



The Larry H. Miller Tour of Utah is evaluating partnership opportunities with qualified host venues for the 2020 event. As potential host of a **Stage Start/Finish**, the **community** is asked to provide local support in the following areas:

City Services

- Local Police Services (City and/or County)
- Public Works and Road Services- including but not limited to:
 - Barricades
 - Cones
 - Access to water source (hydrant/truck) for tenting and start/finish line ballasts
 - Street repairs; removal of road knobs, speed-bumps, etc. that impact route or athlete safety
- Permit Services- including but not limited to:
 - Parking
 - Road closures
 - Special events
 - Concession sales
- EMT/EMS Services for general public
- Resident/Business Notifications
- Portable Toilets
 - 30 portable toilets (8 VIP Hospitality, 4 Teams, 14 Public, 2 TV Compound, 2 Stage), includes ADA accessible. Toilets should arrive day prior to race day.
 - 6 hand wash stations. Hand wash stations should arrive day prior to race day.
- Waste Management and Recycling
 - Trash receptacles: 30 rolling containers (covering VIP Hospitality, Expo, Stage, TV Compound, Spectator areas, and Restroom locations)
 - Recycling bins: 15 rolling containers (covering VIP Hospitality, Expo, and Spectator areas)
 - Dumpster for Team Parking: (1) 8-10yd dumpster
 - Dumpster for VIP Hospitality: (1) 30yd dumpster, placed close to VIP Hospitality prep area
 - Recycling dumpster: (1) 20yd dumpster, placed next to VIP Hospitality dumpster
 - Green Team: Crew to place trash/recycle receptacles prior to venue open, clear receptacles as needed during the event, and final cleanup of venue.
- Assistance with coordinating pass-through communities may be requested

Hotel Accommodations

- 455 Room Nights (mix of singles and doubles; approximately 213 singles, 242 doubles)
 - Depending on the Tour's overall travel pattern, room nights may be spread across a few nights.
- Parking expenses
- Free in-room Internet
- Team Massage Linens: Each team to receive a bundle of linens for massages upon hotel check-in. Bundle to include 8 bath towels, 8 flat sheets, and 12 hand towels. Bundles must be swapped for clean bundles upon request.
- Medical Office at Team Hotel: Suite or meeting room with a nearby bathroom
- 30 site visit room nights to be used anytime from November 1, 2019 to November 1, 2020

The Tour will work with the LOC to select properties for each functional area.



Meals

- 1 Team Dinner for 310 people. Dinner should be located at Team Hotel(s).
 - Host responsible for meal and space. Space should have 37 rounds for 10 people each.
- 1 Team Breakfast for 310 people. Breakfast should be located at Team Hotel(s).
 - Host responsible for meal and space. Space should have 37 rounds for 10 people each.
- Media Meal for 35-40 people served midday (i.e. sandwich/wrap, fruit, coffee service)
- Start/Finish Crew Breakfast for 60 people (i.e. coffee, juice, breakfast burritos or other protein based item, etc.)

TV Compound Space and Internet Connectivity

- Requires approximately 4,000 square feet with close proximity to the Finish Line. Requires hard connections within 200 feet of the TV Compound (to be mutually determined)
- 2 separate hard line drops to the Production Compound or single hard line drop with the total capacity of 2 drops (Wi-Fi connectivity cannot be used)
- At least 50 Mbps Up/50 Mbps Down minimum (more available speed the better) on each line
- If a dual hardline drop is not possible with these required speeds, you can deliver 1 singular drop totaling the required speeds.
- Provide 5 Static IP addresses per drop (our routers will provide local DHCP access) or Unlimited DHCP addresses if DHCP is provided
- Open Ports
- Local provider should provide modems, switch, and/or CAT 5e/6 cables for use with our Wi-Fi routers. Please provide sufficient cabling to the Production Compound's main transmission truck.
- A technical contact should be available for the duration of the race.
- Drop(s) should be available no later than 7:00 AM (day of) and will be deactivated by approximately 6:30 PM (depending on race and TV deliverable schedule).
- All equipment provided by the LOC and/or provider will need to be picked up by the technician or LOC representative upon agreed deactivation time.
- Assistance with coordinating and securing receive sites for broadcast may be requested.

Media Work Room

- Must be in close proximity to the Finish Line area. Recommended to be no more than one or two blocks away
- Requires indoor space of approximately 1,500 square feet that can be secured from the general public
- Needs to be operational from approximately 8:00 AM to 7:00 PM. Times may vary depending on time of stage. Access is needed two hours prior to the stage start to three hours after the stage finish.
- Twelve to sixteen (12-16) 6' tables and forty (40) chairs
- Ten to fifteen (10-15) 110V outlets, ten to fifteen (10-15) extension cords, and fifteen (15) power strips
- Access to a high speed, black/white copier with ability to print 20 or more copies a minute. Tour provides paper.
- One (1) large TV monitor with HDMI input (42' minimum) or screen and projector with HDMI or USB connection is recommended. TOU has a 36" LED monitor if this is not provided.



- Dedicated wireless network with enough bandwidth capabilities to accommodate 40 working media, using connection to upload high resolution images after the race. A minimum of 10 Meg line (upload/download) is preferred. If dedicated line is not possible, back up to public Wi-Fi network is required.
- Eight to ten trash and recycling bins.
- Pitchers of water or bottled water should be provided throughout the day.
- Point of contact for this space should be provided to Media Operations Director 3-4 weeks prior to date of use.

Press Conference Area

- It is recommended that this area is a portion of the Media Work Room space or located in the same building. Approximately 500-800 square feet of dedicated space. Tour staff will conduct a site inspection to confirm if multi-function space is appropriate.
- 20 chairs arranged theatre style
- Two (2) 6-foot skirted tables or one (1) 8-foot skirted table for dais
- Four (4) 110V outlets with power strips, if space is separate from Media Work Room
- Sound system with two (2) microphones is recommended. TOU does have a small sound system, if necessary.
- Wireless Internet access, if separate from Media Work Room

Commissaires Meeting Room

- Small conference room close to the Finish Line for approximately 8-10 people. Space must be completely separate from Media Work Room/Press Conference area. Access is needed 1 hour prior to the finish and 2 hours following the finish.

Parking Requirements

All parking areas, with the exception of Team Parking at hotels, should be adjacent to or in close proximity to the Start/Finish Line area. If a parking area must be secured outside of the venue, shuttle transport should be provided.

- Team Parking and Mechanics Work Area (Team Hotels)- approximately 10-15 spaces per team; access to water and power; overnight security required
- Team Parking at Start/Finish Line- approximately 150 vehicles (Close to Start Line)
- VIP Parking- approximately 200 vehicles (Close to VIP Hospitality)
- Event/Vendor Parking- approximately 70 vehicles
- Media Parking- approximately 30-35 vehicles (Close to Media Work Room)
- Staff Parking- approximately 100 vehicles
- Crew Parking- approximately 10 vehicles

Overnight Security

- On-site overnight security is required and should cover the hours between 5:00 PM and 7:00 AM. Overnight security personnel to cover:
 - Team Parking and Mechanics Work Area at Team Hotel(s)
 - Start/Finish Line, Expo, TV Compound (night prior to race day)



VIP Hospitality

- Water connection – potable water source near VIP Hospitality to fill A/C units and water stations
- Wireless Internet connection with 3meg download speed – for Tour Tracker feed
- 30-35 Floral arrangements for décor
- Signature treat/bite-size sample for 300 guests

Awards Ceremony

- (9) Floral bouquets
- Unique gift

Volunteer Program

- Host venue is responsible for recruiting and organizing local volunteers.
 - The average number of volunteers required for a start/finish city range between 150 and 300.

Insurance

- Host venue is required to provide and maintain, at its expense, insurance policies that protect the TOU parties. While the insurance requirements are set forth in detail in the host city agreement, below is a general summary:
 - General liability insurance with limits not less than \$1,000,00 each occurrence and \$2,000,000 in the aggregate;
 - Auto liability and physical damage insurance with limits not less than \$1,000,000;
 - Workers' Compensation insurance, and;
 - Umbrella and/or excess liability insurance with limits of not less than \$3,000,000

With respect to the above-mentioned policies (excluding Workers' Compensation), host venue shall provide TOU parties with a certificate of insurance, identifying TOU parties as an additional insured. The signed host city agreement and appropriate insurance coverage must be provided before the official host community announcement.