



4730 South Street, Lincoln, NE 68506  
402.483.7551  
[www.USARollerSports.org](http://www.USARollerSports.org)

# Request for Proposals

**Event:** Indoor Speed Skating, Figure Skating, Rink Hockey and Roller Derby National Championships

**Years:** 2023 and beyond.

**Event Length/Desired Dates range:** Traditionally the event is held for a 27- 30-day window between July 5 and August 15.

## Event Length Details:

| Sport/Logistics   | Day Count    |
|---|--------------|
| Facility Set Up   | 3            |
| Figure Skating  | 14           |
| *Rink Hockey  | 7            |
| *Speed Skating  | 8            |
| **Roller Derby  | 3            |
| Facility Tear Down  | 3            |
| <b>Total Time Needed</b>  | <b>27-30</b> |
| *Hockey & Speed Held Simultaneously   |              |
| **Derby traditionally held as first or last event & merged with Set Up or Tear Down |              |

## Bid Proposal Dates and Selection Process:

1. Bid presented to USA Roller Sports by November 30 (20 Months Prior to July 1 of the event year).
2. USA Roller Sports to review all bids and determine finalists by December 31.
3. Finalists to host site visits to include lodging and travel for 5 USA Roller Sports representatives between January 1 and March 31.
4. USA Roller Sports to announce winning bid by May 31 of the year prior to the championships being held in the winning destination.

## **Bid Requirements (2 Flexible Options):**

1. \$200,000 minimum bid fee to be paid to USA Roller Sports in a range of 2 – 4 installments, with the final installment being no more than 30 days after the event concludes and the first installments being completed at least 60 days prior to the event start date. In-kind donations may be included in the bid process to enhance the overall bid. However, such donations should not be a replacement to the overall bid fee.
  - a. Venue rental is to include any labor associated with installation and removal of the skating floor, door security, ushers and/or ticket takers, maintenance, clean-up and other building related labor. The total cost of the venue rental to USARS must not exceed \$75,000. Any cost above that figure will require an addition to the bid fee equal to the total exceeding amount. By example: If the venue rental is \$90,000, then the bid fee must be at least \$215,000.
2. or a \$125,000 minimum bid fee to be paid to USA Roller Sports in 2 installments, with \$100,000 being completed at least 60 days prior to the event start date. With the remaining balance installment being paid no more than 30 days after the event concludes. In-kind donations may be included in the bid process to enhance the overall bid. However, such donations should not be a replacement to the overall bid fee.
  - a. Venue rental to be waived in its entirety. The venue rental value should carry a fair market value of at least \$75,000 and in addition include any labor associated with installation and removal of the skating floor, door security, ushers and/or ticket takers, maintenance, clean-up and other building related labor. If the venue rental fair market value is to exceed \$75,000, then the bidding destination city should make note of the exceed value in their bid proposal, but should not subtract from the \$125,000 minimum bid fee in anyway.

## **Primary Logistical Support & Facility Requirements:**

1. An auditorium, arena, convention center type of venue.
  - a. Consecutive days of availability with twenty-three of those days billable at a comparable rate to currently used facilities is required.
  - b. The venue must have a main floor area that is a clear flat surface of at least 184' x 84', in which a portable maple roller skating floor, owned by USARS, would be installed for the competitions. This floor is of the same type and style used for professional basketball, however, nearly twice as large in area.
  - c. An additional area similar to the size to the main floor is also required to hold a smaller portable plastic floor (or must provide a smooth polished concrete area) used for the hockey/derby championships and figure skating practices is required. Ideally, there would be no electrical floor outlets in this area, but if there are outlets in place, they must be either flush, covered or sunken to the main surface so that athletes are able to skate freely across. This area should also have a ceiling height of at least 35'.
  - d. Built in or temporary airwall separation between both competition areas.
  - e. In addition, there needs to be 2 raised stage areas provided upon which meet officials may conduct the business of the Championships, approximately 3' to 4' high and 12' x 30' on the main floor, with 12' x 15" for the additional area.
  - f. Venue rental is to include any labor associated with installation and removal of the skating floor, door security, ushers and/or ticket takers, maintenance, clean-up and other building related labor. The total cost of the venue rental must not exceed \$75,000. Any cost above that figure will require an addition to the bid fee equal to the total exceeding amount. By example: If the venue rental is \$90,000, then the bid fee must be at least \$215,000.

- g. Temporary or permanent seating for athletes and spectators at a minimum of 1750 and for a maximum of approximately 8,000 (desired target range of 1750-3500).
- h. Secure indoor storage ability with at least 500 square feet.
- i. 3 additional secure rooms that are able to be utilized for Meet Officials and USARS staff for logistical support/break time. These rooms should be at least 250 square feet in size.
- j. Preferably 4 separate locker/dressing room areas to be designated Male under 18, Male over 18, Female under 18, Female over 18. If locker/dressing rooms are not available, this may be supplemented with blacked out pipe and drape.
- k. Loading dock ability for semi-trucks and trailers to access.
- l. On site fork-lift, or rental available during set up and teardown of the floor.
- m. On site scissor lift, or rental available during set up to hang banners.
- n. Built in audio system.
- o. Electricity included for USARS & USARS approved Vendors
- p. Dedicated internet access both landline and wireless for USARS Officials and Staff.
- q. Building Access Hours for completion from 5:00 AM till 11:59 PM. Practice Hours: 12:00 AM – 4:59 AM
- r. Waived parking fees and designated parking for Meet Officials and Staff.
- s. Sport related vendor space available for up to 20-30 vendor booths, with electricity provided.
- t. Venue to provide staff support in advance of the championships for logistical and layout planning.
- u. Permission granted to USARS to provide out of house snacks and beverages for officials and staff available only in the designated break room areas.

2. Desired Supplemental Logistical Support:

- a. Onsite floor scrubbing machine available
- b. Built in visual or screen system for scoreboard.
- c. Medical room access or area that could be designated with access to an Athletic Trainer for all practices and competition times.
- d. Access to an Ice Machine (Medical Only).
- e. Access to mops, brooms, general cleaning equipment.

3. Other Considerations:

- a. Support toward local event marketing and advertising (radio, social media, newspaper, welcome banners, etc.) by the local Convention and Visitors Bureau/Sports Commission (CVB/SC).
- b. Provide 2 VIP receptions (35-50 participants) during the Figure & Speed/Hockey portions of the championships.
- c. 4-8 Rental Cars or 2 passenger vans provided by the host destination, with USARS providing licensed, insured drivers to transport staff with should the host hotel not be within walking distance of the competition venue.
- d. The venue should have within proximity sufficient restaurant options. Preferably an onsite option, that would be willing to work with USARS to create healthy meal options.
- e. The local CVB/SC that is the winning bid, is requested to attend the previous year National Championships to learn more about how the event functions and to promote for the next year to all prospective athletes, officials, family and staff. USARS to provide at no cost a vendor booth that will remain for the entire event before and after CVB/SC staff arrive and depart.
- f. Nearby hospital/ER or urgent care facility desired, but not required.

4. Hotel & Lodging
  - a. USARS will commit to an estimated 475-500 room nights at the host hotel for officials and staff. In addition, as part of the agreement with the host hotel USARS will agree to promote other athletes and participant families to register for lodging at the same hotel, provided a shared revenue rebate agreement be established. Ideally, the host hotel should be within walking distance of the venue. In addition, parking for Meet Officials and Staff should be provided at no cost to USARS or the individual.
  - b. The local CVB/SC is requested to assist in establishing additional shared USARS/hotel rebate agreements that should reflect a user cost spectrum across different lodging types.
  - c. Total number of hotel night occupancy for the destination, should be able to handle 3,500-5,000 room nights per week during the competition phase of the event.
5. Transportation
  - a. The destination should at the least be able to provide a large to medium hub airport within 15-30 minutes of the venue and host hotel.
  - b. The destination should be able to accommodate ample rental vehicle options.
6. Portable Floor Statistical Data:
  - a. The physical dimensions of the floor is 184' x 84'
  - b. It is a basketball style maple wood floor equaling 15,456 square feet.
  - c. The 473 total sections, are 4' x 8' x 2-3/4" deep, and weight an estimated 170 lbs per section.
  - d. In addition there are 20 half pieces and a full surrounding vertical dasher board system for the entire floor when set up.
  - e. Total weight is approximately 42 tons approximately.
  - f. The floor when stored is stacked in sections (8 high) and requires 520 square feet.
  - g. Traditionally the floor is delivered on 2 full semi trailers, with a 3<sup>rd</sup> semi trailer used to deliver the hockey equipment which includes 18 50 gallon plastic water barrels, 30 pieces of plastic dasher boards, 3 goals, and misc. count of 20' long PVC pipe to secure the netting that makes up the rink in order to keep the ball in play.

**USA Roller Sports to Provide:**

1. Liability Insurance provided by USARS will furnish a \$1-million liability insurance policy, written by an A+ carrier, acceptable to the United States Olympic & Paralympic Committee insurance compliance requirements, naming the facility and its ownership as co-insured, covering its usage of the facility during the event, including ingress and egress, subject to the following stipulation: "It is agreed and understood that USA ROLLER SPORTS shall not be liable for any loss, injury or damage to persons or property arising from circumstances or conditions connected with the facility which are not under USA ROLLER SPORTS' control or which are not due to the negligence of USA ROLLER SPORTS, or not directly related to USA ROLLER SPORTS' use of the premises."
2. Access and use of all official USARS logos and branding materials.
3. USARS to be the exclusive creator of each year's local national championship logo.
4. USARS agrees that all food and beverage sales, to include alcohol, are exclusive to the venue. But does request that the venue provide healthy food options in addition to the traditional menu, and that the food service be available until closing during competition days.

5. USARS is responsible for providing all Roller Sports event specific equipment and is responsible for the complete management of the event with regard to the aspects that are considered “in the field of play”, registration, administration, medical oversight, and compliance related to the United States Olympic & Paralympic Committee, US Center for Safe Sport, US Anti-Doping Agency, and World Skate.
6. The staffing of all USARS Program related needs, to include judges, officials, coaches, stewards, tabulators and other administrative needs.
7. USARS will also provide a leadership team specifically assigned to the maintenance and set up of the competition floor owned by USARS, but does request local labor assistance from the venue or destination host.

**Projected Athlete & Support Participation:**

1. 2,000 – 2,500 Athlete Skaters ranging in age of 4 – 80.
2. An estimate of 1-3 family members traditionally accompany each athlete.
3. With an estimate of 50% participation attending Figure Skating, 30% attending Speed Skating, 15% attending Rink Hockey and 5% attending Roller Derby.
4. Economic Impact to the host destination to include an estimate of:
  - a. 12,500 total room nights for east and west coast United States destinations.
  - b. 14,000-15,000 total room nights for central United States destinations.
  - c. \$6.5-8 million based on prior city studies and formulas, also contingent upon geographic destination.

**Event History & Past/Future Partner Destinations:**

- |                                 |                                   |
|---------------------------------|-----------------------------------|
| 1. 2021-2022: Lincoln, Nebraska | 4. 2016-2018: Lincoln, Nebraska   |
| 2. 2020: Cedar Rapids, Iowa     | 5. 2015: Albuquerque, New Mexico  |
| 3. 2019: Spokane, Washington    | 6. 1937-2014: 37 Different Cities |

**License for Subsidiary Sales:**

1. The United States Amateur Confederation of Roller Skating, d.b.a. USA ROLLER SPORTS, is a non-profit incorporated sport foundation with tax status of a 501 C (3). The organization is a full member of the United States Olympic & Paralympic Committee, and recognized under the Federal Sports Act as the National Governing Body in the United States for all forms of roller skating competitions. Funding of these Championships requires support for a large number of officials to handle the administration of the competitions and the registration processes. To support these expenses, USARS has historically used the following resources:
  - a. Contestant registration fees and event program sales
  - b. Spectator (parent, coaches and friends) admission tickets.
  - c. An industry equipment trade show - approximately 12 to 20 booths per week. Booth sales to include souvenir badges, pins, apparel, victory flowers, skating equipment, action and posed photographs and video tapes of participants. Some auditoriums as a general policy may take all or a percentage of this type of activity, however, this has traditionally been retained by USARS as a primary vehicle for funding the considerable expenses associated with conducting the championships, which are not fully covered by contestant registration fees. Realizing that concessionaire contracts may be involved, the organization requests an exemption to permit full retention by USARS of the above sales items directly related to the competition.

For additional questions and informational resources please utilize the USARS website at [www.USARollerSports.org](http://www.USARollerSports.org) or call 402.483.7551

**All Bid Proposals should be addressed via email or traditional mail to:**

Eric Steele, Executive Director  
[ESTeele@USARollerSports.org](mailto:ESTeele@USARollerSports.org)

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Lincoln, NE 68506  
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**About USA Roller Sports**

USA Roller Sports (USARS) is recognized by World Skate and the United States Olympic & Paralympic Committee (USOPC) as the National Governing Body of competitive roller sports in the United States, including speed, figure, hockey, roller derby and other extreme sports.

USARS has sponsored amateur competitions since 1937, exercising jurisdiction over the participation of United States roller skaters in international competition, including World Championships, World Games, Pan American Games and Olympic Games.

USARS is dedicated to creating, enhancing and conducting events and programs for roller sports in the United States. USARS instills the drive to win and be the absolute best... in sport and in life.

