Section IV Proposal

NYSFHSAA

FIELD HOCKEY CHAMPIONSHIPS
NOVEMBER 14-15, 2020
NOVEMBER 13-14, 2021
NOVEMBER 12-13, 2022
SIX REASONS TO BRING NYSPHSAA FIELD HOCKEY CHAMPIONSHIPS TO MAINE-ENDWELL

1. LOCATION, LOCATION, ...

2. FACILITIES

3. HOUSING

4. HOSPITALITY

5. SPORT FRIENDLY COMMUNITY

6. TEAMWORK
NYSPHSAA

State Championship Site/ Facility Bid

FIELD HOCKEY CHAMPIONSHIPS
2020, 2021 & 2022

Maine-Endwell Spartan Stadium

Venue Name

Endwell, NY

Location

Due Date/ Time: January 10, 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: November 26, 2019

BID RETURN DUE DATE/ TIME: January 10, 2020 @ 10:00 AM

* All bids must be delivered in a sealed envelope to:
  NYSPHSAA
  Attn: Championship Site Bid (Field Hockey)
  8 Airport Park Blvd.
  Latham, NY 12110

Sport Committee/ Staff Review Date/ Time: January 10, 2020

EXECUTIVE/ CENTRAL COMMITTEE APPROVAL: February 7, 2020
Thank you for your interest in hosting the New York State Public High School Athletic Association's Field Hockey Championships. The NYSPHSAA 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 NYSPHSAA State Championship sites will be open for bid by any NYSPHSAA Section/Member School and their respective communities in New York State; NYSPHSAA 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 NYSPHSAA.

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 NYSPHSAA Executive/Central Committee will approve all State Championship sites/facilities, taking into consideration the recommendations of the State Sports Committee and the NYSPHSAA 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 NYSPHSAA Staff:

- 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
- Location

*Note:* qualifications will not be based solely upon score.
All sealed bids will be opened by the State Sport Committee and the NYSHPHSA 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 NYSHPHSA 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 NYSHPHSA Staff.

Timeline:
When appropriate, bids will be released 12-14 months prior to the expiration of the current contract/agreement.
FIELD HOCKEY

EVENT SPECIFICS

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

Week #19 (NYSPHSAA Calendar) Nov. 14-15, 2020
Week #19 (NYSPHSAA Calendar) Nov. 13-14, 2021
Week #19 (NYSPHSAA Calendar) Nov. 12-13, 2022

The NYSPHSAA Field Hockey Championships will last 2 day(s).

The approximate start/ end times are as follows:
Set Up: Noon day before Day 1
Day 1: 8:00 AM – 10:00 PM
Day 2: 8:00 AM – 7:00 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>2018</td>
<td>1667</td>
<td>Williamsville North HS</td>
<td>180</td>
</tr>
<tr>
<td>2017</td>
<td>2210</td>
<td>Maine Endwell</td>
<td>180</td>
</tr>
<tr>
<td>2016</td>
<td>1924</td>
<td>Maine Endwell</td>
<td>180</td>
</tr>
<tr>
<td>2015</td>
<td>1633</td>
<td>Maine Endwell</td>
<td>180</td>
</tr>
</tbody>
</table>

Approximate Number of Participating:
Team: 12
Athletes: 300
Officials: 9

ACCOMMODATIONS:
Hotel Room Nights Needed for participating athletes, teams and officials:
Night Before Day 1: 110 overnight rooms
On 2nd Night of Event: 70 overnight rooms

BANQUET:
Pre-event buffet banquet for 350
Approximate time of banquet: 5:00-6:00 PM
EVENT:
To host this event, the site/facility must:
- 2 synthetic turf fields
- Snow removal capability
- Press box

Bid is based on Maine-Endwell as the solo site for all games. Should the Committee prefer two turf field be used, Vestal is available as was the case in past years. There would be no additional charge for that.

* Additional event specs listed on pages 7-14 (locker rooms, parking, Wi-Fi, seating capacity, etc.)
SITE / FACILITY SPECIFICS

SITE LOCATION:
Section: IV
Venue Name: M-E Spartan Stadium
City: Endwell, NY

Number of restaurants within a 10 miles radius of venue: 75

Number of hotels within a 10 mile radius of venue: 21

Number of hotel rooms within a 10 mile radius of venue: 2200

Site/ Facility Distance:
From Section VI office
355 Harlem Road
West Seneca, NY 14224
MILES: 193

From Section XI office
180 E. Main Street, Suite 302
Smithtown, NY 11787
MILES: 225

From NYSPHSAA
8 Airport Park Blvd.
Latham, NY 12110
MILES: 137

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>Yr. of Last Renovation</th>
</tr>
</thead>
<tbody>
<tr>
<td>DoubleTree by Hilton Binghamton</td>
<td>$109.00</td>
<td>✓</td>
<td>207</td>
<td>38</td>
<td>123</td>
<td>2013</td>
</tr>
<tr>
<td>Holiday Inn Binghamton</td>
<td>$109.00</td>
<td>✓</td>
<td>225</td>
<td>50</td>
<td>100</td>
<td>2014</td>
</tr>
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<td></td>
<td>$</td>
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</tr>
</tbody>
</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: $____________
Prices for Field Hockey

1 message

Patty Weist <Patty.Weist@hilton.com>
To: Ben Nelson <bnsectionlv@stny.rr.com>
Cc: "nelsonb@dcmoboces.com" <nelsonb@dcmoboces.com>

$109.00 - 2020
$109.00 - 2021
$109.00 - 2022

Thu, Jan 9, 2020 at 11:14 AM

Patty Weist
Director of Sales
607-722-7575, ext. 1610 | 607-724-7263 (fax)

DoubleTree by Hilton Binghamton
225 Water Street
Binghamton, New York 13901
www.binghamton.doubletree.com

This message may contain confidential and/or propriety information, and is intended for the person/entity to whom it was originally addressed. Any use by others is strictly prohibited.

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January 3, 2020

PROPOSAL FOR NYSPHSAA FIELD HOCKEY

The Holiday Inn Binghamton offers 225 well-appointed guest rooms, including 12 spacious king suites. Our property is conveniently located in Downtown Binghamton, just 20 minutes from the Binghamton Regional Airport. We are surrounded by excellent restaurant experiences, great shopping and wonderful entertainment, such as the American Hockey League Binghamton Devils and The AA Rumble Ponies (NY Mets)

HOTEL FEATURES

Our Hotel offers a comfortable setting for your attendees, such as:

- 225 guest rooms, including 12 Deluxe King Suites
- Over 15,000+ sq. ft. of flexible meeting & banquet facilities accommodating functions of many sizes
- Full-Service on-site restaurant, Café Select
- Comfortable bar and lounge
- Easy access to the Binghamton Riverwalk
- Room Service
- On Site Business Center
- On Site Fitness Center
- Indoor, heated swimming pool
- Complimentary Parking
- On-Site Guest Laundry Facility
- Irons & Ironing Boards, Coffee Makers, microwave and refrigerators in every guest room
- Local benefits for IHG Rewards Members
*Week #19 (NYSPHSAA Calendar) November 14-15, 2020 $109.00 Single-Quad Occupancy Per Room Per Night (Rooms with 2 Double Beds)

*Late Check Out Rates: After 12:00PM Full Rate Applies $109.00 Per Room Per Night

**Week #19 (NYSPHSAA Calendar) November 13-14, 2021 $113.00 Single-Quad Occupancy Per Room Per Night (Rooms with 2 Double Beds)

**Late Check Out Rates: After 12:00PM Full Rate Applies $113.00 Per Room Per Night

***Week #19 (NYSPHSAA Calendar) November 12 - 13, 2022 $117.00 Single -Quad Occupancy Per Room Per Night (Rooms with 2 Double Beds)

***Late Check Out Rates: After 12:00 PM Full Rate Applies $117.00 Per Room Per Night

*Above rates are subject at this time to 8% NYS Sales Tax and 3% Occupancy Tax
*this is subject to change

The above rates are net, non-commissionable based upon Single -Quad Occupancy and are subject to any and all applicable taxes. The current Occupancy tax is 13%. Please note no group rooms are currently being held for NYSPHSAA Boys Basketball. Should you wish for the Holiday Inn Binghamton place a tentative hold on these above guest room(s) and/or meeting space, please let us know by 01/15/20 in order to secure your proposed group block.

I appreciate your interest in Holiday Inn Binghamton. I can be reached directly at 607.722.1212 Ext.7906, however please be assured I will follow up regarding securing your dates. You may also reach me directly by email at cweiss@holidayinnbinghamton.com. For additional hotel and area information, please visit our comprehensive website at www.holidayinnbinghamton.com.

Regards,

Christine Weiss

Director of Sales & Marketing

Holiday Inn Binghamton Downtown

2-8 Hawley Street

Binghamton NY 13901

________________________________________ Date: ______________________

Authorized Signature
**PROPOSED CHAMPIONSHIP COST:**

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

<table>
<thead>
<tr>
<th>Check “ALL” items below that are included in Total Cost</th>
<th>YES</th>
<th>NO</th>
<th>N/A</th>
<th>NOTES &amp; Additional Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facility Rental</td>
<td>☑</td>
<td>✓</td>
<td>☐</td>
<td>Donated by Maine-Endwell District</td>
</tr>
<tr>
<td>Set Up</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td>Help with NYSPHSAA set up</td>
</tr>
<tr>
<td>Take Down</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td>Help with NYSPHSAA set up</td>
</tr>
<tr>
<td>Utilities</td>
<td>☑</td>
<td>✓</td>
<td>☐</td>
<td>Donated by Maine-Endwell District</td>
</tr>
<tr>
<td>Merchandise Buyout</td>
<td>☑</td>
<td>☑</td>
<td>☐</td>
<td>Amount: $</td>
</tr>
<tr>
<td>Staff/ VIP Parking</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>Video Board Usage</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>Spotlight</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>Scoreboard</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td>1 Person</td>
</tr>
<tr>
<td>Internet Access (WiFi)</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>Tables</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>Chairs</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>Risers/ Stage</td>
<td>☑</td>
<td>✓</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>Fire inspection</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>Ticket Takers</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td># of Ticket Takers: 2</td>
</tr>
<tr>
<td>Ticket Sellers</td>
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<td>☑</td>
<td>☐</td>
<td># of Ticket Sellers: 2</td>
</tr>
<tr>
<td>Box Office Staff</td>
<td>☑</td>
<td>☑</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>Ushers</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>PA Announcer</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td>1 Person</td>
</tr>
<tr>
<td>Security</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td>2 People</td>
</tr>
<tr>
<td>Police</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td>Within two miles</td>
</tr>
<tr>
<td>EMS/ Ambulance</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td>Within two miles</td>
</tr>
<tr>
<td>Athletic Trainer</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td>1 Person</td>
</tr>
<tr>
<td>Custodial/ Cleaning</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td>1 Person</td>
</tr>
<tr>
<td>Tech Support</td>
<td>☑</td>
<td>☑</td>
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</tr>
<tr>
<td>Video Operator</td>
<td>☑</td>
<td>☑</td>
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</tr>
<tr>
<td>Scoreboard Operator</td>
<td>✓</td>
<td>☑</td>
<td>☐</td>
<td>1 Person</td>
</tr>
<tr>
<td>Stagehands/ Union Fee</td>
<td>☑</td>
<td>☑</td>
<td>☐</td>
<td></td>
</tr>
</tbody>
</table>

Please list other items below:

| Site Coordinator | ✓ | ☑ | ☐ | 1 Person |
| Facility Manager | ✓ | ☑ | ☐ | 1 Person |
| Team Escorts | ✓ | ☑ | ☐ | 4 People |

**COST:** $5000.00

*Contributions/ Donations* - $500.00 Please denote on Page 9

**TOTAL COST:** $4500.00 Payable by NYSPHSAA

*Contributions/ Donations are not considered “NYSPHSAA Sponsorships.”*
**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</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section IV Athletic Association</td>
<td>$500.00</td>
<td>✓</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td></td>
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</tr>
</tbody>
</table>

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

Does the Facility/ Venue have a Credit Card fee? Yes ☐ No ✓ If yes, amount %_____

*Pay rates determined by NYSPHSAA for personnel checked "NO" on page 8. NYSPHSAA will NOT pay negotiated rates; those must be included in total facility cost on page 8.*

- **Ticket Takers:** $15 Per hour
- **Ticket Seller:** $15 Per Hour
- **PA Announcer:** $30 Per game (Team)/ $15 per hour (Individual)
- **Scoreboard Operator:** $30 Per game (Team)/ $15 per hour (Individual)
- **Athletic Trainer:** $35 Per hour
SECTION IV ATHLETIC COUNCIL
of the NYSPHSAA

276 State Hwy 7
Sidney, NY 13838
607-561-2347

January 9, 2020

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

Section IV pledges to donate $500.00 per year to Maine-Endwell HS to decrease the overall cost of $5000.00 to $4500.00 regarding the Championship Bid for Field Hockey 2020-2022.

Sincerely,

[Signature]
Ben Nelson
Executive Director
FACILITY:
Total Seating Capacity: 3000
- Chair back seating? Yes ☑ No ☐
- Handicap seating? Yes ☑ No ☐
- Some ☐ N/A ☐

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: 300

Additional parking available near the site/ facility? Yes ☑ No ☐
If "Yes" number of parking spaces: As needed

VIP parking in designated area? Yes ☑ No ☐

Team Bus parking designated area onsite? Yes ☑ No ☐
If "Yes" how many spots: 4
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: 2
- Do all locker rooms have showers and restroom facilities? Yes ☑ No ☐

Number of restrooms at facility: 10

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: Dave Cook
Position (i.e. coach, athletic director, facility manager, etc.) Athletic Director
Telephone Number: 607-786-8207
E-Mail: dcook@me.stier.org

Person available to answer questions during bid opening:
Name: Heather Doyle Phone #: 607-765-5480

Has this facility hosted a NYSFHSAA event in the past? Yes X No
If "Yes" please list most recent:

<table>
<thead>
<tr>
<th>Sport</th>
<th>Event</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Field Hockey</td>
<td>NYSPHSAA Championship</td>
<td>2014-17</td>
</tr>
<tr>
<td>Baseball</td>
<td>NYSPHSAA Regional &amp; Championship</td>
<td>2014</td>
</tr>
</tbody>
</table>

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

None that we are aware of.

Describe promotional activities to be conducted for this event:

All local media available as needed.
Volunteerism:

Describe the volunteerism for this event:

Section IV is noted for their volunteers for athletic events and will be available as needed.
Please list any other pertinent information pertaining to this proposal:

The Maine-Endwell Spartan Stadium is a field turf facility with lights. The field is lined for Football, Field Hockey, Boys/Girls Soccer, and Boys/Girls Lacrosse.

The field is regulation NFHS Field Hockey dimensions.

Seating capacity is 3000.

Parking on the High School campus can accommodate 300 vehicles with handicap parking also available.

Separate parking areas can be provided for tournament committee members, officials and teams.

Concession stand is available and is located on the north end of the stadium.

A total of 6 team locker rooms, as well as 2 officials locker rooms are available.

Phone and Internet is available in the High School.

Admission can be charged 2 ticket booth locations.

VIP, Sponsor Accommodations, as well as team hospitality can be provided.

Ambulance and police are 2 miles away or can be contracted for on sight event coverage.

Spartan Stadium is handicap accessible.

Maine-Endwell High School has a turf field with lights for competition. The High School also has a regular grass Field Hockey field.
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: IV
Name: Ben W. Nelson

Signature: [Signature]
Date: 01/09/2020

Facility Manager
Name: Dave Cook

Signature: [Signature]
Date: 01/09/2020

Application Completed by:
Section: IV
Name: Ben W. Nelson
Organization/Section/School: Section IV Athletic Association

Address: 276 State Hwy 7
Sidney, NY 13838

Signature: [Signature]
Date: 01/09/2020

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