



## CONTRACT FISCAL INFORMATION SHEET

PLEASE COMPLETE THIS FORM AND ATTACH TO CONTRACT WHEN IT IS TIME TO ROUTE CONTRACT FOR APPROVALS AND SIGNATURES.

CONTRACTOR'S NAME: 2013 Women's Final Four Host Committee, Inc.

CONTRACTOR'S ADDRESS: 1500 Sugar Bowl Drive, New Orleans, LA 70112

CONTRACTOR'S FEDERAL ID# or 45-5139662

SOCIAL SECURITY # \_\_\_\_\_

CONTRACTOR'S CONTACT PERSON: Risa Hall, Assistant Director

CONTRACTOR'S TELEPHONE: 504-587-8834

EMAIL ADDRESS: *rhall@neworleansloc.org*

TOTAL CONTRACT AMOUNT: \$ 1,000,000.00 Amendment Amount: N/A

CONTRACT PERIOD: 7/01/12-6/30/13

FUNDING AGENCY: DCRT, Office of Tourism

SOURCE OF FUNDS: Agency Appropriation (N/A)  
State:  
Federal \_\_\_\_\_ Percent  
Self-generated 100% Percent

Organ. 6786	Object 4160	Sub object _____	Reporting Cat. 7313 <i>mw</i>
Organ. _____	Object _____	Sub Object _____	Reporting Cat. _____
Organ. _____	Object _____	Sub Object _____	Reporting Cat. _____

**BRIEF DESCRIPTION OF SERVICES:**

Agency appropriation to support operations, administrative costs, facility usage, and other production expenses to host the 2013 Women's Final Four "Event" to be held at the New Orleans Arena, Sunday April 7<sup>th</sup> and Tuesday, April 9<sup>th</sup>, 2013. The State will receive tourism promotion opportunities in conjunction with Event promotions.

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CHECK OFF IF APPLICABLE TO THE CONTRACTOR AND **PROVIDE THE NECESSARY DOCUMENTATION:**

**CORPORATIONS:**

**Nonprofit Corporation**  
*(Requires Board Resolution of Authority)*

**Business Corporation**  
*(Requires Board Resolution of Authority and Disclosure of Ownership)*

**Louisiana Commissioned Agency (Not for Profit)**

*Limited Liability Company*

**Out of State Corporation**  
*(Requires Certificate of Authority to do business in Louisiana and requires agency justification)*

*Limited Liability Company*

**Sole Proprietor**  
*(Requires statement written on company letterhead/stationary stating that the person is indeed the sole owner and as such has the authority to sign on behalf of the company)*

**Out of State Contractor**  
*(Requires agency justification)*

**Contractor is a Consultant**  
*(Requires resume if contracting with individual or sole proprietor of a company)*

**Advance Payment**  
*(Requires justification from contractor and agency approval)*

**Multiyear Contract**  
*(Requires agency justification)*

**RFP Contract**

STAFF PERSON TO MONITOR CONTRACT: Jack Warner

STATE OF LOUISIANA  
PARISH OF EAST BATON ROUGE  
PARISH OF ORLEANS

### COOPERATIVE ENDEAVOR AGREEMENT

THIS COOPERATIVE ENDEAVOR AGREEMENT is made and entered into by and between the Louisiana Department of Culture, Recreation and Tourism, Office of Tourism, hereinafter sometimes referred to as the "State," and the 2013 Women's Final Four Host Committee, Incorporated, officially domiciled at 1500 Sugar Bowl Drive, New Orleans, LA 70112, hereinafter sometimes referred to as "Host Committee" or "Contractor," under the following terms and conditions:

WITNESSETH:

WHEREAS, Article VII, Section 14(c) of the Constitution of the State of Louisiana provides that "for a public purpose, the state and its political subdivisions...may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual"; and

WHEREAS, in accordance with La. R.S. 51:1254, the Louisiana Office of Tourism is responsible for the design, plan, development and implementation of the effective and accurate promotion of Louisiana's history, culture, art, folklife, recreational and leisure opportunities, natural and scenic resources, transportation, cuisine, sites, attractions, accommodations, and events and is also mandated to assist local government and private sector development for the promotion of tourism; and

WHEREAS, La. R.S. 51:1255 empowers the Office of Tourism to cooperate with all governmental agencies, tourists, promotion agencies, private industry, and private nonprofit associations and organizations in the promotion, advertising, and publicity of the state, including cooperative advertising, formation of local promotion groups and other activities necessary and proper to promote and assist in the expansion of the tourism industry of Louisiana; and

WHEREAS, through a competitive bidding process, New Orleans has been selected as the host city for the **2013 NCAA Women's Final Four** games (Event), because of available host venues such as hotel packages, game facilities, transportation infrastructure, available support personnel, the commitment to comply with NCAA requirements and specifications, and because of the collaborative relationships that have been established with other support entities. New Orleans has committed to host a first-class event and to think creatively to enhance the visitor experiences for all participants including student athletes, family members and guests, coaches, university and other professional administrators, corporate champions and partners, members of the Women's Basketball Coaches Association (WBCA), media, exhibitors, and fans nationwide; and

WHEREAS, in the 2012-2013 Appropriations Act, the Louisiana Legislature appropriated \$1,000,000 in funding within the Office of Tourism's budget to support the NCAA Women's Final Four; and

WHEREAS, **the 2013 Women's Final Four Host Committee, Incorporated** has been established in accordance with the bid specifications of the National Collegiate Athletic Association (NCAA), to establish a local organizing committee as a legal non-profit corporate entity to host the **2013 NCAA Women's Final Four**. The Event is to be held at the New Orleans Arena, with major games scheduled to take place Sunday, April 7<sup>th</sup> and Tuesday, April 9<sup>th</sup>, of 2013. The Host Committee assumes the responsibility for fulfilling all components that are necessary to host the Event, including marketing, production, management of operations, and financial obligations as agreed upon, and contained in the

agreement with the NCAA, including the execution of all agreements with participating entities that are responsible for carrying out specific activities to host the Championship games; and

WHEREAS the 2013 Women's Final Four Host Committee is comprised of representatives from Tulane University, the Greater New Orleans Sports Foundation, and the Allstate Sugar Bowl. As a result of this collaboration, the 2013 Women's Final Four logo pays tribute to the history of New Orleans and includes the fleur-de-lis and wrought iron design that is embedded in the culture of the city of New Orleans; and

WHEREAS, like the Men's Final Four event, the Women's tournament games are part of the media and public frenzy that is known as "March Madness" or the "Big Dance". The high profile games are broadcast on television networks ESPN and ESPN2. It is anticipated that approximately 11 million television viewers will be reached through national and international coverage; and

WHEREAS, an independent research study of the economic impact of the 2013 NCAA Women's Final Four in Louisiana and the host city of New Orleans, has estimated that the Event will draw approximately 50,000 in attendance, for activities to include, the championship games, media and hospitality events, and the Women's Basketball Coaches Association Convention. It has also been projected that the Event will generate approximately \$20 million dollars for the local economy; resulting in approximately \$2.8 million in tax revenue for the State. Over 5,700 hotel room nights are expected to be sold throughout New Orleans and the surrounding area during the multi-day Event; and

WHEREAS, the public purpose of this endeavor is the expansion and promotion of tourism and the tourism industry in Louisiana, resulting in increased economic activity and tax revenues for the state and local government. The objective is to attract visitors to Louisiana and to maintain awareness and a positive image of Louisiana as a unique and desirable travel destination. It is anticipated that the public benefit is proportionate to the obligations undertaken by the State. The State will receive tourism publicity and recognition for its support through verbal acknowledgements, in the Official Game Program, and in other related publicity and advertisements associated with publicizing the Event.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

## **1. Scope of Services**

### **A. Contractor shall:**

1. Use the appropriated funds to supplement administrative costs, facility usage, and other production expenses to successfully plan, coordinate, promote, produce, host, and manage all activities associated of the **2013 NCAA Women's Final Four** to be held in the New Orleans Arena Sunday April 7<sup>th</sup> and Tuesday April 9<sup>th</sup> 2013.
2. To the extent allowable by NCAA regulations, and in coordination with the NCAA's media rights holders, provide opportunities for the State to promote tourism and travel to and throughout Louisiana, as follows:
  - a. Ensure that the State receives at least one (1) full-page advertisement and one (1) full-page editorial in the Official Game Program that is available for sale to attendees and non-attendees.
  - b. Ensure that the NCAA website <http://www.ncaa.com/finalfour> includes a link to the State's official tourism website <http://www.louisianatravel.com> and other travel information websites provided by the State.

- c. Ensure that the NCAA Final Four mobile site includes a link to the State's official tourism website <http://www.louisianatravel.com> and other travel information websites provided by the State.
  - d. Ensure that the NCAA Facebook page includes a tab to the State's official tourism Facebook page.
  - e. Use the State's official tourism logo "**Louisiana; Pick Your Passion**" on printed and other visual promotion materials and signage at the Event, where possible.
3. Make available to the State for purchase at least six (6) or more ticket books, depending upon availability, loge level books (all games) at a rate of \$200.00 each to attend the Final Four games to monitor and to promote Louisiana's tourism industry. Access to tickets must be provided at least thirty (30) days prior to the Event. Contractor must provide an official confirmation regarding the ability to purchase and provide the seating arrangements to the State by **February 28, 2013**.
  4. Provide a detailed **Progress Report** with the first request for payment, not later than **October 31, 2012**. The **Progress Report** shall include, at a minimum, a copy of the signed agreement with the NCAA to evidence the commitment by the NCAA to hold the 2013 NCAA Women's Final Four games in New Orleans, the preliminary agenda of all scheduled activities/events; note the progress achieved in providing the State with publicity benefits, including tourism promotion opportunities; documentation of expenses incurred in compliance with the attached **Budget (Exhibit B)**; and any other information and documentation that shows progress and/or achievement of the services, goals, objectives, and performance measures set forth in this Agreement.

Provide a **second Progress Report** and invoice for current incurred expenses, not later than **February 28, 2012**. The **Progress Report** must include the final agenda of scheduled activities; confirmed information regarding tickets and the available seating for tourism representatives; current progress and confirmed opportunities to provide promotional benefits/opportunities for the State; and attached supporting documentation for incurred expenses in accordance with the attached **Budget (Exhibit B)**.

5. Upon conclusion of the **2013 NCAA Women's Final Four** games, Contractor shall submit a detailed **Final Report of the Event with the final request for payment**. The Final Report shall include, at a minimum, a descriptive summary of the Event, a list of publicity benefits that the State received, and supporting documentation that evidence the achievement of the goals, objectives, performance measures, services and deliverables set forth in this Agreement. Contractor shall also provide a copy of the Official Game Program, copies of press releases, articles, newspaper clippings, information on network coverage, viewership and ratings, media coverage, and other information to provide feedback regarding the Event to assist in measuring the return on the State's investment in the Event as a tourism development and promotion tool. Contractor shall include documentation of incurred expenses in compliance with the attached **Budget (Exhibit B)**.

Contractor shall also include in the Final Report the total attendance at activities/events, estimated number and percentage of out-of-state visitors, estimated television viewership, television network coverage, and provide information regarding the economic impact of the NCAA Women's Final Four games on the region and State, such as total estimated spending that resulted from the Event, estimated number of hotel room nights sold, the estimated amount of tax revenue generated for the city and state, and any other available information that addresses and/or measures the economic impact. Contractor shall include

a summarized analysis of the economic impact on the city and state. Contractor agrees to submit the **Final Report** no later than **June 15, 2013**.

**B. Contractor shall use its best efforts to obtain from the NCAA, the following benefits for the State:**

1. Audio/Video recognition, and/or opportunities to broadcast State-provided information that promotes Louisiana travel during promotions and at non-game events, when possible.
2. Approval from the NCAA to display Louisiana tourism signage to welcome visitors at non-game events, if these opportunities are not precluded because of other official NCAA Event sponsors.
3. Access to media and VIP shuttles, the media workroom and hotels so that the State will have the ability to issue press kits and other tourism related publicity materials to available media participants.
4. Participation in the "**Tip-Off**" press conference.
5. Opportunity for the State tourism representatives to welcome visitors to one or more of the following events:
  - a. Tourney Town
  - b. Salute Premiere
  - c. Open Practices and Autograph Sessions

**2. Payment Terms**

In consideration of the services and deliverables described above and the Contractor's compliance with all terms and conditions set forth in this Agreement, the State hereby agrees to pay Contractor a maximum amount of **ONE MILLION DOLLARS AND 00/DOLLARS (\$1,000,000.00)**. Payments will be made only on approval of the State's Contract Monitor, Jack Warner, Deputy Assistant Secretary, Office of Tourism, his designee, supervisor or successor.

Upon progress, submission of deliverables, and/or completion of services to the reasonable satisfaction of the State, payments shall be disbursed as follows:

The **first payment** in the amount of **Six Hundred Thousand and 00/dollars (\$600,000.00)**, will be made to the Contractor upon the Contractor's submission of an original invoice on organization letterhead (which must list the specific amount of the payment request), a detailed **Progress Report** (to be submitted to the State by **October 31, 2012**), a signed **Event Agreement** between the **2013 Women's Final Four Host Committee, Inc.** and the NCAA, and documentation to support services and expenses in compliance with the attached **Budget, Exhibit B**.

A **second payment** in the amount of **Two Hundred Thousand and 00/dollars (\$200,000.00)** will be made upon submission of the second **Progress Report (to be submitted by February 28, 2012)**, to include information as described above in Item 4, of the Scope of Services. The invoice must be submitted in compliance with the attached **Budget, Exhibit B**.

Upon conclusion of the 2013 NCAA Women's Final Four games, the **final payment** in the amount of **Two Hundred Thousand and 00/dollars (\$200,000.00)** will be made to the Contractor upon the Contractor's submission of an original invoice on organization letterhead (the invoice must list the specific amount of the payment request), and a detailed **Final Report** which shall include all of the information and deliverables as described above in the Scope of Services. **Contractor must also submit** documentation to support services and incurred expenses in accordance with the **Budget, Exhibit B**. **All**

**deliverables including the Final Report of services, and supporting documentation for expenses must be submitted not later than June 15, 2013.**

Documentation of expenses may include documents of financial obligations, signed agreements, signed work orders, copies of paid invoices, copies of electronic bank transfers, or other documented evidence of costs or incurred expenses in compliance with the Budget.

Payment is also contingent on approval of this Agreement by the director of the Louisiana Division of Administration, Office of Contractual Review and the availability of funds to fulfill the requirements of the agreement.

Contractor is informed that no funds appropriated under Act 13 of the 2012 Regular Legislative Session shall be transferred to a public or quasi-public agency which is not a budget unit of the State unless the Contractor executes a copy of this Agreement and submits to the State for approval, a Comprehensive Budget showing all anticipated uses of the appropriation, an estimate of the duration of the project, and a plan showing specific goals and objectives for the use of such funds, including measures of performance. The State shall submit the Agreement, the Budget, and any other required information to the Legislative Auditor for approval at [ebudgets@lla.la.gov](mailto:ebudgets@lla.la.gov).

If the Contractor defaults on the agreement, breaches the terms of the agreement, ceases to do business, or ceases to do business in Louisiana, it shall be required to repay the State in accordance with the State's terms.

### **3. Taxes**

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this Agreement and/or legislative appropriation shall be Contractor's obligation and identified under Federal tax identification number 45-5139662.

### **4. Amendments in Writing**

Any alteration, variation, modification, or waiver of provisions of this Agreement shall be valid only when it has been reduced to writing, executed by all parties, and approved by the Director of the Office of Contractual Review, Division of Administration.

### **5. Termination for Cause**

The State may terminate this Agreement for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the Agreement; provided that the State shall give Contractor written notice specifying Contractor's failure. If within thirty (30) days after receipt of such notice, Contractor shall not have either corrected such failure or, in the case which cannot be corrected in thirty (30) days, begun in good faith to correct said failure and thereafter proceeded diligently to complete such correction, then the State may, at its option, place Contractor in default and the Agreement shall terminate on the date specified in such notice. Contractor may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of the State to comply with the terms and conditions of this Agreement; provided that the Contractor shall give the State written notice specifying the State's failure and a reasonable opportunity for the State to cure the defect.

### **6. Termination for Convenience**

The State may terminate the Agreement at any time by giving thirty (30) days written notice to Contractor. The Contractor shall be entitled to payment for services and deliverables in progress, to the extent work has been performed satisfactorily.

### **7. Remedies for Default**

Any claim or controversy arising out of this Agreement shall be resolved by the provisions of La. R.S. 39:1524-1526.

### **8. Ownership**

All records, reports, documents and other material delivered or transmitted to Contractor by the State shall remain the property of the State, and shall be returned by Contractor to the State, at Contractor's expense, at termination or expiration of this Agreement. All records, reports, documents, or other material related to this Agreement and/or obtained or prepared by the Contractor in connection with performance of the services contracted for herein shall become the property of the State, and shall, upon request, be returned by Contractor to the State at Contractor's expense at termination or expiration of this Agreement.

### **9. Assignment**

Contractor shall not assign any interest in this Agreement and shall not transfer any interest in same (whether by assignment or novation), without prior written consent of the State, provided however, that claims for money due or to become due to Contractor from the State may be assigned to a bank, trust company, or other financial institution without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to the State.

### **10. Auditors Clause**

It is hereby agreed that in accordance with La. R.S. 24:513, the Legislative Auditor of the State of Louisiana, and/or the Office of the Governor, Division of Administration, and/or the Department of Culture, Recreation and Tourism auditors shall have the option of auditing all records and accounts of the Contractor which relate to this agreement. The Contractor shall designate an individual who shall serve as the point of contact and responsible party for audit compliance and reporting.

### **11. Fiscal Funding Clause**

The continuation of this Agreement is contingent upon the legislative appropriation of funds to fulfill the requirements of this Agreement. If the legislature fails to appropriate sufficient monies to provide for the continuation of the Agreement, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the contract, the Agreement shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

### **12. Term of Contract**

This Agreement shall begin on **July 1, 2012** and shall terminate on **June 30, 2013**.

### **13. Discrimination Clause**

The Contractor agrees to abide by the requirements of the following as applicable: Title VI of the Civil Rights Act of 1964 and Title VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972, Federal Executive Order 11246 as amended, the Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, the Fair Housing Act of 1968 as amended, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Contractor agrees not to discriminate in its employment practices, and will render services under this Agreement without regard to race, color, religion, sex, sexual orientation, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Contractor, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this Agreement.

**14. Indemnification Clause**

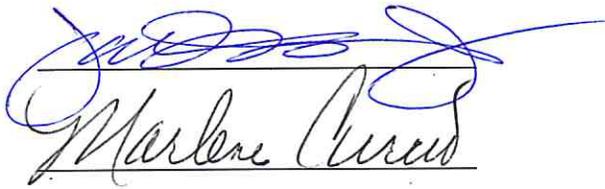
Contractor shall indemnify and hold harmless the State against any and all claims, demands, suits, and judgments of sums of money to any part for loss of life or injury or damage to person or property growing out of, resulting from or by reason of any negligent act or omission, operation or work of the Contractor, his agents, servants, or employees while engaged upon or in connection with the services or performed by the Contractor hereunder.

State shall indemnify and hold harmless the Contractor against any and all claims, demands, suits, and judgments of sums of money to any part for loss of life or injury or damage to person or property growing out of, resulting from or by reason of any negligent act or omission, operation or work of the State, his agents, servants, or employees while engaged upon or in connection with the services or performed by the State hereunder.

THUS DONE AND SIGNED AT Baton Rouge, Louisiana on September 21, 2012.

WITNESSES:

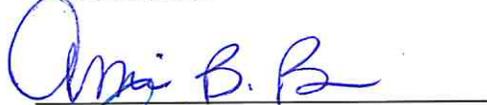
Department of Culture, Recreation and Tourism

  
Markere Curud

  
Kyle Edminston, Assistant Secretary  
Office of Tourism

THUS DONE AND SIGNED AT Baton Rouge, Louisiana on 9/23, 2012.

WITNESSES:


  
Charles R. Davis, Deputy Secretary  
Office of the Lieutenant Governor  
Department of Culture, Recreation and Tourism

THUS DONE AND SIGNED AT New Orleans, Louisiana on 9/26/12, 2012.

WITNESSES:

2013 Women's Final Four Host Committee, Incorporated

  
Kelli Collins

  
Paul Hoolahan, C. E. O.  
Allstate Sugar Bowl

## EXHIBIT A

**Agency Name:** Office of Tourism  
**Contractor's Name:** 2013 Women's Final Four Host Committee, Incorporated  
**Contract Monitor:** Jack Warner

**Goal:** Funding is being provided for this endeavor to support the 2012 NCAA Women's Final Four tournament games to be held in the New Orleans Arena, Sunday, April 7 and Tuesday, April 9, 2013, to ensure successful production of the Event, and maximum attendance and media exposure for economic and tourism development purposes. The goal is to generate significant revenue for the tourism industry of the state.

**Objectives include:**

- Successful production and promotion of the Event to maximize attendance
- Maximize the potential for increased economic activity and tourism development
- Increased opportunities to promote the Louisiana's tourism industry (e.g., printed promotional materials, website media with links from Event-affiliated websites to LouisianaTravel.com and other Louisiana tourism-related websites)
- State tourism access to major game activities, including media events and other activities associated with the Event, to promote and represent the Louisiana tourism industry
- Improved public perception of Louisiana as a tourism destination through promotions
- Opportunities to promote awareness and a positive image of Louisiana as a unique and desirable travel destination to attendees at game events and associated events such as (Tourney Town, Salute Premiere or Open Practices and Autograph Sessions)
- 50,000 in attendance at the games and related activities/events over the three-day period
- 5, 700 plus hotel room nights sold that can be attributed to the Event
- 11 million in viewership
- \$2.8 million in tax revenue generated for the State

**Performance Measures:** Contractor's performance will be measured by 1) the number in attendance at tournament games and Event-related activities, 2) total number of visitors drawn to Louisiana, 3) the amount of network coverage, viewership, and ratings, 4) media coverage, 5) the amount of positive publicity that Louisiana receives as an Event host state, 6) State access to Event activities to promote Louisiana tourism for economic development purposes, and 7) the economic impact of the Event on the City and State, measured by direct and secondary spending, number of hotel nights purchased, the amount of tax revenue generated, and other relevant measures of economic activity.

Contractor's performance will also be measured by the ability of the Contractor to provide all tourism deliverables, and to adhere to all terms of this agreement, including the reporting requirements as noted in the Scope of Services, and the submission of adequate supporting documentation for expenses incurred in compliance with the Budget. Other measures of performance include organized Event productions, and other managerial factors that ensure the Event's success.

**Monitoring Plan:** The Contract Monitor shall monitor activities and evaluate the Contractor's performance to ensure that all services and deliverables are provided in compliance with the terms of this Agreement and will ensure the achievement of the goals and objectives to the satisfaction of the State, as follows:

The Contractor Monitor shall:

- Communicate with the Contractor as necessary to verify activities and review services to ensure compliance.
- Review all deliverables, and documentation including the invoices, the Progress Reports and the Final Report, to ensure satisfactory progress, prior to authorizing the release of any payment to Contractor.
- Complete a Performance Evaluation and submit to the Office of Management and Finance within 45 days of the termination or expiration of this Agreement.

**Utility of Final Product:** The State is supporting the 2013 NCAA Women's Final Four games, considered a major economic driver for the tourism industry of Louisiana. The goal is to generate substantial visitations, revenue, and other economic activity. Publicity for Louisiana, including local, national and international attention associated with the Event, will directly support the State's tourism mission of inviting local, regional, national and international visitors to Louisiana to improve Louisiana's overall economy.

**EXHIBIT B**

**Project Budget (2012-13)  
2013 Women's Final Four Host Committee, Incorporated  
2013 NCAA Final Four**

**Anticipated Income and/or Revenue**

<u>Sources (list all sources of revenue)</u>	<u>Amounts</u>
Private Sources	\$ 400,000.00
State (Tourism)	\$1,000,000.00
<b>Total</b>	<b>\$1,400,000.00</b>

**Anticipated Projected Expenses**

<b>Budget Categories</b>	<b>Total this Category</b>	<b>Tourism Contribution</b>
Staff Salaries/Benefits	105,750.00	0.00
Administrative Expenses (Insurance, supplies, printing needs, utilities, office equipment, technology needs, telephone,)	\$30,500.00	\$30,500.00
Event Insurance	\$25,000.00	\$25,000.00
Office Space Rental	\$12,500.00	\$12,500.00
Professional Services (Legal and/or Accounting, etc)	\$4,000.00	\$4,000.00
Hospitality Services (banquet, catering and visitor/guest hospitality services)	\$201,000.00	\$76,000.00
Control Center/HQ (Audio/Video & related Production expenses)	\$37,000.00	\$30,000.00
Guest Programs	\$5,500.00	0.00
Travel Expenses (includes site/facility visits)	\$52,300.00	0.00
Guest Services/Awards/Mementos	\$22,000.00	0.00
Team Host Program	\$13,100.00	0.00
Volunteer Accommodations	\$72,000.00	\$70,000.00
Transportation and Related Services (Shuttles, courtesy car fuel, parking fees, police escorts, signage)	\$170,000.00	\$150,000.00
Community Initiatives	\$8,000.00	\$8,000.00
Arena & Convention Center Rentals and Fees (fan and Event accommodations)	\$239,000.00	\$239,000.00
Public Relations/Event Marketing	\$63,500.00	\$63,500.00
Game Operations (ambulance, athletic training, communications and related electronics, statisticians, technicians, equipment rentals, etc.)	\$66,400.00	\$66,000.00
Décor & Facility Enhancements - (Welcome signage, brochures, posters, tents, city décor, team hotel, HQ décor, key cards, arena décor, direction signage)	\$272,450.00	\$225,500.00
<b>Total Expense Categories</b>	<b>\$1,400,000.00</b>	<b>\$1,000,000.00</b>

*Payments for salaries, professional and other sub-contracted services must be **Fully Disclosed** to the State in detail, to include the names of all such organizations and/or individuals receiving payments for services, contact information, the specific services performed, and the specific amount to be paid under this agreement. All such services are subject to State audits.*