



**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, Executive Director *BRC*

Subject: **REQUEST FOR PROPOSAL (RFP) TO HOST 2013 AND/OR 2014
PIAA GIRLS' AND BOYS' LACROSSE CHAMPIONSHIPS (FINALS)**

Date: May 24, 2012

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 2013 and 2014 PIAA Girls' and Boys' Lacrosse Championships (Finals) are scheduled for the following dates:

- Saturday, June 8, 2013 (Inclement weather date: Sunday, June 9, 2013)
- Saturday, June 7, 2014 (Inclement weather date: Sunday, June 8, 2014)

If you, or your designee, are interested in hosting the **2013 AND/OR 2014 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, June 20, 2012. **NO EXCEPTIONS!**

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Following the timely receipt of all responses to the RFP, the PIAA Director of Business Affairs shall open those responses before at least three (3) members of the PIAA Board of Directors at 8:00 a.m. on Thursday, June 21, 2012, 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 Thursday, July 26 and Friday, July 27, 2012, 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 Friday, July 27, 2012.

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 2013 and/or
2014 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 _____

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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:

As provided by the regional C&VB identified herein, the number of estimated available hotel and motel rooms in area, as of requested championships (finals) dates: _____

In conjunction with the regional C&VB identified herein, how many complimentary room nights at a PIAA-preferred lodging property, and over the course of the 1-day PIAA Girls' and Boys' Lacrosse Championships (Finals), will be available to the PIAA Board of Directors, Administrative Staff, Championships (Finals) Contest Officials and/or Staff? _____

Are you willing to permit PIAA-approved online advance admission sales facilitator to provide for the opportunity for such sales and honor same, with no royalty or fees to the host or host facility, during the 1-day PIAA Girls' and Boys' Lacrosse Championships (Finals)? YES / NO

Are you willing to permit PIAA and/or its official merchandiser to vend its Championship souvenir merchandise and programs, with no royalty or fees to the host or host facility, during the 1-day PIAA Girls' and Boys' Lacrosse Championships (Finals)? YES / NO

Are you willing to permit PIAA-approved corporate sponsors to set-up booths and vend non-competing souvenir merchandise and/or products, distribute promotional materials, and demonstrate or display products or services, during the 1-day PIAA Girls' and Boys' Lacrosse Championships (Finals)? YES / NO

If yes, at what percentage of their non-competing merchandise and product sales? _____

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? YES / NO

If yes, what percentage? _____

If you have luxury boxes/suites, are you willing to include the sale of tickets to same with the final settlement of the 1-day PIAA Girls' and Boys' Lacrosse Championships (Finals)? YES / NO

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 =	\$ _____
Message Board, Scoreboard, and/or Control Room Rental _____ x 1 day = (If applicable, indicate hourly rate \$____.)	\$ _____
Clock Operator _____ x 2 games =	\$ _____
Scoreboard Operator _____ x 2 games =	\$ _____
Emergency Med. Service and Ambulance _____ x 2 games =	\$ _____
Ticket Seller(s) _____ @ _____ x 2 games =	\$ _____
Ticket Taker(s) _____ @ _____ x 2 games =	\$ _____
Usher(s) _____ @ _____ x 2 games =	\$ _____
Parking lot attendant(s) _____ @ _____ x 2 games =	\$ _____
Security _____ @ _____ x 2 games =	\$ _____
Law enforcement officer(s) required to provide adequate security _____ @ _____ x 2 games =	\$ _____
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: _____

US Lacrosse Official Rules for Girls' & Women's Lacrosse Field Diagram

10 - RULE 1 - THE PLAYING AREA and GOALS

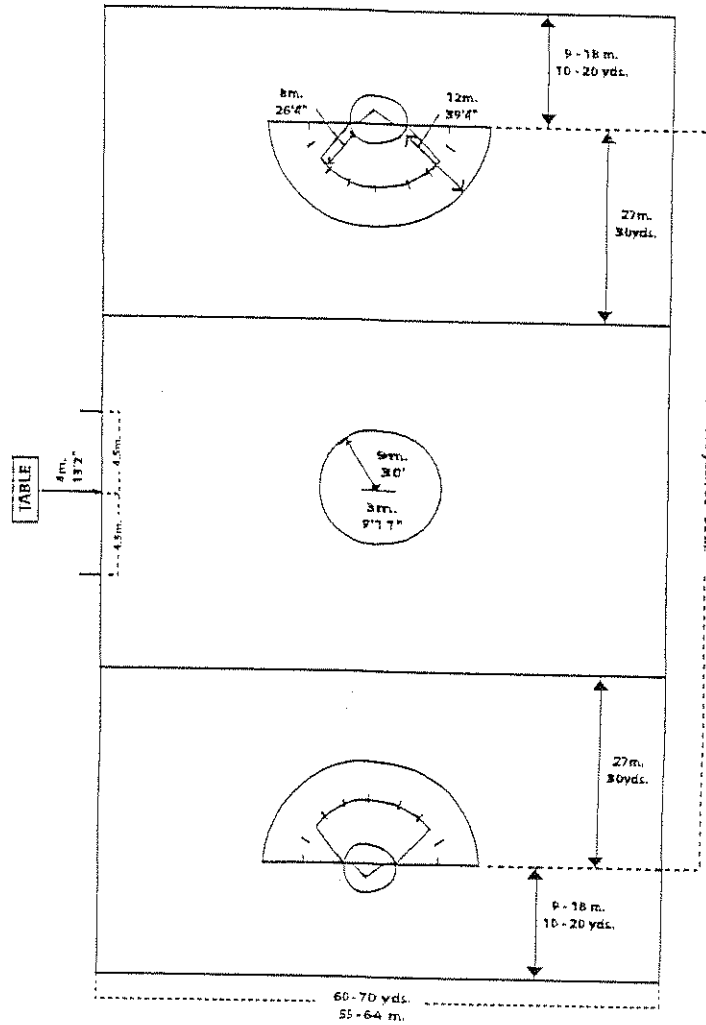
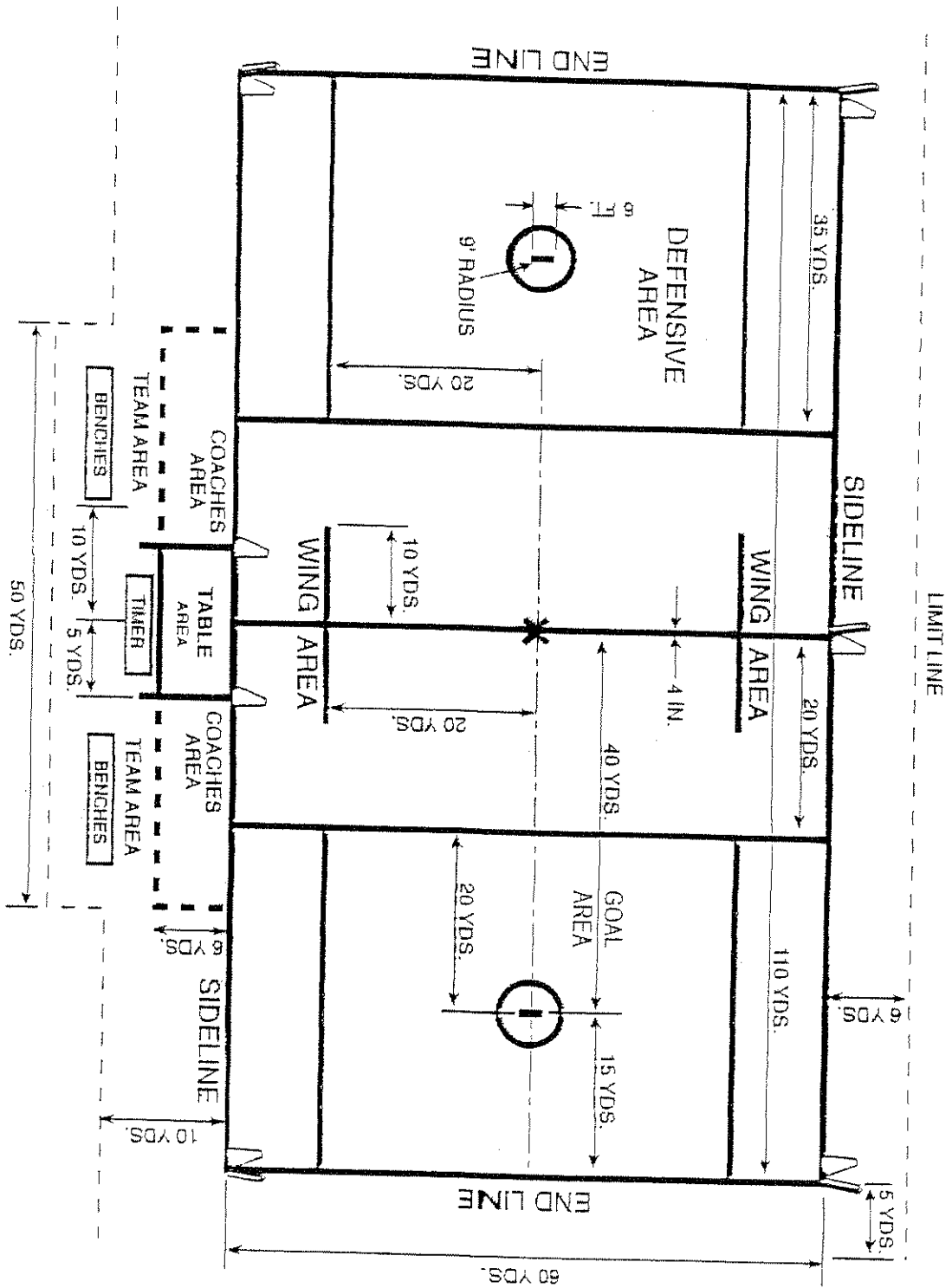


Diagram 3 - Measurements
(Not Drawn to Scale)

NFHS Boys' Lacrosse Field Diagram



**REQUEST FOR PROPOSAL (RFP) TO HOST 2013 AND/OR
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MAILED ON THURSDAY, MAY 24, 2012, TO THE FOLLOWING:**

GREGORY J. SCHULZE
DIRECTOR OF ATHLETIC FACILITIES
LEHIGH UNIVERSITY
ULRICH SPORTS COMPLEX
RAUCH FIELDHOUSE
123 GOODMAN DR
BETHLEHEM, PA 18015

LAURA MOLIEN
DIRECTOR OF ATHLETICS
URSINUS COLLEGE
PO BOX 1000
COLLEGEVILLE, PA 19426

GREGG M. COOK
SPORTS MARKETING MANAGER
HERSHEY HARRISBURG REG.
VISITORS BUREAU
17 SOUTH SECOND ST
HARRISBURG, PA 17101

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

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

JOHN HARDT
DIRECTOR OF ATHLETICS
BUCKNELL UNIVERSITY
701 MOORE AVENUE
LEWISBURG, PA 17837

PEG KAUFFMAN
DIRECTOR OF ATHLETICS
MILLERSVILLE UNIVERSITY
CHESTER HOUSE
PO BOX 1002
MILLERSVILLE, PA 17551

JENNIFER HAWKINS
NATIONAL SALES DIRECTOR - SPORTS
GREATER PITTSBURGH CONVENTION
AND VISITORS BUREAU
REGIONAL ENTERPRISE TOWER
120 5TH AVE., SUITE 2800
PITTSBURGH, PA 15222-3002

PAUL LUEKEN
DIRECTOR OF ATHLETICS
SLIPPERY ROCK UNIVERSITY
1 MORROW WAY
SLIPPERY ROCK, PA 16057

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

JENNIFER B. JAMES
ASSISTANT ATHLETIC DIRECTOR
THE PENNSYLVANIA STATE UNIVERSITY
103 BRYCE JORDAN CENTER
UNIVERSITY PARK, PA 16802

VINCE NICASTRO
DIRECTOR OF ATHLETICS
VILLANOVA UNIVERSITY
800 EAST LANCASTER AVENUE
JAKE NEVIN FIELDHOUSE
VILLANOVA, PA. 19085