

**CHAPTER 1265**  
**DEPARTMENT OF ADMINISTRATION**  
**TELECOMMUNICATIONS DIVISION**  
**TELPAK**

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**1265.0100 SCOPE AND PURPOSE.**

Pursuant to Minnesota Statutes, section 16B.46, this chapter governs the procedures relating to the application by governmental bodies for sublease of TELPAK services from: Telecommunications Division, Department of Administration, G-4 Administration Building, 50 Sherburne Avenue, Saint Paul, Minnesota 55155.

**Statutory Authority:** *MS s 16B.04 subd 1*

**1265.0200 DEFINITIONS.**

Subpart 1. **Scope.** For the purposes of parts 1265.0100 to 1265.0600, the terms defined herein shall have the meanings given them, unless clearly indicated otherwise by the context.

Subp. 2. **TELPAK.** "TELPAK" means intercity private telephone circuit groups leased by the Telecommunications Division of the Department of Administration from any source including a common carrier, specialized common carrier, or the federal government.

Subp. 3. **Governmental body.** "Governmental body" means any unit, agency, or political subdivision of state or local government.

**Statutory Authority:** *MS s 16B.04 subd 1*

**1265.0300 APPLICATION FOR SUBLEASING TELPAK.**

Any governmental body may apply for subleasing TELPAK in accordance with applicable tariffs. Applications shall be made in writing to: Telecommunications Division, Department of Administration, G-4 State Administration Building, 50 Sherburne Avenue, Saint Paul, Minnesota 55155. The application shall include the following:

- A. name and address of governmental body applying for use of TELPAK service;
- B. name, address, and telephone number of applicant's representative who will administer the lease;
- C. name and address for billing of charges; and
- D. termination points and intended use of TELPAK circuits requested.

**Statutory Authority:** *MS s 16B.04 subd 1*

**1265.0400 APPLICATION APPROVAL.**

Subpart 1. **Basis.** Applications shall be approved or rejected based on the availability of unused circuits and projections of state needs. No obligation exists on the part of the state to sublease any requested TELPAK.

Subp. 2. **Notification.** All applicants shall be notified within a reasonable time in writing of the disposition of their application.

**Statutory Authority:** *MS s 16B.04 subd 1*

**1265.0500 FEES.**

Fees shall be established with the approval of the commissioner of finance and shall be based on TELPAK cost to the Telecommunications Division and administrative overhead costs. Fees shall be changed as the above-noted cost factors change.

**Statutory Authority:** *MS s 16B.04 subd 1*

**1265.0600 CONDITIONS.**

The following general terms shall apply to all leased TELPAK:

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A. The Telecommunications Division or the user may terminate the sublease on 30-day written notice to the other party.

B. The Telecommunications Division assumes no liability for any service interruptions or other damage suffered by lessee as a result of TELPAK use.

**Statutory Authority:** *MS s 16B.04 subd 1*