NYSPhSAA
State Championship
Site/ Facility Bid

Girls Volleyball State Championships

2021, 2022 & 2023

Sec Arena
Venue Name

Syracuse ny
Location

Due Date/ Time: March 24, 2020 @ 10:00 AM
* Bids must be delivered in a sealed envelope.
(Please provide a minimum of 20 copies of the bid)
- **BID INFORMATION:**
  
  **BID RELEASE DATE:** February 11, 2020

  **BID RETURN DUE DATE/ TIME:** March 24, 2020 @ 10:00 AM
  
  * All bids must be delivered in a sealed envelope to:

    NYSPHSAA
    Attn: Championship Site Bid (Girls Volleyball)
    8 Airport Park Blvd.
    Latham, NY 12110

  
  Sport Committee/ Staff Review Date/ Time: March 24, 2020 @ 10:00 AM

  **EXECUTIVE/ CENTRAL COMMITTEE APPROVAL:** May 7, 2020
NYSPPHSAA
Championship Site Bid

GIRLS VOLLEYBALL

Thank you for your interest in hosting the New York State Public High School Athletic Association's GIRLS VOLLEYBALL Championships. The NYSPPHSAA is a non-profit, voluntary, educational service organization composed of 783 public, parochial, and private schools dedicated to providing equitable and safe competition for the students of its member schools. Membership is open to secondary schools providing interschool athletic activities for boys and girls in grades 7-12.

PROCESS:
All NYSPPHSAA State Championship sites will be open for bid by any NYSPPHSAA Section/ Member School and their respective communities in New York State; NYSPPHSAA retains sole control over the administration of State Championship events and is the sole rights holder. All expenses and revenues are collected and dispersed by NYSPPHSAA.

All site bids will be for a three year period, unless rationale is provided for a shorter or longer term, and must be endorsed by the Section Executive Director.

The NYSPPHSAA Executive/ Central Committee will approve all State Championship sites/ facilities, taking into consideration the recommendations of the State Sports Committee and the NYSPPHSAA Executive Director/ Office Staff.

Each proposal will be scored from 1 (Not favorable for the event) 3 (acceptable) to 5 (Excellent for the event) on the following criteria by the Sport Committee and the NYSPPHSAA Staff:

- Location
- Size/ Quality of facility
- Effectiveness of site committee
- Spectator interest
- Handicap accessibility
- Proposed Expenses (Total Costs)
- Parking
- Volunteerism
- Sponsorship/ Community financial commitment
- Hotel Room Rates & Availability
- Restaurants
- Security provisions

Note: qualifications will not be based solely upon score.
All sealed bids will be opened by the State Sport Committee and the NYSPHSAA Executive Director/Office Staff on the date/time specified on page 2 of this document. Once bids are submitted, no revisions, modifications or adjustments will be permitted. The Championship Advisory Committee will review the recommendations of the Sport Committee and the NYSPHSAA Executive Director/Office Staff to provide input to the Executive/Central Committee.

All bids must be submitted on the enclosed document.

A minimum of 20 copies must be submitted in ONE enclosed envelope.

All bidders must provide an individual or individuals available via teleconference on the day of the Sport Committee meeting to answer any questions the Sports Committee/Staff may have.

The successful facility will be required to provide the association with a contract, stipulating all proposed and agreed upon terms and conditions, within 30 days following the presentation to the Sports Committee and NYSPHSAA Staff.

**Timeline:**
When appropriate, bids will be released 12-14 months prior to the expiration of the current contract/agreement.
GIRLS VOLLEYBALL
EVENT SPECIFICS

PROPOSAL DATES:
For the purpose of this bid, the NYSPHSAA GIRLS VOLLEYBALL Championships are scheduled for the following dates:

Week #20 (NYSPHSAA Calendar) Nov. 20-21, 2021
Week #20 (NYSPHSAA Calendar) Nov. 19-20, 2022
Week #20 (NYSPHSAA Calendar) Nov. 18-19, 2023

The NYSPHSAA GIRLS VOLLEYBALL Championships will last 2 day(s).

The approximate start/ end times are as follows:
Set Up: Noon before day 1
Day 1: 8:00 AM-10:00 PM
Day 2: 8:00 AM-8:00 PM

Past Event Specifics:

<table>
<thead>
<tr>
<th>Year</th>
<th>Attendance</th>
<th>Location</th>
<th>Hotel Room Nights</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>2776</td>
<td>Glens Falls Civic Center</td>
<td>185</td>
</tr>
<tr>
<td>2018</td>
<td>2320</td>
<td>Glens Falls Civic Center</td>
<td>185</td>
</tr>
<tr>
<td>2017</td>
<td>3134</td>
<td>Glens Falls Civic Center</td>
<td>185</td>
</tr>
<tr>
<td>2016</td>
<td>2342</td>
<td>Glens Falls Civic Center</td>
<td>185</td>
</tr>
</tbody>
</table>

Approximate Number of Participating:
Athletes: 300
Teams: 20
Officials: 21

ACCOMMODATIONS:
Hotel Room Nights Needed for participating athletes, teams and officials:
Day Before: 125 Hotel Room Nights
Night of Day 1: 60 Hotel Room Nights

BANQUET:
Pre-event buffet banquet for 400.

Approximate time of banquet: 5:00 PM-8:00 PM

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2/11/20
EVENT:
- To host this event, the site/facility must:
  - Three courts or the ability to set up Sport Courts
  - Area to store Sport Courts (if Needed) for drop off and pick up

* Additional event specs listed on pages 7-14 (locker rooms, parking, Wi-Fi, seating capacity, etc.)
SITE LOCATION:
Section: 3
Venue Name: Sec Arena
City: Syracuse

Number of restaurants within a 10 miles radius of venue: 20
Number of hotels within a 10 mile radius of venue: 12
Number of hotel rooms within a 10 mile radius of venue: 304

Site/ Facility Distance:
From Section VI office
355 Harlem Road
West Seneca, NY 14224
MILES: 153
From Section XI office
180 E. Main Street, Suite 302
Smithtown, NY 11787
MILES: 2940
From NYSPHSAA
8 Airport Park Blvd.
Latham, NY 12110
MILES: 419

Negotiated Hotel(s)

<table>
<thead>
<tr>
<th>Hotel Name</th>
<th>Rate Per Night</th>
<th>Letter Attached</th>
<th>Total # of Rooms</th>
<th># Single Rooms</th>
<th># Double Rooms</th>
<th>% of Last Renovation</th>
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</table>

ATTACHMENT "A": Please attach a commitment letter, for the length of the bid, from the hotel(s) with a negotiated room rate for the dates listed on Page 5. Be sure to include any added value (i.e. complimentary breakfast, complimentary Wi-Fi, etc.) NYSPHSAA requires a 30-1 comp room ratio.

Banquet Facility:
Is there an area to accommodate a pre-event banquet (See Page 5 for specifics)? Yes ☑ No ☐

Cost of banquet facility: $1,000

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# Proposed Championship Cost

*Please list all related championship costs to be paid by NYSPHSAA.*

<table>
<thead>
<tr>
<th>Item</th>
<th>YES</th>
<th>NO</th>
<th>N/A</th>
<th>Amount: $</th>
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<tbody>
<tr>
<td>Facility Rental</td>
<td>X</td>
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<tr>
<td>Set Up</td>
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<td>X</td>
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<tr>
<td>Take Down</td>
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<tr>
<td>Utilities</td>
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<td>Merchandise Buyout</td>
<td>X</td>
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<td>Staff/ VIP Parking</td>
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<td>Video Board Usage</td>
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<tr>
<td>Spotlight</td>
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<tr>
<td>Scoreboard</td>
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<tr>
<td>Internet Access (WiFi)</td>
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<td>Tables</td>
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<tr>
<td>Chairs</td>
<td></td>
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<tr>
<td>Risers/ Stage</td>
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<td>Fire Inspection</td>
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<tr>
<td>Ticket Takers</td>
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<tr>
<td>Ticket Sellers</td>
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<tr>
<td>Box Office Staff</td>
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<tr>
<td>Ushers</td>
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<tr>
<td>PA Announcer</td>
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<td>Security</td>
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<td>Police</td>
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<tr>
<td>EMS/ Ambulance</td>
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<tr>
<td>Athletic Trainer</td>
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<td>Custodial/ Cleaning</td>
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<td>Tech Support</td>
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<td>Video Operator</td>
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<td>Scoreboard Operator</td>
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<td>Stagehands/ Union Fee</td>
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</tbody>
</table>

**Cost:** $ 

*Contributions/ Donations are not considered "NYSPHSAA Sponsorships."

**Total Cost:** $19,426 Payable by NYSPHSAA
**CONTRIBUTIONS/ DONATIONS:**

Please list all contributions/donations associated with this event; must include a letter of guarantee. No deliverables will be associated with contributions/donations. NYSPHSAA shall handle all "sponsorships" associated with NYSPHSAA Championship events. **LIST BELOW:**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
<th>Letters of Confirmation (Attachement)</th>
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<tbody>
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</table>

Does the Facility/Venue have a Per-ticket sold fee?  Yes [  ] No [ x ] If yes, amount $_____

Does the Facility/Venue have a Credit Card fee?  Yes [  ] No [ x ] If yes, amount %_____

---

**Joe Altieri**

**From:** Conway, Sara <s.j.conway2@sunyocc.edu>

**Sent:** Monday, April 6, 2020 9:26 AM

**To:** Joe Altieri

**Cc:** Boyle, Kathleen; John Rathbun

**Subject:** Re: OCC Bid - Boys & Girls Volleyball State Championships

Hi Joe

We are not allowed in the offices with the new shelter in place order- totals are below, hopefully this works for you! Sorry for all of the issues- doing this stuff from home isn't easy!

Girls- $19,428
Boys- $10,864

Thanks!

Sara
FACILITY:
Total Seating Capacity: 6,500
Chair back seating? Yes ☑ No ☐ Some ☐ N/A ☐
Handicap seating? Yes ☑ No ☐

Ability to charge admission? Yes ☑ No ☐
Separate entrance available for teams/ coaches? Yes ☑ No ☐
Area for vendor set-up? Yes ☑ No ☐
Any limitations for vendor set up?

Number of Parking Spaces available onsite: 1,790
Additional parking available near the site/ facility? Yes ☑ No ☐
If “Yes” number of parking spaces: ______

VIP parking in designated area? Yes ☑ No ☐
Team Bus parking designated area onsite? Yes ☑ No ☐
If “Yes” how many spots: ______
If “No” how far is the designated team bus parking area: ______ miles

Broadcast ready? Yes ☑ No ☐

WiFi? Yes ☑ No ☐
Media accommodations? Yes ☑ No ☐
If “Yes” please describe:

Number of team locker rooms available for use: 6
- Do all locker rooms have showers and restroom facilities? Yes ☑ No ☐

Number of officials/ referee locker rooms available for use: 5
- Do all locker rooms have showers and restroom facilities? Yes ☑ No ☐

Number of restrooms at facility: 4

Would there be a designated “hospitality” area for NYSPHSAA use? Yes ☑ No ☐
Catering Service availability: Yes ☑ No ☐

Concession availability: Yes ☑ No ☐

Will facility have staff available to assist with hanging of Championship banners? Yes ☑ No ☐

All NYSPHSAA events are smoke and alcohol free activities. Please describe how alcohol and tobacco sponsor signs/banners/messages, if any, located at the facility will be covered or otherwise not advertised/displayed during the time of use of the facility:

Facility Photos/Diagram

ATTACHMENT "C": Please attach any photos or diagrams of the site/facility.

Emergency Policy

NYSPHSAA requires each competition facility/site to have an emergency plan including sufficient AEDs in place during the entire length of time to conduct the event. Describe the measures in place to address any/all emergencies that could occur affecting participants and spectators.
**MISCELLANEOUS:**

Event/ Tournament Director:
- Name: [Name]
- Position (i.e. coach, athletic director, facility manager, etc.): Assistant Director
- Telephone Number: 315-413-9120
- E-Mail: [E-Mail]

Person available to answer questions during bid opening:
- Name: [Name]
- Phone #: 315-413-9120

Has this facility hosted a NYSPHSAA event in the past? Yes [ ] No [ ]

If "Yes" please list most recent:

<table>
<thead>
<tr>
<th>Sport</th>
<th>Event</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cheer</td>
<td>Cheer</td>
<td>2014-2017</td>
</tr>
<tr>
<td>Wrestling</td>
<td>Wrestling</td>
<td>2018-2020</td>
</tr>
</tbody>
</table>

List other events (sporting events, concerts, youth tournaments, etc.) in your area during the time of this event:

Describe promotional activities to be conducted for this event:
Volunteerism:

Describe the volunteerism for this event:
ENDORSEMENT SIGNATURES

The following officials/representatives have reviewed this bid and provide endorsement, support and approval. We are confident our site/facility meets all requirements to host a successful State Championship event.

Section Executive Director
Section: ____  
Name: _____________________________

Signature: ______________________    Date: __________

Facility Manager
Name: _____________________________

Signature: ______________________    Date: 2/1/20

Application Completed by:
Section: ____  
Name: _____________________________
Organization/Section/School: ________________________________________

Address: _________________________________________________________
  (Street)
  (City, Zip)

Signature: ______________________    Date: __________

Please direct any questions or concerns pertaining to this bid to Joe Altieri, NYSPHSAA Assistant Director, at 518-690-0771 or Altieri@nysphsaa.org
ENDORSEMENT SIGNATURES

NYSPHSAA

The following officials/representatives have reviewed this bid and provide endorsement, support and approval. We are confident our site/facility meets all requirements to host a successful State Championship event.

Section Executive Director
Section: 3
Name: John Rathburn
Signature: John Rathburn
Date: 4/3/20

Facility Manager
Name: __________________________
Signature: __________________________
Date: __________________________

Application Completed by:
Section: ___
Name: __________________________
Organization/Section/School: __________________________
Address: __________________________
(Street)
________________________________________
(City, Zip)
Signature: __________________________
Date: __________________________

Please direct any questions or concerns pertaining to this bid to Joe Altieri, NYSPHSAA Assistant Director, at 518-690-0771 or Altieri@nysphsaa.org

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