



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:	Event Site:		
Event Organizer/Bidder:			
Contact Name:	Tel (W):		
Address:	Fax:		
	Cell:		
Website Address:	E-mail:		
Event/Race Director (if different from above):			
Name:	Tel (H):		
ADDRESS:	Tel (W):		
	Fax:		
E-mail:	Cell:		
Part II – Year and National Championship Event Sought			
Year	DISTANCE:		
<input type="checkbox"/> 2005	<input type="checkbox"/> Jr M 3 km <input type="checkbox"/> W 10 km <input type="checkbox"/> M M/W 15 km <input type="checkbox"/> M M/W 40 km <input type="checkbox"/> M M/W 100 Mile		
<input type="checkbox"/> 2006	<input type="checkbox"/> Jr W 3 km <input type="checkbox"/> Jr W 10 km <input type="checkbox"/> Jr M 20 km <input type="checkbox"/> M 50 km <input type="checkbox"/> Jr M 1-Hour		
<input type="checkbox"/> 2007	<input type="checkbox"/> M 5 km <input type="checkbox"/> M M 10 km <input type="checkbox"/> M W 20 km <input type="checkbox"/> M M/W 50 km <input type="checkbox"/> W 1-Hour		
	<input type="checkbox"/> Jr M 5 km <input type="checkbox"/> M 15 km <input type="checkbox"/> M 30 km <input type="checkbox"/> M 100 km <input type="checkbox"/> Jr W 1-Hour		
	<input type="checkbox"/> W 5 km <input type="checkbox"/> Jr M 15 km <input type="checkbox"/> M M/W 30 km <input type="checkbox"/> M M/W 100 km <input type="checkbox"/> M M/W 1-Hour		
	<input type="checkbox"/> M 10 km <input type="checkbox"/> W 15 km <input type="checkbox"/> M 40 km <input type="checkbox"/> M 100 Mile <input type="checkbox"/> M 2-Hour		
<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 III – Event Details

1) Event Site (Facility and/or Park name & location):

2) Proposed Event Title (USATF Reg. 4-B):

3) Preferred Event Date(s):

EVENT ONE:

1ST Choice:

2ND Choice:

EVENT TWO

1ST Choice:

2ND Choice:

Alternate Event Date(s):

EVENT ONE:

1ST Choice:

2ND Choice:

EVENT TWO

1ST Choice:

2ND Choice:

4) Proposed Start Time(s):

This Time Schedule is:

☐ Fixed ☐ 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.)

6) Attach an entry form for a previous Event (if any), preferably for the last staging of this 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.

8) Course Composition (% Asphalt, Concrete, Paved, Unpaved, etc.):

Average width of course:

Narrowest width of course and where it occurs along course:

9) Course Record:

Division

Record Holder

Nationality

Time

Date

10) Weather Conditions for this Time of Year:

Average temperature during race time:

Average humidity:

Average wind:

Part IV – Associations

1) Association:

President Name:

Telephone:

Fax:

E-mail:

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.)

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 ("MBE's") 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.
- 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).
- 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.
- 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.

Part VI – Officials

- 1) How many Officials will be certified race walking judges at the national level? _____
- 2) How many Officials will be certified race walking judges at the Masters level? _____
- 3) Will Officials from outside the Association be invited? Yes or No
- 4) Will the Event provide any of the following for the certified Officials?

Transportation	Yes	No	
Food	Yes	No	
Lodging	Yes	No	(NO. OF NIGHTS _____)
Meal at Event site	Yes	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.
- 2) Will you provide travel funds for athletes competing in the championship? Yes No
- 3) If yes, please provide amount per athlete : _____, and number of athletes _____. Will you provide to athletes competing in the championship, room and board? Yes 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? Yes No
If yes, please provide amount per athlete: _____, and number of athletes _____
- 5) Will you extend invitations to defending open champion(s) (including all expenses)? (USATF Comp Rule 6.7) Yes No
- 6) Will you provide a hospitality suite for athletes, staffed by LOC volunteers? Yes No
- 7) Will there be an awards banquet/ceremony or any other activities? Yes No
If yes, please explain type of activity. (attach a separate sheet.)
- 8) How will you identify US athletes competing in the Championships, as distinct from non-American participants in the race, if any?
Please state how. _____

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.
- 2) Please provide headquarters hotel floor plans and indicate meeting rooms available for USATF use.
- 3) Is other housing available near the course at varied rates? Yes No

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.
- 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.

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.
- 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.
- 3) List companies that provide rent-a-car services, taxis, limousine, and any other transportation related information.
- 4) Provide distance from airport to hotels and competition site. Indicate which hotels provide free airport shuttles.

Part X – Security

- 1) Attach a separate sheet detailing security plans to ensure the safety of athletes, officials and spectators during the event.
- 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.

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.

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.

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.
- 3) Please submit a proposed budget with bid application. (Please attach)
- 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.**
- 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, Directors' and Officers', 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.)

USA TRACK & FIELD OFFICIAL SPONSORS

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

<u>USATF Sponsors</u>	<u>Product Category</u>	<u>USATF Suppliers</u>	<u>Product Category</u>
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
Xerox	Printing and reproduction equipment	24-Hour Fitness	Health Club facilities
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, _____, on behalf of _____ (Bidder), the entity seeking to host the _____ 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:
Title:
Entity Represented:
Date:

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 _____ Association of USA
Track & Field, Inc. hereby acknowledge that the Association has been consulted by _____
_____ (Event Organizer) regarding the role it shall play if Event Organizer is awarded the _____

Championships.

Date: _____

Name:

Title: