



USA TRACK & FIELD RACE WALKING CHAMPIONSHIP BID APPLICATION

Please forward one (1) copy of the completed application with supporting materials to Director of Events, USA Track & Field, One RCA Dome, Suite 140, Indianapolis, IN 46225; two (2) copies to Mike Rohl, 1272 S. Main St., Mansfield, PA 16933; and one (1) copy to Vince Peters, 607 Omar Circle, Yellow Springs, OH 45387

Prior to forwarding your bid application to us, please make sure that you have: (1) included all requested information and attachments, (2) obtained all necessary signatures, (3) consulted with the local USATF Association, and (4) read and understand the bidder statement, which is a part of this bid application, and the sample bid award letter agreement found under the Championship Bidding section on the USATF Website.

For assistance in completing this Bid Application please contact Vince Peters at (937) 767-7424 or mv_tc@erinet.com, or Michael Rohl at (570) 662-4645 or mrohl@mnsfld.edu.

Part I — Principal Contacts		PLEASE PRINT LEGIBLY OR TYPE	
Bid Submission Date: 15 Nov 2005		Event Site: Minneapolis, MN	
Event Organizer/Bidder	Twin Cities Race Walkers		
Contact Name	Bruce Leasure	Tel (W): 651-330-9355	
Address	638 Summit Ave. Saint Paul, MN 55105-3435	Fax:	
Website Address	twincitiesracewalkers.org	Cell:	
		E-mail: usatf@twincitiesracewalkers.org	
Event/Race Director (if different from above): same as above			
Name:		Tel (H):	
		Tel (W):	
ADDRESS:		Fax:	
E-mail:		Cell:	
Part II — Year and National Championship Event Sought			
Year	DISTANCE:		
■ 2006	■ Jr M 15 km	■ M 15 km	■ M M 15 km
■ 2007	■ Jr W 15 km	■ W 15 km	■ M W 15 km
■ 2008			
<p>If you are bidding for more than one year of the same Race Walking Championship event distance, prepared one bid application and supply under separate title pages, event details that will differ. Complete separate applications if you are bidding on two (2) or more different Race Walking Championship event distances. (For example, submit same application, with different title pages and information for items that will change, if bidding on the 2005 and 2006 M 10 km Championships. Prepare completely separate bid applications, if bidding on the 2005 M 10 km and 2005 W 15 km Championships.)</p>			

Part II — Year and National Championship Event Sought

- 1) Event Site (Facility and/or Park name & location): **Midtown Greenway Trail**
Enter trail at 1302 29th St E, Minneapolis, MN, go west on the trail to find the start line.
Google Maps Link:
<http://maps.google.com/maps?q=1302+E+29th+St.+Minneapolis,+MN+55407&iwloc=A&hl=en>
- 2) Proposed Event Title (USATF Reg. 4-B): **15km USATF Race Walking National Championships**
- 3) Preferred Event Date(s):
1ST Choice: **6 Aug 2006 5 Aug 2007 3 Aug 2008**
- Alternate Event Date(s): **none**
- 4) Proposed Start Time(s): **7:30am**
- This Time Schedule is: **Flexible**
- 5) Please attach an Event history sheet listing previous Associations, regional, national, or other Championships held on this Site and whether this Event is being held in conjunction with a non-Championships Event. (Please describe other Event.) **attached**
- 6) Attach an entry form for a previous Event (if any), preferably for the last staging of this Event. – **no previous event**
- 7) Please enclose a USATF course certification showing course layout and elevation. Please include the state and year certified, indicate on course map the location of registration center, start line, aid and medical stations, split markers, finish line, toilet facilities, media facilities (if applicable), and doping control area. **Certification paperwork turned in. Course Map attached. All 1km splits are at the start/finish line. Course headquarters and media facilities will be located at the start/finish line.**
- 8) Course Composition (% Asphalt, Concrete, Paved, Unpaved, etc.): **100% asphalt**
- Average width of course: **18 feet**
- Narrowest width of course and where it occurs along course: **18 feet**
- 9) Course Record:

Division	Record Holder	Nationality	Time	Date
No Course Record – New Course				
- 10) Weather Conditions for this Time of Year:
Average temperature during race time: **71° F**
- Average humidity: **84%**
- Average wind: **10 mph**

Part IV — Associations

- 1) Association: **Minnesota**
President Name: **Chris Dallager**
Telephone: **651-683-1086**
Fax:
E-mail: chrisdallager@comcast.net
2. Briefly explain the role of the local Association, its officials, and/or other services in the planning of the staging of the Event. (Attach additional sheet, if necessary.) **attached**

Part V — Local Organizing Committee Details (Attach Additional Sheets with Responses)

USATF serves a racially, culturally, socio-economically and otherwise diverse constituency. The organization seeks to create meaningful opportunities for participation of women, racial and ethnic minorities, and persons with disabilities, and encourages entities hosting our National Championships to do the same. It is the policy of USATF to encourage the use of Minority Business Enterprises ('MBEs') and to promote full and equal business opportunities for MBE's in bid contracting for championship events.

- 1) Provide the legal name, address, web page URL address, telephone and fax numbers and the legal form of the sponsoring organization bidding for the Championships, if different from that listed in Part I. **same as Part I**
- 2) List the names and professional background information of key management personnel (including elite athlete coordinator) who will be responsible for the conduct of this event. Provide an organizational chart or listing of the proposed event management team. Please provide demographic information on all these individuals (i.e. gender, ethnic background, disability). **attached**
- 3) Provide detailed information concerning the host organization's experience in staging major athletic competitions or other events. Please specify the event name(s), date(s), nature of event, budget, number of competitors/participants and attendance figures. **attached**
- 4) Name other organizations, if any, that will conduct or assist in the conduct of the event. Explain the relationships and responsibilities of any such organizations. Include their event experiences and key personnel background information. **USATF/MN will provide officials. See attachment for Part IV Association .**

Part VI — Officials

- 1) How many Officials will be certified race walking judges at the National level? **at least 5 will have National level or higher**
- 2) How many Officials will be certified race walking judges at the Masters level? **at least 1 will have Masters level**
- 3) Will Officials from outside the Association be invited? **Yes**
- 4) Will the Event provide any of the following for the certified Officials?

Transportation	No
Food	No
Lodging	No – Saturday night lodging may be available in TCRW member homes for out-of-town officials
Meal at Event site	No

Part VII — Athletes

- 1) Please provide a prize and other athlete funds sheet, if any, including a breakdown of men's and women's national championships prize funds and ALL other prize funds. **Attached**
- 2) Will you provide travel funds for athletes competing in the championship? **No**
If yes, please provide amount per athlete and number of athletes
- 3) Will you provide to athletes competing in the championship, room and board? **No**
If yes, please provide total number of athletes, and total number of days per athlete.
- 4) Will you provide a per diem allotment to athletes competing in the championship? **No**
If yes, please provide amount per athlete and number of athletes
- 5) Will you extend invitations to defending open champion(s)? **Yes** including all expenses? **No** (USATF Comp Rule 6.7)
- 6) Will you provide a hospitality suite for athletes, staffed by LOC volunteers? **No**
- 7) Will there be an awards banquet/ceremony or any other activities? **Yes**
If yes, please explain type of activity: **basic "meeting style" award ceremony at hotel**
- 8) How will you identify US athletes competing in the Championships, as distinct from non-American participants in the race, if any?
Organizer will follow USATF recommendations.

Note: Only US citizens who are members of USATF may contend for a USATF National Championship.

Part VIII — Housing and Meals (Attach Additional Sheets with Responses)

- 1) List the names of hotels or other properties that will participate in your proposed housing program(s), the number of rooms available for participants at the particular hotels and/or properties, proposed rates (with or without meals) for singles, doubles, triples, all suites etc., as well as meeting room space availability. Indicate distances from race course. **Attached**
- 2) Please provide headquarters hotel floor plans and indicate meeting rooms available for USATF use. **Attached**
- 3) Is other housing available near the course at varied rates? **Yes, either at the Mall of America, or in downtown Minneapolis**
If bidder is proposing to use local college and university on-campus housing, please provide information about room availability, location of each dorm and dining facility in relation to the course, costs per room (with or without meals), type of room, number of persons per room, and whether climate control systems are available in each room (i.e. air-conditioning, heat, etc.) If bathrooms are shared, indicate how they are shared. (Note: On-campus housing should be a secondary housing resource. However, such housing is adequate for some athletes, officials and others may desire these accommodations.)
- 4) List eating establishments within easy walking and driving distances of all proposed housing properties submitted. Specify restaurant dining hours. **Numerous establishments around the Mall of America and in downtown Minneapolis**
- 5) Please indicate hospitality arrangements planned (i.e. welcome function, pasta dinner, on-site at finish line, key housing properties) for athletes, coaches, meet officials, and, or USATF VIP guests. **Attached**

Part IX — Transportation (Attach Additional Sheets with Responses)

- 1) Name all airlines servicing the local airport(s) and the number of flights in and out of host city each day. List any airlines with major hubs in host city. **Attached**
- 2) Provide a list of transportation systems within your city/community available for public use and providing access to the race course and hotels. Indicate plan for coordination of race and transportation routes with state and local authorities. Indicate the name(s) and location(s) with respect to the housing sites, stadium and other athlete facilities. **Attached**
- 3) List companies that provide rent-a-car services, taxis, limousine, and any other transportation related information. **Attached**
- 4) Provide distance from airport to hotels and competition site. Indicate which hotels provide free airport shuttles. **See attachment for Part VIII Housing**

Part X — Security

- 1) Attach a separate sheet detailing security plans to ensure the safety of athletes, officials and spectators during the event. **attached**
- 2) USATF requires the successful Bidder to produce event credentials to control access at key venues (warm-up, practice, and competition areas), event transportation and hospitality (athletes, coaches, officials, and USATF VIP guests). This activity **MUST** be coordinated with USATF's Marketing Department **A press credential will be created. No other credentials are needed beyond the USATF Officials badge, the volunteer T-shirt and the athlete bib number. Any of these allow access to the race course itself. All other venues are open to the public.**

Part XI — Medical

- 1) Attach a separate sheet detailing Bidder's plans for ensuring adequate medical services for athletes and spectators. Please note that the adequacy of medical services must be approved by USATF. **No on site medical. We will use 911 for emergencies.**

Part XII — Drug Testing

If this event is selected for drug testing, bidder shall be required to provide (i) adequate drug testing facilities, as determined by the United States Drug Testing Agency (USADA); (ii) snacks and fluids for athlete consumption during drug testing; and (iii) sufficient volunteers to serve as drug testing escorts and to assist USADA with drug testing operations.

- 1) Please provide information on available drug testing facilities and volunteers. **We will provide volunteers if USATF will be drug testing. What facilities does USATF need?**

Part XIII — Business Issues

- 1) The bidder will be required to execute a formal Championships agreement.
- 2) The bidder must demonstrate its financial responsibility to pay all of the expenses and show evidence of financial fitness to conduct the Championships, including providing USATF with periodic financial statements from the date of award through the competition, as requested. **TCRW is a club that pays cash for all services.**
- 3) Please submit a proposed budget with bid application. **attached**
- 4) The bidder will be required to promote and advertise the Championships in a first class manner employing all customary means (print, radio, television, website, etc). All proposed advertising copy, designs, photos, drawings, and logos must be approved in advance by USATF's Marketing Department, prior to publication. **USATF Marketing contact is Ivan Cropper ivan.cropper@usatf.org**
- 5) Bidder shall use its best efforts to provide USATF sponsors the first right and opportunity to provide products and services for the Championships and be associated with and/or included in all Championships advertising efforts.
- 6) Please submit a proposed insurance and risk management plan for the Championships. General Liability, Directorsⁱ and Officersⁱ, Automotive Liability, Workers' Compensation and other insurance policies will be required with limits and policy details to be determined. (Note: General Commercial Liability coverage is provided with a USATF sanction.) – **Insurance from USATF Sanction only**

USA TRACK & FIELD OFFICIAL SPONSORS

The following are the existing Official/National sponsors of USA Track & Field as of May 1, 2003.

USATF Marketing contact is Ivan Cropper ivan.cropper@usatf.org

Process is to build a sponsor package by category and send to Ivan.

USATF Sponsors	Product Category	USATF Suppliers	Product Category
Nike	Sports apparel and accessories	Mondo	Track and field surfaces
VISA	Financial payment services (credit and debit cards, ATM cards, stored value cards, traveler's checks, vouchers, and electronic product/services payment)	UCS	Track and field equipment
		Stretch Rite	Athletic equipment
		24-Hour Fitness	Health Club facilities
Xerox	Printing and reproduction equipment		
General Motors	Automobiles, trucks, used vehicles, automobile service and repair, automobile parts, and automobile financing and leasing	Dartfish (USA), Inc.	Skills evaluation software and training system
Verizon	Telecommunications services		
Pfizer/BenGay	Topical pain reliever		
Sunny D Intense Sports	Isotonic and juice beverage		

Part XIV — Additional Information

Please provide any additional information that you believe will assist USATF in deciding whether to award a National Championships event to organization. (Attach additional sheets if necessary.)

BIDDER STATEMENT

I, **Bruce Leasure**, on behalf of **Twin Cities Race Walkers** (Bidder), the entity seeking to host the **15km Junior/Open/Masters Men/Women** USATF Race Walking National Championship Event (the "Championships"), represent and warrant that I have thoroughly read and reviewed the foregoing Bid Handbook and Bid Application Form. I understand all the requirements for hosting the Championships and I have the express authority to submit this Bid Application on behalf of Bidder. If awarded the right to host the Championships, I understand and agree that I must comply with each and every requirement stated in the Bid Handbook and Application, as well as all applicable USATF and IAAF Competition Rules and Regulations. Additional applicable requirements shall be negotiated in good faith between USATF and Bidder.

Each and every statement, promise, chart, photograph or submission made in conjunction with the submission of this Bid Application is true and accurate, as of the date of this submission, and do not omit or misrepresent a material fact or seek to promise to deliver on a promise that is incapable of being fulfilled. If, due to subsequent events or inaction, any statement, promise, chart, photograph or submission made herein is no longer true or capable of being fulfilled as required by the Bid Handbook, then I shall immediately notify USATF of this fact. For purposes of the preceding sentence, I understand that I am obligated to notify USATF, within forty-eight (48) hours, of the discovery that any aspect of the attached Bid Application has become untrue or is incapable of performance. I further understand and agree that USATF reserves the right to withdraw its award of the Championships due to Bidder's inability to fulfill the conditions and promises stated in its original Bid Application.

EVENT ORGANIZER/BIDDER

USATF

Print Name: **Bruce Leasure**
Title: **Board Member**
Entity Represented: **Twin Cities Race Walkers**
Date: **15 November 2005**

Name:
Race Walking Championship Sub-Committee Chair
Date:

EVENT/RACE DIRECTOR

Name:
Title:
Entity Represented:
Date:

Name:
Race Walking Committee Chair
Date:

ASSOCIATION ACKNOWLEDGEMENT

I, _____, on behalf of the **Minnesota** Association of USA

Track & Field, Inc. hereby acknowledge that the Association has been consulted by **Bruce Leasure of Twin Cities Race Walkers** (Event Organizer) regarding the role it shall play if Event Organizer is awarded the **15km Junior/Open/Masters Men/Women USATF Race Walking National Championships**.

Date: _____

Name:

Title:

Attachment for Part III 5): Event History

No previous association, regional or national championships have been held at this site.

The Minnesota Association 15km Race Walk Championships will be held at the same time on this site.

Attachment for Part IV 2: Role of Local Association

The course will be certified thru the local association – but will be measured by Bruce Leasure & Dave Daubert. The event will be sanctioned thru the local association.

A few officials from the local association are requested.

1. 4 Race Walk Judges - Some of the approximately 10 race walk judges will come from the local association, while others will be brought in from other associations.

It would be nice to have officials that would help with these positions as well, but we can get by with volunteers for them. The event will have about 30 competitors competing in an 7½ lap race taking at least 8 minutes per lap – so the density of counting is very low.

1. 1 Referee – the event is pretty simple and there will be few, if any, issues
2. 1 Finish Line Coordinator – low volume finish – should be easy
3. 3 Timer Operators – we will provide printing timer and multi-lap stop watches
4. 2 Lap Counters – 2 lap counters will do it.
5. 2 Umpires – to monitor the athletes on the course
6. 4 Marshals – 1 marshal at each end of the course and 1 each at a couple of side entrances – just to control people that may not understand that the rail-to-trail path is closed (signs will also be posted)

Twin Cities Race Walkers, the USATF register club organizing the event, requests that an advertisement and article be placed in Minnesota Running & Track – probably the May/June issue.

Preliminary discussions with the association president, Chris Dallager, indicate that it should be no problem to provide the listed officials (including the nice to have ones), and that the advertisement and article can be done as well.

Attachment for Part V 2) and 3): Organizer's Background & Event Management

Bruce Leasure – Board Member, Twin Cities Race Walkers and Race Walk Chair, USATF/MN; In 1980-1999 timeframe, organized road races for Second Wind Running Club in Champaign-Urbana, IL (200-750 entrants - \$2000-\$15000 budget). In 2005, Co-directed 6 USATF/MN race walk events with Dave Daubert (3-10 entrants - \$500 budget for all races). Bruce has management and organizational experience from running his own business for years. Demographic Info: old, funny-walking, follicle challenged, near sighted, white guy

Dave Daubert – Board Member, Twin Cities Race Walkers; In 2005, Co-directed 6 USATF/MN race walk events with Bruce Leasure (3-10 entrants - \$500 budget for all races). Dave was the race director for the Denver Track Club starting in about 1971. The Club separated into two groups, one the Denver Track Club and the second was the Rocky Mountain Road Runners. Dave stayed on as the race director for the RMRR until 1981. The club put on almost weekly events somewhere in the Denver area. Besides putting on about 20 races a year, he moved many of the races from Washington Park to other locations in the Denver area where many remain today. Dave also has management and organizational experience from running his own business for years. Demographic Info: white male

Management Structure – Bruce Leasure & Dave Daubert organize things, delegating where possible to other volunteers where possible. Dave Daubert is the elite athlete coordinator. Bruce Leasure is the event coordinator. We are building our team – and expect to have other people participating soon. Hard to tell what demographic the new people will be.

Attachment for Part VII 1): Prize Money

No prize money is currently planned. It all depends upon our ability to obtain sponsorships.

Attachment Part VIII 1) Housing

Headquarters Hotel: Country Inn & Suites by Carlson \$120/night
2221 Killebrew Drive across from Mall of America
Bloomington, MN 55425

If someone does not like the event headquarters hotel, we recommend hotels at the Mall of America or in downtown Minneapolis, as there is a light rail system connecting hotels in both locations to the airport and to the race course.

The Mall of America is 7.5 miles from the race course. Here is a link to show the relative locations of the Mall of America and the race course:

<http://maps.google.com/maps?q=from%3A+60+East+Broadway,+Bloomington,+MN+to%3A+1302+E+29th+St,+Minneapolis&spn=0.170263,0.176451&f=d&hl=en>

Downtown Minneapolis is about 3 miles from the race course. Here is a link to show the relative locations of downtown Minneapolis and the race course:

<http://maps.google.com/maps?q=from%3A+40+S+7th+St+%23+235,+Minneapolis,+MN+to%3A+1302+E+29th+St,+Minneapolis,+MN&f=d&hl=en>

Attachment for Part VIII 5): Hospitality Arrangements

1. At headquarters hotel
 - a. Registration Desk Saturday afternoon & evening
 - b. RW Judges & RW Officials meeting Saturday evening
 - c. Meet the course – leaving the headquarters hotel Saturday at 5pm, taking the light rail to the course, walking on the course, returning about 6:30pm
 - d. Awards Ceremony at 10am Sunday
2. Optional Things
 - a. RW clinic (Saturday morning on the course?),

Attachment for Part IX 1: Airlines serving Minneapolis

Airport code is MSP.

These airlines serve MSP: Air Canada, Air Tran Airways, America West, American Airlines, ATA Airlines, Comair Airlines, Continental Airlines, Delta Air Lines, Frontier Airlines, Icelandair, KLM Royal Dutch Airlines, Mesaba/Northwest Airlin, Northwest Airlines, Skywest Airlines, United Airlines, US Airways, Casino Express, Champion Air, Miami Air International, Midwest Connect, Omni Air International, Ryan International, and Sun Country Airlines.

Northwest Airlines operates a major hub at MSP.

Attachment for Part IX 2 & 3: Transportation

Rent-a-car services: Alamo, Avis, Budget, Dollar, Enterprise, Hertz, National, Payless, Thrifty

Taxis: Available at the airport ground transportation center

Other transportation:

- **City Buses**

- **Light Rail** – direct to Mall of America & Downtown Minneapolis & to the race course. Stop for the race course is Lake St.

Major intersection near race course: Hiawatha and Lake. Walk north along the west side of Hiawatha 1 block to 28th St E, then turn west 1 block to find the entrance to the course. Start/Finish is at 13th Ave. and 29th St. E

Attachment for Part X 1) Security

PreWarning the Public: Signs will be posted a few weeks in advance along the course indicating the time of the event and that the course will be closed during the event.

Day of the Event: Barricade tape will block all bicycle and pedestrian entrances to the course, augmented by signs indicating the duration of the event in-progress and recommending a detour to a part of the trail that is not closed by the event. A course marshal will be present at each entrance to direct spectators to the event viewing areas, to explain the closure to non-spectators, and to provide additional directions as needed.

Spectators: Event viewing areas will be setup on course overpasses and entrances. A sign at each course entrance will indicate the location of the event viewing areas.

Parking: Parking is available at the Green Institute, 2801 21st Ave S, Minneapolis, MN, located near the southwest corner of Hiawatha and 28th St S. Walk west (away from Hiawatha) along 28th St. S to get to the course.

Attachment for Part XII 3: Budget

Income

\$900	Registration Fees	30	at	\$30
\$300	Sponsor Advertising	3	at	\$100
\$1,200	Total Income			

Expenses

\$180	Athletes T-Shirts	30	at	\$6
\$150	Officials T-Shirts	25	at	\$6
\$60	Volunteers T-Shirts	10	at	\$6
\$48	Open/Junior Awards	24	at	\$2
\$39	Master Age Group Awards	20	at	\$2
\$100	Port-a-John	1	at	\$100
\$65	Water Cups	650	at	\$0.10
\$100	Office Supplies + Postage	1	at	\$100.00
\$200	Course Signage	10	at	\$20.00
\$100	Registration Room	1	at	\$100
\$150	Awards Room	1	at	\$150
\$1,192	Total Expenses			