benefit Increased: Effective July 2, the maximum weekly unemployment benefit for new claims becomes \$255, an increase of \$1 over the maximum paid in the past year. The benefit is determined by a fixed percentage that is set by law, based on the balance in the trust fund, and then applied to the average weekly wage (\$412 in 1988). Law provides that the percentage used to establish the maximum weekly benefit amount will vary depending upon the fund balance, now estimated at between \$250 and \$300 million.

Applicants Sought for Small Business Procurement Commission: Minority, female, and physically disabled business people are being asked to apply to serve on the Small Business Procurements Commission. Commissioner Sandra J. Hale, Dept. of Administration, will appoint two members to the 12-member commission, created by the 1989 Legislature to determine the existence and extent of discrimination in Minnesota businesses in need of assistance. Applications can be requested by calling (612) 296-2600 with a deadline of July 21.

Environmental Quality Board (EQB): Comments are due on the environmental assessment worksheets (EAWs) for the following projects at their listed regional governing unit by July 26: **Spaulding Project;** Minn. Dept. of Natural Resources (612) 296-4807—there will be a public information meeting held on Thursday 20 July at 6:30 p.m. in the Ely Town Hall, 209 East Chapman Street, Ely; **Goodhue County CSAH 18,** Goodhue County (612) 388-2812. • A petition for environmental review has been received for the **Snail Lake Hills,** by the City of Shoreview (612) 484-3353.

Governor's Appointments: The following appointments were made by Governor Rudy Perpich during the past week: attorney *Gary J. Pagliaccetti*, Mt. Iron, to the district court bench in the Sixth Judicial District at Virginia, replacing Judge Mitchell A. Dubow; attorney *Bruce Gross*, Windom, to the district court bench in the Fifth Judicial District at Windom in Cottonwood County, replacing Judge James W. Remund; attorneys *Michael J. Kraker* and *Stephen L. Muehlberg* to the district court bench in the Ninth and Tenth Judicial Districts respectively, replacing Milton Kludt in the Ninth, and filling a legislated judicial vacancy that goes into effect on July 1 in the Tenth; district court judge *Roger M. Klaphake*, Stearns County Courthouse in the Seventh Judicial District, as the representative from the Seventh Congressional District on the Minnesota Court of Appeals, succeeding Judge Roger Nieringarten; and attorney *Thomas M. Stringer* of Fergus Falls to a newly created judgeship in the Seventh Judicial District in Fergus Falls effective July 1.

Metropolitan Council Action: The Metropolitan Council has approved findings that permit the Suburban Hennepin Regional Park District to use eminent domain to acquire land for the proposed **Lake Minnetonka Regional Park.** Funds for the 292-acre park in the amount of \$6 million were approved by the 1988 Legislature, and the 1989 Legislature authorized the park district to issue up to \$1.7 million in bonds to acquire and develop the park. • The council and the Metropolitan Airports Commission approved an agreement to guide the planning for expanding the **Minneapolis-St. Paul International Airport (MSP)** and finding a site for a possible new airport. Both agencies have adopted a dual-track strategy: expand MSP and at the same time find a site for a new airport in case it's needed in the future. The 1989 Legislature told the agencies to put the strategy into effect. • The council expects to spend more than \$10.2 million for solid waste grant programs, research and public education during the next two years through the **Metropolitan Landfill Abatement Fund.** The fund is generated from collection of a per-cubic-yard surcharge on nonhazardous household and commercial/industrial waste dumped at landfills in the seven-county metropolitan area. The council's portion of the surcharge will increase from 25¢ to \$1.50 on Jan. 1, 1990. The focus of the council's grants program has shifted from demonstration of new and innovative methods to reduce the region's reliance on landfills to research and implementation of those methods. The council designated \$1.5 million for capital assistance grants to purchase machinery or equipment that aids in recycling and composting trash. Another area of increased emphasis is in market research and development. Each of the grant programs has a marketing component, and the council itself will spend funds for market research. For more information on the council's actions, call (612) 291-6511.

New Set-Aside Program in Transportation Dept.: Effective with its July 28, 1989 bid letting, the Minn. Dept. of Transportation (Mn/DOT) will include set-aside goals for economically disadvantaged businesses (EDB) in state contracts. Overall state contract work will require 5 percent of the work to be awarded to small businesses that Mn/DOT certifies as economically disadvantaged. Enacted by the 1989 Legislature, the EDB program replaces the former state set-aside program for minorities and women, which was struck down by the U.S. Supreme Court earlier this year. Federally-funded set-asides were NOT affected by the Supreme Court ruling. The new state set-aside program focuses on the economic status of young (ten years old or less), small businesses. Three categories of for-profit businesses are eligible for the EDB program: 1) small businesses in labor surplus areas or in Minnesota counties where the median income is less than 70 percent of the statewide median income, 2) small businesses within their first ten years of operation, 3) small businesses that can demonstrate their economic disadvantage due to difficulty qualifying for adequate external financing such as working capital, insurance, and bonding. For purposes of the EDB program, "small business" is defined as: 1) twenty or fewer full-time employees, or 2) \$1 million or less in annual gross sales (\$2.5 million annual gross sales for consultants, professional or technical service providers), 3) may NOT be a branch, affiliate or subsidiary of a large company. Businesses who meet these eligibility requirements may apply for the EDB certification to Ernest Lloyd, Contracts Compliance Supervisor, 318 Transportation Bldg., St. Paul, MN 55155 (612) 297-1376.

Resolve Bargaining Disputes and Grievances

Public Employment Labor Relations Act 1987. The collective bargaining rights and responsibilities of public employers and public employees. Details employees' right to organize and the legislature's authority. Code #2-90, \$5.00 plus tax.

Public Sector Labor Relations in Minnesota. A practical resource and training guide analyzing public sector labor relations in Minnesota. A special emphasis on contract administration, grievance handling and the arbitration process. 286 pages, paperbound. Code #10-51, \$12.50.

Minnesota Guidebook to State Agency Services 1987-1990. A treasure of helpful, useful, and interesting information about Minnesota state government. This important resource guides you through applications, fees, licenses, reports, history and travel highlights. Describes agencies in detail, giving addresses, phones and contact people. Code #1-4, \$15.00 plus tax.



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A Wise Investment—the rules of the game

Securities Laws, 1987. Governs the activities of broker/dealers, agents and investment advisors. *Minnesota Statutes* Chapter 80A. Code #2-12, \$6.00 plus tax.

Securities Rules, 1988. Rules implementing the legislative mandate. Subjects include equity securities and investment companies. *Minnesota Rules* Chapter 2875. Code #3-5, \$14.00 plus tax.

Minnesota Guidebook to State Agency Services, 1987-1990. Packed with information to help you, this 640-page resource guides you through license requirements, forms, fees, reports, services, grants, and more. Its listing of addresses, phones, and agency descriptions cut red tape for easy and fast service from state agencies. Code #1-4, \$15.00 plus tax.

TO ORDER: Send to Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155. Call (612) 297-3000, or toll-free in Minnesota: 1-800-652-9747. Minnesota residents please include 6% sales tax. On all orders, add \$1.50 per order for postage and handling. Prepayment is required. Please include daytime phone. VISA/MasterCard orders accepted over phone and through mail. **Prices are subject to change.**



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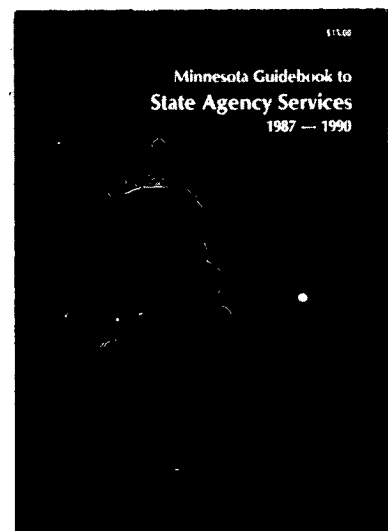
A Beacon to Guide You—Minnesota's Owners Manual

You'll enjoy smooth sailing through your business with state government with the *Minnesota Guidebook to State Agency Services 1987-1990*.

Considered one of the finest resources to Minnesota's state agencies, this valuable and useful book is a treasure awaiting your discovery.

Packed with information to help you, its 640 pages guide you through license requirements, forms, fees, reports, services, grants, hotlines, maps, history, travel highlights and more. Its listing of addresses, phones, and agency descriptions cuts red tape so you get easy and fast service.

Copies cost \$15.00 (+90¢ tax, MN residents only). Make checks out to the "State of Minnesota" and send to the Print Communications Division, 117 University Avenue, St. Paul, MN 55155. MasterCard and VISA orders can be taken over the phone by calling (612) 297-3000 or toll-free in Minnesota 1-800-652-9747.



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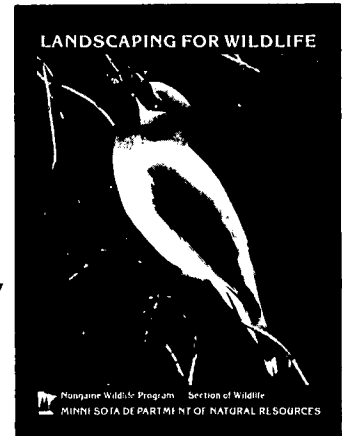
Welcome wildlife to your property

Landscaping for Wildlife. Attract wildlife to your land and gardens, farms and woodlots by spreading nature's welcome mat. Songbirds, butterflies, hummingbirds, pheasants, deer and other wildlife are drawn through these gardening tips and landscaping techniques that add natural beauty to your property and habitat for wildlife. Over 70 color photos and 144 pages give you simple, enjoyable, and inexpensive methods for adding the right touches for a "wildlife party" on your grounds, whether urban or rural. Stock #9-15, \$6.95 plus tax.

Woodworking for Wildlife. Songbirds, owls, ducks, geese, loons and other wildlife will show appreciation for your skills by adding a "wild" dimension to your property. Carefully illustrated with a variety of game bird and mammal box designs, this booklet provides important tips on the placement of nest in proper habitat areas and maintenance requirements. Construction diagrams included. 47 pp. Stock #9-14, \$3.95 plus tax.

Wildlife Set. Order both books above as a set and save 10%. Stock #9-20, \$9.95 plus tax.

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Getaway in Style

Room at the Inn Wisconsin. Includes hard-to-find lodgings in out-of-the-way places, as well as in Wisconsin's major metropolitan areas and most popular vacation destinations. 224pp. Stock #19-3, \$9.95 plus tax.

Room at the Inn Minnesota. Looking for a weekday or weekend get-away? For a business meeting or simply pleasure? This is the only guide to more than 50 historic "Bed & Breakfast" homes, hotels, and country inns and all are within a day's drive of the Twin Cities. 127pp. Stock #19-72, \$7.95 plus tax.

Roughing It Elegantly. A guide for the canoe camper visiting the BWCA, Voyageurs Park and Quetico Provincial Park. Full of practical tips and information: planning, organizing, packing, site location, and camp set-up. Simple, creative, enjoyable meals are a major feature. 159pp. Stock #9-3, \$9.95 plus tax.

Guide to Wilderness Canoeing. A unique blend of practical information and personal philosophy. Subjects covered include: spring and fall canoeing, traditional versus modern canoe design, and different paddling techniques. 143pp. Stock #19-81, \$6.95 plus tax.

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Geological Adventures in Minnesota



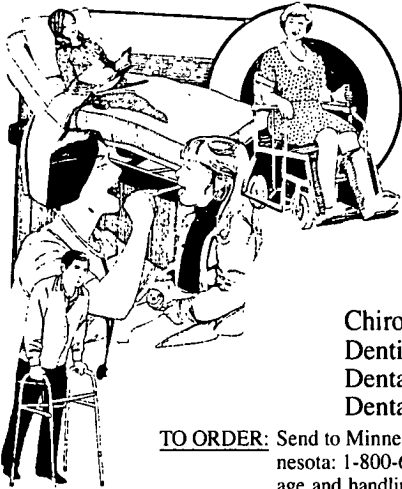
Our Minnesota. More than 100 full-color photos by Les and Craig Blacklock portray Minnesota in her seasonal beauty, with text from the personal journal of Fran Blacklock's thirty years of traveling the state. Stock #9-23, \$12.95 plus tax.

Minnesota's Geology. The fascinating story of Minnesota's geologic development, from early Precambrian to Quaternary Periods and the state's mineral resources. Stock #19-80, \$18.95 plus tax.

Historic Sites and Place Names of Minnesota's North Shore. John Fritzen, long time employee of the Minnesota DNR draws upon his almost 40 years as a forester, mostly spent on Minnesota's colorful and legendary North Shore, to regale readers with tales of timbermen, pioneer settlers, miners, commercial fishermen and others. Black and white photos. Stock #9-11, \$3.50 plus tax.

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Reach Minnesota's health care field decision makers

Health Care Facilities Directory 1988

A list of hospitals and related institutions licensed and/or certified to deliver various levels of care. The list is alphabetical by county, town and facility name. Stock No. 1-89. \$16.00.

Mailing Lists of Health Care Professionals Licensed by the State of Minnesota Now Available

Call 297-2552 for more information or write to the address below for your free mailing list service packet.

Chiropractors	Medical Corporations (Clinics)	Pharmacists
Dentists	Registered Nurses	Physical Therapists
Dental Assistants	Licensed Practical Nurses	Physicians
Dental Hygienists	Pharmacies	Veterinarians

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Minnesota's North Shore

Historic Sites and Place Names of Minnesota North Shore. Stories recounted by a retired DNR Forester about the North Shore's timbermen, pioneer settlers, commercial fishermen, and others who knew the area first hand. Stock #9-11. 35pp. \$3.50 + tax.

Up North. A memorable collection of essays and stories that capture the mystic moods, seasonal subtleties and colorful characters that fill the landscape up north. Stock #19-16. \$14.95 + tax.

A Family Guide to Minnesota's North Shore. The 150 miles from Duluth to the Canadian border offer travelers wilderness experiences, places of historic significance, and visions of astonishing beauty. Stock #19-84. \$3.95 + tax.

Boundary Waters. Almost 100 pages of beautiful color photographs of Minnesota's canoe country, by Jerry Stebbins with rich text by Greg Breining. Stock #19-69. \$24.99 + tax.

Minnesota II. Colorful photographs showing the lyrical balance between country and city, land and water, inhabited by 4.2 million people across 84,000 square miles. A delight for the eyes, with photos by Richard Hamilton Smith and text by Richard A. Coffey. Stock #19-30. \$32.50 + tax.

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Guides for Small Businesses

These helpful guides are designed to achieve a practical balance between basic theory and day-to-day business practices. Continuing self-education is important for small business owners in an ever changing business world, and these do just that in "shirt sleeves" fashion and in language the small company can use to translate ideas into decisions and actions.

Starting and Managing a Small Business of Your Own. Stock #16-40. \$4.75 + tax.

Guides for Profit Planning. Stock #16-41. \$4.50 + tax.

A Handbook of Small Business Finance. Stock #16-42. \$2.00 + tax.

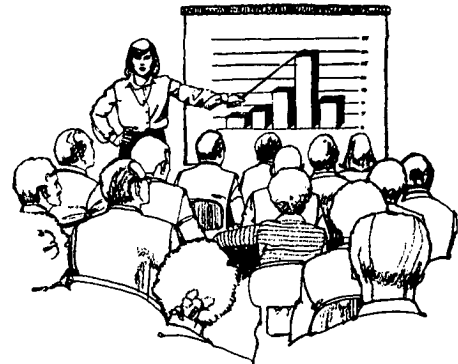
Starting and Managing a Small Service Business. Stock #16-48. \$2.00 + tax.

U.S. Government Purchasing and Sales Directory. Lists products and services bought by the military departments and civilian agencies. 191 pages, Stock #16-35, \$5.50 + tax.

For Women: Managing Your Own Business. 230 pages, Stock #16-14, \$6.50 + tax.

Managing for Profits. Stock #16-68, \$5.50 + tax.

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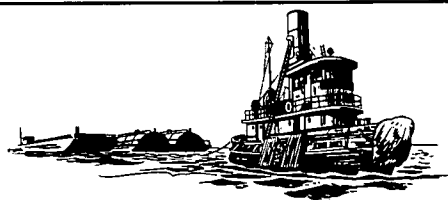
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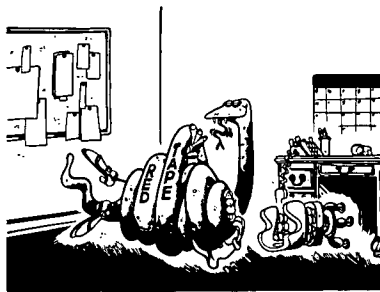
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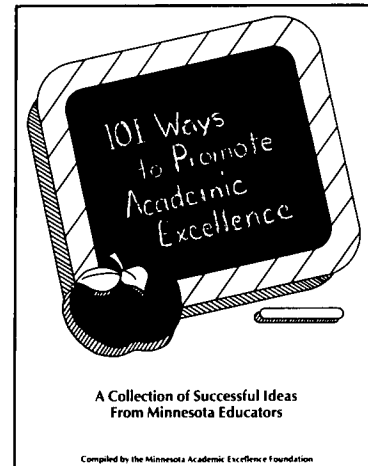
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