



CHAMPIONSHIP
TOURNAMENTS

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OPEN
CHAMPIONSHIPS

**REQUEST FOR
PROPOSAL**

USBC OPEN CHAMPIONSHIPS

2028-2031-2034-2035-2037-2038

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EXECUTIVE SUMMARY

The following Request for Proposal (RFP) has been developed by the United States Bowling Congress (USBC) for review by Host Communities interested in pursuing candidacy for the 2028, 2031, 2034, 2035, 2037 or 2038 USBC Open Championships bowling tournament. The purposes of the RFP are:

1. to communicate information to the prospective Host Community about the Championships.
1. to set forth the basis of the relationship between the USBC and community selected to host the Championships.
1. to set forth obligations that must be undertaken by the Host Community should it be awarded one or more Championships.

The goal of the USBC is to select Host Communities that will continue the tradition of excellence set by Host Communities in prior years. Any award made under this RFP shall only become binding when the parties execute a final written agreement that sets forth their respective rights and responsibilities.

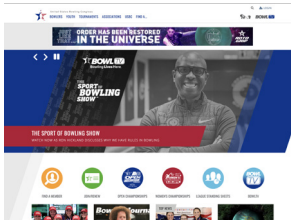
This RFP contains general information regarding the USBC and Championships, the scope of services for any Local Organizing Committee (LOC), if any, and USBC-provided services and venue specifications. It also contains information regarding structure of the proposal, selection process and timeline, evaluation criteria and funding mechanisms.

Interested parties are cordially invited to attend the 2023 Open Championships at the National Bowling Stadium in Reno, Nevada, on mutually agreeable dates convenient to their traveling parties. Those interested in visiting the event should contact Greg Moore at the contact information below. The tournament runs seven days per week, beginning March 4, 2023, and ending July 24, 2023.

No proposal fee is necessary to accompany the proposal.

All questions must be directed to:

Gregory S. Moore, PE, PMP
Senior Director - Open & Women's Championships
United States Bowling Congress
621 Six Flags Drive
Arlington, TX 76011
817/385-8270 (phone)
817/385-8238 (fax)
greg.moore@bowl.com



SECTION I ABOUT USBC

USBC:

- is the National Governing Body (NGB) for the sport of bowling.
- officially launched Jan. 1, 2005, as an organization to serve adult and youth bowlers in the United States. It resulted from the merger of the American Bowling Congress, Women's International Bowling Congress, Young American Bowling Alliance and USA Bowling.
- serves more than 1 million members.
- is a community-based member of the United States Olympic and Paralympic Committee (USOPC).
- is comprised of a large volunteer force of local and state chapters called Associations.

MISSION STATEMENT

The United States Bowling Congress is the National Governing Body for bowling. Our mission is to provide services, resources and standards for the sport.

VISION

To be the leading authority to the sport, servicing the needs of bowling.

PROMISE

Our promise is to celebrate the past, be mindful of the present and ensure bowling's future through thoughtful research, planning and delivery.

SECTION II HISTORY OF THE CHAMPIONSHIPS

USBC OPEN CHAMPIONSHIPS



1972 Long Beach, Calif.



2015 El Paso, Texas

A hosting community can expect to realize \$75 million in local economic impact.

The United States Bowling Congress Open Championships is a prestigious event and championship competition anticipated annually by bowlers everywhere. This event has something for everyone – from the average weekly league bowler to the game’s all-time greats. This is the only major sports event where every bowler who holds USBC adult membership can compete regardless of skill level.

For the USBC member, the Open Championships offers a one-of-a-kind experience. It is a vacation as well as the opportunity to compete in the sport’s premier event, a time to see new things and make new acquaintances. Depending on the location and climate of the host city, items ranging from golf clubs to skis are as much a part of the entrants’ travel necessities as bowling equipment. In addition, the bowlers enjoy shopping, sightseeing, gambling and eating at unique restaurants.

This event has strong civic commitment and involvement. For the host city, the USBC Open Championships brings both prestige and economic impact. The duration of the event is upbeat, and the friendly mindset of the participants separates them from virtually every other convention and sports opportunity that cities traditionally pursue. The daily arrival of 500-700 bowlers and companions delivers a steady flow of fresh faces into hotels, restaurants and retail establishments – people in a positive frame of mind with money to spend.

Like football’s Super Bowl and golf’s U.S. Open, this event has traditionally moved locations on a regular basis with multiple appearances in certain key cities. Through the years, cities big and small have hosted this event.

The high profile and sheer size of this event also reflects positively on the host city. Historically, each tournament site has found the experience a decisive advantage when soliciting future convention business. The major league status this event imparts on a city is recognized throughout the convention and tourism industry.

The Open Championships is conducted in an arena or convention-center setting. The tournament venue is constructed from scratch in a convention center over an approximate eight-week period and is generally removed in seven to 10 days. The amount of lumber used is enough to construct three three-bedroom homes. More than six miles of wiring also is required to handle the tournament’s electrical needs. All salvageable materials are donated to an area Habitat for Humanity. Additionally, the USBC hires between 75 and 100 people to conduct the tournament.

Approximately 50,000 bowlers plus friends and family members from all 50 states and some foreign countries will visit the host city during the run of the tournament. Every day, 500 to 700 people arrive and 500 to 700 depart after spending an average of 3.5 nights and spending \$180 plus or minus each day per person¹.

A hosting community can expect to realize \$75 million¹ in local economic impact.

¹Source: USBC 2010 participant survey.



2021 Las Vegas



2018 Syracuse, N.Y.

Bowlers compete in three events – team, doubles and singles; in three skill-based categories – Regular Division (176 average and above), Standard Division (156 to 175 average) and Classified Division (155 average and below). Each event consists of three games. Entry fees are \$70 per event per bowler plus \$15 for optional all-events (\$1,125 total for the entire team), creating a prize fund greater than \$6.1M.

Recent cities and the approximate number of participants:

YEAR	HOST CITY	# OF PARTICIPANTS
2006	Corpus Christi, Texas	63,030
2007	Reno, Nev.	81,175
2008	Albuquerque, N.M.	63,075
2009	Las Vegas	86,100
2010	Reno, Nev.	70,945
2011	Reno, Nev.	64,185
2012	Baton Rouge, La.	58,730
2013	Reno, Nev.	51,265
2014	Reno, Nev.	45,120
2015	El Paso, Texas	36,575
2016	Reno, Nev.	40,315
2017	Las Vegas	60,000
2018	Syracuse, N.Y.	37,780
2019	Las Vegas	52,200
2020	No Tournament Held	N/A
2021	Las Vegas	38,045
2022	Las Vegas	46,585
2023	Reno, Nev.	50,000**

**Anticipated

DEMOGRAPHICS

The USBC member is an affluent, educated consumer with a strong lifestyle profile. Bowler demographics are on par with other popular sports marketing target audiences, including auto racing, baseball and golf.



4.5 DAYS PER STAY
PER BOWLER

OPEN CHAMPIONSHIPS

Average number of days bowlers stay in area*: 4.5 days per bowler (3.5 nights)

Average room nights booked per tournament by USBC Travel: 60,000

Note: This does not include housing booked through other sources (internet, travel agent, travel club) and represents approximately 40% of the bookings.

Average daily spending per bowler (includes lodging)*: \$180 per day/bowler



60,000 ROOM
NIGHTS BOOKED

PARTICIPANT PROFILE*

- 55 years – average age
- 73% married
- 56% work full-time (29% are retired)
- 26% veteran of the U.S. military
- \$73,800 median annual household income



\$180 AVERAGE
DAILY SPENDING



Special Olympics



SECTION III BENEFITS TO THE HOST COMMUNITY

Economic Impact - An estimated 75,000 people, including guests and participants, will attend the USBC Open Championships. Each person stays an average of 3.5 nights. The estimated direct economic impact of the event is \$35M*, excluding any regional multipliers you may be accustomed to using.

Temporary Jobs - Events such as the USBC Championships leave a city with a valuable resource in place – a large temporary worker base with identified key persons who have the knowledge necessary to produce other successful events in their city. Between 40 and 65 local workers will be involved in hosting a USBC Championships tournament. The total paid labor force for the event generates a local payroll greater than \$2M.

Media Exposure - The Host Community can expect to receive significant media attention as the site of the Championships. Television and radio coverage, as well as newspaper and magazine publicity, can be anticipated. This is datelined in the Host Community.

Public Relations - People who attend the Championships are interested in the social and vacation aspects of the experience, as well as the athletic competition. They are likely to take tours of the Host Community and partake of its dining and entertainment opportunities. The Host Community also gains valuable experience and credibility for hosting similar events in the future.

Charities - USBC has contributed to the Host Community through its Charities of Choice program. USBC has long-standing relationships with the charities listed below. USBC will coordinate closely with the local chapters of these charities, donating time, materials and services. The goal of USBC's Charities of Choice program is to make a lasting impact on the Host Community.

HABITAT FOR HUMANITY

- \$75,000+ in used building materials will be donated locally
- Hundreds of local volunteers showing the spirit of involvement working around the clock for several days for tear down

SPECIAL OLYMPICS

- During the Open Championships, USBC donates use of lanes and manpower for two days of competition, a special way to kick off the tournament
- 500+ bowlers and partners, representing 15 states, compete in the Special Olympics National Unified Tournament (the 2022 event marked the 30th year with the Open Championships)

THE USBC STANDARD

The USBC Championship Tournaments – The USBC Standard has been developed to reinforce and uphold the image and reputation of the USBC and its events. All initiatives, efforts and materials associated with the USBC and its events must be conducted and produced in a manner that will be positively received. Attributes affiliated with the USBC Standard include, but are not limited to, high quality, family oriented and user friendly. USBC participants, sponsors and partners, as well as the media and general public, expect information to be clearly communicated and attractively portrayed.

THE SPIRIT OF HOST COMMUNITIES – CASE STUDIES

The USBC Open Championships looks for cities ready to go the extra mile. USBC thrives on host community support.

CASE STUDY: RENO

The Reno/Tahoe Airport wanted to make sure our bowlers and their equipment received the best service:

- Hosted 'bowling ball' education seminars for baggage handlers
- Hosted bowler education seminars for front-line employees
- Staffed airport with 'Interceptors' to help bowlers find their way
- Aired 'Welcome Bowler' videos in baggage claim and placed signage kits throughout airport

CASE STUDY: BATON ROUGE

Baton Rouge rolled out the red carpet for participants, and here's how they did it:

- Formed a local organizing committee as a one-stop shop for USBC
- Educated businesses through a townhall program and hospitality seminars for front-line staff
- Staffed transportation liaisons at airport and tournament venue
- Created a 'Welcome Bowler' program for restaurants, hotels and retail venues



Outdoor Tournament Signage



Indoor Tournament Signage



Tournament Program

SECTION IV HOST COMMUNITY SCOPE OF SERVICES

The USBC Open Championships is contested in a convention center or arena setting with the installation of a minimum of (48) bowling lanes. The Championships is a near 100% turnkey operation managed entirely by USBC.

An arena or arena-like setting is required with a minimum of 90,000 square feet of unobstructed space for a 56-lane venue, with a minimum ceiling height of 28 feet. The facility will need to be available for seven months, typically January – July. An additional 12,000 square feet of space is needed for related tournament activities, including vendor/ office space, for a total of 102,000 square feet in the case of a 56-lane installation.

The following section details the scope of services the Host Community is responsible for providing as the host of the Open Championships. USBC strongly encourages the Host Community form a Local Organizing Committee (LOC) to assist with many of these needs. Unless otherwise noted, all items shall be provided at no charge to USBC. All items are subject to USBC approval.

The Host Community shall provide the following services, including, but not limited to:

ADMINISTRATION

- The successful proposer shall enter into a non-binding Letter of Intent within 60 days of selection, prior to any official announcement being made by either party. A sample Letter of Intent is attached as Appendix A.
- Enter into a contractual agreement with the USBC stipulating the obligations and responsibilities of each party necessary to conduct a successful Championships. A sample contract is attached as Appendix B.
- Identify the entities to serve as a Local Organizing Committee (LOC). The LOC may evolve from a sports foundation, CVB, city council or other civic group and include a member of USBC's local bowling association.
- Conduct progress meetings with USBC representatives once per month for the 12 months preceding the event.

MARKETING AND PUBLICITY

- Develop the overall theme for a Tournament Welcome Campaign. The Welcome Campaign should include airport signage, airport greeters, street-pole banners throughout the city, hotel welcome and information tables, and outside venue welcome signage.
- Develop and execute a media plan for promoting and marketing the Championships to the general public in the local and regional area. The campaign shall include both print and electronic media.
- The Host Community/LOC may develop a temporary website to supplement the information posted at the USBC website.

COLLATERAL MATERIALS

- Develop a signage matrix consistent with USBC guidelines. Produce informational, directional and welcome signage outside the venue. Install and maintain all signage.
- Design, produce and distribute a "special run" visitors' guide for distribution at the Championships.

LOGISTICAL REQUIREMENTS

- Provide labor and logistics as required for load-in, load-out, maintenance, custodial service and security during the build-out and throughout the event.
- Provide adequate storage, inventory control, assembly, delivery and return of items shipped to Host Community for use by vendors, sponsors, partners, USBC and others as required. Storage space shall be approximately 15,000 square feet with a minimum 15-foot ceiling height, and shall be fully enclosed, weatherproof and lockable. The space shall be available for a one-year period, beginning at the end of the Championships from the prior year through and including 14 days immediately following the final day of competition.

VENUE REQUIREMENTS

- All venue requirements are listed in the attached *Tournament Site Questionnaire*.

HOST COMMUNITY PRESENCE

- Furnish and maintain a presence inside the Championships venue as a Host Community Welcome booth. The Host Community also will have the opportunity to have a presence at the Championships the year prior for the purposes of marketing their destination.

SUPPORT SERVICES

Medical - Provide adequate medical capability to handle any injuries or medical problems that may arise during the Championships.

Public Safety - Provide adequate security for venue during build-out and operation of the Championships. This includes adequate traffic control and law enforcement presence during move-in and move-out.

Media Relations - Assist in development and execution of a media relations plan for attracting media coverage during the event.

Volunteers - Recruit and manage a four- to six-person pool of volunteer support personnel to assist USBC in special events and charitable functions.

Transportation - A shuttle system between official housing accommodations and venue should be considered. A modest fee may be charged for use of this system.

Communication - Provide an appointed Manager-On-Duty during all hours of build-out, tournament operation and move-out.

Special Events - During the Opening Ceremonies, host a reception for all USBC officials and Host Community dignitaries.



HERE'S WHAT BOWLERS HAD TO SAY



William SMITH

Home town: New Hope, Minn.
Age: 75
First Open: 1961 - Denver
Open pinfall total: 70,776

"I appreciate the chance to get discounts in the host cities on hotels and airfares, and in restaurants and malls."

Janet Krakauskas, San Carlos, Calif.



John SROKA

Home town: Lancaster, Ohio
Age: 75
First Open: 1960 - Tulsa, Okla.
Open pinfall total: 70,776

"I've seen a lot of places that I probably wouldn't have gone to otherwise, and it means a lot to be able to share it with such good friends."

Charles Schuessler, Sedgewickville, Mo.

"It's a bit of a holiday for us as well. I want to make sure we are all focused for the game and that we can also have a good time afterwards."

Lol Ellis, Cannock Staffs, England

"Now that I bowled, I understand what it means to beat 80,000 people."

Shannon O'Keefe, Mansfield, Texas



Wilfred TOBY

Home town: Toigo, Pa.
Age: 72
First Open: 1956 - Rochester, N.Y.
Open pinfall total: 74,476



Robert WALKER

Home town: Bergholtz, Ohio
Age: 72
First Open: 1961 - Miami
Open pinfall total: 67,126





Direct Mail Advertising



Local Business Advertising

SECTION V USBC-PROVIDED SERVICES

The USBC will manage and operate all aspects of the Championships.

SPONSORSHIP

USBC shall be authorized to lease or rent exhibit space to the approximate number and type of exhibitors customary to USBC tournaments and shall retain all proceeds derived from the leasing or sales of such space. Additionally, USBC and its exhibitors shall be allowed to sell any goods and services of USBC sponsors (outside of food and beverage). USBC shall provide the Host Community with a list of goods and services that will be provided through their exhibitors. USBC and its vendors shall have exclusive right to sell such goods and services within the venue during the term of the USBC Championships.

TOURNAMENT VENUE

- USBC owns all rights to signage, merchandise, advertising, promotional opportunities and sponsorship sales at tournament venues, excluding any existing venue agreements (signed prior to Jan. 1, 2024) for sponsorship of the venue marquee or of the venue permanent signage. In addition, USBC maintains exclusive rights to all tournament-related intellectual material. All use of the USBC name and logo and tournament name and logo must be approved in writing by USBC.

HOST COMMUNITY

- USBC owns all rights to the use of USBC's name/logo and tournament name/logo in the host city during the event. As early as one year prior to the tournament opening, USBC will offer local businesses within and around the host city (restaurants, retail stores, golf courses, sightseeing destinations, etc.) sponsorship opportunities that will best enhance the experience of the tournament bowlers converging on the Host Community. USBC will either directly negotiate these sponsorship opportunities or a local agency will be hired to sell on behalf of USBC, with that agency receiving a commission for their efforts.
- USBC realizes the Host Community may wish to solicit partners to assist with the financial commitment USBC requires. In order to advertise within the venue and market to its participants, Host Community partners will be required to partner with USBC. Host Community is welcome to work closely with USBC to provide a three-way partnership up to and including potential exclusive or presenting sponsor rights with these partners.

ADVERTISING

- USBC places a great deal of emphasis on communicating with the participants multiple times leading up to the tournament and mails directly to each tournament bowler within one month of their arrival to the host city. Allowing them to see the attractions of the host city in these pre-event materials is crucial to the success of those businesses over the duration of the tournament. It is crucial for local businesses to commit early in order to gain the maximum amount of possible exposure.
- In the event that a local business decides to forgo USBC sponsorship opportunities, they would not be afforded the right to advertise the USBC name and tournament name in any of their own advertising efforts.



Sponsor Signage



USBC Merchandise

MARKETING AND PUBLICITY

- Develop and execute a media plan. Coordinate plan with Host Community local and regional media plan.
- Design and develop the logo for the Championships.
- Post information regarding the Championships on the USBC website.

COLLATERAL MATERIALS

- Produce USBC sponsor signage.
- Design and produce a souvenir event program that is consistent with the theme of the Championships and include at least one article on the Host Community.
- Design, produce and distribute souvenir score sheets.
- Provide the Host Community with an agreed upon number of pages in appropriate Tournaments-related publications. The USBC also shall provide the Host Community with an agreed upon number of all collateral pieces.

CHAMPIONSHIPS MANAGEMENT

- Provide all staff to set up and operate the Championships. USBC, through its partner employment agency, hires 45-100 full-time and part-time staff members through the duration of the event, depending on the event.
- Identify a tournament manager and/or production director readily available three months ahead of move-in, acting as a point person to coordinate with the Host Community and LOC.
- Hire independent vendors to sell bowling-related equipment and merchandise.
- Provide awards and recognition for Championships participants.

MERCHANDISE

- Design, create and produce merchandise and souvenirs related to the Championships.
- Provide displays and merchandise for sale within the venue.
- Collect taxes due on merchandise and remit to governmental authority as required.

MEDIA RELATIONS

- Assist in development and execution of a media relations plan for attracting media coverage during the event.

LOCKERS

- USBC installs lockers in the bowling venue to provide for overnight storage of bowling equipment through a contract with a third-party vendor. USBC retains all proceeds derived from locker rentals.

SECTION VI HOTEL REQUIREMENTS

For the duration of the tournament, at least 600 acceptable rooms must be available for bowlers and their guests each day. USBC utilizes the services of a third-party travel agency, Connections Housing, Inc., to negotiate and contract with participating hotels.

USBC requires a wide range of hotel choices for bowlers and guests to choose from, including budget hotels and limited-service hotels.

USBC prefers hotels within a maximum 30-minute drive to the tournament venue.

HOTEL COMMISSIONS

Any costs or commissions paid to Connections Housing, Inc., will be negotiated between the hotel(s) and Connections Housing, Inc., separate and independent from any contract with USBC. USBC must be notified of any hotel rebates specifically used for the purpose of funding of USBC's fee to bring the tournament to the Host Community. Any other promotional assessments are prohibited outside of this program.

HEADQUARTERS HOTEL

USBC is interested in securing a Tournament Headquarters Hotel(s) and will position the property (or properties) as the flagship hotel(s) for bowlers and guests during the entire run of the USBC Open Championships. This will result in a significant positive impact on the hotel's revenue.

As a tournament headquarters hotel, there are multiple sponsorship packages available to choose from. Examples of other opportunities for the headquarters hotel(s) include:

- First hotel promoted to bowlers and guests.
- Listing on USBC's housing platform, MyBowlingVacation.com.
- Front cover placement on housing brochure.
- Press release naming hotel as "Tournament Headquarters Hotel."
- Hotel will have the ability to partner with USBC on Team Captain mailings.

To be considered as the headquarters hotel, the property must meet the following criteria:

- Tournament headquarters hotel must tentatively block 200-300 guest rooms per night during the tournament dates.
- 80% of the tournament headquarters hotel rooms must be held for the tournament.
- USBC will earn one (1) complimentary room for every forty (40) rooms utilized. USBC will have up to 18 months from the close of the tournament to utilize complimentary rooms, or hotel will provide a cash settlement direct to USBC for any unused complimentary rooms. Any cash settlement will be calculated as follows: number of remaining complimentary room nights multiplied by tournament room rate.
- Should USBC decide to hold any functions, meetings or banquets at the hotel, the space must be complimentary.
- Hotel must provide shuttle service to and from airport and bowling venue during the entire time period of the tournament.

SECTION VII FINANCIAL COMMITMENT

The basic agreement calls for free rental of a convention or sports facility to conduct the tournament. This rental agreement includes all utilities (electrical, water, etc.), security, housekeeping and maintenance at no charge.

USBC also requires a minimum Construction and Facility Enhancement fee of between \$1.5M and \$1.8M, depending on the number of lanes installed and a bowler subsidy of \$20 per unique bowler.

The USBC will consider a reduced fee for proposers interested in hosting multiple Championships. See Section VIII, Letter of Interest, for additional information on hosting multiple Championships.

This Construction and Facility Enhancement fee covers the majority of the build-out components of the Championships:

- Bowling Lane Purchase and Installation: \$900,000
- Materials (lumber, drywall, paint, supplies): \$200,000
- Manpower for installation and setup: \$250,000
- Shipping of Equipment (30 – 40 truckloads): \$100,000
- Technical Systems (scoreboards, servers, telecom) setup: \$100,000

USBC will consider in-kind products and services, including a percentage of net food and beverage sales, throughout the Championships.

USBC will accept proposals over and above the minimum of free venue rental and Construction and Facility Enhancement fee. Proposals above the minimum can be additional subsidy monies, in-kind goods or services, or any combination thereof.

USBC is flexible on the payment schedule of the fee and any subsidy. All payments must be made prior to Jan. 1 of the tournament year.

SECTION VIII LETTER OF INTEREST

The first step in the proposal process is to submit a *Letter of Interest* to USBC by **July 1, 2023**. The letter should indicate that the potential Host Community can meet the financial commitment, has the required convention center, arena or sports space available for the duration needed and is interested in submitting a detailed proposal for the USBC Open Championships.

Proposers may express interest on either of the Open Championships, however, only one event will be awarded to a Host Community.

Letters of Interest may be submitted at any time prior to the July 1 deadline.

Additionally, the Tournament Site Questionnaire must be completed and submitted along with the *Letter of Interest*.

The *Letter of Interest* and Tournament Site Questionnaire should be submitted to:

Gregory S. Moore, PE, PMP

Senior Director - Open & Women's Championships

United States Bowling Congress

621 Six Flags Dr.

Arlington, TX 76011

817/385-8270 (phone)

817/385-8238 (fax)

greg.moore@bowl.com

Upon receipt of this letter, pending review of the questionnaire, USBC will schedule site visits to qualified interested cities throughout **August and September of 2023**. Based on the site visits, Host Community finalists will be determined and may be invited to Arlington, Texas, to make a final presentation and proposal to USBC executive staff in **October 2023**.

Selected communities will be presented to the USBC Board of Directors for final approval. Successful proposers will be notified of their award during **December 2023**.

SECTION IX PRE-PROPOSAL SITE VISITS

The intent of site visits is to further evaluate the qualifications of the Host Community and address all questions and concerns of the Host Community prior to submitting a detailed proposal. The Tournament Site Questionnaire will be reviewed during the site visit along with focus on the following elements:

- Discuss the availability and quality of the venue proposed for the Championships. Tour the facility with the owner/operator. Discuss a preliminary layout.
- Review the potential move-in/move-out dates and tournament dates.
- Visit several prospective hotels that are in the price range requested by USBC.
- Discuss how the Host Community will utilize a Local Organizing Committee to assist USBC.
- Review the potential for sponsors.

The USBC Site Visit Team may consist of the following individuals:

- Executive Director
- Deputy Executive Director
- Managing Director – Marketing
- Senior Director - Open & Women's Championships
- Short-Duration Tournaments Manager
- USBC Open Championships Tournament Manager

SECTION X REQUIRED PROPOSAL / PRESENTATION CONTENTS

Notification to a Host Community to make a presentation and proposal will be given following completion of site visits. The proposal shall be submitted at the time of the presentation in accordance with the following instructions. Seven bound copies shall be submitted. Elaborate or expensive proposals and presentations or artwork or videos are not expected. Presentations will be limited to one hour, with 30 minutes of that time allowed for questions.

Host Community presentations, if necessary, will take place at USBC Headquarters in Arlington, Texas, in **October 2023**.

Proposals will be evaluated in accordance with Section XI of this request. All proposals shall contain the following information and/or items.

Description and Experience of the Host Community and Local Organizing Committee

- Indicate the experience with major events. Include references from past events.
- Provide an indication of the overall community support for this event and others. Describe the level of commitment from the local bowling community.
- Discuss the ability of the Host Community/LOC/CVB to market to businesses and the local community.
- Detail why the Host Community wants to host the Championships – beyond economic impact. Describe Host Community rationale and goals behind submitting a bid. Provide a description of how the Host Community will make an impact on the USBC Championships, its participants and their guests.

Description of Venue and Hotels

- Discuss the availability and quality of the venue proposed for the Championships.
- Discuss the hotels available for contracting with USBC. Detail amenities, locations and price ranges. Discuss block availability, transportation available and potential host hotel(s). Include the community's ability to provide room nights for the event. A rate sheet typical for a group of this size should be included.

Financial Considerations

- Discuss the ability of the Host Community to develop the financial resources, including in-kind services, necessary to host the Championships.
- Describe the ability to assist USBC to procure sponsors for the Championships. Describe potential major sponsors.

Additional Considerations

- Include a written statement from the local USBC bowling association(s) expressing their support for the Championships in the Host Community.
- Discuss the overall market size of the community, including the expected visibility of the event within the region.
- Discuss the attractiveness of the Host Community and surrounding region with respect to attracting bowling participants to the Championships.
- Include any additional pertinent information.

SECTION XI EVALUATION PROCESS, CRITERIA AND TIMELINE

PROPOSAL DUE DATE

Presentations, if necessary, will be presented to USBC executive staff in Arlington, Texas. The date of presentations is to be determined but are tentatively scheduled for **October 2023**.

PROPOSAL EVALUATION

All proposals will be evaluated and approximately weighted by the USBC according to the following criteria:

Description and Experience of the Host Community and Local Organizing Committee (how the community will focus on the participants, family and friends)	25%
Description of Venue and Hotels	25%
Financial Considerations	30%
Additional Considerations	10%
Overall Impression	10%
<i>TOTAL POSSIBLE SCORE</i>	<i>100%</i>

FINAL SITE SELECTION

Following the proposal presentations, the USBC executive staff will make a recommendation for endorsement by the full Board of Directors at a subsequent board meeting. The selected community will have 30 days to file the LOA. A formal announcement of the community's selection as a Host Community will be made via press release by USBC. In the event the USBC is unable to successfully negotiate a formal contract with the highest-ranked community, it reserves the right to terminate negotiations and begin negotiations with the next-highest-ranked community.

APPENDIX A SAMPLE LETTER OF AGREEMENT

As described in the USBC RFP for the USBC Open Championships, the

_____ is pleased to accept its selection to host the _____ Championships.
(Name of entity submitting the bid) (Year)

_____ agrees to a financial commitment to the United States Bowling Congress of
(Name of entity submitting the bid)

\$ _____ in the following increments (list payment schedule):

In addition, we agree to provide a facility (arena or similar venue) at no charge to USBC and fulfill the requirements noted in the USBC Championships RFP and in the Tournament Site Questionnaire and Commitment Form.

Any improvements noted and required by USBC will be completed and/or improved by the date required. We understand the City's Government and/or Convention and Visitor's Bureau/ Authority will strive to maintain the required facilities/hotels through the completion of the Championships.

It is agreed that any violation of this agreement can be cause for terminating the bid process.

Please provide appropriate signature of funding as outlined below.

Both parties agree that the event RFP and final preparation, in conjunction with this document, shall serve as a guideline in conducting negotiations for the final event contract. No document shall be binding until both parties have fully executed the negotiated contract.

AGREED TO THIS _____ day of _____, 20 ____ .

For the USBC:

Title: _____

For the City, Government and/or Convention and Visitor's Bureau/Authority/management.

Title: _____

APPENDIX B USBC HOST CONTRACT TEMPLATE

TOURNAMENT AGREEMENT

THIS AGREEMENT is made and entered into by and between the CITY of XXXXXX, hereinafter referred to as "CITY" and the UNITED STATES BOWLING CONGRESS, INC., a Wisconsin Non-Profit Corporation, hereinafter referred to as "USBC".

WITNESSETH:

For and in consideration of the terms, covenants and conditions hereinafter set forth, the parties hereto agree as follows:

1. CITY hereby grants to USBC permission to use and occupy those portions of the XXX, designated herein, hereafter referred to as "FACILITY", at no charge or cost to USBC, for the purpose of holding the _____ USBC Open Championships and for no other purpose:

AREA

Exposition Hall and pre-function areas	December/January, ____ to July, ____ (Includes Move-in/Move Out)
b) Tournament Manager's Office (minimum 600 sq. ft.)	September 1, ____ to July 31, ____
c) Show Office (minimum 800 sq. ft.)	January 2, ____ through July 31, ____
d) One Office (USBC Officials) (minimum 400 sq. ft.)	September 1, ____ through July 31, ____
e) three Offices (USBC Officials) (minimum 800 sq. ft. each)	January 2, ____ through July 31, ____
Tables and chairs as necessary for USBC personnel and vendors	
Dumpster(s) as required for trash removal during construction and demolition. CITY will be responsible for bulk trash removal during construction and tear out. CITY shall provide a forklift for exclusive use by USBC to unload material during the course of the tournament	

USBC's use of those areas of the FACILITY may be extended for a period of no more than fourteen (14) days at the sole option of USBC, with written notice of such extension being provided by USBC to CITY based on facilities availability.

2. The FACILITY shall substantially conform to the plans, drawings, specifications provided to USBC during the bidding process. USBC shall have full use of and access to all areas of the FACILITY which includes the Exhibition Hall, meeting rooms, and pre-function areas as required to conduct the tournament. CITY shall maintain the FACILITY in its present state of repair, reasonable wear and tear excepted, to the time that USBC is to take possession under the terms of this Agreement. Any substantial changes to the FACILITY, which may impact USBC's use of the facility, prior to USBC's occupancy thereof, shall require the written approval of USBC, which approval shall not be unreasonably withheld.
3. This agreement is issued pursuant to the CITY'S governmental authority and is subject to the conditions, limitations and restrictions hereafter set forth. Subject to such conditions, limitations and restriction, USBC may have and enjoy the use of the FACILITY hereinabove specifically described, including corridors necessary to accommodate patrons and CITY will provide without any charge to USBC the following:

- a) Light and electricity.
 - b) Heat and/or air conditioning sufficient to maintain the premises at a temperature of 68° to 72° with 70° being ideal during the hours of construction, teardown and tournament operation
 - c) Electric power, delivered to USBC's panel, sufficient to operate automatic pinsetting and scoring equipment and meet booth vendors' needs.
 - d) High speed Internet access as per specifications
 - e) Water supply and adequate restroom facilities.
 - f) Public Address system (squad room, scale room, vendor area, paging, main P.A. to seating and lanes).
 - g) Tiered seating for minimum 500 persons. The first row of such seating shall be at least four (4) feet above ground level, and the last row of such seating shall be at least fourteen (14) feet above ground level.
 - h) Approved concessions operations, including beverage and alcohol service during all tournament hours of operation.
 - i) Janitorial service 20 hours per day and overnight sufficient to maintain all areas exclusive of bowling lanes (squad room cleaning required after each squad).
 - j) Parking spaces for eight (8) automobiles will be made available from September 1, 2021 through January 1, 2022 and for one hundred (100) automobiles from January 2, 2022 through July 31 2022.
 - k) The following personnel shall be provided for USBC during the tournament, which includes every tournament day beginning February 1, 2022 to July 31, 2022:
 - (1) Emergency medical personnel (18 hours per day). Security staff or similar staff trained as First Responders and paramedics. Response times shall be less than four minutes.
 - (2) One sound person (18 hours per day).
 - (3) One electrician on premises or immediately available (18 hours per day).
 - (4) Sufficient security personnel to maintain order daily from 5:30 a.m. to 2:30 a.m., or until the completion of the day's bowling activities during the period of the bowling tournament; and 24 hour security during construction and demolition to provide for the security of the materials, tools and equipment.
4. All personnel described in paragraph 3 above, shall at all times be employees of the CITY.
 5. CITY will provide to USBC, at no additional cost, a minimum of 15,000 square feet of storage space from July, the year prior to the Tournament through the conclusion of demolition. CITY shall pay move-in/move-out and other transportation costs associated with storage of equipment.
 6. CITY will provide parking spaces adjacent to the FACILITY sufficient for four hundred (400) automobiles from February 1, 2022 to July 31, 2022 at a maximum cost to the users of \$ XX/day.
 7. CITY waives all rights and claims to any compensation from television rights obtained by USBC; however, USBC shall be responsible for any production costs.
 8. USBC shall be authorized to install locker facilities, and shall retain all proceeds derived from locker rentals.
 9. USBC shall be authorized to lease or sell exhibit space to the approximate number and to the type of exhibitors customary to USBC tournaments, and shall retain all proceeds derived from the leasing or sales of such space. Additionally, USBC and its exhibitors shall be allowed to sell any of USBC sponsors goods and services. USBC shall provide CITY with a list of goods and services that will be provided through their exhibitors. USBC and its vendors shall have exclusive right to sell such goods and services within the FACILITY during the term of the USBC Open Championships. USBC owns all rights to signage, merchandise, advertising, promotional opportunities and sponsorship sales at tournament venues. All use of the USBC name and logo and tournament name and logo must be approved in writing by USBC.

10. USBC shall have the right to employ qualified craftsmen of its choice during construction and demolition, and to provide any needed utility connections to USBC's authorized exhibitors, vendors and sponsors. USBC shall be allowed to use non-union labor that it may employ or supervised union labor without any requirement that union foremen assist as supervisory intermediaries.
11. USBC shall be authorized to sell tournament programs, and shall retain all proceeds derived from such sales.
12. All parties recognize that USBC will charge an entry fee for all bowlers participating in its annual tournament. CITY warrants that at the present time there are no sales, use, excise or other type of tax due from USBC on account of said entry fee to CITY, County, State of XXX, or other governmental entity. In the event that the tax laws of any of the aforesaid governmental entities change between the date of the execution of this Agreement and the date of USBC's occupancy of the premises, then CITY agrees that it will use its best efforts in coordination with USBC to avoid the potential applicability of any such tax, including the sponsorship of the USBC tournament itself by CITY so as to obtain any exemptions from tax that may be available.
13. USBC will comply with all laws of the United States, all laws of the State of XXX, all ordinances of the CITY, all rules and requirements of the Police and Fire Departments or other municipal authorities of the CITY, and all rules and regulations from time to time adopted or prescribed by CITY for the government and management of the FACILITY, and will not do or suffer to be done anything on said premises during the term of this permit in violation such laws, ordinances, rules or requirements. If the attention of USBC is called to any such violation on the part of USBC or any person employed or admitted to said premises by USBC, USBC will immediately desist from, and correct or cause to be corrected such violation. USBC will, at its expense, obtain any copyright licenses which may be required for activities of USBC on the premises.

14. Insurance - USBC

USBC shall procure and maintain at its expense until this Agreement is complete, insurance in the kinds and amounts hereinafter provided, with insurance companies authorized to do business in the State of XXX; covering all operations under this Agreement, whether performed by USBC or its agents. USBC shall furnish to the CITY not less than 30 days prior to Tournament a certificate or certificates, in a form satisfactory to the CITY, showing that it has complied with this Section. All insurance shall provide that 30 days written notice be given to the CITY before a policy is canceled, materially changed, or not renewed. Various types of required insurance may be written in one or more policies. With respect to all coverage other than professional liability or workers' compensation, the CITY, the Operator and their officers, agents and employees shall be named as additional insured. All coverage afforded shall be primary with respect to operations provided. The failure of USBC to provide insurance in accordance with this Section shall be a breach of this Agreement and shall preclude the Tournament from taking place. Kinds and amounts of insurance required are as follows:

- a. A commercial general liability insurance policy covering USBC's activities hereunder, in an amount not less than one million dollars (\$1,000,000) for bodily injury and one million dollars (\$1,000,000) per occurrence. The foregoing general liability insurance policy shall not contain exclusions from coverage relating to the following participants, legal liability activities or issues related to the Tournament hereunder sporting events, high risk events, performers, volunteers, animals, off-premise activities, and fireworks or other pyrotechnical devices.
- b. An automotive liability policy, including bodily injury and property damage insurance for business use covering all vehicles operated by USBC, its officers, directors, agents and employees in connection with its activities hereunder, whether owned by USBC or otherwise, with a combined single limit of not less than one million dollars (\$1,000,000) (including an extension of hired and non-owned coverage).
- c. A worker's compensation insurance policy for USBC's employees, as required by applicable law.
- d. The coverage provided under such policies shall be occurrence-based, not claims made.
- e. USBC hereby acknowledges that the coverage limits contained in any policy, whether such limits are per occurrence or in the aggregate, shall in no way limit the liabilities or obligations of USBC under this Agreement, including, without limitation, USBC's indemnification obligations under Sections 16 and 31.
- f. The terms of all insurance policies shall preclude subrogation claims against the City and Operator.

15. Insurance - CITY

CITY shall procure and maintain at its expense until this Agreement is complete, insurance in the kinds and amounts hereinafter provided, with insurance companies authorized to do business in the State of XXX; covering all operations under this Agreement, whether performed by CITY or its agents. CITY shall furnish to USBC not less than 30 days prior to Tournament a certificate or certificates, in a form satisfactory to USBC, showing that it has complied with this Section. All insurance shall provide that 30 days written notice be given to USBC, Department of Finance before a policy is canceled, materially changed, or not renewed. Various types of required insurance may be written in one or more policies. With respect to all coverage other than professional liability or workers' compensation, USBC, the CITY and their officers, agents and employees shall be named as additional insured. All coverage afforded shall be primary with respect to operations provided. The failure of CITY to provide insurance in accordance with this Section shall be a breach of this Agreement and shall preclude the Tournament from taking place. Kinds and amounts of insurance required are as follows:

- a. A commercial general liability insurance policy covering CITY's activities hereunder, in an amount not less than one million dollars (\$1,000,000) per occurrence. The foregoing general liability insurance policy shall not contain exclusions from coverage relating to the following participants, legal liability activities or issues related to the Tournament hereunder sporting events, high risk events, performers, volunteers, animals, off-premise activities, and fireworks or other pyrotechnical devices.
- b. An automotive liability policy, including bodily injury and property damage insurance for business use covering all vehicles operated by CITY, its officers, directors, agents and employees in connection with its activities hereunder, whether owned by CITY or otherwise, with a combined single limit of not less than one million dollars (\$1,000,000) (including an extension of hired and non-owned coverage).
- c. A worker's compensation insurance policy for employees, as required by applicable law.
- d. The coverage provided under such policies shall be occurrence-based, not claims made.
- e. CITY hereby acknowledges that the coverage limits contained in any policy, whether such limits are per occurrence or in the aggregate, shall in no way limit the liabilities or obligations of CITY under this agreement, including, without limitation, CITY'S indemnification obligations under Sections 16 and 31.
- f. The terms of all insurance policies shall preclude subrogation claims against USBC.
- g. USBC specifically acknowledges that CITY is self-insured and waives any applicability of commercial insurance, other than as provided through CITY's management contract.

16. Indemnity

- a. USBC agrees to defend, indemnify and hold harmless the CITY, and its officials, agents and employees from and against any and all claims, actions, suits or proceedings of any kind brought against said parties because of any injury or damage received or sustained by any person, persons or property arising out of or resulting from the use of the Facility under this Agreement or by reason of any asserted act or omission, neglect or misconduct of USBC or USBC's agents or employees or any subcontractor or its agents or employees.
 - b. To the extent allowed by CITY shall indemnify, defend, and hold harmless USBC, its officers, agents and employees, from and against any and all losses arising from (a) personal or bodily injury to or death of persons or damage to the property of USBC to the extent caused by the negligent acts, errors, and/or omissions or willful misconduct of CITY or its officers and employees, or (b) the material breach of default by CITY or its officer or employees of any provisions of this Agreement; provided, however, that the foregoing indemnification shall not extend to losses to the extent such losses arise from any default or breach by USBC of its obligations under this Agreement, including, without limitation, USBC indemnity as listed above.
17. USBC shall not admit to said premises a larger number of persons than the seating capacity thereof will accommodate, or than can safely or freely move about in said areas and insofar as it does not conflict or override state law as applied by the CITY or State Fire Marshall, the decision of the Tournament Manager in this respect shall be final.

18. USBC shall have the right to sell exhibit space in the area of the FACILITY it occupies with no commission payable to CITY and to sublet space for vendors who sell souvenir items, to an official photographer and at least two ATM machines in a location determined by USBC. USBC shall have control of all of the demise premises hereunder the terms and conditions as are described in this tournament agreement.
19. CITY reserves unto itself or to its designated contractors, the right to sell all food and beverages on the premises at all times.
20. CITY shall have the right to enter any portion of the premises and to eject any objectionable person or persons from said premises and upon the exercise of this authority through its Manager, agents or police, and in such event USBC hereby waives any right and all claims for damages against the CITY.
21. CITY shall have the right to remove from the FACILITY all effects remaining after the time specified at the sole expense of USBC and to store the same at the sole expense of USBC, without any liability therefore on the part of CITY.
22. USBC shall not do nor permit to be done anything in or upon any portion of the FACILITY to keep anything therein or thereupon which will in any way conflict with the regulations or ordinances of the CITY or in any way obstruct or interfere with the rights of other permittees in the FACILITY.
23. This contract may not, without prior written consent of the other party, which consent shall not be unreasonably withheld, be assigned by either party except that either party may assign this contract to a corporation or entity organized to succeed to the rights, title and interests of the assignor such as through, but not limited to, a consolidation, merger or other corporate combination.
24. USBC understands and agrees that during the term of this permit, CITY may use or cause to be used for conventions, expositions, or attractions any portion of the FACILITY not demised to USBC.
25. CITY, its representative, employees and concessionaires, shall at all times have free access to said premises.
26. USBC understands and hereby specifically agrees that CITY does not furnish any staff not otherwise provided for in this agreement.
27. USBC, over the signature solely of such authorized officer who executes this agreement on behalf of USBC, or any other individuals designated in writing by USBC, may issue additional written orders subject, however, to the discretion and approval of the FACILITY Management, the execution of which orders shall be at the sole expense of USBC and for which USBC hereby assumes and agrees to pay.
28. USBC shall quit and surrender the premises and all equipment contained therein to CITY at the end of the term provided for herein in the same condition as at the date of the commencement of this permit, ordinary wear and tear excepted or unless the premises or such equipment is damaged or lost as a result of the negligence, gross negligence or willful misconduct of CITY, its employees or agents.
29. Either party may terminate or suspend its obligations under this agreement if such obligations are delayed, prevented or rendered impractical by any of the following events to the extent such event is beyond the reasonable control of the party whose performance is prevented or rendered impractical: fire, flood, riot, earthquake, civil commotion, insurrection, Act of God, labor disputes, strikes, war, acts of terrorism, any law ordinance, rule or regulation. In any such event such party shall not be liable to the other for delay or failure to perform its obligations, except there shall be a prorated reduction in the consideration which would otherwise be payable or otherwise due under this agreement.
30. CITY, in further consideration of USBC's entering into this Agreement, shall provide the following cash subsidy, either directly or through commercial sponsorship, paid in the manner, amounts and at the times indicated to USBC to be utilized by USBC for the purpose of installing and construction in the FACILITY, and removing therefrom upon completion of USBC's activities concerned herein, sufficient lanes, pinsetting and other necessary equipment as are required to conduct the USBC Tournament herein before mentioned:

Installment Amount

Date Due:

TOTAL PAYMENT: \$

31. USBC agrees that it will not suffer or permit the filing of any liens or other encumbrances against the FACILITY, or any other property of the CITY, as a result of any such construction or acquisition and/or installation of equipment, that it will provide to the CITY such proof of payment for all labor materials and equipment utilized in said construction and/or installation as the CITY might require, and that it will fully indemnify and hold harmless the CITY from any and all claims, whether for labor, materials, equipment or otherwise, related to such construction, acquisition and/or installation and the use of the facilities so constructed and equipment so installed.
32. Any controversy, dispute or claim arising under this Agreement which cannot be resolved to the mutual satisfaction of the parties hereto shall be determined by arbitration in the City of Arlington, Texas, pursuant to the commercial arbitration rules of the American Association of Arbitration or the Texas Uniform Arbitration Act. If the parties can agree on the selection of an arbitrator, then the decision or award of the arbitrator shall be final and binding on the parties. If they are unable to agree on the arbitrator, each party shall select one arbitrator within fifteen (15) days after demand for arbitration, and the two arbitrators so selected shall select a third arbitrator within fifteen (15) days following their initial selection. Any decision by two of the three arbitrators shall be final and binding on the parties. Any decision or award hereunder may be entered and a judgment obtained thereon in the court of venue for the State of Wisconsin. The non-prevailing party shall reimburse the prevailing party for its reasonable attorneys' fees and costs incurred in connection with the arbitration and/or court action. In the event that a violation of this Agreement warrants injunctive relief, the party who desires such relief shall be entitled to seek such relief in a court of venue for the State of Wisconsin.
33. This Agreement contains the entire agreement between the parties hereto, and no earlier statements or prior written manner shall have any force or effect. None of the parties are relying on any representations or agreements other than those contained in this Agreement. This Agreement shall not be modified or canceled except by written instrument subscribed by all parties thereto.
34. If any term or provision of this Agreement shall to any extent be deemed invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.
35. This Agreement shall be governed by the laws of the State of Wisconsin and shall be binding upon the parties, their heirs, representative, successors and assigns, and this Agreement can only be modified or amended in writing which writing shall be executed by the duly authorized agents of the parties hereto.
36. CITY warrants that it has previously made certain representations to USBC in the Tournament Site Questionnaire, which Form is attached hereto as Exhibit A and by this reference hereby made a part hereof. CITY shall comply with all representations made therein.
37. The date of this Agreement shall be deemed to be the date that it is executed by CITY.

IN WITNESS WHEREOF, this Agreement has been executed by their duly authorized officers and agents on the dates set forth below.

UNITED STATES BOWLING CONGRESS

CITY
