

**ATTN: Vendors & Contractors visiting Saint Paul College**  
**RE: Policy regarding Proof of Vaccination & Testing**

[Minnesota Management and Budget \(MMB\) Policy #1446, "COVID-19 Proof of Vaccination and Testing"](#) was released on August 8th, 2021. This policy went into effect on September 8th, 2021. The policy does not have an end date and will remain in effect until otherwise directed by appropriate authority.

[MMB Policy #1446](#) applies to all employees, contractors, vendors, volunteers, and interns of executive branch agencies (as defined in Minnesota Statutes, section 43A.02, subs. 2 & 22), Minnesota State Retirement System, Public Employees Retirement Association, Teacher's Retirement Association, and Minnesota State Colleges and Universities system, who are assigned to work at the workplace (rather than at-home telework), who wish to access the workplace for more than 10 minutes, or who otherwise provide agency services outside of their home.

As a contractor or vendor of our campus, you must provide your employer/agency either with attestation and proof of vaccination, or weekly confirmation of COVID-19 negative test results.

By visiting our campus as outlined in your Facility Use Agreement, MOU, and/or tabling policy, you acknowledge these requirements and affirm that you have completed all necessary action outlined in the policy. This confirmation must be relayed to Saint Paul College staff as indicated in Section 6 of the Department of Administration Office of State Procurement's document titled "Purchasing and contracting authority and procedures: Frequently Asked Questions (FAQs) regarding the implementation of Policy #1446 COVID-19 Proof of Vaccination and Testing".

An excerpt is as follows:

6. QUESTION: To what extent should a state agency request information from contractors/vendors to ensure compliance with the policy? What information is sufficient?

ANSWER: Diligent contract management is expected of state agencies to enforce expectations. It is expected that the contracting agency will engage in discussions with the contractor about adherence to the policy and conduct check-ins at regular intervals to ensure the contractor is collecting attestations, carrying out testing as requested, and sending only individuals who are fully vaccinated against COVID-19 or who have complied with weekly testing. It is not expected that the state agency collect or maintain contracted employee attestations or testing data, but rather conduct sufficient check-ins or spot checking to ensure the contractor is carrying out the protocols.

For questions regarding this policy, please contact your campus co-sponsor.

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