



MINNEAPOLIS CONVENTION CENTER WORK BREAKDOWN STRUCTURE

1. Annual Increase

Each Post Position that is subject to change in Security Personnel with replacement Security Personnel shall be payable at the lower of the collective bargaining agreement pay rate for a “Step One” employee or the City’s Living Wage and the percentage increase for the difference between the Wage Rate and Bill Rate shall not exceed 37%.

Holiday and Overtime is paid at 1.5% the regular Wage Rate and 1.45% the Bill Rate. Service Provider will list all Holidays where Holiday rates apply.

2. Account Manager

Category Rates	Wage Rate	Bill Rate
Account Manager		

Annual increase for the term of this agreement if the employee reaches performance measures:

Annual Increase

3. Floor Lead and Sector Patrol Officers

Category Rates	Number of Employees at Rate Level	Wage Rate	Bill Rate	Holiday/OT Rate	Training Rate
Floor Lead - 1	0				
Floor Lead - 2	3				
Floor Lead - 3	3				
Sector Patrol Officer - 1	0				
Sector Patrol Officer - 2	4				
Sector Patrol Officer - 3	1				
Sector Patrol Officer - 4	4				
Sector Patrol Officer - 5	7				
South Gate Officer - 1	0				
South Gate Officer -2	1				
South Gate Officer -3	1				
South Gate Officer -4	4				
South Gate Officer - 5	5				

4. Patrol Vehicle Sedan

Type of Vehicle	Monthly Charge

MCC Security patrol vehicle. Vehicles may display the Service Provider name/logo, but also must prominently display the name/logo of the site to which that vehicle has been assigned. This unit shall be no more than three model years old and be in good condition, both mechanically and in appearance. Monthly Charge, Patrol Vehicle Sedan: No Charge except for fuel and insurance at actual cost. (Oil, regular washes, all other maintenance and repairs will be at no additional cost to the MCC).

5. Event Floor Lead, Event Security Officer, Usher, Yard Guard and Dock Marshal

Category Rates	Wage Rate	Bill Rate	Holiday/OT Rate	Training Rate
Event Floor Lead FT				
Event Floor Lead PT				
Event Security Officer				
Usher				
Dock Marshal				
Yard Guard				
Ramp Attendant				

A minimum of 1548 hours of service is required to qualify for an annual wage increase for the **FT** and **PT Event Floor Lead, Event Security Officer, Usher, Dock Marshal, Yard Guard** and **Ramp Attendant** positions. If the employee does not meet the minimum hours required, their accrued hours will roll over and count toward the annual increase eligibility for the following year. Hours will continue to roll over to the following year until the employee qualifies for an annual increase. Employee will not be eligible for more than one increase per year under provisional language in a collective bargaining agreement.

Annual increase for the term of this agreement if employees reach the minimum hours of service:

Annual Increase

6. Police Scheduler, Off-Duty Police and Off-Duty Police Supervisor

Police Scheduler’s administrative fee must be included within the off-duty police bill rate.

Category Rate	Wage Rate	Bill Rate	Holiday/OT Rate
Off-Duty Police			
Off-Duty Police Supervisor			

7. Work Rules

Service Provider will list any work rules which may have an effect on the hourly compensation rates. Please include supervisor to reporting personnel ratio, hourly shift minimum, break schedules, etc.

8. Medical Insurance Benefits

The medical insurance benefit will not be included in the Service Provider’s Bill Rate(s). MCC will be billed by the Service Provider and the City will pay for the monthly premium of the employer portion of the medical insurance benefit ONLY based upon the dollar amount included in the collective bargaining agreement for only those Security Personnel (*Floor Lead, Account Manager, Administrator and Sector Patrol Officer*) who elect medical insurance benefit coverage.

Insurance Plan	Monthly Premium
Employee Only	
Employee + children	

9. Training Cost Remittance

Minnesota State continued training (6hrs) can be remitted for employees that are exclusively scheduled to perform **Sector Patrol Officer, FT** and **PT Building Lead, FT Event Lead** and **FT Dock Marshal** essential functions. Remittance for this training cost will follow a sliding scale:

Annual Working Hours Allotment	Percent covered by MCC
Employee works 1664-2080hrs in an annual year	100%
Employee works 1248-1664hrs in an annual year	75%
Employee works 832-1248hrs in an annual year	50%
Employee works below 832hrs in an annual year	0%

Employees that are exclusively scheduled to perform **Usher, Event Security, Yard Guard** and **PT Event Lead** essential functions will not be remitted for their Minnesota State continued training (6hrs).

10. Holidays

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11. Invoicing

Invoices must be presented to the Site Contract Manager within ten (10) business days after the month of being invoiced:

- Invoices will be audited by MCC for billing accuracy and approval to submit for payment;
- Travel expenses cannot be billed to the City; and
- Separate monthly invoices will be generated and issued for Health Insurance & Vehicle charges, Event Staffing charges, Building Security Charges and Ramp Staffing charges.

Percentage discount for invoices paid within 20 days or less:

Percentage Discount