NYSPHSAA
State Championship
Site/ Facility Bid

GIRLS SOCCER

2020, 2021, 2022

Monroe-Woodbury Central School District
Venue Name

Central Valley, NY
Location

Due Date/ Time: February 13, 2019 @ 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 6, 2018

**BID RETURN DUE DATE/ TIME:** February 13, 2019 @ 10:00 AM

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

**Sport Committee/ Staff Review Date/ Time:** February 13, 2019

**EXECUTIVE/ CENTRAL COMMITTEE APPROVAL:** May 3, 2019
NYSPHSAA
Championship Site Bid

GIRLS SOCCER

Thank you for your interest in hosting the New York State Public High School Athletic Association’s Girls Soccer 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) 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 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 SOCCER
EVENT SPECIFICS

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

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

The NYSPHSAA Girls Soccer 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-10:00 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>2017</td>
<td>4086</td>
<td>Cortland</td>
<td>225</td>
</tr>
<tr>
<td>2016</td>
<td>4907</td>
<td>Cortland</td>
<td>225</td>
</tr>
<tr>
<td>2015</td>
<td>4408</td>
<td>Cortland</td>
<td>225</td>
</tr>
<tr>
<td>2014</td>
<td>4170</td>
<td>Cortland</td>
<td>225</td>
</tr>
</tbody>
</table>

Approximate Number of Participating:
- Athletes: 400
- Teams: 20
- Officials: 15

ACCOMODATIONS:
Hotel Room Nights Needed for participating athletes, teams and officials:
- Night Before Day 1: 125 Hotel Room Nights
- Night of Day 1: 75 Hotel Room Nights
- Night of Day 2: 25 Hotel Room Nights

BANQUET:
Pre-event buffet banquet for 500.
Approximate time of banquet: 6:00 PM
EVENT:
To host this event, the site/facility must:
- NYSFHSAA requires a minimum of 3 fields available on day 1 and 2 fields available on day 2 of the championships.

* Additional event specs listed on pages 7-14 (locker rooms, parking, Wi-Fi, seating capacity, etc.)
SITE LOCATION:
Section: IX
Venue Name: Monroe-Woodbury CSD
City: Central Valley, NY

Number of restaurants within a 10 miles radius of venue: 125-150

Number of hotels within a 10 mile radius of venue: 14 *six additional hotels in planning stage

Number of hotel rooms within a 10 mile radius of venue: 800+

Site/ Facility Distance:
From Section VI office
355 Harlem Road
West Seneca, NY 14224
MILES: 327

From Section XI office
180 E. Main Street, Suite 302
Smithtown, NY 11787
MILES: 93.4

From NYSPIHSAAN
8 Airport Park Blvd.
Latham, NY 12110
MILES: 111

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>Holiday Inn Express</td>
<td>$109</td>
<td>X</td>
<td>80</td>
<td>20</td>
<td>60</td>
<td>2018</td>
</tr>
<tr>
<td>America's Best Value Inn</td>
<td>$99</td>
<td>X</td>
<td>47</td>
<td>9</td>
<td>38</td>
<td>2019</td>
</tr>
<tr>
<td>Sleep Inn &amp; Suites</td>
<td>$159</td>
<td>X</td>
<td>82</td>
<td>27</td>
<td>44</td>
<td>opened 2018</td>
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<td>$</td>
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</tbody>
</table>

*see attached list of area hotels

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.) NYSPIHSAAN 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 [x] No [ ]

Cost of banquet facility: $ 20 per person will cover all costs - see attachment
## 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>NOTES &amp; Additional Information</th>
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</thead>
<tbody>
<tr>
<td>Facility Rental</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Set Up</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Take Down</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Utilities</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Merchandise Buyout</td>
<td>X</td>
<td></td>
<td></td>
<td>Amount: $</td>
</tr>
<tr>
<td>Staff/ VIP Parking</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Video Board Usage</td>
<td>X</td>
<td></td>
<td></td>
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<tr>
<td>Spotlight</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Scoreboard</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Internet Access (WiFi)</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tables</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chairs</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Risers/ Stage</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire Inspection</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ticket Takers</td>
<td>X</td>
<td></td>
<td></td>
<td># of Ticket Takers:</td>
</tr>
<tr>
<td>Ticket Sellers</td>
<td>X</td>
<td></td>
<td></td>
<td># of Ticket Sellers:</td>
</tr>
<tr>
<td>Box Office Staff</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ushers</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PA Announcer</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Security</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Police</td>
<td>X</td>
<td></td>
<td></td>
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<tr>
<td>EMS/ Ambulance</td>
<td>X</td>
<td></td>
<td></td>
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<tr>
<td>Athletic Trainer</td>
<td>X</td>
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<tr>
<td>Custodial/ Cleaning</td>
<td>X</td>
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<tr>
<td>Tech Support</td>
<td>X</td>
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<tr>
<td>Video Operator</td>
<td>X</td>
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<tr>
<td>Scoreboard Operator</td>
<td>X</td>
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<tr>
<td>Stagehands/ Union Fee</td>
<td>X</td>
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<tr>
<td>Please list other items below</td>
<td></td>
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<tr>
<td>Porta-Pottys</td>
<td>X</td>
<td></td>
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</tr>
</tbody>
</table>

**Cost:** $3,000.00

*Contributions/Donations* - $0

**Total Cost:** = $3,000.00 (payable by NYSPHSAA)

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

Page 8
**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 (Attachment “B”)</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td>$</td>
<td></td>
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<tr>
<td></td>
<td>$</td>
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<tr>
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</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
FACILITY:
Total Seating Capacity: 2,025
Chair back seating? Yes ☒ No ☐ Some ☐
Handicap seating? Yes ☒ No ☐ 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? No

Number of Parking Spaces available onsite: 1,326
Additional parking available near the site/facility? Yes ☒ No ☐
If “Yes” number of parking spaces: 500
VIP parking in designated area? Yes ☒ No ☐
Team Bus parking designated area onsite? Yes ☒ No ☐
If “Yes” how many spots: 20
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:
Press Box

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: 12

Would there be a designated “hospitality” area for NYSPHSAA use? Yes ☒ No ☐
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.

Attached
**MISCELLANEOUS:**

Event/Tournament Director:
Name: _Lori Hock_
Position (i.e. coach, athletic director, facility manager, etc.) _Director of Athletics_
Telephone Number: 845-460-7000 ext. 7049  cell: 845-742-0129
E-Mail: lhock@mw.k12.ny.us

Person available to answer questions during bid opening:
Name: _Patrick Cahill_  Phone #: 845-460-6200 ext. 6241

Has this facility hosted a NYSPHSAA 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>Boys &amp; Girls Cross Country</td>
<td>State Championship</td>
<td>2015</td>
</tr>
</tbody>
</table>

List other events (sporting events, concerts, youth tournaments, etc.) in your area during the time of this event:
None

Describe promotional activities to be conducted for this event:

We Will utilize all social media platforms through our District, OCIAA, and Section IX contacts. We will also promote this event through our local soccer clubs and athletic organizations as well as the Orange County Department of Tourism. We also anticipate sending out press releases to local newspapers, radio shows and podcasts.
Volunteerism:

Describe the volunteerism for this event:

In addition to the Monroe-Woodbury Athletics coaching staff, we will also enlist the help of student volunteers through our Athletic Club and sports teams. Our local community soccer organization, Monroe Woodbury United Soccer Club has offered their assistance and committed to sending 50-75 volunteers.
Please list any other pertinent information pertaining to this proposal:

1) Our community has recently approved a capital project for two new turf fields. These two fields, in addition to our existing grass field, are all located on the main campus. The fields are surrounded by three schools, therefore, ample parking and indoor facilities are available. Field installation will begin in May 2019 and be completed by September 1, 2019.

2) Our venue is easily accessible from major highways (Routes 87, 17 and 86) and nearby attractions such as Woodbury Common, West Point, Bear Mountain and Legoland make this site an ideal location.

3) The banquet site we intend to use is a large gymnasium in our High School that is transformed every year for use as a prom venue. We are also aware that the Girls Soccer banquet includes a performance of skits. For this purpose, we will utilize an auditorium that is located down the hall from the gym. Our state of the art auditorium will provide for excellent viewing.

4) We will have an A/V technician on-site throughout the tournament to address any technical needs.

5) Monroe-Woodbury has an enthusiastic and supportive community that is excited about the prospect of hosting such a prestigious tournament. Our school and community support will be evident in attendance and ticket sales.
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: IX
Name: Greely P. Ransom
Signature: ____________________________ Date: 2/11/19

Facility Manager
Name: ________________________________
Signature: ____________________________ Date: 2/11/19

Application Completed by:
Section: IX
Name: ________________________________
Organization/Section/School: ________________________________
Address: 279 ROUTE 32
          CENTRAL VALLEY, NY 10917
Signature: ____________________________ Date: 2/11/19

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

☐ Completed application; must be sent in a sealed envelope by specified deadline (date/time)

☐ Provide a minimum of 20 copies of the bid

☐ Attachment A (Negotiated Hotel(s) Commitment Letters) Pg. 7

☐ Attachment B (Contributions/Donations) Pg. 9

☐ Attachment B (Facility Photos/Diagram) Pg. 11

☐ Endorsement signatures
To whom this may concern,

I’m certain that your clients would find our spacious modern guest rooms and scenic location appealing. Our newly opened hotel is conveniently located less than 25 minutes from West Point and 10 short minutes from the Woodbury Commons. The hotel also offers a deluxe hot a cold breakfast buffet, complimentary shuttle service, free high speed WiFi and features a conference space that can accommodate up to 36 people, a fitness center, an outdoor fire pit.

We’re willing to provide a set rate of $159 plus tax, per room, per night with a 30-1 comp room arrangement. Our hotel has a total of 82 rooms with a mixture of standard rooms, ADA rooms, and Suites. We have 44 2 Queen Doubles and 27 Kings; the remaining count is dedicated to our suite category.

As our hotel just opened in January of 2018, there has been no recent renovations to the property of the hotel itself.

Best regards,

Marc Thibault

Director of Sales
Negotiated room rate for the dates listed:
- Room Rates: $ 99.00 for November 14-15, 2020
  $104.00 for November 13-14, 2021
  $109.00 for November 12-13, 2022

Any value added that the hotel offers:
- Value added Complimentary Breakfast
  Complimentary Wi-Fi

The total number of rooms (singles and doubles) in your hotel:
- 38 Rooms with two Double Beds
- 09 Rooms with one King Bed

The last year your hotel was renovated:
- 2019
Fwd: Request for Information - NYS Girls Soccer Tournament Hosted by Monroe-Woodbury C.S.D.

1 message

Patrick Cahill <pcahill@mw.k12.ny.us>  To: Jeanmarie Broderick <jbroderi@mw.k12.ny.us>  Mon, Feb 11, 2019 at 4:10 PM

Hello Patrick,

We could do a discounted rate for Nov 2020 at a rate of $109 plus tax per night.
It would be a mixture of King and Double Queen rooms.
Our block size would only be able to accommodate 20-30 rooms per night.

The hotel is newly renovated. You will receive complimentary hot breakfast each morning, free wifi, indoor pool and fitness center.

As far and the next years go the increase to the room rate will be around 5%.

Thank you and have a good day.

On Mon, Feb 11, 2019 at 3:46 PM Patrick Cahill <pcahill@mw.k12.ny.us> wrote:

Gina,

Per our conversation, please reply ASAP.

Thanks,

Patrick

---------- Forwarded message ----------
From: Gina Loiacono <loiacono.gina@hiechester.com>
Date: Mon, Feb 11, 2019 at 3:54 PM
Subject: Re: Request for Information - NYS Girls Soccer Tournament Hosted by Monroe-Woodbury C.S.D.
To: Patrick Cahill <pcahill@mw.k12.ny.us>

Holiday Inn Express
Chester, NY

Good Afternoon,
Hotels & Motels

America’s Best Value Inn
139 Route 32 • Central Valley 10917 • 845-928-2266
45 rooms.
www.abvicentralvalley.com

Bear Mountain Bridge Motel
1041 Route 9W • Fort Montgomery 10922 • 845-446-2472
5 rooms.

Bear Mountain Inn and Conference Center
3020 Seven Lakes Drive • Bear Mountain 10911 • 845-786-2731
63 rooms.
www.visitbearmountain.com

Cadet Motel
2582 Route 9W • Cornwall 12518 • 845-534-4595
14 rooms.
cadetmotel@gmail.com

FairBridge Inn & Suites
17 Main St. • Highland Falls 10928 • 845-446-9400
54 rooms.
www.fairbridgeinns.com

Glenmere
634 Pine Hill Road • Chester 10918 • 845-469-1900
18 rooms.
www.glenmeremansion.com

Hampton Inn Harriman-Woodbury
60 Centre Drive • Central Valley 10917 • 845-782-9600
136 rooms.

Holiday Inn Express
2 Bryle Place • Chester 10918 • 845-469-3000
80 rooms.
www.hiexpress.com/chester

Holiday Inn Express
1106 Route 9W North • Fort Montgomery 10922 • 845-446-4277 or 800-HOLIDAY
86 rooms.
www.hiexpress.com

Painter’s Inn
266 Hudson Street • Cornwall-on-Hudson 12520 • 845-534-2109
7 guest rooms.
www.painters-restaurant.com

Sleep Inn & Suites Monroe-Woodbury
1 Sleep Way • Monroe 10950 • 845-492-2050
82 rooms.
www.choicehotels.com/new-york/monroe/sleep-inn-hotels/ny661

Thayer Hotel at West Point
674 Thayer Road • West Point 10996 • 845-446-4731 or 800-247-5047
151 rooms.
www.thethayerhotel.com

US Academy Motel
41 Main St. • Highland Falls 10928 • 845-446-2021
15 rooms.

West Point Motel
156 Main Street • Highland Falls 10928 • 845-446-4180 or 888-349-6788
51 rooms.
www.thewestpointmotel.com

HOTELS IN PLANNING:
- 2 in Harriman/Central Valley
- 2 at Woodbury Common
- 2 in Highland Falls

Vacation Rental by Owner & Airbnb available in our area.
Turf Field #2

Turf Field #1

Grass Field #3

* Please see additional attachment for campus map
MONROE-WOODBURY CENTRAL SCHOOL DISTRICT

FOOD SERVICES

2020 - 2022 NYSPHSAA
State Championship Site Bid
Girls Soccer

Banquet Proposal

Buffet Dinner Menu

Mixed Greens Salad with Dressing

Assorted Fresh Baked Dinner Rolls
Breadsticks with Butter

Roasted Sliced Chicken Breast
Pasta with Choice of Pink Sauce, Bolognese Sauce or Marinara Sauce
Farfalle Pasta with Garlic, Oil, and Broccoli

Fresh Roasted Vegetables

Dessert
Fresh Cut Fruit
Sponge Cake with Mixed Berry Sauce

Beverages
Bottled Water or Seltzer

Potential number of guests: 500

Price: $20 per person

Gluten Free Available by Request