

**PENNSYLVANIA INTERSCHOLASTIC
ATHLETIC ASSOCIATION, INC.**



550 Gettysburg Road • P.O. Box 2008
Mechanicsburg, Pennsylvania 17055-0708
(800) 382-1392 • (717) 697-0374
FAX (717) 697-7721
WEB SITE • www.piaa.org

MEMORANDUM

To:

From: Bradley R. Cashman, ^{BRC} Executive Director

Subject: **REQUEST FOR PROPOSAL (RFP) TO HOST 2009 AND/OR 2010
PIAA GIRLS' AND BOYS' LACROSSE CHAMPIONSHIPS (FINALS)**

Date: May 27, 2008

The purpose of the PIAA Girls' and Boys' Lacrosse Championships (Finals) is to provide the opportunity for qualifying teams from PIAA-member senior high schools to compete for statewide girls' and boys' lacrosse laurels in one enrollment classification, at one facility.

The 2009 and 2010 PIAA Girls' and Boys' Lacrosse Championships (Finals) are scheduled for the following dates:

- Saturday, June 6, 2009 (Inclement weather date: Sunday, June 7, 2009)
- Saturday, June 12, 2010 (Inclement weather date: Sunday, June 13, 2010)

If you, or your designee, are interested in hosting the **2009 AND/OR 2010 PIAA GIRLS' AND BOYS' LACROSSE CHAMPIONSHIPS (FINALS)**, please complete the enclosed RFP, attach additional sheet(s) as necessary to detail any of the requested information, place the RFP and all necessary attachments in a sealed envelope or container, and clearly address that envelope or container to:

Pennsylvania Interscholastic
Athletic Association, Inc. (PIAA)
GIRLS' AND BOYS' LACROSSE CHAMPIONSHIPS (FINALS) RFP
550 Gettysburg Road
P.O. Box 2008
Mechanicsburg, PA 17055-0708

The deadline for the **PIAA GIRLS' AND BOYS' LACROSSE CHAMPIONSHIPS (FINALS) RFP** to be received in the PIAA Office is 4:30 p.m., Wednesday, July 23, 2008. **NO EXCEPTIONS!**

Following the timely receipt of all responses to the RFP, the PIAA Director of Business Affairs shall open those responses before a Committee of the PIAA Board of Directors at 8:00 a.m. on Thursday, July 24, 2008, in the Board Room of the PIAA Office, Mechanicsburg, PA.

Following a comparative analysis of all received and opened responses to the RFP by the PIAA Administrative Staff; the Executive Director shall present his recommendation(s) to the PIAA Board of Directors for its consideration and approval at its meeting of Friday, July 25, 2008, in the Board Room of the PIAA Office, Mechanicsburg, PA. All respondents to the RFP shall be notified of the Board of Directors' decision by e-mail on that date.

BRC/dta

cc: PIAA Board of Directors
Gregory G. Biller, PIAA Director of Business Affairs
Mark E. Byers, PIAA Assistant Executive Director
Dr. Robert A. Lombardi, PIAA Associate Executive Director
Melissa N. Mertz, PIAA Assistant Executive Director
Michael L. Solomon, Esq., PIAA Director of Legal Affairs

Request for Proposal (RFP) to Host 2009 and/or 2010
PIAA Girls' and Boys' Lacrosse Championships (Finals)

NOTE: If sufficient space is not provided, please attach additional sheet(s) as necessary, identifying which items are answered or continued on such sheet(s).

Owner of Facility: _____

Name of Facility: _____

Mailing Address of Facility: _____

Name and Title of Contact Person: _____

Mailing Address of Contact Person: _____

Business Telephone Number of Contact Person:(_____)

Business Fax Number of Contact Person:(_____)

Business E-Mail Address of Contact Person: _____

Please list dates on which facility availability is guaranteed to host the PIAA Girls' and Boys' Lacrosse Championships (Finals): _____

In the unlikely event that PIAA must postpone the PIAA Girls' and Boys' Lacrosse Championships (Finals), please list **alternate** dates on which facility availability is guaranteed to host those Championships (Finals):

Accessibility to facility by major highways: _____

Accessibility to facility relative to:

Northeast Region _____

Southeast Region _____

North Central Region _____

Central Region _____

South Central Region _____

Northwest Region _____

Southwest Region _____

Quality of parking lot lighting relative to security: _____

Number of on-site parking spaces for automobiles: _____ buses: _____

Parking fee(s), if any, charged for automobiles: _____ buses: _____

Describe accessibility to and parking, relative to ADA regulations: _____

Availability of warm-up area in close proximity to Championships (Finals) site: _____

Quality and type of competition surface and drainage system: _____

Dimensions of girls' lacrosse competition surface: _____ yards wide by _____ yards long
(Preferred dimensions are 60 yards wide and 110 yards long; however, the field markings for girls' lacrosse are different than boys' lacrosse [see enclosed girls' lacrosse field diagram].)

Height of crown in the center of the field: _____ inches. Girls' lacrosse only facility? YES/NO

Dimensions of boys' lacrosse competition surface: _____ yards wide by _____ yards long
(Preferred dimensions are 60 yards wide and 110 yards long; however, the field markings for boys' lacrosse are different than girls' lacrosse [see enclosed boys' lacrosse field diagram].)

Height of crown in the center of the field: _____ inches. Boys' lacrosse only facility? YES/NO

If a multi-purpose lacrosse facility, what color line markings will be used for the PIAA Girls' Lacrosse Championship (Final) in comparison to the PIAA Boys' Lacrosse Championship (Final) line markings: _____

Number of required on-site electricians: _____ maintenance crew: _____

TOTAL SPECTATOR SEATING _____

Describe accessibility to and seating, relative to ADA regulations: _____

Number, size, and location of scoreboards: _____

Quality of public address system and number of amplifiers/speakers: _____

Quality and number of concession stands: _____

Quality and number of restrooms and their compliance with ADA regulations: _____

Describe locker rooms relative to accessibility to competition surface, athletic training facilities, space limitations, and number of showerheads:

Quality and type of administrative area, meeting room, and Contest officials' area: _____

Media Accommodations:

Describe food and lodging accommodations and provisions to accommodate PIAA-appointed statisticians/stewards: _____

Describe available seating and/or space for purpose of live or delayed cablecasting/telecasting: _____

Quality of facility lighting, relative to live or delayed cablecasting/telecasting: _____

Describe available seating and/or space for radio broadcasting (please include number of electrical outlets and telephone jacks): _____

Describe available seating and/or space for print media (please include number of electrical outlets and telephone jacks): _____

Availability and location of post-Contest interview area(s) and its seating capacity: _____

Attach or describe below plan for securing facility relative to spectator parking, spectator access, and spectator egress: _____

Describe on-site severe weather warning system and attach copy of Emergency Response Plan (ERP): _____

Identify regional convention and visitors' bureau and describe its involvement, if any: _____

Number of estimated available hotel and motel rooms in area, as of requested Championships (Finals) date, as provided by the regional convention and visitors' bureau: _____

Are you willing to permit PIAA to vend its Championships merchandise and programs during the 1-day PIAA Girls' and Boys' Lacrosse Championships (Finals)? YES / NO

Are you willing to permit PIAA to receive a percentage of the 1-day PIAA Girls' and Boys' Lacrosse Championships (Finals) food and beverage concessions?
DOES NOT APPLY / YES / NO

If yes, what percentage? _____

Are you willing to permit PIAA corporate sponsors to vend their merchandise during the 1-day PIAA Girls' and Boys' Lacrosse Championships (Finals)? YES / NO
If yes, at what percentage of their sales? _____

If you own a liquor license, are you willing to suspend the catering, sale, and/or serving of alcoholic beverages during the 1-day PIAA Girls' and Boys' Lacrosse Championships (Finals)?

DOES NOT APPLY / YES / NO

If you sell tobacco products, are you willing to suspend the sale of such products during the 1-day PIAA Girls' and Boys' Lacrosse Championships (Finals)?

DOES NOT APPLY / YES / NO

Delineate charges for the 1-day PIAA Girls' and Boys' Lacrosse Championships (Finals):

(Unless otherwise denoted, all listed charges apply to each year of the RFP.)

Facility Rental _____ x 1 day = \$ _____

(If applicable, indicate hourly rate \$ _____.)

Facility Preparation and Clean-up _____ x 1 day = \$ _____

Emergency Med. Service and Ambulance (on-site) _____ x 1 day = \$ _____

Ticket Seller(s) _____ @ _____ x 1 day = \$ _____

Ticket Taker(s) _____ @ _____ x 1 day = \$ _____

Scoreboard Operator(s) _____ @ _____ x 1 day = \$ _____

Parking lot attendant(s) _____ @ _____ x 1 day = \$ _____

Security _____ @ _____ x 1 day = \$ _____

Law enforcement officer(s) required to provide
adequate security _____ @ _____ x 1 day = \$ _____

Catering and other food charges \$ _____

Other _____ \$ _____

TOTAL CHARGES = \$ _____

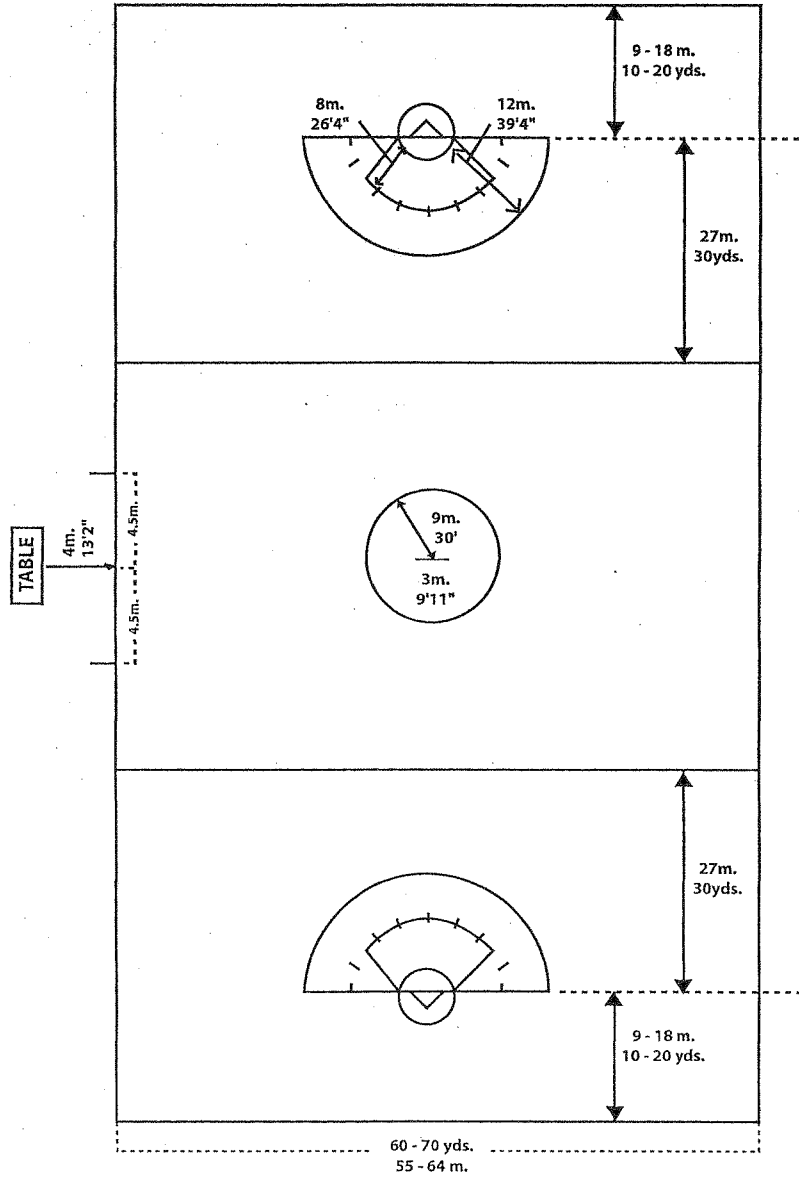
Briefly describe financial incentives, if any: _____

By my signature below, I acknowledge that the information contained in this document, including any financial incentives offered, cannot be treated as confidential by the Pennsylvania Interscholastic Athletic Association, Inc. (PIAA), and may be subject to disclosure to third parties.

RFP Submitted By: _____

Title: _____ Date: _____

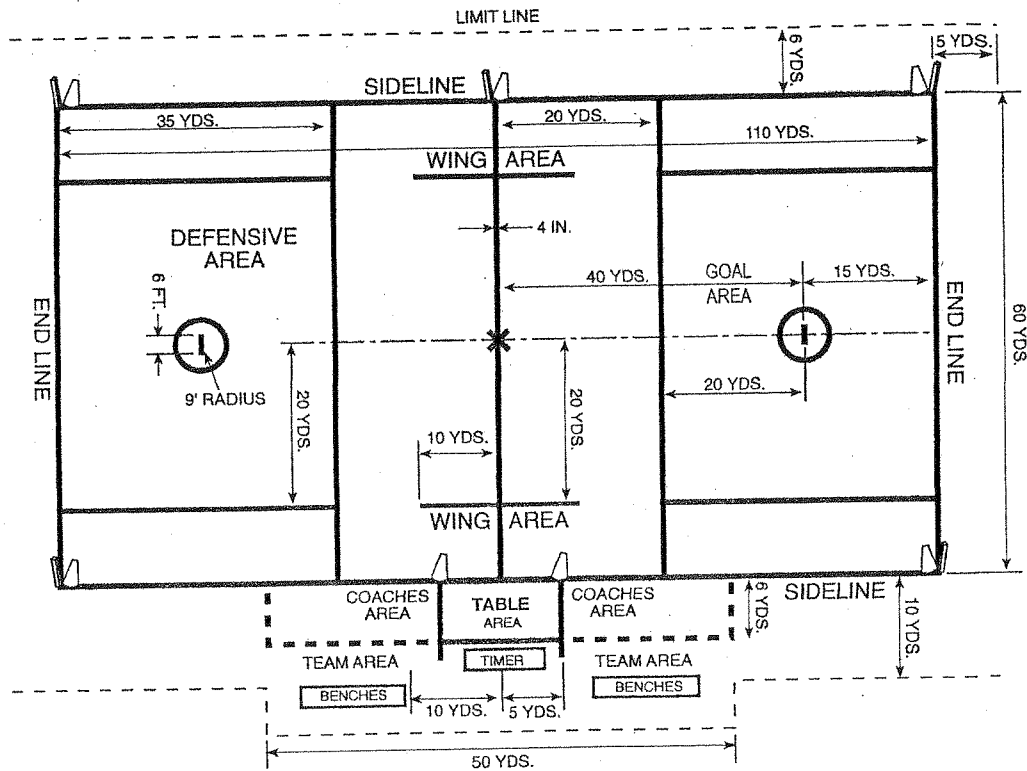
GIRLS LACROSSE



For more information regarding girls lacrosse, contact:

U.S. Lacrosse
 113 West University Parkway
 Baltimore, Maryland 21210
 Telephone: 410-235-6882
 Fax: 410.366.6735
 E-mail: info@uslacrosse.org
 Web site: www.uslacrosse.org

BOYS LACROSSE



For more information regarding boys lacrosse, contact:
The National Federation of State High School Associations

PO Box 690

Indianapolis, Indiana 46206

Telephone: 317-972-6900

Fax: 317.822.5700

E-mail: ksummers@nfhs.org

Web site: www.nfhs.org

**REQUEST FOR PROPOSAL (RFP) TO HOST 2009 AND/OR 2010
PIAA GIRLS' AND BOYS' LACROSSE CHAMPIONSHIPS (FINALS)**

MAILED ON TUESDAY, MAY 27, 2008, TO THE FOLLOWING:

JOHN HARDT
DIRECTOR OF ATHLETICS
BUCKNELL UNIVERSITY
LEWISBURG, PA 17837

DANIEL BEISEL
IT GENERALIST/
SALES & MARKETING ASS'T.
CENTRAL PENNSYLVANIA CVB
800 EAST PARK AVENUE
STATE COLLEGE, PA 16803

STEPHEN R. MUMMAW
DIRECTOR OF ATHLETICS
HEMPFIELD HIGH SCHOOL
200 STANLEY AVENUE
LANDISVILLE, PA 17538

VIKKI HULTQUIST
EVENT PROGRAMMING DIRECTOR
HERSHEY ENTERTAINMENT & RESORTS CO.
300 PARK BLVD.
HERSHEY, PA 17033

GREGG M. COOK
SPORTS MARKETING MANAGER
HERSHEY HARRISBURG REG.
VISITORS BUREAU
112 MARKET ST. 4TH FLR.
HARRISBURG, PA 17101

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LEHIGH UNIVERSITY
ULRICH SPORTS COMPLEX
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