



MINNESOTA SPORTS FACILITIES AUTHORITY REGULAR MEETING AGENDA

Friday, July 15, 2016, 9:00 A.M.

1010 Metrodome Square Building, Lower Level Conference Room

1010 South 7th Street, Minneapolis, MN 55415

1. CALL TO ORDER
2. ROLL CALL
3. ADOPTION OF AGENDA
4. APPROVAL OF AUTHORITY MEETING MINUTES
 - Regular Meeting, June 17, 2016
5. CHAIR'S REPORT
6. BUSINESS
 - a. Action Items
 - i. Contract Revision Authority Extension
 - ii. Budget Adjustment
 - iii. Stadium License Agreements
 - iv. Roles and Responsibilities of Chair and CEO/Executive Director
 - v. Approval of Audubon Study
 - b. Report Items
 - i. Mortenson Construction/Mediation Settlement
7. PUBLIC COMMENTS
8. DISCUSSION
9. ANNOUNCE FUTURE MEETINGS – Friday, August 19, 2016, 9:00 A.M. – Board Meeting
10. ADJOURNMENT



511 11th Avenue South, Suite 401, Minneapolis, MN 55415

MINNESOTA SPORTS FACILITIES AUTHORITY REGULAR MEETING MINUTES

Friday June 17, 2016, 9:00 A.M.

1010 Metrodome Square Building, Lower Level Conference Room

1010 South 7th Street, Minneapolis, MN 55415

1. CALL TO ORDER

Chair Kelm-Helgen called the meeting of the Minnesota Sports Facilities Authority (MSFA) to order at 9:00 AM.

2. ROLL CALL

Commissioners Present: Chair Kelm-Helgen, Commissioner Griffith, Commissioner McCarthy, and Commissioner Sertich.

Commissioners Absent: Commissioner Butts Williams

3. ADOPTION OF AGENDA

Chair Kelm-Helgen presented the agenda. Commissioner Sertich moved approval of the agenda, seconded by Commissioner McCarthy and approved unanimously – 4 YEAS, 0 NAYS

APPROVED

4. APPROVAL OF AUTHORITY MEETING MINUTES

Commissioner McCarthy moved approval of the May 20, 2016 Regular Meeting Minutes seconded by Commissioner Sertich and approved unanimously – 4 YEAS, 0 NAYS.

APPROVED



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5. CHAIR'S REPORT

Chair Kelm-Helgen thanked Ryan Development for providing a substantial economic impact to the downtown East. With the new \$90 million offices, the addition of new residential housing, and the hotels, there has been a about \$1.3 billion in economic impact.

Chair Kelm-Helgen stated that the commons area of the stadium is still under development, but that it will be completed in time for the Grand Opening weekend which is on July 23rd and July 24th. The sod was recently laid, and the park landscaping is underway.

It was announced that the Minnesota Sports Facilities Authority is working closely with the national Audubon Society in order to find a solution to the potential bird fatality that could be due to the reflective glass on the stadium. The MSFA is hoping to have more information to report in July.

Chair Kelm-Helgen reminded the public that the opening house will be taking place on July 23rd and July 24th at the stadium. At the grand opening, there will be free timed ticketed tours, which can be purchased on ticketmaster.com. At the event there will be free family friendly events (Giant Jenga, connrhole, and connect four), a 3D chalk artist, movies in the park, and some free food. Vikings Village will also be open for the event. The first weekend the tour tickets were available, over 57,000 tour tickets were downloaded, and the MSFA is expecting over 100,000 people in attendance.

6. BUSINESS

a. Action Items

i. Construction Services Agreement Contract Revision 81

Draft Contract Revision 81 has been prepared and the total value of this Contract Revision exceeds the staff approval level and therefore requires approval from the MSFA Board to execute.

A) CONTRACT REVISION 81:

Proposed Contract Revision 81 totals \$641,790.00 and includes the cost issues identified within attached Table 1. Team Financed Budget increases have previously been considered and approved by the MSFA.



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Recommendation: *The MSFA approves an increase of \$641,790.00 to the Construction Services Agreement. The MSFA authorizes the Chair and CEO/Executive Director to negotiate and execute CSA Revision No. 81.*

Summary: The total increase to the Construction Services Agreement after the execution of Contract Revision 81 would be \$641,790.00.

Table 1

CSA Contract Revision 81

Mort Issue #	Ref	Description	Construction Contingency	Owner Funding	Team Financed	Funding Source
3717		Video Production Changes	\$ (56.49)	\$ 2,183.00		Owner Contingency
3795	RFI 3047	QF0408 Walk-in Charge		\$ (11,198.00)		Owner Contingency
3988		SW Loge Lounge Added Power	\$ (183.20)		\$ 7,080.00	Team PFE
3996		Op Door Allowance Closeout	\$ (797.83)		\$ 30,832.00	Team PFE
4096		Sideline Club Doorway Modification at Player Entry	\$ (2,319.32)	\$ 89,630.00		Owner Contingency
4164		Chicago Avenue Curb Stop Work Notice 3-30-16	\$ (415.00)	\$ 16,038.00		Owner Contingency
4179		Removal of Printing @ C21, A53.2			\$ (1,487.00)	Team PFE
4241		Broadcast Booth Changes	\$ (1,157.59)	\$ 44,734.00		Owner Contingency
4274		Fire Alarm Coordination with Art	\$ (2,799.74)		\$ 108,196.00	Team PFE
4277		Added Circuit for Vaporizer at CO2 Vault	\$ (895.73)	\$ 34,615.00		Owner Contingency
4285		Northwoods Buildout -ASI 003	\$ (1,306.67)		\$ 50,496.00	Team PFE
4286		Upper Suite Buildout - ASI 004, ASI 005, RFI 001	\$ (328.85)		\$ 12,708.00	Team PFE
4307	CCD 375	Upper Concourse Handrail	\$ (199.71)	\$ 7,718.00		Owner Contingency
4313	CCD 378	Stair 10 Main Concourse Guardrail	\$ (250.67)	\$ 9,687.00		Owner Contingency
4318		MSFA Requested Additional Attic Stock	\$ (505.92)	\$ 19,551.00		Owner Contingency
4388		Acute Angles at Glass Guardrails - Option B	\$ (5,718.91)	\$ 221,007.00		Owner Contingency
TOTALS			\$ (16,935.63)	\$ 433,965.00	\$ 207,825.00	
OWNER/TEAM TOTAL				\$641,790.00		

Commissioner Sertich moved to approve the recommendation. Commissioner Griffith seconded the motion.

APPROVED



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ii. Amendment to SMG Management Agreement

On August 22, 2014, the MSFA entered into agreement with SMG to provide certain pre-opening services for the Stadium, as well as to be the Stadium operator. That agreement was tied to the anticipated completion date of the Stadium being in late July 2016. Given the early Certificate of Occupancy and early turnover of the Stadium to the Authority from the Construction Manager, it is necessary to revise certain terms of the SMG agreement to reflect an official earlier operating commencement date of July 1, 2016.

Recommendation: *The Authority authorizes the Chair and CEO/Executive Director to negotiate and execute contract amendments with SMG required to reflect a Stadium opening date of July 1, 2016. Commissioner Griffith moved to approve the recommendation. Commissioner Sertich seconded the motion.*

APPROVED

iii. Delegation of Authority to Execute Certain Contracts and Contract Revisions

At the May Board meeting, you gave the Chair and CEO/Executive Director additional authority to make contract amendments, up to a total of \$2 million, in order to help close out the Stadium project in an efficient manner. This delegation of authority expires on June 17, 2016. Staff requests an extension of this authority until the next regular Board meeting and further requests clarification to make clear the Board's action grants the Chair and CEO/Executive Director authority to negotiate and execute other contracts that may be required on an urgent basis, not only to amend existing contracts.

Recommendation: *Until the next regular meeting of the MSFA Board, the MSFA authorizes the Chair and CEO/Executive Director to negotiate and execute (1) contract amendments with Mortenson Construction, or other contractors, and (2) other contracts not to exceed \$2 million in total as long as the amount of contract increases are otherwise included in the Master Project Budget or funded by the Vikings, in which case the Master Project Budget will be increased, under direction of the Chair and CEO/Executive Director, in the amount of the Vikings' contribution. Commissioner Sertich moved to approve the recommendation. Commissioner McCarthy seconded the motion.*

APPROVED



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iv. Authorization to Spend up to \$500,000 in from Capital Reserves Prior to Finalizing the First-Year Capital Budget

Given the early Certificate of Occupancy and early turnover of the Stadium to the Authority from the Construction Manager, it is necessary to purchase certain capital items for the Stadium earlier than anticipated and prior to finalization, and approval, by the Board of the first-year Capital Budget. Staff is requesting approval of the Board to spend up to \$500,000 in total for the purchase of certain capital assets from the MSFA existing Capital Reserves prior to finalizing the first-year Capital Budget. It is anticipated that the first-year Capital Budget will be presented at the next Board meeting and such budget shall include any capital expenditures that made under this authorization.

Recommendation: *The Board approves the authorization to spend up to \$500,000 in total for the purchase of certain capital assets from the MSFA existing Capital Reserves prior to finalizing the first-year Capital Budget. Commissioner McCarthy moved to approve the recommendation. Commissioner Sertich seconded the motion.*

APPROVED

v. Approve License – Wi-Fi License Agreement

MSFA has entered into a DAS License with Verizon providing for the design, implementation, and hosting of carrier neutral Distributed Antenna Services to support cellular voice and data transmission throughout the Stadium Site.

MSFA desires to enter into a companion Wi-Fi Network License Agreement to allow Verizon to utilize a portion of the Wi-Fi network capacity. For the right to utilize the capacity of the Wi-Fi network, Verizon will pay MSFA an initial capacity payment of \$2,382,992.14.

In addition, Verizon will contribute 40% of the costs associated with upgrades, additions and other modifications to the Wi-Fi network and all of its components.

The staff is requesting authority to finalize and enter into a Wi-Fi License Agreement, and accept the initial Capacity Payment.



511 11th Avenue South, Suite 401, Minneapolis, MN 55415

Recommendation: *The Authority authorizes MSFA staff to enter into a Wi-Fi License Agreement, and accept the initial Capacity Payment. Commissioner Sertich moved to approve the recommendation. Commissioner Griffith seconded the motion.*

APPROVED

b. Report Items

i. Equity Update

2016 WORKFORCE GOALS TOTALS
(Data as of April 30, 2016)

MINORITY



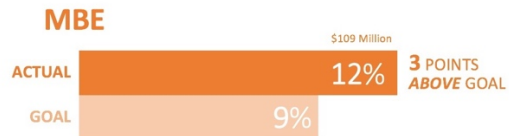
**4 Points
Above Goal** = **12.5%
Above Goal**

EXCEEDED GOALS



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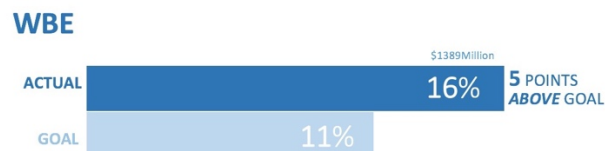
2016 TARGETED BUSINESS
ACTIVITY GOALS TOTALS
(Data as of April 30, 2016)



**3 Points
Above Goal = 33%
Above Goal**

EXCEEDED GOALS

2016 TARGETED BUSINESS
ACTIVITY GOALS TOTALS
(Data as of April 30, 2016)



**5 Points
Above Goal = 45%
Above Goal**

EXCEEDED GOALS



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2016 WORKFORCE GOALS TOTALS (Data as of April 30, 2016)

WOMEN



**3 Points
Above Goal** = **33%
Above Goal**

EXCEEDED GOALS

2016 WORKFORCE GOALS TOTALS (Data as of April 30, 2016)

VETERANS HIRED: 4% or 153,377 hours

ZIP CODE TARGETING: 386 workers hired from targeted zip codes in Minneapolis

Employment Assistance Firm: 74 Hired

ii. Construction Update

John Wood of Mortenson Construction started by congratulating HKS for designing such an iconic building that makes a great addition to Minneapolis. He thanked all of his local contractors for all their hard work during the process of building the stadium. Mr. Wood was proud to announce that the building has been completed six weeks early, which has never been done before in the history of



511 11th Avenue South, Suite 401, Minneapolis, MN 55415

the NFL. He then congratulated one individual for making the entire building possible: Dave Mansell. Dave Mansell began planning the building back in 2012, and has felt the burden and responsibility for any issues that arose from the beginning to end of the construction process. Mr. Wood then said that Mr. Mansell is a construction genius, and that all members of the project not only had a deep respect for him, but also admired and looked up to him. Chair Kelm-Helgen also congratulated Dave Mansell, and stated that working with Mortenson has been a great experience, and also mentioned that Governor Dayton sends his best regards.

The Mortenson team then stood up and presented the key to the stadium to the Minnesota Sports Facilities Authority Board and the Minnesota Vikings. “Let’s play football!” exclaimed John Wood.

7. PUBLIC COMMENTS

1. Ann Laughlin from the local Audubon society stated that they would still like to see a study about the impact of the reflective glass on the death of the birds. She would like to know the parameters of the study, and also stated that the results of the study must be made public. She and the rest of the Audubon Society are hopeful that the Minnesota Sports Facilities Authority will announce their plans for the research sometime in July.

8. DISCUSSION

There were no discussions

9. ANNOUNCE FUTURE MEETINGS

Friday, August 19, 2016, 9:00 A.M. – Board Meeting

10. ADJOURNMENT



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There being no further business to come before the MSFA, Commissioner Griffith moved to adjourn the meeting, seconded by Commissioner McCarthy and approved unanimously – 4 YEAS, 0 NAYS.

APPROVED

The meeting was adjourned at 9:53 am.

ADOPTED this 17th day of June 2016 by the Minnesota Sports Facilities Authority

Secretary, Bill McCarthy

Ted Mondale, CEO/Executive Director



July 15, 2016

MEMORANDUM

TO: MSFA Commissioners

FROM: Ted Mondale

SUBJECT: Delegation of Authority to Execute Certain Contracts and Contract Revisions

At the June 2016 Board meeting, you gave the Chair and CEO/Executive Director additional authority to make contract amendments and execute other contracts that may be required on an urgent basis, up to a total of \$2 million, in order to help close out the Stadium project in an efficient manner. This delegation of authority expires on July 15, 2016. Staff requests an extension of this authority until the September 2016 regular Board meeting.

Recommendation: Until the September regular meeting of the MSFA Board, the MSFA authorizes the Chair and CEO/Executive Director to negotiate and execute (1) contract amendments with Mortenson Construction, or other contractors, and (2) other contracts not to exceed \$2 million in total as long as the amount of contract increases are otherwise included in the Master Project Budget or funded by the Vikings, in which case the Master Project Budget will be increased, under direction of the Chair and CEO/Executive Director, in the amount of the Vikings' contribution.



July 15, 2016

MEMORANDUM

TO: MSFA Commissioners

FROM: Ted Mondale and Scott Stenman

SUBJECT: Approval of US Bank Stadium Master Project Budget Adjustments

The items identified that require adjustments to the Master Project Budget are summarized below:

- A) Lawrence Sign Contract Revision 2 – Ring of Honor
- B) Lawrence Sign Contract Revision 3 – Ring of Honor Enhancement
- C) Flair Contract Revision 1 – Anchoring Imbeds
- D) Flair Contract Revision 2 – Communications Box
- E) Flair Contract Revision 3 – Frost Wall Extension
- F) Flair Contract Revision 4 – Polished Surface
- G) Dimensional Innovations Contract – Displays in Vikings Voyage
- H) Star Exhibits & Environments Contract – Graphics on Rear of West Scoreboard
- I) Ryan Contract Revision 9 – Carpeting within Stadium Corridor
- J) HKS ASR 156 – Additional Exterior Doors for Lower Club

Additional details regarding the above are outlined within the corresponding recommendations.

A) Lawrence Sign Contract Revision 2, Ring of Honor

Lawrence Sign submitted a proposal to perform additional work as a result of requested changes from the Team. The following issue is funded as noted below by the Team and requires an increase to the Stadium Capital Budget to account for the additional Team Funding.

The Team has elected to incorporate a Ring of Honor within the seating bowl. The Team has agreed to fund the entire Total Cost for this issue, which is \$363,100.00.

Recommendation: *The MSFA approves an increase of \$363,100.00 to the Additional Team Contribution Source of Funding within the Stadium Capital Budget. The Trade Contract Agreement within the Uses section of the Stadium Master Project Budget would be increased by the same amount. This increase is the Team's agreed upon contribution for Lawrence Sign Contract Revision 2. The MSFA authorizes the Chair and CEO/Executive Director to execute Lawrence Sign Contract Revision 2, inclusive of the aforementioned Issue.*

B) Lawrence Sign Contract Revision 3, Ring of Honor Enhancement

Lawrence Sign submitted a proposal to perform additional work as a result of requested changes from the Team. The following issue is funded as noted below by the Team and requires an increase to the Stadium Capital Budget to account for the additional Team Funding.

The Team has elected to further enhance the Ring of Honor within the seating bowl. The Team has agreed to fund the entire Total Cost for this issue, which is \$53,581.00.

Recommendation: *The MSFA approves an increase of \$53,581.00 to the Additional Team Contribution Source of Funding within the Stadium Capital Budget. The Trade Contract Agreement within the Uses section of the Stadium Master Project Budget would be increased by the same amount. This increase is the Team's agreed upon contribution for Lawrence Sign Contract Revision 3. The MSFA authorizes the Chair and CEO/Executive Director to execute Lawrence Sign Contract Revision 3, inclusive of the aforementioned Issue.*

C) Flair Contract Revision 1, Anchoring Imbeds

Flair Contracting submitted a proposal to perform additional work as a result of requested changes from the Team. The following issue is funded as noted below by the Team and requires an increase to the Stadium Capital Budget to account for the additional Team Funding.

The Team has elected to have Flair furnish and installed imbedded attachment points for follow on trades involved in the Viking Ship. The Team has agreed to fund the entire Total Cost for this issue, which is \$6,000.00.

Recommendation: *The MSFA approves an increase of \$6,000.00 to the Additional Team Contribution Source of Funding within the Stadium Capital Budget. The Trade Contract Agreement within the Uses section of the Stadium Master Project Budget would be increased by the same amount. This increase is the Team's agreed upon contribution for Flair Contracting Contract Revision 1. The MSFA authorizes the Chair and CEO/Executive Director to execute Flair Contracting Revision 1, inclusive of the aforementioned Issue.*

D) Flair Contracting Revision 2, Communications Box

Flair Contracting submitted a proposal to perform additional work as a result of requested changes from the Team. The following issue is funded as noted below by the Team and requires an increase to the Stadium Capital Budget to account for the additional Team Funding.

The Team has elected to have Flair furnish and installed a communications box near the Viking Ship. The Team has agreed to fund the entire Total Cost for this issue, which is \$2,000.00.

Recommendation: *The MSFA approves an increase of \$2,000.00 to the Additional Team Contribution Source of Funding within the Stadium Capital Budget. The Trade Contract Agreement within the Uses section of the Stadium Master Project Budget would be increased by the same amount. This increase is*

the Team's agreed upon contribution for Flair Contracting Contract Revision 2. The MSFA authorizes the Chair and CEO/Executive Director to execute Flair Contracting Revision 2, inclusive of the aforementioned Issue.

E) Flair Contracting Revision 3, Frost Wall Extension

Flair Contracting submitted a proposal to perform additional work as a result of requested changes from the Team. The following issue is funded as noted below by the Team and requires an increase to the Stadium Capital Budget to account for the additional Team Funding.

The Team has elected to have Flair extend a frost wall to accommodate a follow on trade involved in the Viking Ship. The Team has agreed to fund the entire Total Cost for this issue, which is \$27,228.00.

Recommendation: *The MSFA approves an increase of \$27,228.00 to the Additional Team Contribution Source of Funding within the Stadium Capital Budget. The Trade Contract Agreement within the Uses section of the Stadium Master Project Budget would be increased by the same amount. This increase is the Team's agreed upon contribution for Flair Contracting Contract Revision 3. The MSFA authorizes the Chair and CEO/Executive Director to execute Flair Contracting Revision 3, inclusive of the aforementioned Issue.*

F) Flair Contracting Revision 4, Polished Surface

Flair Contracting submitted a proposal to perform additional work as a result of requested changes from the Team. The following issue is funded as noted below by the Team and requires an increase to the Stadium Capital Budget to account for the additional Team Funding.

The Team has elected to have Flair provide polished granite surfaces as part of the Viking Ship in lieu of previously specified diamond 10 finish. The Team has agreed to fund the entire Total Cost for this issue, which is \$14,826.08.

Recommendation: *The MSFA approves an increase of \$14,826.08 to the Additional Team Contribution Source of Funding within the Stadium Capital Budget. The Trade Contract Agreement within the Uses section of the Stadium Master Project Budget would be increased by the same amount. This increase is the Team's agreed upon contribution for Flair Contracting Contract Revision 4. The MSFA authorizes the Chair and CEO/Executive Director to execute Flair Contracting Revision 4, inclusive of the aforementioned Issue.*

G) Dimensional Innovations Trade Contract Agreement

The MSFA authorized staff on April 15, 2016 to finalize terms and enter in an agreement for the Vikings Voyage displays. Staff has executed a Trade Contract Agreement with Dimensional Innovations for this work. This contract is funded by the Team and requires an increase to the Stadium Capital Budget to account for the additional Team Funding.

The Team has agreed to fund the entire Total Cost for this contract, which is \$1,795,216.85.

Recommendation: *The MSFA approves an increase of \$1,795,216.85 to the Additional Team Contribution Source of Funding within the Stadium Capital Budget. The Trade Contractor Agreement within the Uses section of the Stadium Master Project Budget would be increased by the same amount. This increase is the Team's agreed upon contribution for Dimensional Innovations Trade Contractor Agreement. The MSFA authorizes the Chair and CEO/Executive Director to execute the Trade Contractor Agreement with Dimensional Innovations.*

H) Star Exhibits & Environments Trade Contract Agreement

The MSFA authorized staff on May 20, 2016 to finalize terms and enter in agreements for Viking funded enhancements. Staff has executed a Trade Contract Agreement with Star Exhibits for graphics to be applied to the rear of the west scoreboard. This contract is funded by the Team and requires an increase to the Stadium Capital Budget to account for the additional Team Funding.

The Team has agreed to fund the entire Total Cost for this contract, which is \$354,137.04. The Team has proposed to use existing budgeted Team funds of \$116,822.70 and new Additional Team Funding of \$237,314.34 for this contract.

Recommendation: *The MSFA approves an increase of \$237,314.34 to the Additional Team Contribution Source of Funding within the Stadium Capital Budget. This increase is the Team's agreed upon contribution for Star Exhibits Trade Contractor Agreement. The MSFA authorizes the Chair and CEO/Executive Director to execute the Trade Contractor Agreement with Star Exhibits.*

I) Ryan Contract Revision 9, Carpeting within Stadium Corridor

Ryan Construction submitted a proposal to perform additional work as a result of requested changes from the Team. The following issue is funded as noted below by the Team and requires an increase to the Stadium Capital Budget to account for the additional Team Funding.

The Team has elected to have Ryan furnish and install carpeting in a corridor of the stadium that is adjacent to the skybridge constructed by Ryan. The carpeting will match what is currently installed in the skybridge. The Team has agreed to fund the entire Total Cost for this issue, which is \$41,112.00.

Recommendation: *The MSFA approves an increase of \$41,112.00 to the Additional Team Contribution Source of Funding within the Stadium Capital Budget. The Trade Contract Agreement within the Uses section of the Stadium Master Project Budget would be increased by the same amount. This increase is the Team's agreed upon contribution for Ryan Contract Revision 9. The MSFA authorizes the Chair and CEO/Executive Director to execute Ryan Contract Revision 9, inclusive of the aforementioned Issue.*

A) HKS ASR 156, Additional Exterior Doors to Lower Club Team Space

HKS has submitted an Additional Service Request ("ASR") to perform design services that result in a change to the Construction Documents. The following ASR is funded as noted below by the Team and requires an increase to the Stadium Capital Budget to account for the additional Team Funding.

The Team has elected to proceed with the additional of new exterior doors into a Team space on the lower club level, also known as ASR 156. The Team has agreed to fund the entire Total Cost for this ASR, which is \$37,654.00, and will be included in DSA Revision No. 30.

Recommendation: *The MSFA approves an increase of \$37,654.50 to the Team Contribution Source of Funding within the Stadium Capital Budget. The Additional AE Services line item within the Uses section of the Stadium Master Project Budget would be increased by the same amount. This increase is the Team's agreed upon contribution for ASR 156. The MSFA authorizes the Chair and CEO/Executive Director to execute DSA Revision No. 30, inclusive of the aforementioned Issue.*

Summary:

The proposed budget adjustments outlined in this memorandum would modify the US Bank Stadium Master Project Budget as outlined in the attached Table 1 – US Bank Stadium Master Project Budget Summary.

Table 1
US Bank Stadium
Master Project Budget Summary

Division	Description	Master Project Budget as of 5/20/16	Staff Budget Adjustments 5/21/16 - 7/14/16	Proposed Budget Increases 7/15/16	Adjusted Budget 7/15/16
SOURCES OF FUNDS					
00-25-005	Team Contribution	\$377,000,000.00			\$377,000,000.00
00-25-010	Private Contribution	\$100,000,000.00			\$100,000,000.00
00-25-015	Additional Team Contribution	\$126,813,474.94		\$2,803,691.77	\$129,617,166.71
00-30-005	State of Minnesota Contribution	\$498,000,000.00			\$498,000,000.00
00-90-005	Aramark Capital Investment	\$3,500,000.00			\$3,500,000.00
00-90-010	SMG Capital Investment	\$2,250,000.00			\$2,250,000.00
00-90-015	Verizon Capital Investment	\$13,310,167.00			\$13,310,167.00
00-90-020	NRG Cost Reimbursement	\$232,345.00			\$232,345.00
00-90-025	Commemorative Brick Proceeds	\$1,300,000.00			\$1,300,000.00
00-90-030	Design Team Contribution	\$300,000.00			\$300,000.00
	Total Sources of Funds	\$1,122,705,986.94	\$0.00	\$2,803,691.77	\$1,125,509,678.71
USES OF FUNDS					
10-00-000	Site Acquisition & Improvements	\$58,971,517.35	(\$1,075,113.75)	\$91,166.08	\$57,987,569.68
20-00-000	Construction Costs	\$879,116,863.10	\$7,065,204.00		\$886,182,067.10
30-00-000	Furnishings, Fixtures & Equip.	\$59,291,726.81	\$1,152,421.40	\$2,383,975.85	\$62,828,124.06
40-00-000	Development Costs	\$85,477,453.57	\$504,858.08		\$85,982,311.65
50-00-000	Financing Costs	\$0.00			\$0.00
60-00-000	Other Project Costs	\$0.00			\$0.00
	TCF Stadium Improvements	\$7,283,301.82	(\$90,515.89)		\$7,192,785.93
	East Event Buildout	\$0.00			\$0.00
	Other Mutually Agreed Cost 1	\$807,299.40	(\$149,205.06)		\$658,094.34
	Other Mutually Agreed Cost 2	\$804,177.00	(\$704,177.00)		\$100,000.00
	IPTV Enhancement	\$436,994.33	(\$441,726.33)		(\$4,732.00)
	Mediation Settlement	\$16,250,000.00			\$16,250,000.00
	Team Funded Enhancements	\$700,000.00	(\$997,151.15)	\$328,549.84	\$31,398.69
	Sponsorship Power/Data Fund	\$750,000.00	(\$7,080.00)		\$742,920.00
90-00-000	Project Contingency	\$12,816,653.56	(\$5,257,514.30)		\$7,559,139.26
	Total Uses of Funds	\$1,122,705,986.94	\$0.00	\$2,803,691.77	\$1,125,509,678.71



July 15, 2016

MEMORANDUM

TO: MSFA Commissioners

FROM: Ted Mondale

SUBJECT: Authority to Enter into License Agreements

MSFA continues to work with a variety of technology vendors and broadcast partners for the design, implementation, and management of fiber optic cabling, broadcast network services, and public safety and radio to support Stadium operations, and which require Stadium License Agreements.

These partners will include, among others, the FBI; WCCO, KSTP, KARE 11 and KMSP Fox 9 TV Stations; Level3/Vyvx and The Switch.

The staff is requesting authority to finalize and enter into License Agreements, as required, accept any required payments, and adjust the Project Budget to reflect new sources and associated increases.

Recommendation: *The Authority authorizes MSFA staff to enter into License Agreements, accept any required payments, and adjust the Project Budget to reflect new sources and associated increases.*

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July 15, 2016

MEMORANDUM

TO: MSFA Commissioners

FROM: Ted Mondale

SUBJECT: U.S. Bank Stadium Operating Roles/Responsibilities of the MSFA Chair and CEO/Executive Director

As U.S. Bank Stadium moves from the construction phase to Stadium operations, the MSFA Chair and CEO/Executive Director have prepared an outline of the Roles/Responsibilities of the MSFA Chair and CEO/Executive Director beginning with the full-time operation of the Stadium. The MSFA Chair and CEO/Executive Director have established the proposed Roles/Responsibilities in a manner that separates the anticipated management tasks, oversight and responsibilities among the MSFA Chair and CEO/Executive Director minimizing any duplication of roles/responsibilities and providing a delineation of duties. The MSFA Chair and CEO/Executive Director is requesting approval of the Board of the Roles/Responsibilities document as attached.

Recommendation: *The Board approves the proposed Operating Roles/Responsibilities of the MSFA Chair and CEO/Executive Director.*

MSFA CEO/Executive Director

Overview - The MSFA CEO/Executive Director is primarily responsible for directing, managing and oversight of the MSFA staff, MSFA contractors and Tenant relationships. The

CEO/Executive Director will be responsible for directing and implementing the MSFA Board short and Long-term policies and initiatives and managing all aspects of Stadium operations.

The CEO/Executive Director is responsible for the administration of major contracts and day-to day operations of the Stadium.

Party	Description	Frequency	Estimated Hours Per Month (out of 160)
<u>MSFA</u> <i>Staff/Consultants</i>	Management of MSFA staff: <ul style="list-style-type: none"> Financial <i>Budgeting, Projections Reporting</i> Human Resources Equity, Workforce Regulatory Compliance Office Management Document Management 	Day to Day, Periodic (Circumstance based)	24
	Management of legal and consulting services Oversight and Compliance with Third Party MSFA Contracts	Day to Day, Periodic (Circumstance based)	12
<u>MSFA</u> <i>Board</i>	Coordination with the Board Chair to: <ul style="list-style-type: none"> Prepare and present staff reports and other information to the Board as requested by the Chair or Board members Brief Commissioners with Board Chair, as requested Assist in the preparation of the monthly Board Packet Implement Board Policies and Initiatives	Monthly, Quarterly, Periodic reporting periods (Event or circumstance based)	10
<u>SMG</u>	Serve as the Liaison of the Authority consistent with the Management Agreement: <ul style="list-style-type: none"> Day to Day Stadium Management Meetings 	Day to Day, Periodic (Circumstance based)	28

	<ul style="list-style-type: none"> • Reviews 		
	<p>Monitor compliance of the Management Agreement:</p> <ul style="list-style-type: none"> • Overall Contract Compliance • Operations Manual • Annual Operating Plan • Annual Operating Budget • Annual Capital Funding Plan • Maintenance Plan • Quality Performance Standard compliance • Vendor selection/Procurement • Workforce 	Monthly, Quarterly, Periodic reporting periods (Event or circumstance based)	14
	<p>Oversight and monitoring of Event and Financial Reporting:</p> <ul style="list-style-type: none"> • Event reports • Financial reports 	Monthly, Quarterly, Periodic reporting periods (Event or circumstance based)	10
<u>Aramark</u>	<p>Serve as the Liaison of the Authority consistent with the Concession Agreement and the Management Agreement:</p> <ul style="list-style-type: none"> • Day to Day Management • Meetings • Reviews 	Day to Day, Periodic (Circumstance based)	8
	<p>Monitor compliance of the Concession Agreement:</p> <ul style="list-style-type: none"> • Event Reports • Menu, pricing & services • Coordination with Team Events • Financial Reporting • Customer Satisfaction Compliance • Vendor Selection/Procurement • Workforce 	Monthly, Quarterly, Periodic reporting periods (Event or circumstance based)	4
<u>Team</u>	<p>Serve as the Liaison of the Authority consistent with the Use Agreement:</p> <ul style="list-style-type: none"> • Day to Day Stadium Issues • Team Event Day Stadium Issues • Meetings • Reviews 	Day to Day, Periodic (Circumstance based)	16 (more during Football Season)

	Monitoring and management of the terms of the Stadium Use Agreement: <ul style="list-style-type: none"> • Event Day • Consultation Rights • Authority Stadium Use Agreement Requirements • Capital Planning/Team Initiatives 	Day to Day, Periodic (Circumstance based)	8 (more during Football Season)
<u>Ryan/Parking</u>	Monitor compliance of the Parking Agreement: <ul style="list-style-type: none"> • Activity reports • Financial reporting • Capital Planning 	Periodic (Circumstance based)	4
<u>Miscellaneous</u>	Daily Issues/Crisis, Meetings, Scheduling, Preparation, Interaction with Chair, SMG, Aramark and Others Event Sales & Marketing/Authority Suite	Day to Day, Periodic (Circumstance based)	26
	Liaison for H.S. and Collegiate Baseball Activity at the Stadium Interface with MN Baseball/U of M Baseball	Day to Day, Periodic (Circumstance based)	6 (more during Baseball Season)
Totals			170

MSFA Board Chair

Overview - The MSFA Chair is primarily responsible for representing the MSFA Board with regard to the Board's strategic policies and initiatives. The MSFA Chair will preside at all meetings of the Board and will be the principal spokesperson of the MSFA. The MSFA Chair shall all be responsible for oversight and coordination of Event marketing and advertising of the Stadium, public relations, community outreach and interface with legislative and other governmental bodies.

Party	Description	Frequency	Estimated Hours Per Month (out of 160)
<u>MSFA Board</u>	Coordination of the MSFA Board <ul style="list-style-type: none"> Chair Meetings Brief Commissioners Preparation of the monthly Board Agenda and Information Packet Coordinate Information Dissemination & Commissioner Involvement	Day to Day, monthly, Periodic	18
	Coordination with the CEO/Executive Director implementation of Board Policies and Initiatives Financial Budgeting and Monthly/Quarterly Financial Review and Oversight	Day to Day, monthly, Periodic	10
<u>MSFA Staff</u>	Management of MSFA Project Coordinator and Communications Director: <ul style="list-style-type: none"> Direction and Coordination of Work Tasks Performance Evaluation and Compensation 	Day to Day, Periodic	8
<u>Public Relations</u>	Management of the Media and Public Relations <ul style="list-style-type: none"> Develop & Implement Short & Long-term Communications Plan Working with and coordinating with MSFA Communications Director & External Communications Firm Manage PR Consultants/Personnel 	Day to Day, Periodic (Circumstance based)	26
<u>Sales & Marketing SMG</u>	Oversight and coordination of the Event Marketing and Stadium Advertising: <ul style="list-style-type: none"> Website Marketing Materials 	Day to Day, Periodic (Circumstance based)	26

	<ul style="list-style-type: none"> • Advertising Initiatives • Event Approval • Annual Stadium Marketing Plan • Annual Urban Park Marketing Plan • Booking Policies & Rules • Oversee Grand Opening Plans • Interface w/ SMG, City of Minneapolis & Park Operator <p>Approval of All SMG Event Bookings at the Stadium/Commons</p> <p>Monitor Compliance of Team Use Agreement (e.g, event booking, ticketing policies for club patrons)</p> <p>Authority Box Management:</p> <ul style="list-style-type: none"> • Distribution of Event Tickets • Event Marketing & Sales Invitee Initiates and coordination <p>Review and Evaluation of Event Financial Reporting</p>		
<u>Sales & Marketing</u> <i>Major Events</i>	<p>Coordinate Marketing/Application & Implementation for Major Events</p> <ul style="list-style-type: none"> • Oversee Bids & Implementation of Large Events • Overview of Financials on Monthly Basis <p>Interface with the State of Minnesota/City of Minneapolis/Meet Minneapolis and other Key Stakeholders</p>	Periodic (circumstance-based)	10
<u>Government Interface and Compliance Coordination</u>	<p>Monitor compliance of County Plaza Agreement, State Bond Agreements, and the Park Agreements</p> <p>State & Local Government Relations/Interface Issues/Tasks regarding:</p> <ul style="list-style-type: none"> • SBL's • State Funding Agreement • State Finance/Policy Issues • Equity Issues • Tax Issues • Large Event Finance, Infrastructure Issues • Interface on Park/Plaza Issues w/ SMG, City, County, Park Operator, State Agencies, Legislature & Governor's Office <p>Entities:</p> <ul style="list-style-type: none"> • Governor's Office • State Agencies (MMB, DOT, DOR, DPS, Human Rights) 	Day to Day, Periodic (Circumstance based)	32

	<ul style="list-style-type: none"> • Legislative Oversight Commission • Legislators • City Officials & Staff • Hennepin County Officials & staff • Metro Transit • Metropolitan Council • Labor Groups <p>Legislative Relations/Interface Issues/Tasks:</p> <ul style="list-style-type: none"> • Annual Legislative Report • Reports to the Legislative Oversight Commission • Legislative Agenda • Legislative Regulations for Major Events • State Agency Regulatory Issues • State Finance Agreement – MMB Interface • Manage Legislative/Governmental Consultants <p>City Relations/Interface Issues/Tasks:</p> <ul style="list-style-type: none"> • DTE Commons Liaison • Major Event Coordination • City Approvals 		
<u>Community Outreach</u>	<p>Public Speaking, Presentations, Meetings, Outreach Coordination</p> <ul style="list-style-type: none"> • Business & Civic Organizations • Neighborhood Organizations • Minneapolis Park Committee Representative • Meet Minneapolis Board Member 	Day to Day, Periodic (Circumstance based)	24
<u>Miscellaneous</u>	<p>Daily Issues/Crisis, Meetings, Scheduling, Preparation, Interaction with CEO/Executive Director, SMG, Aramark and Others</p> <p>Authority Box Management:</p> <ul style="list-style-type: none"> • Distribution of Event Tickets • Event Marketing & Sales 	Day to Day, Periodic (Circumstance based)	16
Total			170



July 15, 2016

MEMORANDUM

TO: MSFA Commissioners

FROM: Ted Mondale

SUBJECT: Memorandum of Understanding with National Audubon Society

The Authority and the Vikings have been working for several months with the Audubon Society to design a collaborative, scientific program to design, research, observe, monitor, analyze, and assess the potential impact of the Stadium on bird mortality due to potential bird collisions. An agreement has been reached to provide funding to Audubon in the amount of \$300,000 (paid equally between the Authority and the Vikings) for this study. Design of the study would begin immediately, with monitoring during 2017 and 2018, and issuance of a Final Report by June 2019. The Final Report will include any required possible deterrents and management techniques to reduce collisions.

Recommendation: *The Chair and CEO/Executive Director are authorized to finalize and execute the Memorandum of Understanding with National Audubon Society, Inc., and all related documents.*