CROSS COUNTRY STATE CHAMPIONSHIP SITE CHECK-LIST
FOR BID PROPOSAL

Please prepare a bid proposal packet including, but not limited to the information below. You must list a school as a host. You will present your proposal to the Cross Country committee on November 11. You must inform Jenn Roberts-Uhlig (jrobertsuuhlig@chsaa.org) that you plan to attend and present a bid proposal at the committee meeting two weeks prior to the committee meeting. From there, the committee will make recommendations to the Cross Country Sub Committee who will vet the sites and make a site visit.

THIS FORM MUST BE SUBMITTED TO THE CHSAA OFFICE PRIOR TO NOVEMBER 11
(Please email to lververs@chsaa.org)

PROPOSAL MUST INCLUDE:

- School Host
- The proposal will be for 2 cycles (4 years)

AWARDS

___ Stage/with flag and announcer
___ Available Seating

COURSE SET UP MATERIALS

___ Start – minimum of 25 7’ ft wide alleys
___ Finish – open area, exit area, finish corral for top 10 holding interview, spots for 2 trailers and 2 vehicles.
___ 150 yards of straight away for finish
___ Crew to set up course
___ Supplies – flags, cones, etc.
___ Team Camp area
___ Coaches & Workers Check in area
___ Inquiry Table/result monitors

LODGING/HOTEL

___ Teams
___ Fans
___ Workers

MEDICAL

___ On-Course
___ Finish Area
___ Cooling Tub
___ Ambulance Access (At site at the finish)
___ Water/Gatorade and Cups at the finish
MEDIA AREA
___ Print Press
___ TV
___ Press/Photographers
___ Access to WIFI

PARKING
___ Team (20 – per gender & per classification and individuals) – Bus entrance separate from spectators.
___ Fans (5,000 – 8,000)
___ Workers (70 – 100)
___ Ability to charge

PORTA POTTIES/RESTROOMS
___ Area for fans use
___ Workers use
___ Team use

TRAFFIC
___ Flow In
___ Flow Out

TRANSPORTATION
___ Access or ability to secure ATVs, gators and golf carts

ADDITIONAL

PLEASE PROVIDE WHERE COACHES PACKET PICK-UP, OFFICIALS MEETING, AND WORKERS CHECK-IN AREA WOULD BE?
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

- Access to indoor or outdoor? ___ YES ___ NO

DOES SITE PROVIDE INDOOR AREA? If, yes what is the capacity.
___ YES ___ NO
CAPACITY _____________
- For teams, and workers
- For spectators
Please list the number of entrances and exits to the facility and access in and out for parking.

CHSAA PROVIDES
- Start Line Workers/Officials
- Timing System
- Mile 1 and 2 officials
- Finish Line Workers/Officials
- Inquiry Official
- Workers for Check-In Area
- Work with site for ATCs and Doctors

HOST SITE
- School Host
  - Course Marshalls
  - Parking/Traffic Control
  - Coordinator over all host workers