



**BOYS and GIRLS
BOWLING State Site
Proposal Specifications**

Each proposal to host an **Illinois Elementary School Association** state final event must address and include information relating specifically to the following items:

ESSENTIAL CRITERIA

- 1) **Site Availability:** The site must guarantee availability of its facilities for all dates of event(s) sought. The IESA seeks proposals for the following dates and events.

***NOTE: The State Series moves due to Easter**

Tournament	Year	Dates
Boys and Girls Bowling – Fri./Sat. – Week 42	2022-23	April 21-22, 2023
Boys and Girls Bowling – Fri./Sat. – Week 42	2023-24	April 19-20, 2024
Boys and Girls Bowling – Fri./Sat. – Week 40	2024-25	April 11-12, 2025

The listed dates are fixed under current tournament structures. In the event changes in structure which may change these dates are considered during the term of the agreement, the venue will have the right of first refusal to continue hosting the event.

- 2) **Term and Form of Contract:** Individual proposals must be submitted for the event. The proposal must be for a 3-year term. Proposals must include a provision for an annual review.

3) Facility Considerations:

Bowling Alley Requirements:

- Minimum 40 Lanes
- Ball Storage Space
- Tournament Office
- Cubby Hole Headquarters
- Event Pro Photography Space

Describe in detail the bowling alley and the cost for the lineage for each day of competition.

Describe any meeting rooms that will be available during the event, i.e., Tournament Headquarters, Cubby Hole location, and Event Pro Photography location.

Insurance: Describe in detail any and all insurance coverage that the venue currently has as well as any insurance coverage that would be required of the association or lessee.

Security: Submit the venue's security plan. The plan must include, but is not limited to: routine crowd control, emergency control, i.e. fire, tornado, terrorist, etc.

Handicap Accessibility: Submit verification that the venue complies with all federal and state laws pertaining to disabled persons.

Special Technological Features: Describe any technological capabilities the venue can provide to enhance tournament administration. Such items might include but are not limited to, message boards, internet availability, scoreboards, etc.

4) **Parking:** Free parking arrangements which would be provided to accommodate a crowd. Specify the total numbers of parking spaces and parking areas available, indicating the numbers of spaces in each parking area, special accommodations for handicapped parking, locations of the spaces required for IESA use and the proximity of each proposed parking area to the venue. Describe shuttle services, if available, from remote parking locations to the venue. Furnish a map or chart showing all prospective parking locations.

5) **Volunteers:** The host venue is responsible for providing admissions workers for each entrance, as well as runners both days.

6) **Financial Considerations:** Describe in detail the costs which the Association would incur by holding its event at the facility. Provide a sample proposed budget for the event.

7) **Settlement:** Settlement of all financial matters must occur not later than fourteen (14) days after the conclusion of the event.

8) **Hotel Accommodations within a 10 mile radius of the bowling center:**

9) **Meal and Hospitality Accommodations:** The venue must be able to provide meals and/or hospitality service for the following minimum numbers of persons: **25**. The host venue is responsible for one day of hospitality.

10) **Merchandise:** The IESA shall provide and have exclusive rights to sell merchandise with no royalty or fees to venue. The IESA shall have exclusive control over all merchandise sold in the host venue.

11) **Concessions:** Food and beverage concessions shall be provided by the venue or its contracted concessionaire. **Alcohol and tobacco products must be prohibited.** Describe any financial terms associated with concessions.

12) **No gambling.**

ADDITIONAL CRITERIA

Close the proposal with an explanation as to how and why the mentioned facilities should be selected to host an IESA state final event. Specifically address how the facility and surrounding community are qualified to uniquely fulfill the aforementioned specifications.

After examining all proposals thoroughly, the IESA staff will prepare recommendations in regard to site assignments for consideration by the IESA Board of Directors. Primary consideration will be given to the fulfillment of essential criteria.

Questions regarding proposals or proposal specifications must be directed to Nicole Schaeftbauer at the IESA Office.

Proposals should be sent to the attention of Nicole Schaeftbauer, Executive Director, IESA, 1015 Maple Hill Road., Bloomington, IL 61704.

Deadlines for submitting proposals and the anticipated date of action by the Board of Directors to accept proposals for each sport are:

Sport	Deadline for Submission	Scheduled Board Action
Boys/Girls Bowling	June 1, 2022	June 17, 2022

BowlingSpecs