Master Contracts

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The Minnesota State Colleges and Universities system is an Equal Opportunity employer and educator.
Session Overview

- Contract Basics
- MnSCU Board Policies and Procedures Compliance
- Campus Service Cooperative
- Minnesota Department of Administration Master Contracts
- University of Minnesota Master Contracts for use by MnSCU
- Information Technology (IT) Master Contracts
- MnSCU Clinical Agreements, Facilities Contracts
- What’s on the Horizon
- Employee Code of Conduct
- Resources
Contract Basics

A contract is: a legally binding document that defines the rights and obligations of the parties and sets “ground rules.”
Necessity of Written Contract

- Clarity, completeness, and common understanding is essential;
- Supersedes previous oral discussions or “how we’ve always done it;”
- After contract signed, if wish to change it, conversations or e-mails to change the contract are not sufficient. Changes to contracts (amendments) must be in writing and signed by the parties;
- Contract must be signed **before** (!) the parties begin performing duties under the contract - Good practice and state law requires
- Good Contracts are Preventative Care:
  - Easier to work out issues before signing contract than to leave things unaddressed or “silent” and risk breaching the contract and/or litigation later.
Examples of Non Contracts

- Letters of intent;
- Verbal and “hand shake” agreements;
- Unauthorized deals or unauthorized signers;
- Jumping the gun or taking action before a written agreement;
- Gifts.
A Master Contract is

- Consolidates two or more separate but related agreements between the same counterparties in one legal document.
- A master contract, the general terms are contained in the contract; the purchase orders issued under the contract contain just the deal specific terms such as product and price.
- The general terms in a master contract are negotiated.
  - Contrast to when you buy something using a stand-alone purchase order, the general terms are contained in the PO along with the deal terms, and those general terms are determined unilaterally by the purchaser rather than negotiated.
- The general terms in many master contracts aim to be comprehensive.
- College/university must review for essential elements, prohibited provisions, practicality and business decisions.
MnSCU Board Policies and Procedures

- MnSCU Board Policies and Contract and Procurement Procedures:
    - Board Policy 5.14 Contracts and Procurement
    - Procedure 5.14.2 Consultant, Professional or Technical Services
    - Procedure 5.14.5 Purchasing

- **IMPORTANT**: Board Policy 5.14 Subd. 3 changes:
  - Subpart C. Board approval required
    - 1. Any procurement, lease agreement, or professional/technical/consulting service contract with a value in excess of $1,000,000 or contract amendment that would increase the total value of a contract to more than $1,000,000 must be approved in advance by the Board.
    - 2. c. **System master contracts** if the total purchases made for goods or services under the master contract are expected to exceed $3,000,000; individual purchase orders made under a **system master contract** approved by the Board are not subject to separate Board approval;
MnSCU Board Policy 5.14

- Subpart E. Exemptions. The following contracts are not subject to the approval process under Subpart C:
  - Construction contracts subject to Policy 6.5, Capital Program Planning, and applicable system procedures.
  - Purchase orders made under a master contract of the Minnesota Department of Administration or MnIT.
  - Federal grants and grants from Minnesota state agencies.
Approved Forms

- Required unless other form approved by AGO or OGC
  Procedure 5.14.2 Consultant, Professional or Technical Services

- Contracts must be prepared on forms approved by the system office to assure that they include all state required contract language. Any modification of forms approved by the system office or the use of a non-system office form requires the review by the system legal counsel and approval of the vice chancellor-chief financial officer. System legal counsel includes either the Minnesota State Colleges and Universities General Counsel or the Minnesota Attorney General's Office.

- If the Vendor proposes changes to the Master Agreement, contact OGC and the agency/entity that “owns” or manages the contract (MMB, MnIT, Univ. MN.... )
Delegation of Authority

- Board Policy 1A.2.2
  http://www.mnscu.edu/board/procedure/1a02p2.html
- Process and forms on Finance website
  http://www.finance.mnscu.edu/about/delegationofauthority/index.html

Ask: Does the person signing the contract have written delegated authority to legally bind the college/university? If not sure, check with your campus business office or administrator.
Data Practices Act

- “The requirements of Minnesota Statutes § 13.05, subd. 11 apply to this contract. The CONTRACTOR and MnSCU must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by MnSCU in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by the CONTRACTOR in accordance with this contract. The civil remedies of Minnesota Statute §13.08 apply to the release of the data referred to in this clause by either the CONTRACTOR or MnSCU. In the event the CONTRACTOR receives a request to release the data referred to in this clause, the CONTRACTOR must immediately notify MnSCU. MnSCU will give the CONTRACTOR instructions concerning the release of the data to the requesting party before the data is released.”

- **Updated Instruction:** If the services provided by Contractor include access to, storage, or transmission of education records, education data, or private personnel data, contact the Office of General Counsel for additional contract provisions regarding data security. If you have any other privacy concerns about this contract, please contact the Office of General Counsel.

- Don't delete or revise data practices language included in the template. If you have questions, please seek guidance from OGC or AG Office.

- If you are wanting to use a Master Contract, and your contract involves education data or other private data, please contact OGC to ensure the Master Contract has appropriate terms for protecting private data in accordance with the law.
Single Source Policy

The State Single Source Policy can be found at:

http://www.mmd.admin.state.mn.us/pdf/SingleSourcePolicy.pdf

Minn. Stat. 16C.02, Subd. 18: “Single source” means an acquisition where, after a search, only one supplier is determined to be reasonably available for the required product, service, or construction item.

Single source justification is not required for interagency agreements.

The burden of proof is on the agency to justify single source procurements.

Documentation of the basis for a single source determination shall be retained in the contract file.

The documentation is public information.

An agency may be required to justify its single source procurement in cases of audits, vendor protests, media or legislative inquiries and litigation.

RESOURCE CONTACT: Mike Nordby, System Office Finance Division
The Campus Service Cooperative (CSC)

- The CSC began in 2011 to demonstrate how campuses can work together to develop efficient, high quality, and transformational delivery of support services.
- CSC project team members are from campuses across the system collaborating to increase effectiveness, contain costs, maximize resources, and reinvest in the students and institutions in Minnesota.
Campus Service Cooperative (CSC) cont.

The CSC is a resource to support campuses with:

- Campus collaborations
- Developing shared services
- Utilizing master contracts
- Process improvements and analysis

Current CSC master contracts include:

- Office supplies (OfficeMax)
- Managed print (Marco)
- Maintenance & Repair (Grainger)
- IT (CDW-G, Now Micro)
- Purchasing card (US Bank)

www.csc.mnscu.edu
Campus Service Cooperative Contacts

- Phil Davis, Associate Vice Chancellor
  - Phil.Davis@so.mnscu.edu
- Michael Noble-Olson, Chief Procurement Officer
  - Michael.Noble-Olson@so.mnscu.edu
- Joan Anderl, Business Analyst
  - Joan.Anderl@so.mnscu.edu
- Celena Monn, Executive Assistant
  - Celena.Monn@so.mnscu.edu
CSC Contract Resources

- General contract information and document templates are available at the following links:
  - http://www.csc.mnscu.edu/sourcing/index.html
http://www.csc.mnsceu.edu/sourcing/index.html

Minneapolis State Colleges & Universities

Strategic Sourcing

Strategic Sourcing is a discipline, efficient and modern approach to the way MnSCU purchases more than $550 million in goods and services. Our mission is to provide oversight and facilitation of all of MnSCU's purchasing process to ensure accountability and responsibility in purchasing policies, procedures and practices. We accomplish this by leveraging the buying power of our 31 colleges and universities through enterprise-wide contracts while respecting the needs of each individual campus.

We facilitate and lead with innovative ideas, review and update procedures and policies, share best practices, mentor on processes, collaborate on competitive bids and partner with strategic stakeholders to improve the delivery of higher education services to all Minnesotans.

If you have any questions or comments, feel free to email us at sourcing@so.mnsceu.

Looking for:
- Systemwide Contracts (note: you will need your Star ID)
- Request of proposal/bid/information
- Supplier Resources
- Contract Forms and Templates

What's new

We are pleased to announce the distribution of $564,391 in rebates to the colleges and universities that used CSC contracts and programs in FY15. Thank you for your support and collaboration.
MnSCU Procurement

Procurement contracted services and purchasing commodities for Minnesota State Colleges and Universities requires compliance with statute, Board of Trustees policies and system procedures. The CSC provides management oversight and facilitation of all MnSCU purchasing processes to ensure integrity, economy, efficient and accountable. This site integrates the vendor contracts, contact, policies and procedures, templates, approved buying methods, approved payment process to reflect the procurement process.

The CSC has negotiated systemwide contracts with vendors that enable us to have some of the most competitive prices in the marketplace. There may be times when the items you are buying are not available from the CSC vendors or, if available, the items may not be priced to give you the best value. In these cases, please feel free to use the vendor that give you the best value for your dollar.

Announcements

MnSCU's Collaborative Sourcing Team (CST) and the Campus Service Cooperative (CSC) are teaming up to present the 2015 Sourcing Summit July 28-29 in St Cloud at the Best Western Plus Kelly Inn. Please plan to join us.

Scheduled topics include updates on CSC activity, e-procurement and e-signature updates, contract process (e.g. risk management/insurance, intellectual property, fees/contracts) and best practices. There will also be ample time for networking and information sharing with your colleagues.

Here is the link to the Summit webpage including current registration, hotel registration and details, and the draft agenda - https://www.csc.mnscu.edu/Sourcing/Conference.html.

Please feel free to contact the Campus Service Cooperative if you have any questions or need more information.

See you in St Cloud!

Michael Noble-Olsen

Resource Links

URL
Adobe Systems
Apple ID register
Apple Online Store
Board Policies 5.14: Contracts and Procurements
CDW-G
E&I Cooperative Services
Facilities Contracts
Government Services Administration (GSA)
Grainger
IT Contracts & Purchasing
ITS Software Contracts
Midwestern Higher Education Compact (MHEC)
MnSCU Board Policies and System Procedures
MnSCU Procedure 5.14.2 Consultant, Professional or Technical Services
National Joint Powers Alliance (NJPA)
NowMicro
Contracts and Purchasing

Procuring contracted services and purchasing commodities for Minnesota State Colleges and Universities requires compliance with statute, Board of Trustees policies and system procedures. The mission is to facilitate strategic acquisition while upholding the highest legal and ethical standards of reasonable business and procurement practices.

Visit the Campus Service Cooperative for Systemwide Contracts and Request for Proposals.

Click a link below or to the right to navigate the related informational pages:

- Collaborative Sourcing
  A collaborative team comprised of representatives of colleges, universities and the system office formed to seek innovative systemwide strategic sourcing solutions.

- Contracts
  Instructions, contract templates and forms relating to the procurement of individual contracted services, i.e. when a master contract is not beneficial.

- Master Contracts
  Instructions, master contract templates and forms relating to the procurement of contracted services when the use of a master contract is beneficial.

- Purchasing
  Instructions and forms relating to the purchase of commodities and goods.

- Vice Chancellor Approval Request Form
  Request for Vice Chancellor Approval of Contracts and Purchases Over $100,000

If you are searching for forms and don't see what you are looking for in this section, try looking in the Business Office forms repository for employee forms.

If you have questions or comments please e-mail us (sourcing@so.mnscu.edu) or refer to the staff directory link at the top of this page for additional contact information.
MN Department of Administration Master Contracts

- MnSCU is a member of Cooperative Purchases Venture (CPV) under the Minnesota Department of Administration Material Management Division (MMD)
  - Link to MMD: http://www.mmd.admin.state.mn.us

- MnSCU’s CPV member names are located at: http://www.mmd.admin.state.mn.us/process/cpv/cpvmembe rlist.asp

- MMD has master contacts available to CPV members for:
  - Professional Services
  - Goods
  - Equipment
  - Supplies & Other services
LINK TO STATE OF MINNESOTA MASTER CONTRACTS: http://www.mmd.admin.state.mn.us/coop.htm under “Cooperative Purchasing (CPV member enters a code):

- MMD contact information for the master contracts varies.
  - Name and Contact Information is provided under specific commodity.

*Note: if you do not have an access code, contact Sherry Brown at Department of Administration – 651-201-2404 or by email at sherry.brown@state.mn.us
State of MN Enterprise Professional/Technical Master Contracts

- Enterprise Professional/Technical Master Contract Program, located at http://www.mmd.admin.state.mn.us/mn05020.htm
  - includes the following:
    - Access-IT Master Contract Program
      - ASAP-IT (Accelerated Staff Augmentation Program)
    - SITE Master Contract Program
  - Contact for MMD Enterprise Professional/Technical Master Contract Program:
    - Mark Haselman, Contracts Administrator (Dan Duffy at MNSCU IT has been Mark’s only contact under Mn.IT and ASAP (PT) program
    - Department of Administration
    - Materials Management Division
    - 651.201.3049
    - mark.haselman@state.mn.us
Enterprise Professional/Technical Master Contract Programs

ENTERPRISE PROFESSIONAL/TECHNICAL MASTER CONTRACTS

To use these contracts you must write a work order contract (do not use Purchase Orders).

Arbitration/Mediation/Facilitation Master Contract Program
Access-IT Master Contract Program
Data Analytics Master Contract Program
ASAP-IT (Accelerated Staff Augmentation Program)
Enterprise Lean Master Contract Program
SITE Master Contract Program
Court Reporting/Deposition and Tape Transcription Services

REAL ESTATE & CONSTRUCTION SERVICES (RECS) MASTER CONTRACTS/MASTER ROSTER

RECS Consultant Master Contracts
- Asbestos & Other Hazardous Material Remediation & Design
- Industrial Hygiene Services for Asbestos & Other Hazardous Materials Abatement Project Management, Testing & Surveys
- Testing Firms:
  - Concrete, Masonry, Mortar & Bituminous
  - Soil Testing & Soil Borings

You will need Adobe Acrobat Reader to print or view PDF files.

Information found on this website can be made available in alternative formats, such as large print, Braille, or on tape, by calling 651.296.2660. Persons with a hearing or speech disability can contact us through the Minnesota Relay Service by dialing 711 or 1.800.657.3529.

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University of Minnesota Master Contracts for use by MnSCU and others


Joint Powers Agreements (JPA) between Minnesota State Colleges & Universities and the University of Minnesota

The Collaborative Sourcing Team worked with the University of Minnesota to create two Joint Powers Agreements. The agreements allow MnSCU and the UMN to collaborate on purchasing activities - benefitting both schools including reducing costs.

1. **Goods (supplies, commodities, and equipment)**: Please see goods available through the JPA on the University-Wide contracts web site at: [http://uwidecontracts.umn.edu](http://uwidecontracts.umn.edu/)
2. **Services (non-construction)**: Non-construction related services means services not for the performance of construction, alteration, repair or remodeling of facilities. We have developed a process under which the Collaborative Sourcing Team obtains and reviews with the Office of General Counsel potential UMN service contracts. The approved service contracts (in MnSCU approved template language) that are available for MnSCU use can be found [here](http://www.finance.mnscu.edu/contracts-purchasing/collaborative/index.html). Colleges and universities should review the contracts and determine if they provide value to your campus. Also, please contact the CST rather than the University of Minnesota if there are other UMN service contracts that your college or university is interested in having reviewed and approved.

These JPA agreements are designed to leverage our combined purchasing power and reduce duplication of effort. Based on extremely positive campus feedback this collaboration is accomplishing both objectives. Please continue to share your campus success stories at: [sourcing@so.mnscu.edu](mailto:sourcing@so.mnscu.edu).

**Collaborative Sourcing Team Contracts**

**Campus Service Cooperative Contracts**

**Facilities Contracts**

**MnSCU Software Contracts**

**Other Cooperative Purchasing**

If you have questions or comments please e-mail [sourcing@so.mnscu.edu](mailto:sourcing@so.mnscu.edu) or refer to the staff directory link at the top of this page for additional contact information.
IT Master Contracts

- Detailed information about IT software contracts is available at: [http://www.its.mnscu.edu/contracts/](http://www.its.mnscu.edu/contracts/)
  
  NOTE: Purchases of IT related purchases (software/hardware/support) may have a legal agreement regarding the use of the product. It is advised that the CIO/IT Organization at each institution review the purchase and documentation prior to purchase for concerns not limited to use, support, accessibility, architecture, security and proper data handling practices.

- Information regarding enterprise contracts/agreements for Information Technology Services can be found at the following URL: [http://www.its.mnscu.edu/](http://www.its.mnscu.edu/)

*Reminder:* System Procedure 5.14.5 Purchasing: Part 9. Computer Equipment. All vendor prepared software license agreements and maintenance agreements must be reviewed by the system legal counsel. System legal counsel must be contacted for all financing lease purchase agreements.
http://www.its.mnscu.edu/contracts/

System-Wide Academic and Technology Software Agreements/Contracts

Academic Software Agreements
- Autodesk now free for education & research
- Apple Education Licensing Program
- ESRI (GIS) systemwide site license
- Lode Star Learning vers. 7.x systemwide site license
- Maplesoft Maple 2016 systemwide site license
- Mathematica Wolfram Mathematica 10 systemwide site license
- Respondus Quiz Generator software
- Turnitin “plagiarism detection and grading software”

IT Software Agreements
- Adobe Systems, Inc. Adobe CLP
- Atomic Learning “Online Training for Academic & Career Success”
- LinkedIn (formerly Lynda.com)
- Lumension “patch management & remediation”
- Microsoft - Enrollment for Education Solutions FY16-FY18
  - Microsoft Premier Support agreement
  - Insight’s Microsoft Renewal Information and Timeline
- Microsoft Student Advantage
Other Cooperative Purchasing Contracts

 http://www.finance.mnscu.edu/contracts-purchasing/purchasing/cooperative/index.html

Cooperative Purchasing

If a college or university wants to do its own bidding, the different requirements, depending on dollar range, can be found in Minnesota State Colleges and Universities Procedure 5.14.5.

However, according to Minnesota Statutes 2002, Chapter 471.345, Uniform Municipal Contracting Law, Subd. 15, Cooperative purchasing:

"A municipality may contract for the purchase of supplies, materials, or equipment without regard to the competitive bidding requirements of this section if this purchase is through a national municipal association's purchasing alliance or cooperative created by a joint powers agreement that purchases items from more than one source on the basis of competitive bids or competitive quotations."

You may use any of the following means of purchasing goods instead of undertaking the public quote or bid process since these commodities have already been through the public bid process. Purchases that include services need to follow Procedure 5.14.2, Part 3 which may require review by the system legal counsel. Cooperative Purchasing Contracts are not applicable for installation (ie construction). Facilities PT consultant services and construction information is available at http://www.finance.mnscu.edu/facilities/design-construction/index.html

Systemwide purchasing programs

- Systemwide Purchasing Card Program
  This program allows a system institution to streamline purchases and make purchases online.

- Information Technology Services - Office of Instructional Technology
  This program provides academic software license agreements available for systemwide use.

Purchasing programs outside of the system
Master Clinical Affiliation Agreements Negotiated With Hospitals Or Health Care Systems

MnSCU legal counsel has negotiated memorandum of agreement (MOA) templates for specific health care organizations. Samples of these negotiated MOA templates can be found below. Please remember that the MOA’s found on this website are to be used for reference and comparison purposes only.

Clinical Affiliation Agreements Negotiated With Hospitals Or Health Care Systems

- Allina Health System
- Avera Health
- Catholic Health Initiatives
- Children’s Health Care D/B/A Children’s Hospital & Clinics of Minnesota
- DaVita Dakota Dialysis Center, LLC D/B/A Fargo ND Dialysis Center
- Department of Veterans Affairs (State of MN and U.S.)
- Essentia Health
- Evangelical Lutheran Good Samaritan Society
- Fairview Health Services
- Mayo Clinic (5 different agreements)
- Gold Cross Ambulance, Inc.
- Hennepin County Medical Center
- North Memorial Health Care
- Sanford Health System Enterprise (7 states)
- State of Minnesota Department of Health Services
- [http://www.ogc.mnscu.edu/clinicalagreements/index.html](http://www.ogc.mnscu.edu/clinicalagreements/index.html)
Facilities & Construction Related Contracts

- [http://www.finance.mnscu.edu/facilities/design-construction/pm_emanual/index.html](http://www.finance.mnscu.edu/facilities/design-construction/pm_emanual/index.html)

- **NOTE:** Policies and procedures relating to facilities design and construction contracts are addressed in Board Policy 6.5, Capital Program Planning.

- Every campus has a construction program manager in the system office assigned to their campus to assist individual campus staff with policy, procedural, technical, and contract items related to design or construction.

- **Construction Program Managers names and contact information, list of assigned campuses can be found at:**
  - [http://www.finance.mnscu.edu/facilities/design-construction/responsibilities/index.html](http://www.finance.mnscu.edu/facilities/design-construction/responsibilities/index.html)
What’s on the Horizon?

- **E- Procurement**
  - Electronic purchasing system to replace PCS
    - Electronic workflow
    - Supports collaborative process
    - Improved reporting capabilities
    - Online catalog access
    - Contract management system
    - Document retention
    - Reduced paperwork

- **Current Pilot Project**
  - **5 institutions** (St. Cloud State University, Metro State University, Rochester Community and Technical College, Anoka Ramsey Community College/Anoka Technical College, St. Paul College) and System Office Business Office
What’s on the Horizon? (cont.)

- **Timeline**
  - Contract completed January 2016
  - Pilot Institutions chosen
  - Initial implementation in 32-36 weeks
  - Pilot institutions “go live” in October
  - Full implementation by end of FY 17

- **Next Steps**
  - Summer 2016 – develop readiness checklist for remaining institutions
  - Groups of 6-7 institutions
  - 4-6 weeks per group
  - Completion by end of FY 17
Contract Manager and Management

- Understand your campus contract process for reviews, approval, and contract management.

- The person responsible for...
  - Knowing the duties and deliverable timelines;
  - Developing a contract administration plan;
  - Monitoring and reporting contract performance;
  - Monitoring the contract budget;
  - Negotiating contract changes and resolving disputes;
  - Closing the contract upon completion or termination.

- Contract Management should remain ongoing for the duration of the contract to ensure work is satisfactory, and the contract is being adhered to.
  - If work is unsatisfactory, consider termination according to the contract terms. Consult AG or OGC for guidance.
Lead Time

- Plan accordingly—expect the best and plan for the worst.
- Use System templates and forms.
- Allow time for negotiation.
- Answer questions, WHO, WHAT, WHEN, WHERE, HOW MUCH.
- Pay attention to contract end dates, especially if wanting to amend the contract! “Amend before end.”
- Not every contract can be an emergency.
Employee Code of Conduct

WHY IS EMPLOYEE ETHICAL BEHAVIOR IMPORTANT?

- We are obligated to comply with law.
- Violations can result in
  - criminal penalties;
  - employment sanctions-including termination.
- Our Code is a compilation of various existing statutes and policies that govern employee conduct.
- Adopted as a system procedure
  [http://www.mnscu.edu/board/procedure/1c0p1.html](http://www.mnscu.edu/board/procedure/1c0p1.html)
- Frequently Asked Questions are linked on the above website.
- Effective July 1, 2008.
Prohibited Conflicts: Personal Interest in Contracts

Employees involved in college/university purchasing decisions may not:

- Have any personal financial interest in contracts or purchase orders (PO’s); or
- Accept directly or indirectly anything of value (other than nominal) from an entity to which a contract or PO is or may be awarded; or
- Accept a promise for benefit or reward in the future.
Contract Contacts/Resources

System Office, Office of General Counsel:
- Mary Al Balber, Assistant General Counsel
  maryal.balber@so.mnscu.edu, (651) 201-1752
- Heidi Slegers, Legal Assistant
  heidi.slegers@so.mnscu.edu, (651) 201-1755
- Sarah McGee, Assistant General Counsel
  sarah.mcgee@so.mnscu.edu, (651) 201-1410

Attorney General’s Office:
- Michele Owen, Assistant Attorney General
  michele.owen@ag.state.mn.us, (651) 757-1322
- Patty Nolte, Paralegal
  patty.nolte@ag.state.mn.us, (651) 757-1285

System Office, Real Estate:
- Greg Ewig, Director, Real Estate
  gregory.ewig@so.mnscu.edu

System Office, Facilities, Program Managers:

System Office, Campus Service Cooperative
- Phil Davis, Associate Vice Chancellor of CSC
  Phil.Davis@so.mnscu.edu, (651)-201-1741
- Michael Noble-Olson, Chief Procurement Officer, MnSCU Campus Service Cooperative
  Michael.Noble-Olson@so.mnscu.edu, (651)-201-1694
- http://www.csc.mnscu.edu/

OGC Webinars at:
- http://www.ogc.mnscu.edu

Assistance for RFP, Sole Source, Procurement & Tax:
- Mike Nordby, Campus Assistance Supervisor
  michael.nordby@so.mnscu.edu, (612) 548-2059
- Steve Gednalski, System Director- Tax & Financial Services
  steve.gednalski@so.mnscu.edu, (651) 201-1657
Contact Information
Minnesota State Colleges & Universities
System Office

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Office of General Counsel
www.ogc.mnscu.edu

Please take a few minutes to complete our poll!