



MONONA TERRACE COMMUNITY AND CONVENTION CENTER

ONE JOHN NOLEN DRIVE MADISON, WI 53703 TEL 608 261-4000 FAX 608 261-4049

DATE: June 3, 2011
TO: Monona Terrace Board of Directors
FROM: Gregg McManners, Executive Director
SUBJECT: **CAPITAL BUDGET 2012**

Attached is the information packet for the Monona Terrace 2012 Proposed Capital Budget. The Finance Committee will review this budget on June 16 prior to the Board meeting, and will make their recommendation to the Board at this meeting. Staff is recommending \$1,102,000 in capital improvements for 2012, which is a reduction of almost 30% from the forecasted expenditure submitted with the 2011 budget.

Monona Terrace's debt service, operating and capital budgets are funded exclusively from operating revenue and the Transient Occupancy Tax Fund. This capital budget is consistent with the 10-year plan developed and presented to the Board in 2001. The 10-year capital improvement plan is reviewed and updated annually and is also attached for your review. Hopefully the information mailed to you in your board packet allowed time for review.

More than ever, the success of Monona Terrace is based on our marketability and competitiveness both regionally and nationally. With the rapid growth of convention centers across the country, the convention industry is maturing, and characterized by aggressive competition. Facilities are competing for a limited amount of business, and only those convention centers with the best competitive positions will succeed. Therefore, we must continue to maintain and enhance the physical building, fixtures, and services in order to continue to meet the expectations of our clients, and maintain our competitive advantage.

Below is a description of each attachment.

Attachment #1 2011 Capital Projects – Funding of \$595,000 was approved by the Monona Terrace Board in June 2009, and then approved by the Common Council in November. We plan to move forward with all of these projects.

Attachment #2 2012 Proposed Capital Budget – There are two projects outlined in this document for your review.

Project #1 – Building and Building Improvements –

Cold Cathode/LED Cove Lighting – Replace soffit, main entrances and Grand Terrace lighting with LED's. The main reason for the replacement is cost. The lamps require intensive labor to manufacture so they are more expensive. They also cost more to install as it requires more labor than fluorescent or neon designs. Finally it is difficult finding manufacturers that produce quality cold cathode lighting.

HVAC Upgrade – Replace the damper actuators and Variable Air Volume (VAV) controllers which improves energy efficiency and provide a more consistent temperature in meeting spaces

FSR System Upgrade – The FSR system is the audio distribution system in the building and includes amps, equalizers, speakers and upgraded software.

LEED Re-certification – We plan to become recertified as LEED-EB building.

Project #2 – Machinery and Other Equipment –

Banquet Chairs – The 4,000 plus banquet chairs that are in the inventory take a beating from the constant set up and take down of events. We need to replace these chairs every 8 years.

Barrell Chairs – These chairs in place since the facility opened are in disrepair. Over 30% of our inventory is off the floor due to damage and in need of either new upholstery, padding or legs.

Chiller Overhaul – The manufacturer recommends a major overhaul of the chiller to sustain its useful life.

Dance Floors – With over 100 weddings per year plus other social events, the dance floors suffer a significant amount of wear and tear on an annual basis and are typically replaced every 4-5 years.

Bike Elevator Upgrade – During the high speed rail station meeting process, it was determined through a collective effort of various city agencies that the Bike Elevator be upgraded with a faster motor and heating and cooling.

Attachment #3 10-Year Capital Budget Plan - provides information on anticipated capital needs through 2020.

Thank you for taking the time to review the attached information. Please contact me at 261-4020 with any questions.



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2011 Approved Capital Budget

Attachment #1

PROJECT #1 - BUILDING and BUILDING IMPROVEMENTS	Approved Budget
Plants/Trees & Shrubs	15,000
Painting	60,000
Technology Upgrade	125,000
Roof Light Fixtures (Bee hive)	50,000
Finish Carpentry	50,000
Building Re-key	10,000
Fire/Life Safety Upgrade	110,000
Airwall Resurfacing	100,000
Total Project #1 - Building and Building Improvements	520,000

PROJECT #2 - LAND and LAND IMPROVEMENTS	Approved Budget
Total Project #2 - Building and Building Improvements	-

PROJECT #3 - MACHINERY AND OTHER EQUIPMENT	Approved Budget
Trash Containers	25,000
Chiller Overhaul (#1 & #2)	50,000
Total Project #3 - Machinery and Other Equipment	75,000

Total 2011 Capital Projects	595,000
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2012 Proposed Capital Budget

Attachment #2

Project #1- Building and Building Improvements	Budget Request
Plants/Trees & Shrubs	15,000
Cold Cathode/LED Cove Lighting	100,000
HVAC Upgrade	100,000
Lecture Hall Stage Floor	30,000
Finish Carpentry	25,000
FSR System	80,000
LEED	50,000
Time & Attendance Software	40,000
Total Project #1 Building and Building Improvements	440,000

Project #2- Land and Land Improvements	Budget Request
-	-
Total Project #2 Land and Land Improvements	-

Project #3- Machinery and Other Equipment	Budget Request
Staging	30,000
Banquet Chairs	330,000
Industrial Equipment(Drive units)	15,000
Barrel Chair Replacement	50,000
Kitchen Equipment	25,000
Chiller Overhaul (#1 & #2)	40,000
Dance floors	90,000
Saber Scrubber	12,000
Bike Elevator upgrade	70,000
Total Project #3 Machinery and Other Equipment	662,000

Total 2012 Capital Projects	1,102,000
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Monona Terrace Capital Budgets - 2012 to 2016

	2012		2013		2014		2015		2016	
Building and Building Improvements	Plants/Trees & Shrubs	15,000	Phone System Upgrade	60,000	Carpet Replacement	400,000	Technology Upgrade	50,000	Elevator/Escalator Upgrade	40,000
	Cold Cathode/LED Cove Lighting	100,000	Plants/Trees & Shrubs	25,000	Plants/Trees & Shrubs	25,000	Tile project	75,000	Overhead Doors/Exterior	60,000
	HVAC Upgrade	100,000	Carpet Design & Downpayment	400,000	Doors & Hardware	50,000	Replace Exterior Marquee	100,000	Tile Project	75,000
	Lecture Hall Stage Floor	30,000	Ex Hall Curtain	65,000	Gift Shop Upgrade	40,000	Office Furnishings	35,000	Technology Upgrade	50,000
	Finish Carpentry	25,000	Exterior Building Cleaning	50,000	Air Walls	60,000			Window Replacement	60,000
	FSR System	80,000	Finish Carpentry (doors)	25,000	Overhead Doors/Exterior	25,000				
	LEED	50,000	Rooftop Lights	90,000	Painting	60,000				
	Timekeeping Software	40,000			Ceilings	200,000				
					ExHall Floors	50,000				
					Heater Panel Replacement	20,000				
					Carpentry (re-route 3rd fir plumbing)	100,000				
SUBTOTAL	440,000	SUBTOTAL	715,000	SUBTOTAL	1,350,000	SUBTOTAL	260,000	SUBTOTAL	285,000	
Land and Land Improvements							Bike Path Resurfacing/Irrigation repair	500,000		
SUBTOTAL	-	SUBTOTAL	-	SUBTOTAL	-	SUBTOTAL	500,000	SUBTOTAL	-	
Machinery and Other Equipment	Staging	30,000	Rooftop Furniture	30,000	Lawn Mower/Snow Blower	7,000	Command Center Update (Monitors)	80,000	Pickup/Plow	45,000
	Banquet Chairs	330,000	Furniture	100,000	Kitchen Equipment/Upgrade	150,000	Chiller	50,000	Kitchen Equipment	75,000
	Industrial Equipment(Drive units)	15,000	Camera Replacement	20,000	Industrial Equipment	10,000	Industrial Equipment	25,000	Tables	70,000
	Barrel Chair Replacement	50,000	Kitchen Equipment	25,000	Elevator/escalator	30,000	Tennant Riding Vac	15,000	Tornado Vacuum	8,000
	Kitchen Equipment	25,000	Banquet Tables	25,000	Staging	70,000			Clipper Extractor	5,000
	Chiller Overhaul (#1 & #2)	40,000	Industrial Equipment	10,000	Banquet tables	125,000			Chariot Vac	15,000
	Dance floors	90,000	Windsor Chariot Vac	14,000	Tennant Riding Vac	15,000				
	Saber Scrubber	12,000			Clipper extractor	5,000				
	Bike Elevator upgrade	70,000			Windsor Aqua Ride	25,000				
	Subtotal	662,000	Subtotal	224,000	Subtotal	437,000	Subtotal	170,000	Subtotal	218,000
	Computer Hardware/Software									
AV Upgrade	-	AV Upgrade	-	AV Upgrade	-	AV Upgrade	-	AV Upgrade	-	
Hardware/Software	-	Hardware/Software	-	Hardware/Software	-	Hardware/Software	-	Hardware/Software	-	
Routine replacements moved to Operating		*Routine replacements moved to Operating*		*Routine replacements moved to Operating*		*Routine replacements moved to Operating*		*Routine replacements moved to Operating*		
SUBTOTAL	-	SUBTOTAL	-	SUBTOTAL	-	SUBTOTAL	-	SUBTOTAL	-	
ANNUAL TOTAL	1,102,000	ANNUAL TOTAL	939,000	ANNUAL TOTAL	1,787,000	ANNUAL TOTAL	930,000	ANNUAL TOTAL	503,000	

Monona Terrace Capital Budgets - 2017 to 2021

	2017		2018		2019		2020		2021	
Building and Building Improvements	Exterior Gates/Rails	20,000	Plants/Trees & Shrubs	40,000	Roof Membrane	750,000	Lecture Hall Stage Floor	50,000	Technology upgrade	150,000
	HVAC Controls Upgrade	50,000	Airwall Resurfacing	100,000			Refinish	25,000	Window Replacement	50,000
	Plants/Trees & Shrubs	40,000	Exterior Building Cleaning	50,000			Escalator/Elevator Upgrades	25,000	Ex Hall Lighting	60,000
	Fire/sound proofing Ex Hall Ceiling	200,000					Caulking	60,000		
	SUBTOTAL	310,000	SUBTOTAL	190,000			SUBTOTAL	750,000	SUBTOTAL	160,000
Land and Land Improvements										
	SUBTOTAL	-	SUBTOTAL	-	SUBTOTAL	-				
Machinery and Other Equipment	Camera Replacement	40,000	Banquet Chairs	380,000	Trash/Waste Containers	100,000	Banquet Chairs	350,000	Kitchen Equipment	100,000
	Tables	70,000	Camera Equipment	40,000	Phone System Upgrade	50,000	Dance Floors	60,000	Tractor	40,000
	Office Furnishings	75,000	Kitchen Equipment	100,000	Lake Vista Refurbishment	100,000	Camera Upgrade	45,000		
	Rooftop Stage	30,000	Phone System Upgrade	35,000	Rooftop Furniture	45,000	Chiller Overhaul	50,000		
	Kitchen Equipment	75,000			Gift Shop Upgrade	125,000	Replace Curtains (Level 2)	20,000		
New Truck	35,000									
	Subtotal	325,000	Subtotal	555,000	Subtotal	420,000	Subtotal	525,000	Subtotal	140,000
Computer Hardware/Software	A/V Upgrade	-								
	Hardware/Software	-								
	Routine replacements moved to Operating	-								
	SUBTOTAL	-	SUBTOTAL	-	SUBTOTAL	-				
	ANNUAL TOTAL	635,000	ANNUAL TOTAL	745,000	ANNUAL TOTAL	1,170,000	ANNUAL TOTAL	685,000		400,000