

# AAU - All Under One Roof RFP (updated 11/19/15)

The AAU is looking for the right city to partner with to expand its All Under One Roof tournament series to another great location. Our model is to establish an event in a city, and work with the local resources to grow the event over the course of a 5-10 year period. Below are some basic requirements of a local convention center or facility to accommodate an event of this type.

**All Under One Roof  
2016 Tournament Series**

**May 28-30 – Reno, NV**  
1000 teams - 72 courts

**June 23-July 2 – Salt Lake, UT**  
500 teams – 36 courts

**July 14-24 – Las Vegas, NV**  
1000 teams – 44 courts

**July 29-Aug 7 - Scottsdale, AZ**  
Opening year – 20 courts




## Year by Year Team Totals for West Coast Nationals Events in Las Vegas, NV

| Year         | 2015        | 2014       | 2013       | 2012       | 2011       | 2010       | 2009       | 2008       | 2007       | 2006       | 2005      |
|--------------|-------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|-----------|
| <b>Boys</b>  | 673         | 522        | 556        | 371        | 283        | 207        | 118        | 101        | 96         | 78         | 41        |
| <b>Girls</b> | 331         | 226        | 159        | 134        | 120        | 103        | 64         | 43         | 45         | 24         | 22        |
| <b>Total</b> | <b>1004</b> | <b>748</b> | <b>715</b> | <b>505</b> | <b>403</b> | <b>310</b> | <b>182</b> | <b>144</b> | <b>141</b> | <b>102</b> | <b>63</b> |

## Year by Year Team Totals for Memorial Day Event in Reno, NV

| Year         | 2015       | 2014        | 2013        | 2012       | 2011       | 2010       | 2009       | 2008       | 2007       | 2006       | 2005       | 2004       | 2003       | 2002      |
|--------------|------------|-------------|-------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|-----------|
| <b>Boys</b>  | 712        | 737         | 680         | 653        | 450        | 364        | 284        | 273        | 235        | 199        | 130        | 115        | 65         | 49        |
| <b>Girls</b> | 284        | 377         | 324         | 318        | 292        | 245        | 216        | 188        | 187        | 182        | 125        | 72         | 58         | 33        |
| <b>Total</b> | <b>996</b> | <b>1114</b> | <b>1004</b> | <b>971</b> | <b>742</b> | <b>609</b> | <b>500</b> | <b>461</b> | <b>422</b> | <b>381</b> | <b>255</b> | <b>187</b> | <b>123</b> | <b>82</b> |

### Exhibit Halls:

- Host will secure at NO COST or a substantially reduced cost to All Under One Roof open convention center space of 100,000 – 200,000 square feet for approximately 12 – 40 basketball courts with a minimum height from the floor to the lowest impairment or overhanging obstruction shall be no less than 30 feet. Column-free space is preferred but columns spaced at 60- foot minimum intervals are acceptable.
  - Set-up consists of 2 to 3 days prior to the first competition day and tear down can be completed 1 to 2 days following competition. 3 to 4 days of competition is required.
  - Loading Dock to receive six (6) 53’ equipment trailers up to two days prior to the first set-up day, load/unload, and store for the duration of the week.
  - A **CAD Floor Plan** based on the requirements in this document.

**Bid Requirement:** \$10,000 - \$50,000 to assist in the transportation and setup of required equipment

## **Exhibit Hall Space**

### **Basketball Courts**

Modular floor Size 52 x 88  
Wood Floor size 120 x 60  
Space needed around courts  
Baseline 10 feet between courts  
Sidelines 10 feet between courts  
100 – 175 chairs per court  
1 -6' x 30" table  
Electrical outlet for 5amp tabletop score clock  
Two trash cans by player benches

### **Tournament headquarters' desk**

16' x 16' x 36" stage riser  
8 -6' x 30" tables  
8-chairs  
Electrical outlet  
Two trash cans

### **Sports Medicine Center**

8 - 6' x 30" tables  
8- Chairs  
4- Comfortable chairs for medical staff  
2-50 gallon trash receptacles for trash  
Electrical outlet

## **Lobby Area**

### **Vendor Area (could be inside exhibit halls)**

Vendors  
12 – 10' x 10' booths  
Each booth will have  
1-6' x 30" tables skirted and 2 chairs  
Electrical outlets  
(Vendors are responsible for their own pipe and drape)

### **T-shirt booth**

1- 24' x 36' booth area  
16 - 8' x 30" tables skirted  
6-chairs  
24 feet of rope and stanchions  
Electrical outlet w/ power for 24 amp heat press

### **Registration area**

At least 24' x 36' area or room  
20-chairs  
8-6' x 30" tables

### **Ticket booth or**

4-booths for ticket takers  
6-6' x 30" tables and 6-chairs

## **Additional Space Requirements**

### **Meeting rooms**

Private room  
At least 10' x 10'  
Locked door  
4-6' x 30"  
4-chairs  
Electrical outlet  
Water cooler  
Two trash cans

### **Staff meeting room**

At least 24 x 24  
20-chairs  
4-6' x 30" tables  
Electrical outlets  
Water cooler  
Two trash cans

### **Officials' room**

At least 24' x 24'  
20-chairs  
4-6' x 30" tables  
Electric outlets  
Water cooler  
Two trash cans

### **Awards area**

Open area or room at least 36' x 36' with walls for backdrop  
Electric outlets  
24-chairs  
16 -30" x 8' tables  
Two trash cans

### **Storage room**

Locked at all times  
At least 24' x 36'  
6 -8' x 30" tables  
6 chairs  
Electrical outlets

# Teams and Numbers Breakdown

## Regional Event vs National Events

As a typical guideline, we consider events with 10-20 courts as Regional Events and events with more than 20 courts as our National events

## Estimated Teams per court

2 Day Event – 10 teams per court

3 Day Event – 13 teams per court

4 Day Event – 14 teams per court

## Hotel Room Pickup

National Events – 7 room nights per team per night

Regional Events – 3 room nights per team per night

## Out of Town versus Local

Hotel room nights are for out of town teams

National Events – 90% teams from out of town

Regional Events – 50% teams from out of town

## Hotel Rates

Jam On It must be able to secure hotel contracts at reasonable rates for family travel between \$59 and \$119 depending on location. Family friendly properties are required.

## Ages of Teams

Unless specified otherwise, Jam On It events consist of Boys and Girls teams from 3<sup>rd</sup> – 12<sup>th</sup> Grade

## Other Needs

### Signage

12 to 24 banners to be hung from ceiling of lobby

### Food and beverage

During the set up and break down

During the event

Food vouchers for 80 staff/volunteers

### Summary of equipment need for the event:

Tables 6' x 30" - 95 to 120

Chairs - 2,200

Ticket drop box - 4

Turnstiles - 4

# Equipment Details

## Box Trailers

On the box trailers are 18- 3'x4' crates that are 7' tall.

The crates contain plastic snap flooring

Items needed to unload: Fork lift and pallet jack

Time to Load: 1 hour per truck & Unload 1 hour per truck

## Flat beds

Basketball floors- 15 stacks of 4' x 8' panels

2 basketball goals

4' x 8' pallet with glass back boards

Equipment needed: Forklift

Time to unload: 1 person on a forklift, (1 spotter usually our staff) 1 hour

Time to load: 1 hour

## Wood floors set up and break down time

Set up 4 to 6 hours

Break down 2 to 3 hours

Time depends on how level the floors are and how good the workers are. There are 15 rows. Each row has 15 panels

## Snap Court Setup/Breakdown

Estimate - 6 to 8 labors per floor per hour

24 labors can lay down 18 floors in 8 hours

## Using Union laborers:

The equipment is considered specialized, so the union laborers do not have to install the equipment.

