NYSPHSAA
State Championship Site/ Facility Bid

OUTDOOR TRACK & FIELD CHAMPIONSHIPS 2021, 2022, & 2023

Faller Field
Venue Name

Middletown
Location

Due Date/ Time: December 3, 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: Friday, November 1, 2019

BID RETURN DUE DATE/ TIME: December 3, 2019 @ 10:00 AM
* All bids must be delivered in a sealed envelope to:

     NYSPIHSAA
     Attn: Championship Site Bid (Outdoor Track & Field)
     8 Airport Park Blvd.
     Latham, NY 12110

Sport Committee/ Staff Review Date/ Time: December 3, 2019

EXECUTIVE/ CENTRAL COMMITTEE APPROVAL: February 7, 2020
NYSPHSAA

Championship Site Bid

OUTDOOR TRACK & FIELD

Thank you for your interest in hosting the New York State Public High School Athletic Association’s Outdoor Track & Field 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 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.
Outdoor Track & Field

EVENT SPECIFICS

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

Week #49 (NYSPHSAA Calendar)       June 11-12, 2021
Week #49 (NYSPHSAA Calendar)       June 10-11, 2022
Week #49 (NYSPHSAA Calendar)       June 9-10, 2023

The NYSPHSAA Outdoor Track & Field Championships will last 2 day(s).

The approximate start/end times are as follows:
- Set Up: All day before Day 1
- Day 1: 7:00 AM-11:00 PM
- Day 2: 7:00 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>2019</td>
<td>3973</td>
<td>Middletown H.S.</td>
<td>1200</td>
</tr>
<tr>
<td>2018</td>
<td>4124</td>
<td>CNS High School</td>
<td>1200</td>
</tr>
<tr>
<td>2017</td>
<td>3573</td>
<td>Union Endicott H.S.</td>
<td>1200</td>
</tr>
<tr>
<td>2016</td>
<td>4080</td>
<td>CNS High School</td>
<td>1200</td>
</tr>
</tbody>
</table>

Approximate Number of Participating:
- Athletes: 1575
- Teams: N/A
- Officials: 100

ACCOMODATIONS:
Hotel Room Nights Needed for participating athletes, teams and officials:
- Day Before: 600 Hotel Room Nights
- Night 1: 600 Hotel Room Nights
SITE LOCATION:
Section: 9  Venue Name: Faller Field  City: Middletown

Number of restaurants within a 10 miles radius of venue: 50+

Number of hotels within a 10 mile radius of venue: 12

Number of hotel rooms within a 10 mile radius of venue: 1,100

Site/Facility Distance:
From Section VI office
355 Harlem Road
West Seneca, NY 14224
MILES: 305

From Section XI office
180 E. Main Street, Suite 302
Smihtown, NY 11787
MILES: 108

From NYSFHSAA
8 Airport Park Blvd.
Latham, NY 12110
MILES: 115

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>Hampton by Hilton, Middletown</td>
<td>$142.00-148.00</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Courtyard by Marriott, Middletown</td>
<td>$132.00-136.00</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tru by Hilton, Middletown</td>
<td>$139.00-178.00</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Microtel by Wyndham, Middletown</td>
<td>$99.00-119.00</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</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.) NYSFHSAA 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: $0
Attachment "A"
November 5, 2019

New York State Public High School Athletic Association
8 Airport Park Boulevard
Latham New York 12110

Dear NYSPHSAA Committee,

The Town of Wallkill is proud to have been and continues to be an ardent supporter of locating various NYSPHSAA Events in the greater Town of Wallkill/City of Middletown area.

Our central location at the intersections of two major Interstate Highways in Orange County allows us to be at the forefront for location and facilities to host these various Sporting Events.

Our relationship with the City of Middletown, the City of Middletown School District and the Section IX Committee over the past several years has been outstanding. We continue to provide logistical support for the planning and hosting of these events.

We fully support the bid to host the 2020-2021, 2022 NYSPHSAA Track & Field, and we would welcome the opportunity to provide all needed assistance to host future NYSPHSAA events in our area.

Thanks again and we look forward to working with you.

Sincerely,

Lou Ingrassia Jr.

Commissioner Town OEM/DPW

99 Tower Drive, Building A, Middletown, NY 10941
Phone: (845) 326-1435 Fax: (845) 692-2546
Email: lou.ingrassia@townofwallkill.com
Website: www.townofwallkill.com
New York State Public High School Athletic Association

8 Airport Park Blvd

Latham, NY 12110

November 6, 2019

Dear NYSPHSAA Committee,

I have been with the Microtel Inn & Suites by Wyndham for 7+ years and have thoroughly enjoyed being a “multi-hotel” host to the New York State High School Soccer, Lacrosse and Track/Field Teams best! We would welcome the opportunity to once again house the various sports teams that would be coming to play at Faller Field, during the Spring and Fall Semi-Finals and State Championships.

Faller Field is in an excellent location with our host hotels located right off a major intersection of highways. Our hotels are located near many chain restaurants, some just steps out our door. And best of all, these hotels are located just minutes to Faller Field.

The rates I could offer between 2020, 2012, 2022 would range between $99 and $119, depending on the season. These rates would be guaranteed for the years of 2020 through 2022.

Please let me know if you have any questions and thank you in advance for your consideration.

Kind Regards,

Jan W. Peirce
Director of Sales

Jan.peirce@liberty.twcbc.com

845-692-0098 Hotel Main Number

845-325-0564 cell

19 Crystal Run Crossing

Middletown, NY 10941
November 13, 2019

New York State Public High School Athletic Association
8 Airport Park Boulevard
Latham, NY 12110

Dear NYSPHAA Committee,

Tru by Hilton Middletown, NY, is excited to be the newest Hilton property in Orange County, NY, ready to serve and support the various NYSPHSAA events in the greater Town of Wallkill/City of Middletown area.

Specifically for the upcoming NYSPHSAA Track and Field 2021-22-23 events, we are prepared to offer the following group rates:

<table>
<thead>
<tr>
<th>Girls/Boys Indoor Track Championships</th>
<th>(1 Night)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Room Type</td>
<td>Friday 3/5/21</td>
</tr>
<tr>
<td>K1 or Q2</td>
<td>$139.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Girls/Boys Outdoor Track Championships</th>
<th>(2 Nights – Friday Check In, Sunday Check Out)</th>
</tr>
</thead>
<tbody>
<tr>
<td>K1 or Q2</td>
<td>$179.00</td>
</tr>
</tbody>
</table>

The above rates are net, non-commissionable, and include breakfast and free WiFi. Maximum occupancy rules apply, and reservations are based on availability. Rooms shall be blocked under a signed, room block agreement with maximum 15 rooms per block, 30 day cut-off, 7 day cancel.

Please do not hesitate to contact the undersigned if you have any questions, and thank you for giving us the opportunity to serve you.

Sincerely,

Eric Baal
Director of Sales and Marketing
Email: eric.baal@hilton.com
Cell: 914-980-7844

cc: Tyler Baig, General Manager
November 27, 2019

Dear NYSPHSAA Committee,

Over the years, we have been honored to be one of the host hotels for the NYSPHSAA Soccer Tournaments. This wonderful event brings over 100 room nights annually to each of my hotels during a time of need. We also had the pleasure of hosting several schools for the Track & Field tournament in June 2019 which increased demand in the Orange County, NY area. Without these great tournaments, our hotels would not only have less occupancy and revenue during these times, we would also have less food and beverage revenue at our Courtyard Marriott hotel as the Officials, parents, and teams frequent our on-property restaurant.

The rates we can offer for the New York State High School Soccer tournament in 2020, 2021, 2022 would be as follows:
Hampton by Hilton Middletown: between $142.00-$148.00
Courtyard by Marriott Middletown: between $140.00-$146.00

Thank you for a great 2019 and we hope to have the opportunity to host these great events in the near future!

Kindest regards,

Heather Parkinson
Heather Parkinson
Sales Manager
High Hotels · Hampton Inn by Hilton & Courtyard by Marriott
Middletown, NY
nparkinson@highhotels.com
(845) 695-8902
**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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<tbody>
<tr>
<td>Facility Rental</td>
<td>✓</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Set Up</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Take Down</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Utilities</td>
<td>✓</td>
<td></td>
<td></td>
<td></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>
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<tr>
<td>Video Board Usage</td>
<td>✓</td>
<td></td>
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<tr>
<td>Spotlight</td>
<td>✓</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Scoreboard</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Internet Access (WiFi)</td>
<td>✓</td>
<td></td>
<td></td>
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</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>
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<tr>
<td>Risers/ Stage</td>
<td></td>
<td>✓</td>
<td></td>
<td></td>
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<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: 6</td>
</tr>
<tr>
<td>Ticket Sellers</td>
<td>✓</td>
<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>
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<td></td>
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<tr>
<td>Security</td>
<td>✓</td>
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<td></td>
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<tr>
<td>Police</td>
<td>✓</td>
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<tr>
<td>EMS/ Ambulance</td>
<td>✓</td>
<td></td>
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<tr>
<td>Athletic Trainer</td>
<td>✓</td>
<td></td>
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<tr>
<td>Custodial/ Cleaning</td>
<td>✓</td>
<td></td>
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<tr>
<td>Tech Support</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Video Operator</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Scoreboard Operator</td>
<td>✓</td>
<td></td>
<td></td>
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<tr>
<td>Stagehands/ Union Fee</td>
<td></td>
<td>✓</td>
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<tr>
<td>Please list other items below</td>
<td></td>
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</tbody>
</table>

**COST:** $13,000

*Contributions/Donations: $0  Please denote on Page 9

**TOTAL COST:** $13,000

*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 (Attachment “B”)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</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: 4,500
  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?
    There are no limitations.

Number of Parking Spaces available onsite: 500

Additional parking available near the site/facility? Yes ☑ No ☐
  If "Yes" number of parking spaces: 750

VIP parking in designated area? Yes ☑ No ☐

Team Bus parking designated area onsite? Yes ☑ No ☐
  If "Yes" how many spots: 15
  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:
    State-of-the-art press box, WiFi, technical and media support, and roof-deck access. There are separate areas for media, technology and coaches/officials.

Number of team locker rooms available for use: 4
  - 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: 33

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:

The Enlarged City School District of Middletown is a tobacco- and alcohol-free campus.

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: David Coates
Position (i.e. coach, athletic director, facility manager, etc.) Director of P.E., Health & Athletics
Telephone Number: 845-326-1532
E-Mail: david.coates@ecsdm.org

Person available to answer questions during bid opening:
Name: David Coates
Phone #: 845-591-1571

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>Football</td>
<td>semifinals and finals</td>
<td>2017-present</td>
</tr>
<tr>
<td>Boys soccer</td>
<td>finals</td>
<td>2010-present</td>
</tr>
<tr>
<td>Boys and girls track &amp; field</td>
<td>finals</td>
<td>2013, 2019</td>
</tr>
<tr>
<td>Boys lacrosse</td>
<td>semifinals</td>
<td>2016</td>
</tr>
<tr>
<td>Boys lacrosse</td>
<td></td>
<td>2011, 2015</td>
</tr>
</tbody>
</table>

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

There are no such compelling events listed at this time.

Describe promotional activities to be conducted for this event:

We have forged quality relationships with local and regional media outlets, and will work with them to publicize and promote the event. Our media-friendly staff includes two ex-journalists with a combined 50 years of sportswriting experience. We utilize the Middletown School District website, Section 9 website and our social media platforms on Twitter and Instagram.

We are placed on the Orange County Tourism calendar, and local businesses and restaurants help promote our events. In fact we recently connected with the City of Middletown and its Business Improvement District, which combined with a top-notch relationship with the Town of Wallkill and its businesses will help our athletes and fans reap the benefits of dozens of nearby establishments.
Volunteerism:

Describe the volunteerism for this event:

Middletown teachers, coaches and athletes, as well as Section 9 coaches, volunteer heavily for all of our championships hosted at Faller Field. The event will be effectively coordinated with the appropriate number of support personnel. We have placed a special focus on staff and security training the past few years. Our students and staff assists with communication, directions and concession-stand support. One example is our unique group of students called GIR Techs, short for 'Get It Ready,' who provide important technological and production assistance in the press box.

Faller Field has hosted 19 New York State Public High School Athletic Association championships since 2010, most recently welcoming the boys soccer final four and football semifinals on consecutive weeks in November.
Please list any other pertinent information pertaining to this proposal:

After discussions with Timothy Bednarski, Director of Athletics and Co-Curricular Programs at North Syracuse Central School District, we wish to share the three-year bid, with Middletown hosting in 2021 and 2023, and North Syracuse hosting in 2022. The Middletown School District has committed to hosting state events since 2010. We have been able to forge a strong reputation across the state with quality support and teamwork from our administration, buildings and grounds personnel, athletic and academic departments, local and county government officials, and our community. Our event personnel, athletic and school facilities, high school campus and enthusiastic community make up a wonderful partnership for this prestigious event. We work hard to ensure that all participating athletes, coaches, officials, committee members and spectators enjoy their experience at Middletown High. Our Faller Field track and field facility is among just eight high school facilities in the United States, and one of 15 in North America, to be certified by the International Association of Athletics Federation (IAAF).

The track will be resurfaced in the coming summer, just in time for hosting this prestigious event. It is a polyurethane-poured, 13-millimeter surface embedded with eight lanes around and 10 lanes on the front straightaway, each lane 48 inches wide, and a fully automated timing system.

We recently installed a 24-by-33 foot ScoreVision scoreboard that instantaneously shows results of events while our press-box cameras provide the visuals. There is plenty of parking with our large main lot, three surrounding lots and use of the Orange County Fairgrounds directly across the street, all within one-tenth of a mile to the facility. We provide shuttle buses all day as well.
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.

SCHOOL APPROVAL:

Superintendent/Principal:

Signature: ________________

Date: ________________

Facility: ____________________

Signature: ____________________

Date: 11/24/19

 Activation Completed by:

Principal: ____________________

Signature: ____________________

Date: ________________

Facility: ____________________

Signature: ____________________

Date: ________________

Address: 24 GARDNER AVENUE EXTENSION

MIDDLETOWN, N.Y., 10940

Date: 11/24/19

For any questions or concerns pertaining to this Bid to Joe Allard, NYSTCHA Assistant Director, at 518-661-0771 or Allard@nystcha.org.

Page 13
EVENT:
To host this event, the site/ facility must:
- Must have an 8 lane track
- Must have lights
- Must have steeplechase hurdles
- Must have amble hurdles conducting interscholastic meet
- Must have performance boards for field events

- Preferred to have multiple high jump mats
- Preferred to have multiple jumping pits

* Additional event specs listed on pages 7-14 (locker rooms, parking, WI-FI, seating capacity, etc.)
Attachment "C"
Middletown High School

Faller Field Evacuation Plan

The Enlarged City School District of Middletown has adopted and adheres to the Section IX Thunder and Lightning Policy that has been prepared by the Section IX Safety Committee.

In the event of inclement weather or any other emergency related issue during an event hosted at Faller Field the following evacuation plan will be executed.

Middletown Responsibilities Include:

1. Public Address announcements that note rules, regulations and evacuation procedures will be conducted periodically.
2. Announcements to be read:
   “In the event of an emergency all spectators, competitors, coaches, officials and event personnel should evacuate Faller Field and proceed as quickly as possible to our Events Lobby, New Gymnasium and Main gymnasium. Event staff we will be operating all accessible doors heading into all of these areas.”

   “Please evacuate through the main stadium entrance and make an immediate left and head towards the Events Lobby Entrance. Spectators, athletes, coaches, officials, and event staff can also utilize the exit directly across the field opposite the bleachers and head into the gymnasiums for shelter.”

   “In the event of thunder and lightning Do Not remain on, under, or near metal bleachers, fences or backstops.”

   “Safe Alternatives include: Home Locker Room, Visiting Team Locker Room, Officials Office and a vehicle with a metal roof and windows rolled up.”

3. Please see attached map for further details, directions and orientation.
Middletown City School District's New Sports Complex
ORANGE COUNTY INTERSCHOLASTIC ATHLETIC ASSOCIATION

EVENTS RISK AND EMERGENCY PLAN

AUGUST 2015

I. Philosophy

Interscholastic athletics is an integral part of the total secondary educational program. Its purpose is to offer educational experiences not otherwise provided in the curriculum which will promote the student athlete’s physical, mental, moral, social and emotional well-being.

Interscholastic athletics shall be primarily for the benefit of the students who participate directly or as spectators. The interscholastic athletic program shall exist for the value which it has for students and for the benefit of the sponsoring institutions.

II. Purpose

A. A school’s academic program and athletic program need to work together to achieve the overall goals of the education system. The purpose of a school’s athletic program is diverse:

1. To subordinate it to the academic program which is the basis and prime reason for establishment of an educational institution;

2. To protect the good name of the school in the community;

3. To promote the principles of good citizenship; and

4. To recognize participation in athletics is a privilege.

III. Objectives

A. To provide safe athletic events and a meaningful experience for student athletes, coaches and spectators alike.

B. To prevent a crisis from beginning or escalating.

C. To focus on risk management and emergency plan for athletic events.
IV. Code of Ethics

A. It is the duty of all concerned with high school athletics:

1. TO EMPHASIZE the proper ideals of sportsmanship, ethical conduct and fair play.

2. TO ELIMINATE all possibilities which tend to destroy the best values of the game.

3. TO STRESS the values derived from playing the game fairly.

4. TO SHOW cordial courtesy to visiting teams and officials.

5. TO ESTABLISH a happy relationship between visitors and hosts.

6. TO RESPECT the integrity and judgment of the sport officials.

7. TO ACHIEVE a thorough understanding and acceptance of the rules of the game and standards of eligibility.

8. TO ENCOURAGE leadership, use of incentive, and good judgment by the players on the team.

9. TO RECOGNIZE that the purpose of athletics is to promote the physical, mental, moral, social, and emotional well-being of the individual players.

10. TO REMEMBER that an athletic contest is only a game...not a matter of life or death for player, coach, school, official, fan, community, state or nation.

V. Strategies

As a course of action, the Safety Committee has developed the following steps:

A. Clarify chaperones’ duties and expectations with regard to crowd control.

B. Clarify police involvement at event OCIAA Championships.

C. Construct an event checklist so as to identify potential risks and to note coverage areas.

D. Share this developed plan and review it annually during the scheduled September Athletic Directors Workshop.

E. Share information and review procedures annually for Section IX Lightning Policy during September Athletic Directors Workshop (attached).
F. Share the Public Access Defibrillator (PAD) program and review it annually during the scheduled September Athletic Directors Workshop.

G. Pursuant to the Commissioner of Education and Education Law (section 136.4) regarding the requirement for AED’s in Public Schools it is required that:

1. Whenever an instructional school facility is used for a school sponsored or school approved curricular or extracurricular event or activity, the public school officials and administrators responsible for such facility ensure the presence of at least one staff person who is trained, pursuant to Public Health Law section 3000-b (3)(a), in the operation and use of automated external defibrillator.

2. During any school-sponsored athletic contest or school-sponsored competitive athletic event held at any location, public school officials and administrators responsible for such contest or event shall ensure that automated external defibrillator equipment is provided on-site and that at least one staff person who is trained, pursuant to Public Health Law section 3000-b (3)(a), in its use is present during such contest or event.

VI. Guidelines

The OCIAA provides the following general guidelines for crowd control at hosted events.

A. Precrisis Indicators

1. Unusual movement is noted as:
   a. Athletic teams or groups not moving together;
   b. Groups of students not in their territory;
   c. Absence of groups not in their territory; and
   d. Sudden clustering of students.

2. Student attendance can point to a potential problem:
   a. By those students who most likely would not attend; and
   b. By those students who have been suspended.

3. Warning signs are suggested when:
   a. Graffiti is increased:
   b. Students carry items into events;
   c. Nonprofessional staff mention hearsay; and
   d. Rumors are not dealt with as if they are true.

B. Chaperone and/or Crowd Control Duties

1. To maintain a high level of conduct by:
   a. Being courteous;
   b. Not running to the scene of action;
   c. Dealing with a threat as an act of violence; and
   d. Following the chain of command.
2. To remain highly visible by:
   a. Wearing arm bands or other identifiers;
   b. Assisting in finding rest rooms, seats or concessions;
   c. Enforcing event rules about spectator behavior;
   d. Removing unruly students or spectators; and
   e. Being able to identify associated event personnel.

3. To keep moving by:
   a. Not viewing or taking an active role in the athletic event;
   b. Asking spectators to move into assigned seating areas; and
   c. Asking spectators to not to loiter in exit or fire lanes.

C. Police

1. Police are essential in championship events, because they:
   a. Add to the decorum of the contest;
   b. Help with spectator ejection or removal;
   c. Aid in traffic control; and
   d. Provide a safe atmosphere.

2. Techniques that police bring to events are:
   a. The diffusion of large crowds;
   b. The diffusion of a possible situation;
   c. When to call for help; and
   d. Hands on to help.

D. Activating Event Safety Plan

1. Designate a site administrator or event manager. Persons authorized to take actions are chaperones, coaches and school administrators. Person in charge shall notify or direct notification as needed:
   a. Emergency providers – police, ambulance, fire, poison ctr.
   b. Superintendent of Schools
   c. Building Administrator, Athletic Administrator
   d. Site chaperones

2. Response to medical emergency will follow a sequence of steps:
   a. Assess the injury. If life threatening to player, cancel the game;
   b. Send contact person to activate emergency medical response personnel. If injured party is a minor, call parents;
   c. Administer first aid. Prepare to transport to medical facility; and
   d. Complete an injury report.

3. Response to a crowd control incident will use a four layer approach that is:
   a. Prevent any incident from escalating;
   b. Keep crowd back;
   c. Witness and document incident; and
   d. Remain in the area until all is clear.
4. Sequential responses will include:
   a. Monitoring of weather stations and/or scanners.
   b. Event evacuation or cancellation instructions told during prevent announcement. Potential causes are: severe weather, fire, bomb threat, and sustained power outage.
   c. Event rules that serve notice to no alcohol, no smoking and improper spectator behaviors and consequences told also during prevent announcement.

5. Individuals designated as site administrator, event manager, chaperone, coach or other trained individual whom has been trained in the use of AED units should:
   a. Immediately check the scene for safety, then verify sudden cardiac arrest;
   b. Perform proper steps according to training:
   c. Allow AED unit to analyze and determine if shock is advised;
   d. If shock needed perform as instructed and trained;
   e. If NO shock is advised begin CPR training skills and procedures;
   f. Follow Post – Use Procedures.

E. Chain of Command

1. The chain of command at athletic events is defined as:
   a. OCIAA Sport Chairs or their designees;
   b. OCIAA Athletic Coordinator;
   c. Host site Athletic Directors or their designees;
   g. Sponsoring Coach;
   h. Security Personnel.

VII. Checklist of Event Risks

A. This checklist of event risks is used to pragmatically prepare for interscholastic athletic events and/or championships:

   1. Proper supervision in all areas is used
   2. Plan for the occurrence of bad weather
   3. Prevent inspection of playing and spectator access areas
   4. Facility maintenance
   5. Event announcement which covers rules and evacuation routes
   6. Injury reporting forms on hand
   7. Medical personnel and supplies arranged
8. Officials, scorekeepers, timers and announcer in place
9. Forms completed: insurance, pay vouchers, etc.
10. Public address system and/or megaphones available to warn
11. Telephone and/or cell phone available
12. Ancillary help duties are defined for: ticket takers, custodial, etc.

VIII. The following is the recommended OCIAA Medical Emergency Action Plan for
OCIAA contests and schools in which a certified approved athletic trainer is assigned.
In addition guidelines for responsibilities of an emergency care team are
recommended in situations when a doctor or ambulance is not present.

Responsibilities of Emergency Care Team:

<typename Athletic Trainer:

1. Coordinates care
2. Assist injury/illness
3. Provide initial first aid care if necessary
4. Activate EMS *911* when necessary
5. Release student athlete to EMS if necessary for transport
6. Complete necessary accident reports

<typename Head Coach/Assistant Coach:

1. Send team members to assigned benches
2. Provide emergency medical/contact card to athletic trainer
3. Contact parent/guardian
4. Complete necessary accident report forms
5. Contact athletic director

<typename OCIAA Security Staff:

1. Scene control (limit injury scene to first aid providers and move bystanders away
   from area)
2. Go to designated location to flag down emergency vehicle
3. Have keys to gate/doors for emergency vehicle access
4. Direct EMS/vehicle to injury site
5. Complete necessary accident report forms

A. Emergency Personnel:

Certified athletic trainer and student athletic trainers on site for practice and
competitive events.
Class 2 Athletics Facility Certificate

The IAAF is pleased to certify hereby that the following track and field facility:

Name:

MIDDLETOWN HIGH SCHOOL / FALLER FIELD

City, IAAF Member Federation:

MIDDLETOWN, NY, UNITED STATES

Synthetic Track Product, Manufacturer:

BSS-1000, Beynon Sports Surfaces, USA

IAAF Track Product Certification Number:

S-03-0034

Installation Company:

Copeland Coating Co., Inc., USA

Surveyor Company:

Aiken Engineering, USA

has been

Measured:

1, 2 / 11 December 2009, Carl Aiken, P.E., USA

and meets all the technical requirements of IAAF Rule 140 for the relevant competitions. Please note that the Construction Category is V.

This certificate is issued in accordance with the terms and conditions of the IAAF Certification System of track and field facilities, implements and competition equipment.

PIERRE WEISS
IAAF General Secretary

JORGE SALCEDO
IAAF Technical Committee Chairman

Date of issue: 13 November 2010
1 of 6 fields in the United States recommended for professional Soccer by FIFA.

1 of 8 track facilities in the United States and 1 of 15 in North America certified by the IAAF.

MIDDLETOWN FALLER FIELD