

Minnesota State Register

(Published every Monday (Tuesday when Monday is a holiday.)



**Proposed, Adopted, Emergency, Expedited, Withdrawn, Vetoed Rules;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

**Monday 12 October 2015
Volume 40, Number 15**

Pages 427 - 444

Minnesota State Register

Judicial Notice Shall Be Taken of Material Published in the *Minnesota State Register*

The *Minnesota State Register* is the official publication of the State of Minnesota's Executive Branch of government, published weekly to fulfill the legislative mandate set forth in *Minnesota Statutes*, Chapter 14, and *Minnesota Rules*, Chapter 1400. It contains:

- Proposed Rules
- Adopted Rules
- Exempt Rules
- Expedited Rules
- Withdrawn Rules
- Vetoed Rules
- Executive Orders of the Governor
- Appointments
- Proclamations
- Commissioners' Orders
- Revenue Notices
- Official Notices
- State Grants and Loans
- Contracts for Professional, Technical and Consulting Services
- Non-State Public Bids, Contracts and Grants

Printing Schedule and Submission Deadlines

Vol. 40 Issue Number	PUBLISH DATE (BOLDFACE shows altered publish date)			Deadline for: all Short Rules, Executive and Commissioner's Orders, Revenue and Official Notices, State Grants, Professional-Technical-Consulting Contracts, Non-State Bids and Public Contracts			Deadline for LONG, Complicated Rules (contact the editor to negotiate a deadline)		
# 16	Monday	19	October	Noon Tuesday	13	October	Noon Thursday	8	October
# 17	Monday	26	October	Noon Tuesday	20	October	Noon Thursday	15	October
# 18	Monday	2	November	Noon Tuesday	27	October	Noon Thursday	22	October
# 19	Monday	9	November	Noon Tuesday	3	November	Noon Thursday	29	October

PUBLISHING NOTICES: We need to receive your submission **ELECTRONICALLY in Microsoft WORD format**. Submit ONE COPY of your notice via e-mail to: robin.panlener@state.mn.us. State agency submissions must include a "State Register Printing Order" form, and, with contracts, a "Contract Certification" form. Non-State Agencies should submit **ONE COPY in Microsoft WORD**, with a letter on your letterhead stationery requesting publication and date to be published. Costs are \$10.20 per tenth of a page (columns are seven inches wide). One typewritten, double-spaced page = 4/10s of a page in the *State Register*, or \$40.80. About 2-1/2 pages typed, double-spaced, on 8-1/2"x11" paper = one typeset page in the *State Register*. Contact editor if you have questions (651) 297-7963, or **e-mail:** robin.panlener@state.mn.us.

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Minnesota Legislative Information

Senate Public Information Office (651) 296-0504
State Capitol, Room 231, St. Paul, MN 55155
Website: www.senate.mn

House Public Information Services (651) 296-2146
State Office Building, Room 175,
100 Rev. Dr. Martin Luther King Jr Blvd., St. Paul, MN 55155
Website: www.house.leg.state.mn.us/hinfo/hinfo.htm

Minnesota State Court System

Court Information Office (651) 296-6043
MN Judicial Center, Rm. 135,
25 Rev. Dr. Martin Luther King Jr Blvd.,
St. Paul, MN 55155 **Website:** www.mncourts.gov

Federal Register

Office of the Federal Register (202) 512-1530; or (888) 293-6498
U.S. Government Printing Office – Fax: (202) 512-1262
Website: http://www.access.gpo.gov/su_docs/aces/aces140.html

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For additional contracts go to:
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Contract information is available from the Materials Management (MMD)
Helpline (651) 296-2600, or Web site: www.mmd.admin.state.mn.us

For additional grants go to the Office of Grants Management (OGM) at:
<http://www.grants.state.mn.us/public/>

Revisor of Statutes - *RULES STATUS*:
https://www.revisor.mn.gov/rules/rule_search.php

Statewide Integrated Financial Tools (SWIFT) Supplier Portal:
<http://supplier.swift.state.mn.us>

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

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www.minnesotasbookstore.com

Minnesota Rules: Amendments and Additions

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

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

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

When rules are first drafted, state agencies publish them as **Proposed Rules**, along with a notice of hearing, or a notice of intent to adopt rules without a hearing in the case of noncontroversial rules. This notice asks for comment on the rules as proposed. Proposed emergency rules, and withdrawn proposed rules, are also published in the *State Register*. After proposed rules have gone through the comment period, and have been rewritten into their final form, they again appear in the *State Register* as **Adopted Rules**. These final adopted rules are not printed in their entirety, but only the changes made since their publication as Proposed Rules. To see the full rule, as adopted and in effect, a person simply needs two issues of the *State Register*, the issue the rule appeared in as proposed, and later as adopted.

The *State Register* features partial and cumulative listings of rules in this section on the following schedule: issues #1-13 inclusive; issues #14-25 inclusive (issue #26 cumulative for issues #1-26); issues #27-38 inclusive (issue #39, cumulative for issues #1-39); issues #40-52 inclusive, with final index (#1-52, or 53 in some years). An annual subject matter index for rules was separately printed usually in August, but starting with Volume 19 now appears in the final issue of each volume. For copies or subscriptions to the *State Register*, contact Minnesota's Bookstore, 660 Olive Street (one block east of I-35E and one block north of University Ave), St. Paul, MN 55155, phone: (612) 297-3000, or toll-free 1-800-657-3757. TTY relay service phone number: (800) 627-3529

Volume 40 - Minnesota Rules

Rules Appearing in Issue #14-15:

Monday 5 October - Monday 12 October 2015

Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience, and Interior Design

1800.0300; .0400; .0450; .0600; .0800; .1000; .2100; .2200; .3505; .5200 (adopted).....	431
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Adopted Rules

A rule becomes effective after the requirements of *Minnesota Statutes* §§ 14.05-14.28 have been met and five working days after the rule is published in the *State Register*, unless a later date is required by statutes or specified in the rule. If an adopted rule is identical to its proposed form as previously published, a notice of adoption and a citation to its previous *State Register* publication will be printed. If an adopted rule differs from its proposed form, language which has been deleted will be printed with strikeouts and new language will be underlined. The rule's previous *State Register* publication will be cited.

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

Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience, and Interior Design Adopted Permanent Rules Relating to Expedited Licensing for Veterans; Housekeeping Updates

The rules proposed and published at *State Register*, Volume 39, Number 48, pages 1639-1644, June 01, 2015 (39 SR 1639), are adopted with the following modifications:

1800.0400 APPLICATION FOR EXAMINATION, LICENSURE, AND CERTIFICATION.

Subpart 1. **Forms and filing.** Applications for examination, licensure, or certification shall be under oath and made on forms prescribed and furnished by the board and shall be filed with the Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience, and Interior Design and accompanied by payment of the application fee as specified in Minnesota Statutes, section 326.105. Applications for certification as a certified interior designer shall be filed following passage of the applicant's National Council for Interior Design Qualification (~~CHDO~~) (NCIDQ) examination or meeting the requirements outlined in part 1800.0800 or 1800.2100, subpart 5. Applications for licensure as a landscape architect shall be filed following the applicant's successful passage of the Council of Landscape Architectural Registration Board (CLARB) professional examination or meeting the requirements in part 1800.0800.

1800.2100 EDUCATION AND EXPERIENCE.

Subp. 2. **Education and experience requirement.** To qualify for certification as a certified interior designer, an applicant shall present evidence that the applicant has completed the education and experience requirements in items A and B.

B. Experience must be under the direct supervision of a certified interior designer, ~~CHDO NCIDQ~~ certificate holder, licensed architect, or, prior to June 1, 2013, an interior designer.

Official Notices

Pursuant to *Minnesota Statutes* §§ 14.101, an agency must first solicit comments from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking.

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

Minnesota Department of Labor and Industry (DLI) Labor Standards Unit Notice of Prevailing Wage Determinations for Highway / Heavy Projects

On October 12, 2015, the Commissioner determined and certified prevailing wage rates for Highway/Heavy construction projects in each of 10 regions statewide.

Copies may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road North, St. Paul, Minnesota 55155-4306, or by calling (651) 284-5091, or accessing our web site at: www.dli.mn.gov. Charges for the cost of copying and mailing at \$.25 per page for the first 100 pages, \$.65 per page after that. Make check or money order payable to the State of Minnesota.

Ken B. Peterson, Commissioner
Department of Labor and Industry

Minnesota Department of Natural Resources (DNR) Division of Fish and Wildlife

REQUEST FOR COMMENTS on Possible Amendment to and Repeal of Rules Governing Animal Species, Wildlife Management Areas, State Game Refuges, Small Game Hunting, and Big Game Hunting; *Minnesota Rules*, chapters 6134, 6230, 6232, 6234, 6236, 6237 and 6240; Revisor's ID Number R-04320

Subject of Rules. The Minnesota Department of Natural Resources requests comments on its proposed amendments to and repeal of rules governing wildlife management areas, state game refuges, small game hunting and big game hunting. The Department is considering rule amendments and repeals that:

- Streamline regulations on wildlife management areas and state game refuges to provide more flexibility for hunters or improve harvest distribution
- Require non-toxic shot on wildlife management areas in the farmland zone, which includes the far western and southern portions of the state, beginning in 2018
- Make minimum draw weight requirements for hunting big game and wild turkey consistent with statute
- Allow additional opportunity during youth deer season
- Clarify requirements for registering and identifying bear bait stations.
- Make the possession limit for small game species consistent with federal regulations for migratory game bird species
- Provide standard dates for the opening and closing of the falconry season for migratory birds
- Modify the prairie chicken season to improve hunting opportunity
- Modify early-season shooting hours for waterfowl hunting
- Make the possession limit for migratory game birds consistent with federal regulations
- Allow open water hunting for migratory waterfowl, coots, gallinules, rails and snipe in limited areas in the state
- Require non-toxic shot when hunting snipe or rails
- Standardize provisions for spring light goose population reduction
- Increase the dove season by 10 days for consistency with federal regulations.

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- Standardize common crow hunting dates
- Correct Minnesota's List of Endangered, Threatened, and Special Concern Species by eliminating a listing that inadvertently appears in two places.

Persons Affected. The amendment to and repeal of the rules would likely affect those who hunt and recreate on state wildlife management areas and game refuges, youth who hunt deer and their parents or mentors, deer hunters, falconry hunters, fall wild turkey hunters, prairie chicken hunters, mourning dove hunters, those who participate in the annual light goose conservation action, crow hunters.

Statutory Authority. *Minnesota Statutes*, sections 84.0895, 97A.045, 97A.091, 97A.137, 97B.035, 97B.105, 97B.605 and 97B.731 authorize the Department to adopt rules for modifying species lists, regulations for wildlife management areas and state game refuges and hunting deer, small game and migratory birds.

Public Comment. Interested persons or groups may submit comments or information on these possible rules in writing until further notice is published in the *State Register* that the Department intends to adopt or to withdraw the rules. The Department will not publish a notice of intent to adopt the rules until more than 60 days have elapsed from the date of this request for comments. The Department does not plan to appoint an advisory committee to comment on the possible rules.

Rules Drafts. The Department has drafted the possible rule amendments and repeals and a draft will be available before the publication of the proposed rules.

Agency Contact Person. Written comments, questions or requests to receive a draft of the rules, and requests for more information on these possible rules should be directed to: Jason Abraham at the Minnesota Department of Natural Resources, 500 Lafayette Road, St. Paul, MN 55155 or by **telephone** at: (651) 259-5197, or **e-mail** at: jason.abraham@state.mn.us

Alternative Format. Upon request, this information can be made available in an alternative format, such as large print, braille, or audio. To make such a request, please contact the agency contact person at the address or telephone number listed above.

September 17, 2015

Tom Landwehr, Commissioner
Department of Natural Resources

Minnesota Department of Natural Resources (DNR) Lands and Minerals Division

Notice of State Metallic Minerals Lease Sale in Portions of Aitkin, Carlton, Itasca, Kanabec, Koochiching, and Saint Louis Counties

NOTICE IS HEREBY GIVEN that a sale of leases to explore for, mine and remove metallic minerals in trust fund lands, lands and minerals forfeited for non-payment of taxes, lands and minerals otherwise acquired, and other state-owned land under the jurisdiction of the Commissioner of Natural Resources, and located in portions of Aitkin, Carlton, Itasca, Kanabec, Koochiching, and Saint Louis Counties, is scheduled to be held on Monday, November 16, 2015, at 9:00 a.m. The sale will take place in the Lobby of the Department of Natural Resources, 500 Lafayette Road, Saint Paul, Minnesota.

The Commissioner will receive sealed bids and applications for leases covering minerals in state lands, in accordance with *Minnesota Rules*, parts 6125.0100 through 6125.0700 – the metallic mineral rules issued under the authority of *Minnesota Statutes*, Chapter 93. Each bid must be submitted on a form obtained from the Commissioner. Each bid form must be accompanied by a certified check, cashier's check, or bank money order, payable to the Department of Natural Resources in the sum of the following amounts: a) an application fee of \$100.00 for each mining unit bid upon; and b) rental for one full calendar year for each mining unit bid upon. All bids must be received by the Commissioner at the office of the Division of Lands and Minerals, Fourth Floor, DNR Building, 500 Lafayette Road, Saint Paul, Minnesota 55155-4045, before 4:30 p.m. on Friday, November 13, 2015.

On Monday, November 16, 2015, at the time specified, the Commissioner or his representative will publicly open the bids and announce the amount of each bid separately. At a subsequent time, leases will be awarded by the Commissioner, subject to the approval

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of the State Executive Council, to the highest bidder for the respective mining units, but no bids will be accepted that do not equal or exceed the base royalty rates set forth in the Rules or that do not comply with all provisions of the Rules. The State reserves the right, through the State Executive Council, to reject any or all bids.

The purpose of Minnesota's metallic minerals rules is to promote and regulate the prospecting for, mining and removal of metallic minerals on state-owned and state-administered lands. These Rules, and the leases issued under the Rules, authorize exploration and development of these minerals and impose certain requirements on the lessee. The requirements include: the payment of minimum rentals that increase over the term of the lease; the payment of royalty for all ore mined and removed; the submission of data and other reports; and the submission of exploration plans. In addition, the lessee must comply with all applicable laws.

After the conclusion of the sale, each high bidder will be required to provide evidence demonstrating that the bidder is qualified to hold a state mineral lease pursuant to *Minnesota Rules*, part 6125.0410. The Rules state that a lease will only be issued to an applicant qualified to do business in Minnesota and qualified to conduct exploratory borings in Minnesota. In addition, the Commissioner may request evidence that the lease applicant is technically and financially capable of performing under the terms of a state mineral lease. The requested evidence must be provided within 45 days of the request from the Commissioner or the bids from that high bidder will be rejected.

Upon the award of a lease, the application fee submitted with the bid will be deposited as a fee for the lease. All bids not accepted will become void, and the application fee and rental payment accompanying such bids will be returned to each respective bidder; provided however, the application fee and rental payment accompanying a bid shall not be returned if the bidder was the high bidder and subsequently withdrew the bid prior to the award of a lease.

Bid forms, instructions on how bids are to be submitted, copies of the rules (*Minnesota Rules*, parts 6125.0100 through 6125.0700) and copies of the Mining Unit Book listing the land areas designated by the Commissioner as mining units may be obtained from the Land Acquisition and Legal Services Section, Division of Lands and Minerals, DNR Building, 500 Lafayette Road, Saint Paul, Minnesota 55155-4045. E-mail inquiries may be sent to susan.damon@state.mn.us.

The Mining Unit Book will be available at least 30 days prior to November 16, 2015. Application for each copy of the Mining Unit Book must be accompanied by a check or money order payable to the Department of Natural Resources in the sum of \$25.00 as a fee for such Mining Unit Book plus shipping and applicable State of Minnesota sales tax. Mining Unit Books will also be available for inspection at the Hibbing and Saint Paul offices of the Division of Lands and Minerals, and on the internet through the DNR website at:

http://www.dnr.state.mn.us/lands_minerals/leasesale/index.html.

Dated: October 2, 2015

Jess Richards, Director
Division of Lands and Minerals

Minnesota Public Employment Relations Board (PERB) REQUEST FOR COMMENTS on Possible Adoption of Rules Governing the Hearing of Charges and Appeals of Unfair Labor Practices Under *Minnesota Statutes*, § 179A. Revisor's ID Number R-04345

Subject of Rules. The Minnesota Public Employment Relations Board (PERB) requests comments on its possible adoption of rules governing its procedures and standards for resolution of unfair labor practices under the Public Employment Labor Relations Act, *Minnesota Statutes*, § 179A. PERB considers both appeals from the Commissioner of the Bureau of Mediation Services under *Minnesota Statutes*, § 179A.12, subd. 11, and unfair labor practices cases involving charitable hospitals under *Minnesota Statutes*, § 179.11 and 179.12, and in the public sector under § 179A.13. Review of decisions of the Commissioner and allegations of unfair labor practices have previously been within the jurisdiction of the Minnesota courts. The administrative hearing procedures proposed here are in large part modeled after other state and federal rules related to unfair labor practice proceedings. Because the PERB is a newly created agency, it may also use this rulemaking to address administrative and/or other issues necessary for the operations of the PERB.

Persons Affected. Adoption of these rules would likely affect those public employees, unions representing public employees, and public employers involved in charges of unfair labor practices under, *Minnesota Statutes*, § 179.11, 179.12, and 179A.13. Charitable

hospital employers and their employees are covered. *Minnesota Statutes*, § 179A.135.

Statutory Authority. *Minnesota Statutes*, § 179A.041 subd. 4, requires the Board to adopt rules governing its procedure, and *Minnesota Statutes*, § 179A.041 subd. 7 requires the Board to adopt rules governing procedures and standards for hearing appeals under the Public Employment Labor Relations Act, *Minnesota Statutes*, § 179A. Both of these rulemaking provisions were enacted as amendments to Chapter 179A, in H.F. # 3014, *Laws of Minnesota 2014*, chapter 211. This chapter became effective on July 1, 2014. The Board's jurisdiction over unfair labor charges and decisions of the Commissioner regarding unfair labor practices commences July 1, 2016, in accordance with Laws 2015, First Special Session, Chapter 1, Article 7, Section 1. The PERB has commenced consideration of rules and now requests comments on this rulemaking.

Public Comment. Interested persons or groups may submit comments or information on these possible rules in writing until further notice is published in the *State Register* that the Board intends to adopt or to withdraw the rules. The Board will not publish a notice of intent to adopt the rules until more than 60 days have elapsed from the date of this request for comments. The Board does not plan to appoint an advisory committee to comment on the possible rules.

Rules Drafts. The Board has not yet drafted these rules.

Agency Contact Person. Comments, questions, requests to receive a draft of the rules when prepared, and requests for more information on these possible rules should be directed to: Steve Hoffmeyer at PERB, 1380 Energy Lane, Suite #1, St. Paul, Minnesota 55110-5253, **phone:** (651) 325-6210, or **e-mail** at: *Steven.Hoffmeyer@state.mn.us*

Alternative Format. Upon request, this information can be made available in an alternative format, such as large print, braille, or audio. To make such a request, please contact the agency contact person at the address or telephone number listed above.

NOTE: Comments received in response to this notice will not necessarily be included in the formal rulemaking record submitted to the administrative law judge if and when a proceeding to adopt rules is started. The agency is required to submit to the judge only those written comments received in response to the rules after they are proposed. If you submitted comments during the development of the rules and you want to ensure that the Administrative Law Judge reviews the comments, you should resubmit the comments after the rules are formally proposed.

Dated: October 5, 2015

David Biggar, Chair
Public Employment Relations Board

Minnesota Department of Transportation (Mn/DOT)

Notice to Bidders: Suspensions/Debarments as of January 12, 2015

NOTICE OF DEBARMENT

NOTICE IS HEREBY GIVEN that MnDOT has ordered that the following vendors be debarred for a period of three (3) years, effective May 6, 2013 until May 6, 2016:

- Gary Francis Bauerly and his affiliates, Rice, MN
- Gary Bauerly, LLC and its affiliates, Rice, MN
- Watab Hauling Co. and its affiliates, Rice, MN

NOTICE IS HEREBY GIVEN that MnDOT has ordered that the following vendors be debarred for a period of three (3) years, effective September 17, 2014 until September 17, 2017:

- Jeffrey Plzak and his affiliates, Loretto, MN
- Laurie Plzak and her affiliates, Loretto, MN
- Honda Electric Incorporated and its affiliates, Loretto, MN
- Jeffrey and Laurie Plzak doing business as Honda Electric Logistics, and its affiliates, Loretto, MN

Official Notices

NOTICE IS HEREBY GIVEN that MnDOT has ordered that the following vendors be debarred for a period of three (3) years, effective January 12, 2015 until January 12, 2018:

- Marlin Dahl, Granada, MN
- Dahl Trucking, Elmore, MN
- Elmore Truck and Trailer, Inc., Elmore, MN

Minnesota Statute section 161.315 prohibits the Commissioner, counties, towns, or home rule or statutory cities from awarding or approving the award of a contract for goods or services to a person who is suspended or debarred, including:

- 1) any contract under which a debarred or suspended person will serve as a subcontractor or material supplier,
- 2) any business or affiliate which the debarred or suspended person exercises substantial influence or control, and
- 3) any business or entity, which is sold or transferred by a debarred person to a relative or any other party over whose actions the debarred person exercises substantial influence or control, remains ineligible during the duration of the seller's or transfer's debarment.

Minnesota Department of Transportation (MnDOT) Office of Transit, Bicycle and Pedestrian Section Notice of Public Comment Period for the Statewide Bicycle System Plan Update

NOTICE IS HEREBY GIVEN that the public is invited to review and provide comments through November 16th on Statewide Bicycle System Plan. The Statewide Bicycle System Plan is Minnesota Department of Transportation's guide for supporting bicycling Minnesota's state trunk highway network and in the communities it serves. The plan has been updated with public and partner input process and is now in draft form available for public comment.

The Statewide Bicycle System Plan can be accessed electronically at www.mndot.gov/bike. It also is available for review in hard copy at the MnDOT Library, 395 John Ireland Blvd., in St. Paul.

Written comments will be accepted through November 16th and should be addressed to:

Tim Mitchell
MnDOT Office of Transit
395 John Ireland Blvd, MS 315
Saint Paul, MN 55155
E-mail: bikeplan.dot@state.mn.us

For more information, contact Tim Mitchell at (651) 366-4162 or bikeplan.dot@state.mn.us, or visit www.mndot.gov/bike, follow the plan on Twitter, @minnesotago, or Facebook, www.facebook.com/MinnesotaGO.

State Contracts

In addition to the following listing of state contracts, readers are advised to check the Statewide Integrated Financial Tools (SWIFT) Supplier Portal at: <http://supplier.swift.state.mn.us> as well as the Office of Grants Management (OGM) at: <http://www.grants.state.mn.us/public/>

Informal Solicitations: Informal solicitations for professional/technical (consultant) contracts valued at over \$5,000 through \$50,000, may either be advertised in the Supplier Portal (see link above) or posted on the Department of Administration, Materials Management Division's (MMD) Web site at: <http://www.mmd.admin.state.mn.us/solicitations.htm>.

Formal Solicitations: Department of Administration procedures require that formal solicitations (announcements for contracts with an estimated value over \$50,000) for professional/technical contracts must be advertised in the SWIFT Supplier Portal or alternatively, in the *Minnesota State Register* if the procurement is not being conducted in the SWIFT system.

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

\$0 - \$5000 does not need to be advertised. Contact the Materials Management Division: (651) 296-2600

\$5,000 - \$25,000 should be advertised in the *State Register* for a period of at least seven calendar days.

\$25,000 - \$50,000 should be advertised in the *State Register* for a period of at least 14 calendar days.

Anything above \$50,000 should be advertised in the *State Register* for a minimum of at least 21 calendar days

Minnesota State Colleges and Universities (MnSCU)

Board of Trustees

Notice of Availability of Request for Proposals (RFP) for an Engineering Design Team for Rochester Community and Technical College 2015 Heintz Center HVAC Project

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Rochester Community and Technical College and Saint Paul College, is soliciting proposals from interested, qualified consulting engineer design firms for the above referenced project.

A full Request for Proposals and a copy of the Predesign information is available on the Minnesota State Colleges and Universities website: <http://www.finance.mnscu.edu/facilities/design-construction/announcements/index.html>, check under "Requests for Proposals."

A pre-proposal Project Information Meeting is scheduled for Tuesday, October 20, 2015, at 11:00 am at Rochester Community and Technical College, Heintz Center, Room HA 103, 1226 College View Road E, Rochester, MN 55904. Project questions shall be referred to the appropriate Project Contact person as listed in the Request for Proposals.

Proposals from interested firms must be delivered to June Meitzner, Purchasing Manager, Room SS153, Rochester Community and Technical College, 851 - 30th Avenue SE, Room SS153, Rochester, MN 55904-4999, not later than 2:00 pm, Monday, November 2, 2015. **Late responses will not be considered.**

Minnesota State Colleges and Universities and Rochester Community and Technical College are not obligated to complete the proposed project and reserve the right to cancel the solicitation if it is considered to be in its best interest.

Minnesota State Colleges and Universities (MnSCU)

Campus Service Cooperative

Notice of Request for Proposals for Management of Student Payment Plans

NOTICE IS HEREBY GIVEN that the State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of its member institutions, is soliciting proposals from qualified vendors for management of student payment plan services.

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The Request for Proposal will be available at the following URL: <http://www.csc.mnscu.edu/sourcing/RFP.html>

Contact for all questions and information is michael.noble-olson@so.mnscu.edu. Submit all questions in writing by Thursday October 8, 2015 at 3:00 p.m. CT.

All proposals must be received **no later than Monday, October 26, 2015 at 3:00 p.m. CT** at MnSCU Campus Service Cooperative, 7411 - 85th Avenue North, Educational Services Building Room ES 35, Brooklyn Park, MN 55445 (Attn: Michael Noble-Olson).

Minnesota State Colleges and Universities reserves the right to reject any or all proposals, to waive any irregularities or informalities in proposals received, and to cancel the solicitation if it is considered to be in its own best interest. This Request for Proposal does not obligate the Minnesota State Colleges and Universities to award a contract.

Minnesota State Colleges and Universities (MnSCU) Metropolitan State University Request for Proposals for Health Care Services

GENERAL STATEMENT/SCOPE:

Metropolitan State University is seeking proposals from vendors to provide certain healthcare services to students enrolled at the University. The provision of services sought include internal medicine, acute care, referral and other services as outline in the Request for Proposals document (attached).

Metropolitan State University is a public four-year institution currently serving approximately 11,497 students in 56 degree, 12 graduate, and 2 doctorate programs. The main campus is located in downtown St. Paul, Minnesota. Satellite campuses include a second location in St. Paul on Energy Park Drive, a location in downtown Minneapolis, and the Law Enforcement Criminal Justice Education Center in Brooklyn Park, Minnesota.

The university is interested in providing affordable selected healthcare services to students. Accordingly, Metropolitan State University shall select the vendor(s) whose proposal(s), and oral presentation (s) if requested, demonstrate in Metropolitan State University's sole opinion, the clear capability to best fulfill the purposes of this RFP in a cost effective manner.

Please submit a conceptual proposal for healthcare services you plan to provide that will help the university understand what your company will do to assure value, safe, and quality health services for Metropolitan State University students.

TO DOWNLOAD A COMPLETE COPY OF THE PROPOSAL REQUEST/SPECS, PLEASE VISIT THE FOLLOWING WEBSITE:

<http://www.csc.mnscu.edu/sourcing/RFP.html>

Proposals must be sealed with a notation on the outside of the envelope stating:

HEALTHCARE SERVICES PROJECT PROPOSAL – DELIVER IMMEDIATELY

The responder shall submit one to six (1 to 6) printed copies of its RFP response and one (1) compact disc with the RFP response in Microsoft Word format. Proposals are to be sealed in mailing envelopes or packages with the responder's name and address clearly written on the outside. The outside of the envelope or package should have the notation "*HEALTHCARE SERVICES PROJECT PROPOSAL – DELIVER IMMEDIATELY*".

One copy of the proposal must be unbound and signed in blue or black ink by an authorized representative of the vendor. Proof of authority of the person signing must accompany the response.

Proposals received after this date and time will be returned to the responder un-opened.

Fax and e-mail responses will not be considered.

Proposals made in pencil will be rejected. Alterations in cost figures used to determine the lowest priced proposal will be rejected unless initialed in ink by the person responsible for or authorized to make decisions as to price quoted. The use of "white out" is considered an alteration.

Mail or deliver (faxes and e-mail will not be accepted) sealed proposal to be received by: THURSDAY, NOVEMBER 5, 2015, NO LATER THAN 3:00 PM CST to:

Metropolitan State University
Financial Management
Attn. Purchasing
700 East Seventh Street, FH327
Saint Paul, MN 55106
Phone: (651) 793-1916

PROPOSAL CLOSE DATE IS **THURSDAY, NOVEMBER 5, 2015, 3:00 PM CST**

Minnesota State Colleges and Universities (MnSCU) Pine Technical and Community College Notice of Request for Proposals for Subject Matter Evaluation Coordination and Review

NOTICES IS HEREBY GIVEN that Pine Technical and Community College, in support of the U.S. Department of Labor Employment and Training Administration funded Rural Information Technology Alliance (RITA) Consortium, is seeking proposals for the coordination and review of non-proprietary courses or enhancement of courses that were developed by the RITA Consortium and funded by the Department of Labor's Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grant Program Round #3.

RITA is a four year, \$18.3 million, consortium funded by the U.S. Department of Labor with four consortium partners: Pine Technical College (lead), Central Lakes College, Ridgewater Community College, and North Central Texas College located in Gainesville, Texas. With the shortage of IT resources in rural areas, and with this grant, the four schools, along with allied workforce centers, industry partners, and IT employers is implementing a project that addresses critical rural IT needs in the workforce. In addressing these critical needs, RITA supported faculty have developed or enhanced approximately 30 courses in cybersecurity, application development, and databases. RITA is seeking a vendor to coordinate and facilitate the review of these courses by subject matter and instructional design experts as required by the Department of Labor TAACCCT Grant Program. It is anticipated that subject matter and instructional review will be completed by December 31, 2016.

Services included but not limited to the following:

- Develop rubrics to guide reviewers in their evaluation of the course content, coordinate this work with grant management staff.
- Identify SMEs to review RITA developed or enhanced curriculum including the student content of each course, each set of labs, and the instructional resources such as course syllabi and assessments.
- Identify instructional designers to review the course materials from the perspective the effectiveness of the presentation of the content.
- Negotiate terms of "statement of work" for reviews including reviewing fees and schedule.
- Manage reviewer progress
- Manage distribution of reviews to course authors
- Manage reviewer payments conforming to Federal and State regulations

In addition to outlining its approach to meeting the scope of the RFP, the response to the request for proposals should contain the following:

- Cost of coordinating the review process per course,
- Compensation amounts for Subject Matter and Instructional Design Experts,

State Contracts

- Total estimated cost of project based on 30 courses; actual cost will vary depending on the number of courses reviewed,
- Process for identifying and verifying credentials of Subject Matter and Instructional Design Experts,
- Process for developing evaluation scoring tool (i.e., rubric) to be used in evaluating the courses,
- Description of contracting and disbursement process to be followed including compliance with State and Federal regulations,
- Technology required for transferring curriculum to Subject Matter and Instructional Design Experts,
- Anticipated timeline for Subject Matter and Instructional Design Expert review,
- List and biographical sketch of key staff, including experience working with similar organizations/projects, and
- Contact information for three professional references

Questions can be addressed to Michael Olesen, RITA Consortium Director, at olesenm@pine.edu or (651) 274-9982.

Proposals must be submitted to: Michael Olesen, RITA Consortium Director, Pine Technical and Community College, 900 4th Street SE, Room 47, Pine City, MN 55063 by 3:00 pm CST October 23, 2015.

Pine Technical and Community College reserves the right to reject any or all proposal or portion thereof, to waive technicalities in proposals, and to delay final award for a period of 15 days. This request for proposals does not obligate the State to complete the work or license contemplated in this notice. The State reserves the right to cancel this solicitation. All expenses incurred in responding to this notice are solely the responsibility of the responder.

Minnesota Sports Facilities Authority (MSFA) Advertisement for Proposals for Portable Carts for U.S. Bank Stadium Food Service Equipment

1. Proposals – Submit proposals for Minnesota Sports Facilities Authority – Portable Carts – U.S. Bank Stadium Food Service Equipment; Minneapolis, Minnesota, to Jamie Hodgson of Aramark, at the MSFA office on or before 4:00 p.m., October 20, 2015.

2. Work Includes – Design, coordinate, supply, construct, install, commission, and test the all Portable Carts for Food Service at U.S. Bank Stadium.

3. Obtaining & Examining Documents – Documents will be available for review, at the office of the MSFA, 511 11th Ave. South, Suite 401, Minneapolis, MN and on the website, www.MSFA.com after October 5, 2015.

4. Affirmative Action – All proposers, applicants, prime contractors and prospective subcontractors will be subject to a pre-award compliance review to ensure the employment of minorities, women and disabled person.

The Minnesota Sports Facilities Authority reserves the right to reject any and all proposals and to waive any informalities in any proposals received without explanation.

Ms. Michele Kelm-Helgen, Chair
Minnesota Sports Facilities Authority

Minnesota Department of Transportation (Mn/DOT)

Engineering Services Division

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

This document is available in alternative formats for persons with disabilities by calling Kelly Arneson at (651) 366-4774; for persons who are hearing or speech impaired by calling Minnesota Relay Service at (800) 627-3529.

Mn/DOT, worked in conjunction with the Consultant Reform Committee, the American Council of Engineering Companies of Minnesota (ACEC/MN), and the Department of Administration, to develop the Consultant Pre-Qualification Program as a new method of consultant selection. The ultimate goal of the Pre-Qualification Program is to streamline the process of contracting for highway related professional/technical services. Mn/DOT awards most of its consultant contracts for highway-related technical activities using this method, however, Mn/DOT also reserves the right to use Request for Proposal (RFP) or other selection processes for particular projects.

Nothing in this solicitation requires Mn/DOT to use the Consultant Pre-Qualification Program.

Mn/DOT is currently requesting applications from consultants. Refer to Mn/DOT’s Consultant Services web site, indicated below, to expenses are incurred in responding to this notice will be borne by the responder. Response to this notice becomes public information under the Minnesota Government Data Practices.

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

Send completed application material to:

Kelly Arneson
Consultant Services
Office of Technical Support
Minnesota Department of Transportation
395 John Ireland Blvd. - Mail Stop 680
St. Paul, MN 55155

Minnesota Department of Transportation (Mn/DOT)

Engineering Services Division

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

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

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

Non-State Public Bids, Contracts & Grants

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

Besides the following listing, readers are advised to check: <http://www.mmd.admin.state.mn.us/solicitations.htm> as well as the Office of Grants Management (OGM) at: <http://www.grants.state.mn.us/public/>.

Dakota County

Notice of Request for Proposal (RFP) for Housing Services

NOTICE IS HEREBY GIVEN that the Dakota County is seeking qualified vendor(s) to provide housing services, specifically Outreach, Intake and Assessment for Youth, Housing Search and Placement, Housing Stability, and PATH (Projects for Assistance in Transition from Homelessness) for the period January 1, 2016 through December 31, 2017. The goal for Outreach services is to connect those that are not yet receiving housing or other services to the resources for which they are eligible (shelter, housing wait list, county services, etc.). This vendor will also be an important resource during the annual Point-In-Time Count. The goal for Intake and Assessment services is to connect youth seeking services to appropriate emergency and ongoing housing stability resources. This vendor will participate in weekly phone calls to discuss referrals to housing resources from the Coordinated Entry Wait List, as well as local and regional meetings regarding Coordinated Entry. The goal for Housing Search and Placement is to move people from homelessness to housing quickly, while assuring housing stability. This vendor will be skilled in finding housing for persons with multiple barriers to housing and will have knowledge of housing funding sources such as Housing Choice Vouchers, Continuum of Care, etc. The goals for Housing Stability Services will be governed, in part, by goals set forth by housing voucher programs. In addition, there will be specific goals regarding housing stability and income. Goals for the PATH program include assisting people to attain housing, income (earned and unearned), medical insurance and medical care. This vendor will be skilled at providing the eligible services to the eligible population.

To access the complete RFP online, or to acquire additional information about Dakota County visit our website at:
<http://www.co.dakota.mn.us/Government/DoingBusiness/BidProposalsInformation/Pages/default.aspx>

Contact: Timothy Trumpy, Contract Specialist
Dakota County Community Services Division
1 Mendota Road West, Suite 500
West St. Paul, MN 55118-4773
Phone: (651) 554-5783
E-mail: timothy.trumpy@co.dakota.mn.us

Responder's Meeting is scheduled from 9:00 - 11:00 a.m. CDT on Wednesday, October 21, 2015 at the Dakota County Northern Service Center room 520 in West St. Paul. See proposal for details.

Deadline for proposals is 12:00 p.m. CDT on Thursday, November 5, 2015. No late proposal will be considered.

DARTS

Requirements for State Agency Request for Proposals to Design and Build a Website that Connects Users / Riders' Profile to Appropriate Transportation Solutions

1. Summary of the Contract: Design and build a website that connects users/riders' profile to appropriate transportation solutions that match the users/riders' requirements.

Non-State Public Bids, Contracts & Grants

2. **Project Description:** Dakota County has multiple types of transportation services and many different transportation providers. DARTS would like to create a mobility information software portal that provides easy entry points with quick and thorough transportation options in a variety of formats.

3. **Pre-Proposal Meeting:** Thursday, October 29th from 1 – 2pm at DARTS, 1645 Marthaler Lane, West St. Paul, MN 55118.

4. **Main Contact for the RFP/Contract:** Courtney L.B. Whited, DARTS Mobility Management Program Director, 1645 Marthaler Lane, West St. Paul, MN 55118, **Phone:** 651-234-2279 **Fax:** 651-234-2280

5. **Date and Time that RFP is Due:** Monday, November 9, 2015 by 4:30pm.

6. **Address Completed Proposals To:** DARTS, Attn: Courtney L.B. Whited, Mobility Management Program Director, 1645 Marthaler Lane West St. Paul, MN 55118

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