



MINNESOTA SPORTS FACILITIES AUTHORITY REGULAR MEETING MINUTES

FRIDAY, JULY 19, 2013, 9:00 A.M.

**Hubert H. Humphrey Metrodome, Halsey Hall Room
900 South 5th Street, Minneapolis, MN 55415**

1. CALL TO ORDER

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

2. ROLL CALL

Commissioners Present: Chair Kelm-Helgen, Commissioner Butts Williams, Commissioner Benson, Commissioner McCarthy and Commissioner Griffith.

3. ADOPTION OF AGENDA

Chair Kelm-Helgen presented the agenda. Commissioner Butts Williams moved approval of the agenda, seconded by Commissioner Benson and approved unanimously – 5 YEAS, 0 NAYS.

APPROVED

4. APPROVAL OF AUTHORITY MEETING MINUTES

Approval of Authority Minutes for Special Meeting of July 1, 2013 and Regular Meeting of July 19, 2013. Commissioner Griffith moved approval of the July 1, 2013 Special Meeting Minutes and the July 19, 2013 Regular Meeting Minutes, seconded by Commissioner Benson and approved unanimously – 5 YEAS, 0 NAYS.

APPROVED



5. CHAIR'S REPORT

Chair Kelm-Helgen reported that a lot of work has been occurring with much progress being made. There are a number of project items that the Authority and Team are working to finalize. The design of the exterior and interior are taking shape.

The Vikings and Authority will be holding public meetings in August and September in Mankato, Duluth, Moorhead and Minneapolis with the HKS architect to highlight the schematic design.

The Stadium Implementation Committee is reviewing the schematic design and is focusing on the exterior of the building and the surrounding site. They will be voting on the schematic design on July 25th with recommendations then going on to the Minneapolis Planning Commission and the Minneapolis Zoning and Planning Committee. The recommendations will then go on to the full city council for final approval.

The Authority and Team are working to finalize the parking contract. It is fairly complicated in terms of inter-relationships and the number of interests involved. It is close but not quite there yet. The Authority board did authorize the selection and gave the city and Ryan Companies what they needed to move forward.

Mortenson is moving forward with procuring subcontractors. Request for Proposals (RFPs) have been released for structural steel, ETFE, mechanical, engineering & plumbing work. They are doing this early in the process so Mortenson can obtain a better idea of costs and pricing as they prepare to issue their Guaranteed Maximum Price (GMP). The actual work won't begin until November. This subcontracting process will result in a significant amount of work for Minnesota companies.

The Authority and Team have been working on the selection of the new stadium's food service concessionaire. Six proposals were received in response to the RFP. The Authority and Team have decided to move ahead with ARAMARK, as they proposed a unique and significant strategy. Their strategy will be incorporated with the design team as they continue to work through interior details. ARAMARK has an unbelievable track record with NFL venues. They have been providing premium concession work here at the Metrodome for many years. It was determined that it would be an efficient and better experience if the new stadium combines general concessions with premium concessions. That determination has made a difference for how the selection was made. ARAMARK provides services for a number of local entities such as TCF Bank Stadium and the University of Minnesota, United Health, 3M and General Mills. They have a strong presence here in Minnesota. Discussions went back and forth as to whether negotiations should continue before presenting to the board. However, the Team and Authority chose to be transparent and up front about the selection. The food service concessionaire contract will continue to be negotiated in the coming weeks.



6. **BUSINESS**

a. Action Items

i. Authorize Negotiations/Contract for Employment Assistance Firm

On April 19, 2013, the MSFA (Authority) issued a Request for Proposal (RFP) for an Employment Assistance Firm. According to Minn. Stat. § 473J.12 and under the approved Equity Plan, the Authority shall contract with an employment assistance firm, preferably minority-owned, or owned by a disabled individual or a woman, to create an employment program to recruit, hire, and retain minorities for the stadium facility.

In May, one proposal was received. Summit Academy OIC provided the proposal. There have been subsequent meetings in preparation for the interview. A synopsis of the proposal is as follows:

Summit Academy has partnered with eighteen (18) organizations to provide a comprehensive response to the Authority's RFQ/RFP. The proposer detailed the key areas for meeting the expectation of the RFQ/RFP as:

- 1.) Identification & Outreach
- 2.) Assessment, Training & Placement
- 3.) Quality Assurance & Reporting.

The proposer has taken a unique approach in coordinating the partnerships by and between community trainers, technical colleges, community & faith based organizations and local unions. This is the first time that this type of partnership has been organized under one project. The potential of this proposal is a method which will provide a system for the community to directly correlate and respond to the workforce needs being faced statewide in the construction industry.

Recommendation: The Authority authorizes the Chair and CEO/Executive Director to finalize negotiations and enter into contracts upon completion as outlined above with Summit Academy and its partners. Commissioner Butts Williams moved to approve the recommendation. Commissioner Griffith seconded the motion.

APPROVED

ii. Authorize Negotiations/Contract for New Stadium Concessionaire Agreement

The Authority issued a Request for Proposal (RFP) for New Stadium Concessionaire Services in April of this year. Seven responses were received for the RFP. The firms responding were:

ARAMARK	Morrissey Hospitality
Centerplate	Levy Restaurants
Delaware North	Legends
Taher	



Interviews were held with the respondents. Team, Authority staff, and Team/Authority consultants were in attendance at those interviews. The Authority Chair, Michele Kelm-Helgen, and Commissioner Bill McCarthy also were in attendance.

Based upon the submittals by the proposers and subsequent interviews, the Minnesota Vikings and Authority are in agreement to finalize negotiations with ARAMARK.

Staff is requesting the Board to authorize the Chair and CEO/Executive Director to finalize negotiations on the New Stadium Concessionaire Agreement and enter into contract with ARAMARK upon agreement of the terms.

Recommendation: The Authority authorizes the Chair and CEO/Executive Director to finalize negotiations on the New Stadium Concessionaire Agreement and enter into contract upon completion as outlined above. Commissioner McCarthy moved to approve the recommendation. Commissioner Butts Williams seconded the motion.

APPROVED

iii. Approve Proposal & Award Contract – Tent Services

On June 14, 2013, the Authority approved the issuance of a Request for Proposal (RFP) for Tent Services for the 2013 Vikings' season. The Authority provides hospitality tents, food preparation tents and tent-related services for the use of the Minnesota Vikings and other stadium users.

On July 15, 2013, two proposals for Tent Services were received. The proposals were provided by Après Party & Tent Rental and Ultimate Events.

The proposals included pricing for the VIP tent located on the south parking ramp and the Gate D tent located on the Gate D plaza. Pricing was included for heat, air conditioning, lighting, maintenance, installation and dismantling of the two listed tents. The RFP did not include other tents and services that may be required on a game-by-game basis.

After follow-up clarification for both proposals, the proposal from Après Party & Tent Rental is estimated at \$85,050.00 and the proposal from Ultimate Events is estimated at \$84,585.00. Ultimate Events is the current provider and also provides the tent needs for the Minnesota Vikings.

Recommendation: The Authority authorizes the Chair and CEO/Executive Director to enter into a Project Services Agreement with Ultimate Events to provide Tent Services for the 2013 Vikings' season. Commissioner McCarthy moved to approve the recommendation. Commissioner Benson seconded the motion.

APPROVED



iv. Authorize Negotiations for 2013 MN Vikings Use Agreement

The Use Agreement with the Minnesota Vikings has expired. Staff will be negotiating a Use Agreement for the 2013 Minnesota Vikings Football Season in advance of the season opener. Staff expects the terms to be consistent with the 2012 agreements.

Staff is requesting the Board to authorize the Chair and Executive Director to finalize negotiations on the 2013 Use Agreement and enter into contract with the Minnesota Vikings upon agreement of the terms.

Recommendation: The Authority authorizes the Chair and CEO/Executive Director to finalize negotiations and enter into contracts upon completion as outlined above with the Minnesota Vikings for the 2013 Use Agreement. Commissioner McCarthy moved to approve the recommendation. Commissioner Benson seconded the motion.

APPROVED

v. Authorize Negotiations with City of Minneapolis for Perimeter Security

The City of Minneapolis provided security services in the amount of \$183,814.51 for the ten Minnesota Vikings football games held during the 2012 season. This amount included the use of Public Works vehicles to secure the perimeter of the facility by closing of streets and additional police officers and patrol cars providing security on the exterior of the stadium for Vikings games.

The estimated cost for perimeter security services for the 2013 season is \$170,000.00 for the nine regular season games.

The actual cost, including any play-off games, will be determined at the conclusion of the 2013 football season. The term of the Agreement will be from August 9, 2013 through January 19, 2013.

Recommendation: The Authority authorizes the Chair and CEO/Executive Director to negotiate with the City of Minneapolis for the provision of perimeter security for the 2013 Vikings Season and enter into a Project Services Agreement with the City of Minneapolis for the perimeter security services. Commissioner McCarthy moved to approve the recommendation. Commissioner Benson seconded the motion.

APPROVED



vi. Approve MSFA Temporary Office Relocation Plans

Staff has investigated relocation of the MSFA office spaces in two buildings proximate to the stadium site. Those buildings are the 511 building located across 11th Avenue and the 1010 building located across 5th/6th street from the stadium. The Minnesota Vikings are moving their sales and marketing staff to the 1010 building. Mortenson is also looking at establishing their project office in the 1010 building. Staff believes the MSFA is best suited by close proximity to both the Vikings and Mortenson offices during the construction phase of the project. The 1010 building has a conference room that can be utilized for MSFA meetings. A final estimate of costs has not been established as of yet for the build out of space. The MSFA will have Mortenson perform that work in accordance with the terms of the Construction Services Agreement. The space rental will be an MSFA cost. Staff expects that with approval, plans will be made to build out the space and make arrangements for moving of MSFA spaces in December. The MSFA will remain in the temporary space until its space in the new stadium is completed in early 2016.

Recommendation: The Authority authorizes staff to proceed with the establishment of the MSFA temporary offices as outlined above. Commissioner McCarthy moved to approve the recommendation. Commissioner Benson seconded the motion.

APPROVED

vii. Authorize Sale of Assets

The Authority has numerous assets that will not be needed for the new stadium and certain assets are not worth storing on a cost benefit analysis. Staff is requesting the Board authorize the sale of these assets in accordance with statutory laws. Dorsey & Whitney has in the attached memo provided guidance in this regard. Staff expects the sale of assets will occur in multiple phases and be dependent upon event/operational needs as the building proceeds to expected closure of operations. Assets to be included in the initial sale would be items related to baseball and basketball. Staff believes while there is some value to be obtained from such sales, that value is not significant. Staff expects the 1st sale of items to be advertised in August with bids received in September.

Recommendation: The Authority authorizes staff to proceed with the sale of MSFA assets as outlined above. Commissioner McCarthy moved to approve the recommendation. Commissioner Benson seconded the motion.

APPROVED



viii. Authorize Issuance of a Request for Proposal – Investment Portfolio Management Services

The Minnesota Sports Facilities Authority (Authority) and the Metropolitan Sports Facilities Commission have utilized the services of Sit Investment Associates, Inc. (Sit) since 1994 as its investment portfolio manager. Sit has had a very long and successful history of providing investment management services.

Periodically, the Authority initiates a process of competitive procurement for professional services and solicits a Request for Proposals (RFP). The investment portfolio management services RFP will require a variety of services including: development of an investment strategy, management of the Authority's funds/investments, reconciliation of custodial reports, monthly reporting of investment activity and portfolio performance, ensure compliance with all federal and state laws, and annual review of the Authority's investment policy.

Proposals will be evaluated by the Authority and representatives from Springsted Investment Advisors. Proposals will be evaluated based on a variety of criteria including service capabilities, experience, fees, account analysis, service enhancements, and other factors. The goal is to select the investment portfolio manager who is best able to meet the needs of the Authority.

The market value of the Authority's investment balance at June 30, 2013 was \$8,550,203.

Recommendation: The Authority authorizes the Chair and the CEO/Executive Director to solicit Request for Proposals for investment portfolio management services. A recommendation for contract award will be presented at a future meeting. Commissioner McCarthy moved to approve the recommendation. Commissioner Benson seconded the motion.

APPROVED

7. PUBLIC COMMENT

Six individuals came forward to address the MSFA Board.

1. George Garnett, Summit Academy OIC, Topic: Mr. Garnett thanked the Authority for selecting Summit Academy as the Employment Assistance Firm and introduced current students who were present at the meeting.
2. Al Flowers, Topic: Mr. Flowers stated that he supports the selection of Summit Academy and hopes that their proposal does not get watered down.



3. Avi Viswanathan, Hire MN, Topic: Mr. Viswanathan highlighted the need for transparency and community involvement on this project.
4. Louis King, Summit Academy OIC, Topic: Mr. King thanked the Authority for selecting Summit Academy and described how Summit has been working hard to develop partnerships across the region to address workforce needs and changing demographics.
5. Kennedy Barber, Minneapolis Urban League, Topic: Mr. Barber appeared on behalf of Scott Gray and thanked the Authority for selecting Summit Academy while emphasizing what these prospective opportunities will mean for students.
6. Abdinizan Bih, Topic: Mr. Bih is happy with the selection of Summit Academy but emphasized the disparities within the region and how promises must be fulfilled.

8. **DISCUSSION**

None

9. **ANNOUNCE FUTURE MEETINGS**

Friday, August 23, 2013 at 9:00am – MSFA Board Meeting, Halsey Hall.

10. **ADJOURNMENT**

There being no further business to come before the Authority, Commissioner Benson moved to adjourn the meeting, seconded by Commissioner McCarthy and approved unanimously – 5 YEAS, 0 NAYS. Chair Kelm-Helgen adjourned the meeting at 9:52 am.



ADOPTED this 23rd day of August, 2013 by the Minnesota Sports Facilities Authority

Duane Benson, Secretary

Ted Mondale, CEO/Executive Director