



2010 & 2011 U15 National Championships

Request for Proposal

US Lacrosse

US Lacrosse was founded on January 1, 1998, as the national governing body of men's and women's lacrosse. The mission of US Lacrosse is to ensure a unified and responsive organization that develops and promotes the sport by providing services to its members and programs to inspire participation, while preserving the integrity of the game.

US Lacrosse is accomplishing that mission and serving more than 260,000 members through programs and services. US Lacrosse is expanding education programs for coaches, officials and players; promoting the sport through Lacrosse Magazine, player/team development, its Web sites (www.uslacrosse.org and www.laxmagazine.com) and numerous events around the country; and securing the sport's future through a comprehensive insurance program, injury research and a focus on sportsmanship through a national code of conduct and a partnership with the Positive Coaching Alliance.

The US Lacrosse national headquarters are located in Baltimore, and feature a three-story administrative center, as well as the Lacrosse Museum and National Hall of Fame. US Lacrosse employs over 60 staff members at its national office, and benefits from regular volunteer and intern assistance.

Championships

This is the newest US Lacrosse event, with the inaugural U-15 National Championships taking place in July of 2009. This year the event will include the top 64 boys and girls teams from across the country. The event sold out in ten minutes and we are looking to expand!

The U-15 US Lacrosse National Championships is set-up for two (2) three-day tournaments back to back, featuring one day of pool play and two days of bracket play. Semifinal and Championship games will be played on the last day of competition. An opening ceremony will kick off the tournament and a closing ceremony will take place on the field after the championship game is completed.

Basis for the Award of Contract:

US Lacrosse will award this event to the lowest bid from the facility that meets all basic event requirements. Determining factors will include the committee and facility's ability to provide cost effective event site and successful event marketing package.

Projected Attendance: 6,000

64–96 participating teams, family, friends, vendors, staff, officials, and regional lacrosse enthusiasts based on success of regional support and marketing efforts.

History of Event

2009 July 6–10 Cedar Lane Sports Complex—Bel Air, MD



Requested Event Requirements

Dates: 2010 - Week of July 11th
2011 - Week of July 12th

Physical Layout

Fields:

- 14+, full size contiguous fields (at least 120' x 330')
- Fields must be lined for both boys and girls lacrosse
- Additional warm-up space
- Bleachers for spectators on each field (capacity minimum: 25)
- All-weather fields preferred
- On-site lighted fields preferred
- Electronic scoreboard on each field is preferred.

Stadium:

- Located onsite or within ten miles from the field complex or accommodations
- Capacity: 1,000+ preferred
- Electronic scoreboard
- PA system
- All-weather fields preferred
- Lights preferred
- Press box preferred.

Vendor Village:

- US Lacrosse will solicit vendors to sell onsite in the "Vendor Village," a tented area with 10x10 retail spaces.
- Flat 40x100 space
- Vendor parking in close proximity
- Electric accessibility is preferred

Games Management

Games Management provided by site:

- 14+ sets of legal goals and nets
- Water stations on each field (table and two water jugs)
- PA system that will reach ALL fields
- 5 golf carts for Operations Staff and Trainers
- EMT with Ambulance during hours of competition
- Trash receptacles and dumpster
- Restrooms

Staff

Staff provided by Site:

- Site Manager with knowledge of venue onsite during Event Hours
- 24-hour security
- Field Maintenance Staff
- Custodial staff for fields and dining area
- At least 5 Certified Athletic Trainers onsite during competition
- A strong volunteer base to act as Field Marshalls at the field tables

Staff provided by US Lacrosse:

- Lead Event Manager
- Team Communications Contact
- Operations crew for field setup
- Information Tent
- Game Umpires and Referees
- Onsite Game Scheduling and Volunteer Lead



Sponsor Area:

Depending on the Event sponsor, the Event will need up to 120' x 120' for a demonstration area.

Games Management Area:

- 20x20 covered area for Information
- Electric and internet accessibility preferred

Officials Area:

- 10x20 covered area for shade and dining

Trainers Area:

- 10x20 covered area for Command Central
- 10x10 covered areas for 4-6 on-field locations

Games Management provided by US Lacrosse:

- Game scheduling
- Umpire/referee scheduling
- Volunteer scheduling
- Coach/Team communication
- Two-way radios for key points of contact
- Field setup



Requested Event Requirements

Sponsorship:

US Lacrosse will solicit Regional/Local sponsors for this event. The site must be able to support the official event sponsors; allowing for branding, signage, and onsite activation. Please list any sponsors that are specific to the site.

US Lacrosse will require assistance from the site to provide contact information for potential local sponsors.



Concessions:

Food concessions must be operational during all hours of competition offering a variety of affordable dining options. If possible, US Lacrosse venue contract should accommodate branding and sampling programs by national US Lacrosse food and beverage sponsor. If possible, US Lacrosse national food and beverage sponsors will have the opportunity to sell product

at the venue, either independently or in conjunction with the venue concessionaire. If concessionaire is secured by Host, US Lacrosse requires complimentary lunches and dinners for staff, volunteers, and officials in lieu of a royalty payment.

Back-Up Facility/Contingency Plan:

If a half or full-day of games must be cancelled due to weather, a contingency plan for participants is required. Back up playing facilities are preferred. An indoor demonstration/clinic area with seating and a PA system would be ideal if playing facilities are not available. Indoor gymnasiums, auditoriums, pools, recreation facilities are some appropriate options. Transportation plan is necessary.

Accommodations:

Participant Housing:

If a University Facility: Campus housing at affordable rates within a reasonable distance to fields to accommodate at least 3,000 traveling party members.

If a Hotel Facility: Non-attribution blocks at affordable rates within a reasonable distance to accommodate at least 2,000 total room nights for participants. Room rate below \$100 including athlete-friendly breakfast (please include menu) and \$5 rebate per room, per night back to the event.

Host Hotel:

- Five (5) Complementary rooms for staff reserved for the duration of the event
- Up to 30 rooms reserved for the duration of the event at half the cost of the attendee rooms, including breakfast for Officials and Event Committee.
- Event signage allowed at no cost.
- Ballroom for Welcome Ceremony back-up and possible social event.
- Hotel meeting room for 20/office for entire week.
- Shuttle service to provide transport to fields for staff and officials
- Shuttle service to and from airport
- Hotel must be able to accommodate US Lacrosse business meetings prior to, during and following the tournament

Dining/Meals:

US Lacrosse prefers an onsite lunch meal package option, requiring a large 120'x80' "grounded" tent and a third party caterer serving lunch each day and a barbecue on the first or second night in addition to the concessionaire.

If a university facility: Cafeteria style dining facilities that can accommodate up to 1,500 participants a day for (3) meals per day.



Social Event:

US Lacrosse would like to provide two night-time social activities for the Girls and Boys Championships. An onsite barbecue can serve as one of the two activities.

An indoor demonstration/clinic area with seating, video screen and a PA system would be preferred. An outdoor stadium with lights would suffice.

A location in close proximity from the housing facility where all teams (up to 1,500 players) can socialize, eat and take part in a night time activity. (ie: Amusement park, rodeo, etc.).

- Transportation must be arranged for teams if required for location of social



Marketing:

No admission is charged to the attendees of this event.

US Lacrosse relies on the Host to provide a comprehensive local/regional marketing and PR plan to promote the event and the sport of lacrosse.

Insurance and Risk Management

Host committee must agree to the terms and requirements in the US Lacrosse Insurance and Risk Management Manual when considering the Event Contract terms.

Bid Committee:

An ideal local organizing committee should have the representation from the following local entities (Please list all contact information)

- Convention and Visitors Bureau (city, county, or region)
- Chamber of Commerce
- Mayor's office
- Area Sports Commission
- Media (print, radio, television)
- Regional school system and/or scholastic athletic association
- US Lacrosse chapter and local lacrosse community

References:

Please provide contact information for at least two groups that have used your facility within the past two years for similar multi-team events.

Bid Process Deadlines:

Intent to Bid: Due August 1, 2009

Official Request for Proposal (Invitation Only): US Lacrosse will invite select hosts to Bid within two weeks of receipt of Intent to Bid.

Site Announcement: October 1, 2009

US Lacrosse Contact Information

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