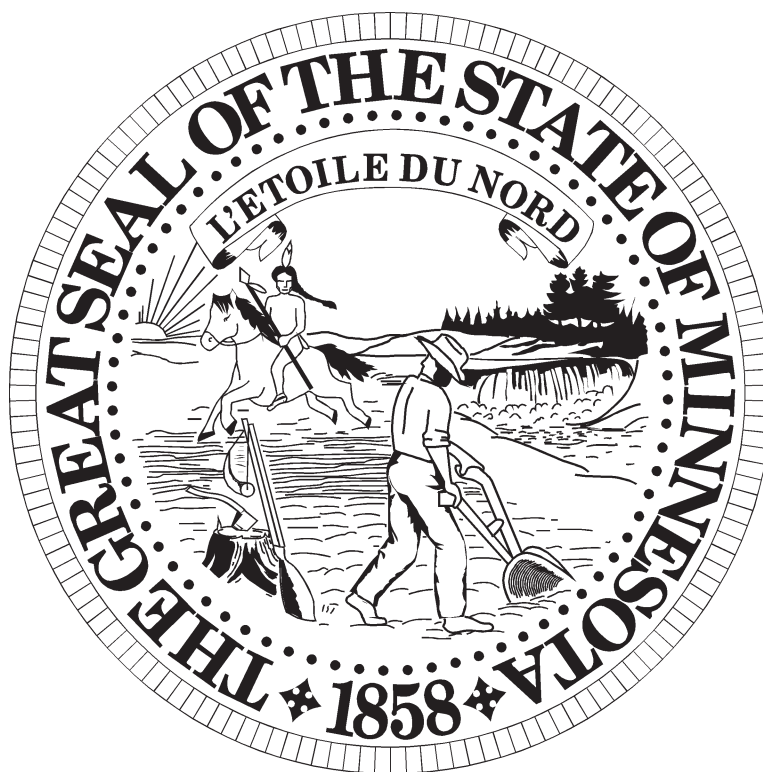


# Minnesota State Register

(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**Proposed, Adopted, Emergency, Expedited, Withdrawn, Vetoed Rules;  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 27 January 2014  
Volume 38, Number 31  
Pages 1039 - 1056**

# 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- Withdrawn Rules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. 38 Issue Number	PUBLISH DATE ( <b>BOLDFACE</b> 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)			
# 32	Monday	3	February	Noon	Tuesday	28	January	Noon	Thursday	23	January
# 33	Monday	10	February	Noon	Tuesday	4	February	Noon	Thursday	30	January
# 34	<b>TUESDAY 18 February</b>			Noon	Tuesday	11	February	Noon	Thursday	6	February
# 35	Monday	24	February	Noon	Tuesday	18	February	Noon	Thursday	13	February

**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](mailto: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](mailto:robin.panlener@state.mn.us).

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- **Single issues** are available for a limited time: *Minnesota State Register* \$5.00.
- **"Affidavit of Publication"** includes a notarized "Affidavit" and a copy of the issue: \$15.00.
- **Research Services** - will look up, photocopy, and fax or send copies from past issues at \$1.00 per page.

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USPS Publication Number: 326-630 (ISSN: 0146-7751)

THE MINNESOTA STATE REGISTER IS PUBLISHED by Plant Management Division, Department of Administration, State of Minnesota, pursuant to *Minnesota Statutes* § 14.46 and is available on-line at website: <http://www.comm.media.state.mn.us/bookstore/mnbookstore>

## Minnesota Legislative Information

**Senate Public Information Office** (651) 296-0504  
State Capitol, Room 231, St. Paul, MN 55155  
**Website:** [www.senate.mn](http://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](http://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](http://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](http://www.access.gpo.gov/su_docs/aces/aces140.html)

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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](http://www.mmd.admin.state.mn.us)

For additional contracts go to:  
<http://www.mmd.admin.state.mn.us/solicitations.htm>

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

# 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

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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.

## Crime Victims Reparations Board Adopted Permanent Rules Relating to Claims

The rules proposed and published at *State Register*, Volume 38, Number 9, pages 265-268, August 26, 2013 (38 SR 265), are adopted as proposed.

## 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, state grants and loans, and state contracts

## Minnesota Department of Agriculture (MDA) Proposed Quarantine Legal Notice Proposing a Quarantine of Lake and Cook Counties for Restrictions for Movement of Certain Articles at Risk for Spreading Gypsy Moths

The Minnesota Department of Agriculture (MDA) is proposing a quarantine of Lake and Cook counties for the restricted movement of certain articles at risk for spreading gypsy moth. Complete quarantine language is available on the MDA website:

[www.mda.state.mn.us/gmq quarantine](http://www.mda.state.mn.us/gmq quarantine)

As part of the proposal, the MDA is soliciting public comment. Written comments will be accepted for 30 days (January 27-February 25, 2014), after which the Department will respond. Comments can be submitted to: Minnesota Department of Agriculture, Gypsy Moth Quarantine Comments, 625 Robert St. N., St. Paul, MN 55155 or e-mailed to: [gypsy.moth@state.mn.us](mailto:gypsy.moth@state.mn.us). The MDA will also hold two

# Official Notices

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public hearings to solicit comments on the proposed quarantine. Those will be held on:

- **Tuesday, February 11, 2014 - 2:00 p.m.**, as part of the Lake County Board of Commissioners Meeting  
Lake County Courthouse  
601 Third Avenue  
Two Harbors, MN 55616
- **Tuesday, February 25, 2014 - 10:00 a.m.**, as part of the Cook County Board of Commissioners Meeting  
Cook County Courthouse  
411 West 2<sup>nd</sup> Street  
Grand Marais, MN 55604

For more information, contact MDA's Arrest the Pest Hotline at 1-888-545-6684.

## Minnesota Department of Health (MDH) Division of Compliance Monitoring Managed Care Systems Section Notice of Application for Essential Community Provider Status

**NOTICE IS HEREBY GIVEN** that an application for designation as an Essential Community Provider (ECP) has been submitted to the Commissioner of Health by Mahube-Otwa Community Action Partnership, Inc., 1125 West River Road, Detroit Lakes, MN 56502.

Clinical services are offered at:

Mahube-Otwa CAP Family Health, 128 W Cavour Ave., Fergus Falls, MN 56537;  
Mahube-Otwa CAP Family Health, 200 First Avenue S, Perham, MN 56573-1445;  
Mahube-Otwa CAP Family Health, 119 Graystone Plaza, Detroit Lakes, MN 56501-3034;  
Wadena Medical Center, 415 Jefferson St N, Wadena, MN 56482-1253;  
Prairie Ridge Hospital & Health Services, 24 E Seventh, Morris, MN 56267-1312;  
Sanford Wheaton Clinic, 41 12<sup>th</sup> Street N, Wheaton, MN 56296-1625;  
Pine River/Backus Center, 245 Barclay Avenue, Pine River, MN 56474;  
CentraCare Clinic, 20 Ninth Street SE, Long Prairie, MN 56347-1404;  
Mahnomen Public Health, 115 Madison Avenue, Mahnomen, MN 56557.

An ECP is a health care provider that serves high-risk, special needs, and underserved individuals. In order to be designated as an ECP, a provider must demonstrate that it meets the requirements of *Minnesota Statutes* Section 62Q.19 and *Minnesota Rules* Chapter 4688. The public is allowed 30 days from the date of the publication of this notice to submit written comments on the application. The commissioner will approve or deny the application once the comment period and compliance review is complete.

For more information contact:

Michael McGinnis  
Managed Care Systems Section  
Division of Compliance Monitoring  
Department of Health  
P.O. Box 64882  
St. Paul, MN 55164-0882  
**Phone:** (651) 201-5174

## **Teachers Retirement Association (TRA)**

### **Notice of Meeting of the Board of Trustees 12 February 2014**

The Board of Trustees, Minnesota Teachers Retirement Association will hold a meeting on Wednesday, February 12, 2014 at 9:30 a.m. in Suite 400, 60 Empire Drive, St. Paul, MN to consider matters which may properly come before the Board. Board members may participate by telephone.

## **Teachers Retirement Association (TRA)**

### **Notice of Meeting of the Internal Audit Committee 11 February 2014**

The Minnesota Teachers Retirement Association Internal Audit Committee will hold a meeting on Tuesday, February 11, 2014 at 1:30 p.m. in Room 414, 60 Empire Drive, St. Paul, MN to consider matters which may properly come before the committee. Committee members may participate by telephone.

## **Minnesota Department of Transportation (MnDOT)**

### **Engineering Services Division, Office of Construction and Innovative Contracting**

### **Notices of Suspension and Debarment**

#### **NOTICE OF DEBARMENT**

**NOTICE IS HEREBY GIVEN** that the Department of Transportation ("MnDOT") has ordered that the following vendors be debarred for a period of thirty (30) months, effective August 22, 2011 until February 22, 2014:

- Marlon Louis Danner and his affiliates, South St. Paul, MN
- Danner, Inc. and its affiliates, South St. Paul, MN
- Bull Dog Leasing, Inc. and its affiliates, Inver Grove Heights, MN
- Danner Family Limited Partnership and its affiliates, South St. Paul, MN
- Ell-Z Trucking, Inc. and its affiliates, South St. Paul, MN
- Danner Environmental, Inc. and its affiliates, South St. Paul, MN

**NOTICE IS HEREBY GIVEN** that MnDOT has ordered that the following vendors be debarred for a period of three (3) years, effective March 25, 2011 until March 25, 2014:

- Philip Joseph Franklin, Leesburg, VA
- Franklin Drywall, Inc. and its affiliates, Little Canada, MN
- Master Drywall, Inc. and its affiliates, Little Canada, MN

**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

*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,

## Official Notices

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- 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.

### State Grants & Loans

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

SEE ALSO: Office of Grants Management (OGM) at: <http://www.grants.state.mn.us/public/>

## Minnesota Department of Employment and Economic Development (DEED) Workforce Development Division SCSEP Programs Request for Proposals (RFP) for Minnesota Senior Community Service Employment Competitive Grant Program

The Minnesota Department of Employment and Economic Development (DEED) announce the availability of approximately \$2,107,102 for the Senior Community Service Employment Program activities.

DEED, in consultation with the Department of Labor, has identified the following overarching goal for all proposals:

Participating individuals obtain, retain, and advance in unsubsidized employment opportunities demonstrated by:

- Annual wage increases;
- Completion of training to sustain job ready skills that leads to employment; and
- Placement and retention in an unsubsidized employment position.

To achieve this goal, grant applicants are encouraged to design a project using strategies including but not limited to the following:

- Provide job training and/or work experience and related activities to assist individuals in gaining skills and competencies that are necessary to obtain, retain, and/or advance employment;

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## State Grants & Loans

- Provide community service employment for eligible individuals
- Provide *on-going support* to individuals who are already employed and/or who are engaged in an educational path;
- Assist in job search techniques and activities where applicable;
- Use recently validated labor market information and industry data to ensure that industry demand exists for the training offered via DEED's OID tool; and
- Provide assessments to eligible program participants to better determine training to support a career and employment pathway that leads to unsubsidized employment.

This Request for Proposal (RFP) is intended to fund projects that will serve adults who traditionally face barriers to successful employment *including but not limited to*:

- individuals living with disabilities;
- individuals who are returning to work after 55 and older;
- veterans;
- limited English-speaking; *and/or*
- individuals who identify with minority ethnic/race groups.

We have included general definitions of these groups of individuals within the RFP document.

DEED staff will take the average cost per participant into consideration relative to the stated outcomes of the project. Please indicate the average cost per participant and a justification of the proposed average cost per participant in your application. There is a matching funds requirement; applicants are required to use leveraged resources.

All funding decisions will be made by a review panel and the SCSEP Supervisor and Coordinator in the WDD Division of DEED. All applicants must have demonstrated effectiveness in administering workforce programs for SCSEP program participants. Eligible applicants must be adult-serving organizations with significant capacity, demonstrable adult development experience and outcomes to operate an SCSEP workforce development project during the contract period.

The final proposal, including all attachments and copies of the proposal, are due to DEED **no later than 4:30 p.m. on Monday, March 3, 2014.**

Late, faxed or e-mailed applications will NOT be accepted under any circumstances.

The complete RFP, along with answers to Frequently Asked Questions can be downloaded from:

[http://www.positivelyminnesota.com/About\\_Us/Notices\\_Announcements/Contract-Grant\\_Opportunities/index.aspx](http://www.positivelyminnesota.com/About_Us/Notices_Announcements/Contract-Grant_Opportunities/index.aspx)

**NOTE:** The RFP is available in alternative formats upon request. To receive a copy of the RFP (MS-Word or alternative format), please contact:

Taryn Galehdari  
Minnesota Department of Employment and Economic Development  
Workforce Development Division SCSEP Program  
First National Bank Building  
332 Minnesota Street, Suite E-200  
St. Paul, MN 55101  
**E-mail:** [taryn.galehdari@state.mn.us](mailto:taryn.galehdari@state.mn.us)  
**Phone:** (651) 259-7540

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

# State Grants & Loans

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## Minnesota Department of Human Services (DHS)

### Aging and Adult Services Division

#### Notice of Request for Proposals to Expand Home and Community-Based Services for Older Minnesotans

**NOTICE IS HEREBY GIVEN** that the Minnesota Department of Human Services is requesting proposals from qualified responders for state fiscal year 2015, July 1, 2014-June 30, 2015, to expand and integrate home and community-based services for older adults that allow local communities to rebalance their long-term services and supports delivery system, support people in their own homes, expand the caregiver support and respite care network and promote independence, as directed by Minnesota Statutes, sections 256.9754 and 256B.0917, subd.1a, 1b, 6, 7a and 13.

**Funds available:** Approximately \$7.5 million is available annually.

Work is proposed to start July 1, 2014. For more information, or to obtain a copy of the Request for Proposal, contact:

Jacqueline S.B. Peichel  
Department of Human Services  
Aging and Adult Services Division  
P.O. Box 64976  
St. Paul, MN 55164-0976  
Phone: (651) 431.2583  
E-mail: [Jacqueline.s.peichel@state.mn.us](mailto:Jacqueline.s.peichel@state.mn.us)

This is the only person designated to answer questions by potential responders regarding this request.

Proposals submitted in response to this Request for Proposals must be received online and at the address above no later than **4:00 p.m., Central Time, March 21, 2014. Late proposals will NOT be considered.** Faxed or e-mailed proposals will **NOT** be considered.

The Request for Proposals can be viewed by visiting the Minnesota Department of Human Services Request for Proposal web site:  
[http://www.dhs.state.mn.us/main/id\\_000102](http://www.dhs.state.mn.us/main/id_000102)

The complete Request for Proposal including online application and directions is available online on the DHS Community Service/Community Services Development Web site at <http://www.dhs.state.mn.us/cssd> > applicant page.

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

## 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.

## Minnesota State Colleges and Universities (MnSCU) Minneapolis Community and Technical College Request for Qualifications for Public Art

Minneapolis Community and Technical College is requesting statements of qualification from interested, qualified Artists, and intends to retain an Artist to provide a public art work, hereafter referred to as the "Work". This RFQ is undertaken by Minneapolis Community and Technical College pursuant to the authority contained in provisions of Minnesota Statute § 16B.35, 136F.06, 136F.581, 471.59 and other applicable laws.

The following is MnSCU's schedule for the RFQ and RFP process to obtain an Artist. MnSCU reserves the right to modify this schedule if necessary.

- January 27, 2014 RFQ Release Date
- February 10, 2014 RFQ Mandatory Informational Meeting 12:30 PM
- February 13, 2014 RFQ Questions Due 4:00 PM
- February 14, 2014 RFQ Questions Answered 12:00 PM
- February 18, 2014 Deadline for RFQ Proposal Submissions 2:00 PM
- March 4, 2014 Select Artists to receive RFP
- May 6, 2014 Deadline for Selected RFP proposals
- May 20, 2014 Interviews for RFP proposals
- May 22, 2014 Letter of Award issued
- June 24, 2014 Contract execution
- June 30, 2014 Notice to proceed issued to Artist

A complete copy of the RFQ can be found at <http://www.minneapolis.edu/About-Us/Campus-Facilities-Projects/MCTC-Bids>.

For additional information contact: Roger Broz, Facilities Director at [roger.broz@minneapolis.edu](mailto:roger.broz@minneapolis.edu).

## Explore Minnesota Tourism Notice of Availability of Contract for In-Country Chinese Tourism Marketing Representation

Explore Minnesota Tourism is requesting proposals for the purpose of developing a proactive program of trade and consumer based activities which will enhance the position of Minnesota in key trade and media distribution markets in China to promote travel to Minnesota.

Work is proposed to start after **May 1, 2014**.

A Request for Proposals will be available by mail or email from this Office. **A written request (by direct mail, email or fax) is required to receive the Request for Proposal.**

# State Contracts

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The Request for Proposal can be obtained from:

Paul Sherburne, International Marketing Manager  
Explore Minnesota Tourism  
121 E. 7<sup>th</sup> Place, Suite 100  
Saint Paul, MN 55101 USA  
**Telephone:** (651) 757-1867  
**Fax:** (651) 296-7095  
**E-mail:** [paul.sherburne@state.mn.us](mailto:paul.sherburne@state.mn.us)

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than **4:30 pm Central Standard Time on February 28, 2014. Late proposals will NOT be considered.**

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

## Minnesota Judicial Branch

### State Court Administrator's Office

#### Request for Proposal for Outsourcing of Late Payment Advisory and Final Demand Notices

The Minnesota Judicial Branch (MJB) requests proposals from qualified vendors for designing, preparing, printing, processing, and mailing of Late Payment Advisory and Final Demand Notices using the most cost effective process or form of printing and mailing available.

This request includes working with State Court Administration staff to determine the most economical way to provide all information required to be included on the Late Payment Advisory and Final Demand Notice to the vendor and to get that information processed and imaged onto an outgoing mailing piece. It also includes the mailing of the Late Payment Advisory and Final Demand Notices and providing State Court Administration with final images of the mailed items.

The request for proposal does not obligate the MJB to award a contract or complete the project, and the MJB reserves the right to cancel the solicitation if it is considered to be in its best interest.

Interested party's submissions must be in writing and received by the MJB no later than 4:30 pm CST, February 14, 2014. The sealed proposal must include five (5) paper copies and sent to the following address, no electronic submissions will be accepted:

Rebecca Becker  
Court Services Division  
MN Court Payment Center  
State Court Administrator's Office  
MN Judicial Branch  
Suite #105, Minnesota Judicial Center  
25 Rev. Dr. Martin Luther King, Jr. Blvd.  
St. Paul, MN 55155

A complete copy of the Request for Proposal can be found on the Minnesota Judicial Branch website (in the News & Announcements/Public Notices section) at: [www.mncourts.gov](http://www.mncourts.gov)

### Office of MN.IT Services Innovation Program Notice of Request for Information

The State of Minnesota Office of MN.IT Services (MN.IT) Innovation Program (hereafter referred to as the Innovation Program) is a new function within the State's enterprise IT agency. This new program is a direct result of the MN.IT Services Strategy and IT Cloud Programs tied to the Tactical Plan FY2013 - 2014.

A major activity of the Innovation Program has been about creating a first of its kind ideation campaign for the 2,100 agency IT employees to seek their input and ideas on how to deliver new value to Minnesota's businesses and citizens. 217 ideas were submitted by agency IT staff. Each idea went through a review process to produce 16 short project proposals, each with a defined opportunity to pursue.

While certain criteria were used to select these 16 project proposals, the expertise to implement each one is not readily available, nor is there a clear perspective on cost, complexity, and time to implement. The Innovation Program is in need of partners to research and collaborate on expanding these project proposals into more detailed project plans that reveal this critical missing information.

For this reason, the Innovation Program acknowledges the expertise and potential of the vendor community and seeks to obtain assistance in the form of a Request for Information (RFI). We hope this will create new partnerships and insight about how to execute these citizen-facing project proposals.

This partnership would involve development resources, business and IT specialists, mobile application and GIS experts, or any other resources at the disposal of the vendor to help define and shape these innovative project proposals into more detailed and tangible project plans to be funded and executed. Vendor's experience in accomplishing equivalent projects elsewhere are of value in assisting with establishing stable models for utilization and pragmatic "lesson's learned" to lend toward a smooth delivery.

This collaboration may be a co-partnering with several different agencies as the enterprise is anxious to provide better services to the public it serves. Where more than one agency is involved partnerships will be identified as the solutions take shape. For this reason MN.IT will manage these partnerships.

These project proposals would each have a set of partners to facilitate the creation of the solution.

This RFI does not obligate the state to award a contract or complete the projects. Furthermore, the state reserves the right to cancel this request if it is in the state's best interest.

The Request for Proposals can be requested via email from: Mindy Duvernet, at [Mindy.Duvernet@state.mn.us](mailto:Mindy.Duvernet@state.mn.us)

The deadline for this RFI is January 31, 2014 at 5 P.M. CST. Late responses will not be considered. **Late proposals will NOT be considered.** This request does not obligate the State to complete the work contemplated in this notice. The State reserves the right to cancel this solicitation. All expenses incurred in responding to this notice are solely the responsibility of the responder.

### Minnesota Department of Transportation (Mn/DOT) Engineering Services Division Notice of Potential Availability of Contracting Opportunities for a Variety of Highway Related Technical Activities ("Consultant Pre-Qualification Program")

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

# State Contracts

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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](http://www.dot.state.mn.us/consult)

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

## Non-State Public Bids, Contracts & Grants

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

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/>.

### Metropolitan Airports Commission (MAC) Minneapolis-Saint Paul International Airport Notice of Call for Bids for Open Architecture Building Automation 2014 (P6)

**MAC Contract No.:**

**106-2-707**

**Bids Close At:**

**2:00 p.m., February 11, 2014**

**Notice to Contractors:** Sealed Bid Proposals for the project listed above will be received by the MAC, a public corporation, at the office thereof located at 6040 - 28th Avenue South, Minneapolis, Minnesota 55450, until the date and hour indicated. Work in OABA 2014 P6 will extend the MAC's existing Open Architecture Building Automation (OABA) system to replace existing Siemens controls on the T1 Main Terminal area and C Concourse.

**Targeted Group Businesses (TGB):** The goal of the MAC for the utilization of TGB on this project is 5%.

**Bid Security:** Each bid shall be accompanied by a "Bid Security" in the form of a certified check made payable to the MAC in the amount of not less than five percent (5%) of the total bid, or a surety bond in the same amount, running to the MAC, with the surety company thereon duly authorized to do business in the State of Minnesota.

**Availability of Bidding Documents:** Bidding documents are on file for inspection at the office of Architectural Alliance, at the Minnesota Builders Exchange; McGraw Hill Construction Dodge; and NAMC-UM Plan Room. Bidders desiring bidding documents may secure a complete set from Franz Reprographics; 2781 Freeway Boulevard, Suite 100; Brooklyn Center, MN 55430; **phone:** (763) 503-3401; **fax:** (763) 503-3409. Make checks payable to: Architectural Alliance. Deposit per set (refundable): \$150. Requests for mailing sets will be invoiced for mailing charges. Deposit will be refunded upon return of bidding documents in good condition within 10 days of opening of bids.

**MAC Internet Access of Additional Information:** A comprehensive Notice of Call for Bids for this project will be available on January 21, 2014, at MAC's web address of <http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx> (construction bids).

### Metropolitan Airports Commission (MAC) Minneapolis-Saint Paul International Airport Notice of Call for Bids for 2014 Art in the Terminal: Short Film and Performance Space Phase 2

**MAC Contract No.:**

**106-2-720**

**Bids Close At:**

**2:00 p.m. February 11, 2014**

**Notice to Contractors:** Sealed Bid Proposals for the project listed above will be received by the MAC, a public corporation, at the office thereof located at 6040 - 28th Avenue South, Minneapolis, Minnesota 55450, until the date and hour indicated. This project involves completing the second phase of a three-phase project. Work to be completed consists of gypsum board partitions, paint, a channel glass Story Booth assembly with radiused top & bottom aluminum channels, modular curved wood ceiling system, structural steel, HVAC

# Non-State Public Bids, Contracts & Grants

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modifications, Fire Protection and Electrical and Lighting.

**Targeted Group Businesses (TGB):** The goal of the MAC for the utilization of TGB on this project is 4%.

**Bid Security:** Each bid shall be accompanied by a "Bid Security" in the form of a certified check made payable to the MAC in the amount of not less than five percent (5%) of the total bid, or a surety bond in the same amount, running to the MAC, with the surety company thereon duly authorized to do business in the State of Minnesota.

**Availability of Bidding Documents:** Bidding documents are on file for inspection at the office of Architectural Alliance, at the Minnesota Builders Exchange; McGraw Hill Construction Dodge; and NAMC-UM Plan Room. Bidders desiring bidding documents may secure a complete set from Franz Reprographics; 2781 Freeway Boulevard, Suite 100; Brooklyn Center, MN 55430; **phone:** (763) 503-3401; **fax:** (763) 503-3409. Make checks payable to Architectural Alliance. Deposit per set (refundable): \$150. Requests for mailing sets will be invoiced for mailing charges. Deposit will be refunded upon return of bidding documents in good condition within (10) days of opening of bids.

**MAC Internet Access of Additional Information:** A comprehensive Notice of Call for Bids for this project will be available on January 21, 2014, at MAC's web address of <http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx> (construction bids).

## Metropolitan Airports Commission (MAC) Minneapolis-Saint Paul International Airport Notice of Call for Bids for 2014 Parking Structure Rehabilitation

**MAC Contract No.:**

**106-3-498**

**Bids Close At:**

**2:00PM, Tuesday, February 11, 2014**

**Notice to Contractors:** Sealed Bid Proposals for the project listed above will be received by the MAC, a public corporation, at the office thereof located at 6040 - 28th Avenue South, Minneapolis, Minnesota 55450, until the date and hour indicated. The project provides for miscellaneous repairs and maintenance to the parking structure facilities at the Terminal 1-Lindbergh and Terminal 2-Humphrey. s for requirements.

**TARGETED GROUP BUSINESSES (TGB):** The goal of the MAC for the utilization of TGB on this project is 5%.

**Bid Security:** Each bid shall be accompanied by a "Bid Security" in the form of a certified check made payable to the MAC in the amount of not less than five percent (5%) of the total bid, or a surety bond in the same amount, running to the MAC, with the surety company thereon duly authorized to do business in the State of Minnesota.

**Availability of Bidding Documents:** Bidding documents are on file for inspection at the office of Kimley-Horn and Associates, Inc., at the Minnesota Builders Exchange; McGraw Hill Construction Dodge; and NAMC-UM Plan Room. Bidders desiring bidding documents may secure a complete set from Kimley-Horn and Associates, Inc.; 2550 University Avenue West, Suite 238N; St. Paul, MN, 55114; **phone:** (651) 645-4197. Make checks payable to Kimley-Horn and Associates, Inc. Deposit per set (refundable): \$100.00. Requests for mailing sets will require a separate, non-refundable \$15.00 check for mailing charges. Deposit will be refunded upon return of bidding documents in good condition within 10 days of opening of bids.

**MAC Internet Access of Additional Information:** A comprehensive Notice of Call for Bids for this project will be available on January 21, 2014, at MAC's web address of <http://www.metroairports.org/Airport-Authority/Business-Opportunities/Solicitations.aspx> (construction bids).

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Published by the Architects & Engineering Board, 6" x 9", Saddle stitched, 63-pages, Stock No. 179, \$13.00 + tax

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Published by the Campaign Finance & Public Disclosure Board, 8.5" x 11", Spiral bound, 106-pages, Stock No. 150, \$15.95 + tax

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Published by the Department of Human Services, 6" x 9", perfect bound, 205-pages, Stock No. 149, \$19.95 + tax

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Published by the Cosmetology Board, 6" x 9", Soft binding, 17-pages, Stock No. 110, \$11.00 + tax

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Published by the Minnesota Board of Cosmetology 6"x9", saddle stitched, 45-pages, Stock No. 147, \$13.00 + tax

### ***Criminal Code - NEW***

Published by the Dept. of Public Safety, 6"x9", Loose leaf, three-hole punch, 730-pages, Stock No. 111, \$38.95 + tax.

### ***Data Practices Laws & Rules - NEW***

Published by the Department of Administration, 6"x9", perfect bound, 196-pages, Stock No. 99, \$21.95 + tax

### ***Dentistry Laws & Rules - NEW***

Published by the Board of Dentistry, 8 1/2" x 11", Perfect bound, 146-pages, Stock No. 151, \$16.95 + tax

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Published by the Department of Human Services, 6"x9", perfect bound, 193-pages, Stock No. 148, \$19.95 + tax

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Published by the Gambling Control Board, 8.5" x 11", 3-hole punched, shrink wrapped, 63-pages, Stock No. 96, \$12.95 + tax

### ***Home & Community-Based Services Standards - NEW*** (known as Developmentally Disabled Laws & Rules)

Published by the Department of Human Services, 6" x 9", Perfect bound, 261-pages, Stock No. 750, \$21.95 + tax

### ***Home Care Laws & Rules - new edition***

Published by the Department of Health, 6"x 9", Perfect bound, 235-pages, Stock No. 97, \$20.95 + tax

### ***Lawful Gambling Manual - NEW***

Gambling Control Board, 8.5" x 11", Loose leaf, shrink-wrapped, 3-hole punched, 304-pages, Stock No. 13964, \$34.95 + tax

### ***Liquor Laws & Rules - NEW***

Published by the Department of Public Safety, 6"x9", perfect bound, 102-pages, Stock No. 126, \$18.95 + tax

### ***Motor Vehicle & Traffic Laws - NEW***

Published by the Department of Public Safety, 6"x9", loose leaf, three-hole punched, 408-pages, Stock No. 116, \$32.95 + tax

### ***2014 Motor Vehicle Tax Manual - NEW***

Published by the Department of Public Safety, 8-1/2"x11", Loose leaf, three hole punched, shrinkwrapped, 214-pages, Stock No. 415, \$19.95 + tax

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Published by the Board of Nursing, 6"x9", Saddle Stitched, 32-pages, Stock No. 119, \$11.00 + tax

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Published by the Pharmacy Board, 6"x9", perfect bound, 160-pages, Stock No. 114, \$18.95+ tax.

## ***Minnesota Session Laws***

Two volumes (3,193 pages) includes laws passed during the 2013 regular session as well as the 2012 first special session. A set (state copy) is now on display in the store. NO QUANTITY DISCOUNTS. Stock No. 989. Cost: \$52 + tax, includes shipping.

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Features techniques of criminal investigation and testifying to include traffic, law enforcement, use of firearms, interrogation tactics, and more. Produced by the P.O.S.T Board. **Stock Number:** 414. **Price:** \$18.95. **Pages:** 109. **Binding:** Looseleaf-no binder. Fits in this binder (Stock No. 398).



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