



State of Minnesota
Department of Finance

400 Centennial Building
658 Cedar Street
St. Paul, Minnesota 55155
Voice: (651) 296-5900
Fax: (651) 296-8685
TTY: 1-800-627-3529

November 4, 2003

Dear Interested Parties:

Governor Tim Pawlenty announced at a news conference today that he is exploring ideas for financing and constructing a professional sports stadium or stadiums in the metropolitan area and his desire to make a specific proposal to the 2004 legislature. Governor Pawlenty asked me to convene a screening committee to review information submitted by interested parties in order to make recommendations to the Governor on a potential legislative proposal.

The Stadium Screening Committee is being convened to gather and review information from interested parties and advise the Governor on a number of key issues including:

- Should the proposal name a specific site?
- If the proposal does not include a specific site, what is the best mechanism for selecting a site?
- How should a new stadium be financed?
- What should the governance and ownership structure for a new stadium be?
- To what extent can the proposal address the issues of both football and baseball?

The membership of the Stadium Screening Committee will be announced in the next few days. All of the Committee's meetings will be open to the public.

In order to accomplish its work, it would be helpful for those cities, counties, private developers or other interested parties, who may be interested in hosting a new stadium or participating in developing a stadium site to provide information about a specific proposal to the Screening Committee. We strongly encourage cities, counties, or private parties to provide joint submissions.

Additional information regarding the requirements and content for submissions to the Screening Committee is set forth in the attached documents. We look forward to your responses.

Sincerely,

A handwritten signature in cursive script that reads "Dan McElroy".

Dan McElroy
Commissioner

**INVITATION FOR PROPOSALS
STADIUM SCREENING COMMITTEE**

INTRODUCTION

Over the past six years, Minnesotans have been on a rollercoaster ride as the Twins and the Vikings have discussed possible relocation, sale and contraction. Governor Pawlenty has created the Stadium Screening Committee to solicit information from interested parties. The Screening Committee has no authority to select a site or negotiate on behalf of the state. This invitation is not a formal request for bids or request for proposals. The sole purpose of inviting interested parties to submit information outlining potential stadium plans is to assist the Screening Committee and the Administration in developing recommendations for the Governor.

Questions from Respondents regarding this invitation for proposals or the Screening Committee may be directed to Brian Steeves at 651-296-8674. Inquiries from the media or interested citizens should be directed to John Doan at 651-297-8778. Questions and comments may also be sent to: stadium@state.mn.us

SUBMISSION REQUIREMENTS

Submissions should not exceed 20 pages, including supporting documentation. Respondents should submit one (1) unbound copy, 20 bound copies, and one (1) electronic version of the proposal in Microsoft compatible or PDF format on diskette or CD. Proposals must be on standard 8 ½" by 11" paper. All supporting documentation must be on paper no larger than 11" by 17". No materials will be returned to respondents. Information submitted to the task force is not confidential and will be made available to the public.

CONTENT OF SUBMISSIONS NOT PROPRIETARY

The submissions and the information therein are not confidential and the information contained in a submission or provided to the Screening Committee may be released to the public, given to the Administration and/or to other persons or entities as deemed appropriate by the Screening Committee or the Administration. Each Respondent is responsible for ensuring that they have the legal right to provide the information contained in their submission to the Screening Committee consistent with the requirements for open disclosure and unrestricted use of the information. By submitting the information to the work group, the individual or entity affirmatively waives any copyright or any other claim of propriety, right of control, or limitation of use in relation to the information submitted.

CONTENT

Each submission should include a narrative description of the project as well as a detailed discussion of the following considerations. In order to fairly and systematically review proposals, the Screening Committee requests that Respondents address the items in the order they are listed below.

I. Site

Construction of a new baseball stadium requires a site that can accommodate the needs of the team as well as the host community. Respondents should discuss how their proposed site meets the following criteria:

1. **Location/Size:** The Twins have indicated that they prefer an urban location that is large enough to accommodate a stadium of approximately 40,000 seats. Respondents should outline the specific site being proposed including its current use and ownership as well as information about required site preparation (pollution remediation, soil correction, etc.). The Vikings seem to be flexible as to the location of a stadium. However, sufficient land for a modern NFL-style stadium will be needed in addition to the characteristics outlined in items 2 – 6 below.
2. **Accessibility:** The site should be easily accessible from all parts of the metropolitan area. Please include a map(s) showing major highways and roads leading to the site.
3. **Parking/Infrastructure:** Adjacent parking is essential. Proposals should include a parking plan as well as an outline of required infrastructure improvements.
4. **Transit Connections:** A stadium will need to have linkages to the regional transit system. Identify the public transportation options that would be available to the site.
5. **Stadium Related Development:** Respondents should discuss the potential for related private development on or near the stadium site (retail, housing, etc.).
6. **Combined Location:** Identify whether the proposed site could accommodate facilities for both football and baseball and the nature of any combined facilities.

II. Financing

Successful development of a new stadium also requires an acceptable financing plan. Respondents should provide as much detail as possible about project financing and fully disclose any assumptions being made. Submissions should include the following information:

1. **Sources and Uses:** The financing plan should detail the sources and uses of funding. Cost estimates should be as thorough as possible, including site acquisition and preparation, planning and design, stadium construction, and infrastructure.
2. **Private Investment:** Respondents should indicate the level and nature of private investment required from the team(s) and/or other private entities.
3. **Public Investment:** The level and nature of public and private financing should also be discussed.
4. **Ownership and Management:** Submissions should also include a plan for ownership and management of the stadium.

III. Local Government and Community Support

Support from the local governing body and citizens of the host community is critical. To the extent possible, submission should indicate the level of community support that exists for the site and financing plan being recommended.

SUBMISSION DEADLINE

Proposals must be delivered to the advisory group no later than **4:00 PM on Thursday, January 15, 2004.**

DELIVER SUBMISSION DOCUMENTS TO:
Stadium Screening Committee
Minnesota Department of Finance
400 Centennial Office Building
658 Cedar Street
St. Paul, MN 55155

SCREENING COMMITTEE TIMELINE

November 5, 2003	Invitation for Submission of Information Released
January 15, 2004	Submissions Due
January 20-21, 2004	Select Respondents Invited to Make Presentations
February 2, 2004	Screening Committee Recommendations Submitted to Governor

**REQUIRED COVERSHEET FOR SUBMISSION OF INFORMATION
FOR A STADIUM PROPOSAL**

Identify the Respondent by providing the names and addresses of each individual and/or entity participating in this submission:

If the one of the entities listed above is a governmental entity formed under a joint powers agreement or an entity or organization which includes more than one public or private entity, please identify all of the entities or organizations which are members or participants of the Respondent:

This submission includes a proposal for a:

- Baseball Stadium
- Football Stadium
- Combined Facilities

CERTIFICATION AND WAIVER

The Respondent acknowledges that the submissions and the information contained therein are not confidential and all of the information contained in the submissions or provided to the stadium screening committee may be given to the public, to members of the Pawlenty Administration and/or to other persons or entities as deemed appropriate by the Screening Committee or the Administration. Respondent affirmatively states that it has the legal right to submit the enclosed information to the Screening Committee without any restriction on the Screening Committee's future disclosure or use of the information. Respondent waives any copyright or any other claim of propriety, right of control, or limitation of use in relation to the information submitted. Respondent further agrees to hold the members of the Screening Committee, the State of Minnesota, its agents and employees, harmless from any and all claims or lawsuits that may arise from the Respondent's activities related to its submission, including any claim for negligence, breach of contract, or any other claims alleging wrongful acts or omissions by Respondent, or the Respondent's independent contractors, agents, employees or officers.

Respondent

By _____

Its _____