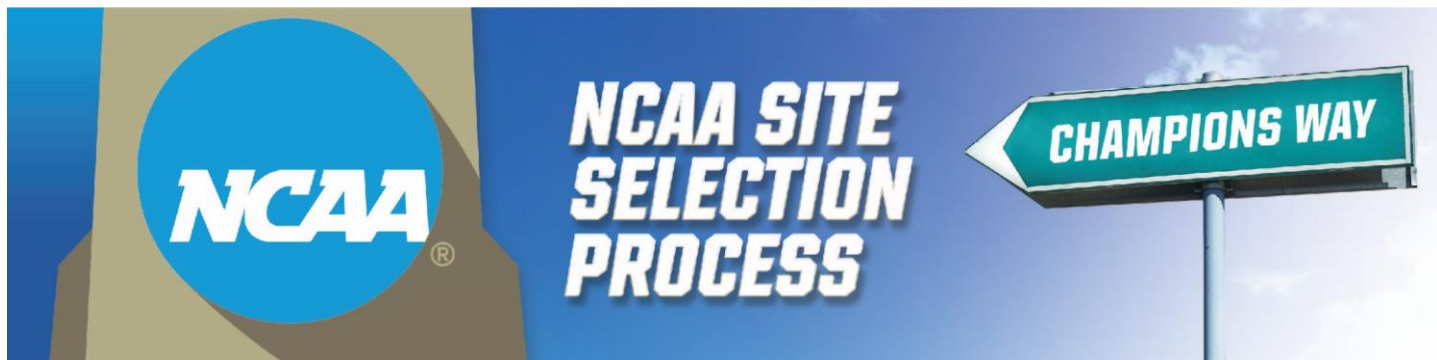


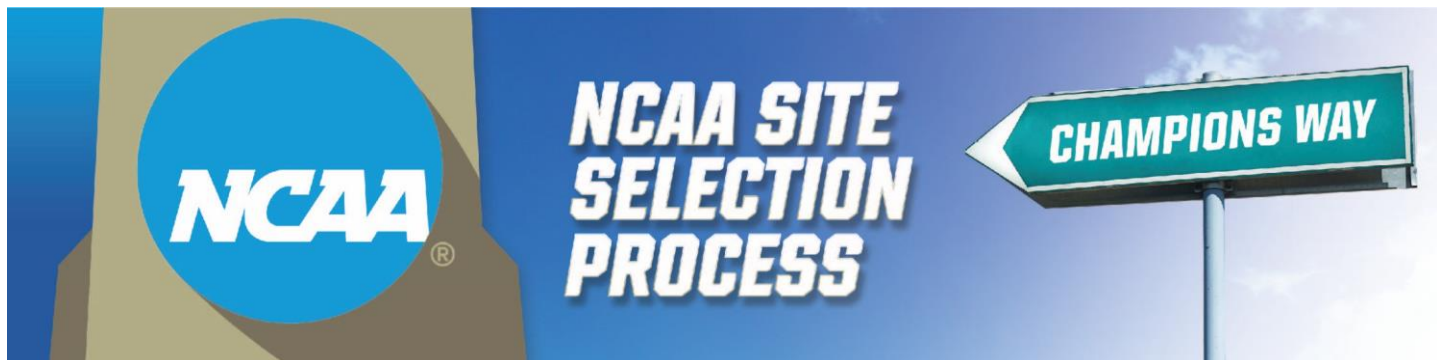


# ***NCAA SITE SELECTION PROCESS***





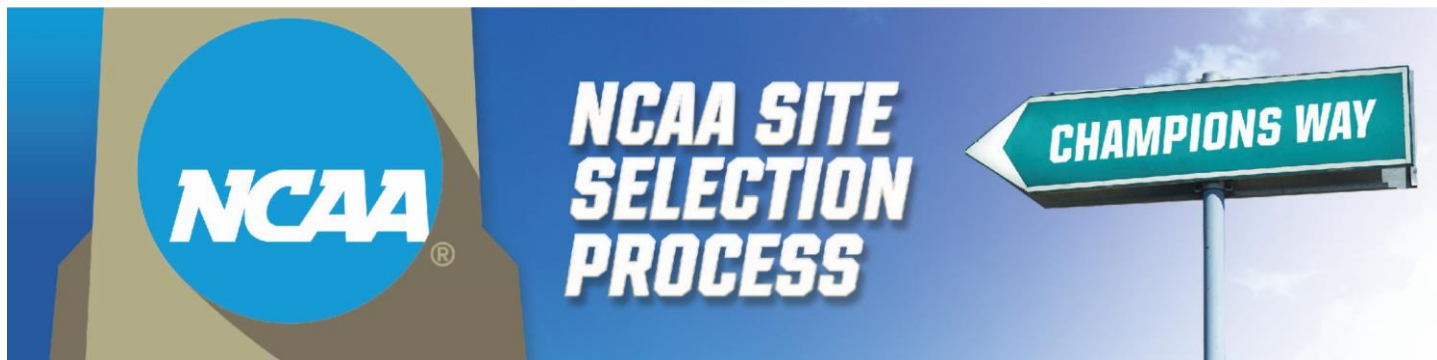
2027 and 2028  
NCAA DIVISION I MEN'S ICE HOCKEY CHAMPIONSHIP  
SPORTS SPECIFIC INFORMATION



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**IN THE EVENT OF ANY CONFLICT OR INCONSISTENCY BETWEEN THE SPECIFICATIONS THAT FOLLOW AND ANY SUCH SPECIFICATIONS IN THE GENERAL BID SPECIFICATIONS DOCUMENT, THE FORMER SHALL PREVAIL AND GOVERN THE MATTER.**



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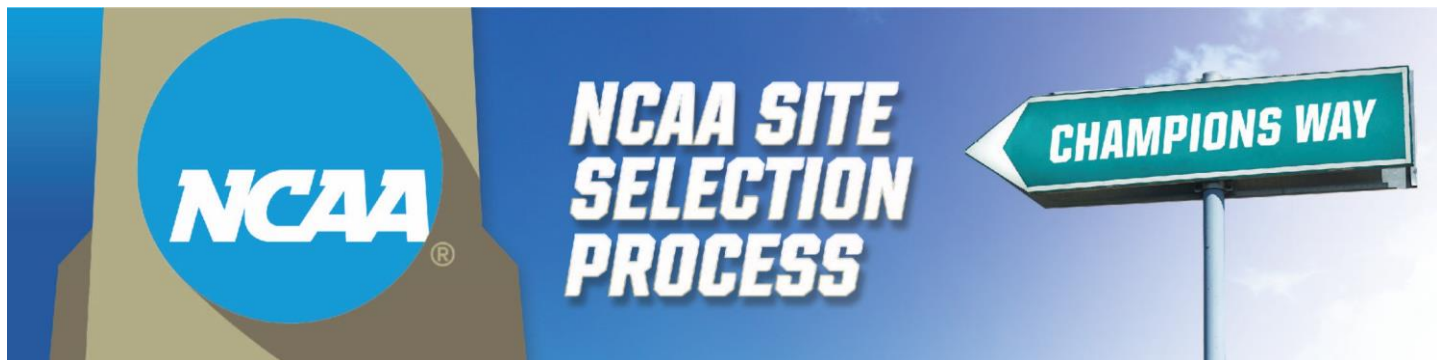
## SECTION I - INTRODUCTION

The National Collegiate Athletic Association (“NCAA” and/or “Association”) is pleased to provide to member institutions/conferences the opportunity to submit a proposal to host one or more NCAA championships.

The information contained in this document and the accompanying attachments provides the minimum bid specifications for hosting any of these championships, as well as essential information that will provide assistance in the development of a creative, comprehensive and competitive bid proposal. The NCAA awards the privilege of hosting an NCAA championship several years in advance so those communities may work collaboratively with the NCAA to create positive experiences for its student-athletes, participating institutions, fans and the community.

A member institution or member conference of the NCAA must be designated as the host institution/conference for the championship. The administration of the championship is under the authority of the respective sports committee subject to final authority from the NCAA Division I Competition Oversight Committee and Division II and Division III Championships Committees. All activities and events associated with the championship are to be approved by the sports committee.

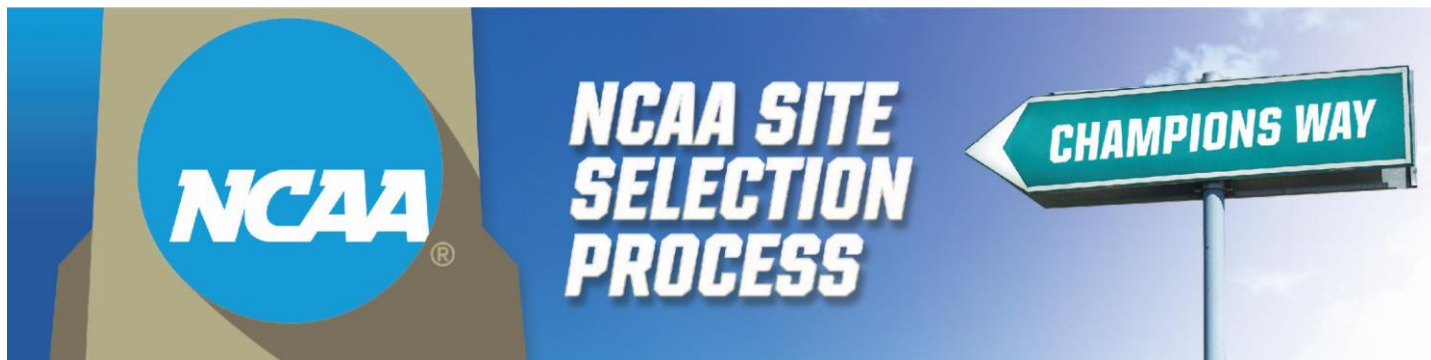




## SECTION II: CHAMPIONSHIP STRUCTURE

| DATE FORMULAS      |   |
|--------------------|---|
| Regionals (4):     | Thursday and Saturday; or Friday and Sunday, two weeks prior to Frozen Four |
| Semifinals/Finals: | Thursday and Saturday after the first Sunday in April                       |

|         | Regionals   | Semifinals/Finals<br>(traditional) |
|---------|-------------|------------------------------------|
| 2026-27 | March 25-28 | April 8 & 10                       |
| 2027-28 | March 23-26 | April 6 & 8                        |

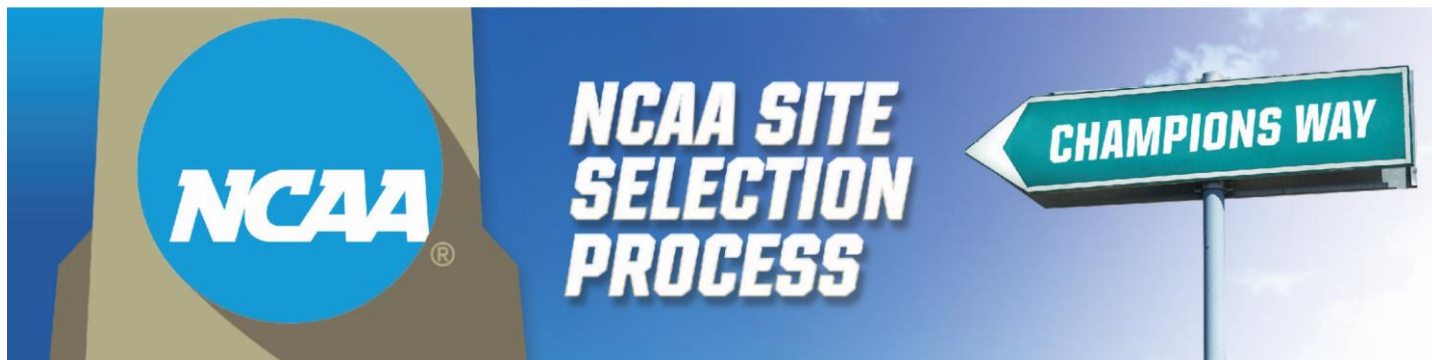


## SECTION III: GENERAL FACILITY REQUIREMENTS

### GENERAL FACILITY SPECIFICATIONS

#### 1. Conditions and Availability.

- a. The Americans with Disabilities Act, which went into effect January 26, 1992, requires that public establishments offer equal access and services to people who are physically and mentally disabled. The facility must agree that it will be in compliance with all applicable city, state or Federal regulations concerning access and seating for people with disabilities.
- b. The facility must be modern, clean and accessible and must have at least 17,000 seats. Playing conditions must meet NCAA regulations and must be of championship caliber.
- c. The facility must be in compliance with all applicable city, state and Federal regulations concerning access and seating for disabled persons.
- d. The facility and surrounding area (i.e., parking lots, frontage property and any other adjacent area that the facility may provide to the NCAA) shall be available for the exclusive use of the NCAA starting at 9 a.m. the Monday preceding the semifinal games (e.g., Thursday) through midnight the day of the championship for the purpose of preparing for, practicing for and conducting the Division I Men's Ice Hockey Championship.
- e. The facility must provide the use of the arena cleaned, lighted and heated or air-conditioned in a manner acceptable to the NCAA. The facility must provide access to the NHL locker room, when playing in an NHL venue, as a team locker room. The NCAA participating student-athletes shall be permitted supervised access to rest and recovery equipment included in any locker room facilities at the venue. The NCAA will have exclusive rights to use all meeting rooms, private clubs and restaurants in the facility during the term of this agreement. All such space will be provided to the NCAA at no cost. The venue or its official concessionaire will provide food and beverage (and related services) to the NCAA and its designated agents at costs not greater than the most favorable pricing that the venue (or its official concessionaire) offers or makes available to other clients that have used, or will use, the venue.
- f. The competition venue, at its expense, shall provide video boards, LED boards, video camera equipment, green screens, lighting equipment (gobos, spotlights, lighting kits, etc.), audio equipment (to include wireless microphones, boom mics, IFB's, etc.), clear com/radio communications, closed captioning, etc. for NCAA use. The NCAA shall provide and control all content displayed on the boards. The competition venue, at its expense, shall provide a full in-venue production / control room staff for all NCAA load-in and event days (e.g., game days, open practice days, ancillary event days). In addition, the host shall provide access to and use of control room equipment & staff prior to the Division I Men's Ice Hockey Championship for any pre-production needs. Any new technologies or additional staffing resources that the competition venue possesses that are not listed in the aforementioned production requirements should also be incorporated into the in-venue production.

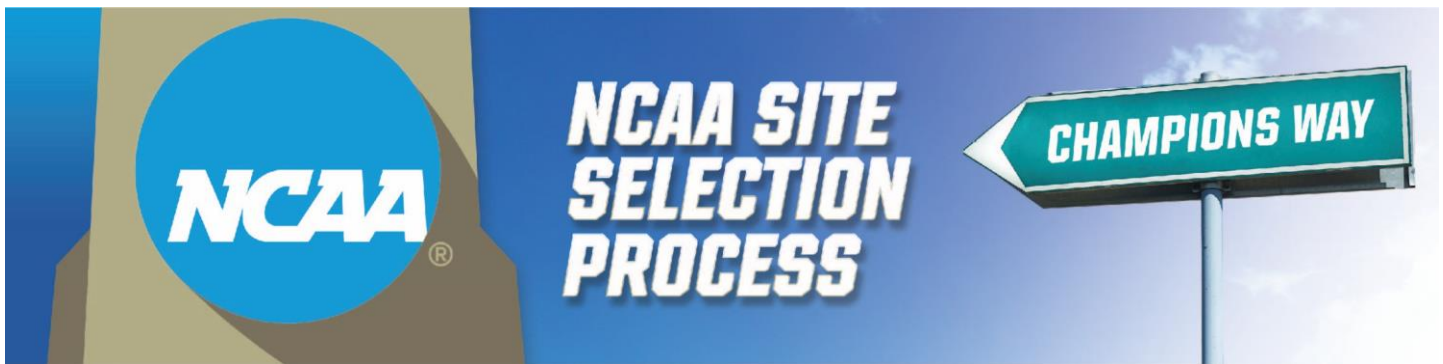


Minimum equipment requirements include: character generator, HD video playback server-capable of storing at least six (6) GB of content, video switcher-capable of handling at least six (6) sources, video replay machine-capable of four (4) in and two (2) out, four (4) cameras, a multi view monitor and an audio playback device. Minimum personnel requirements include: director, technical director, video playback operator, LED/ribbons operator, character generator operator, replay operator, audio operator, control room EIC, four (4) cameramen, two (2) utilities and a DJ/music playback operator.

- g. The competition venue shall provide access to image mapping including surface projection equipment, editors, and operators if available.
- h. The NCAA will have exclusive rights to use all meeting rooms, private clubs and restaurants in the facility during the term of this agreement. All such space will be provided to the NCAA at no cost.
- i. The facility will not enter into any agreement or understanding that would permit any corporation or other third party to be entitled to hospitality, entertainment or temporary signage privileges in the facility and surrounding area (i.e., parking lots, frontage property and any other adjacent areas that the facility may provide to the NCAA).
- j. The facility will not be materially modified in a way that would reduce space available to the public in the aisles, entranceways and hallways without the NCAA's prior consent.
- k. The facility must have a comprehensive security and evacuation plan in case of emergencies.
- l. The city shall have an ordinance prohibiting ticket scalping inside the arena and arena property.
- m. The NCAA may, at its discretion and expense, hire a company to oversee the production of the ice logos and dasher-board decals. The host facility will be responsible for the installation of the ice logos and dasher-board decals, including any financial costs associated with the install.
- n. The practice sessions on the day prior to the semifinal games and the day between games will be open to the public. No admission or parking fees will be charged. Game programs, merchandise and concessions may be sold.
- o. The facility must have access to a minimum of two ice resurfacing machines during all practices and game days. Ice resurfacing machines will be available for the NCAA to temporarily brand, as necessary.

If the NCAA chooses not to brand the ice resurfacing machines, it will be the responsibility of the host to cover all corporate marks, including NHL team or other professional logos.

- p. The ice surface shall be arranged in accordance with the NCAA Men's Ice Hockey Rules as far in advance as possible but absolutely no later than the Monday prior to competition. The host will be responsible for changing the dasher-board signage.
- q. The NCAA shall be provided exclusive use of five complimentary viewing suites during practices and games.



The suites shall be overlooking the ice surface and be as close as possible to center ice to be accessed solely by representatives of the NCAA.

- r. The facility must provide HD overhead goal cameras for use during the championship and with the NCAA replay system. NHL instant replay/video review space and related equipment shall be made available to the NCAA for its use during the Frozen Four. If necessary, additional space shall be provided by the television compound for the setup of additional elements related the video review.
- s. The NCAA and its designated representatives shall have the right, with no obligation to make payments of any kind to the competition venue and surrounding areas/facilities that are to be used or their concessionaire or any other third parties, to provide food and beverages of its choice in any areas other than those for general fan concessions including, but not limited to, the locker rooms, media refreshment area, other working areas, private suites or gathering areas, hospitality space and office space as noted herein. If NCAA Corporate Champion/Partner requests to sample/sell product within venue footprint for general fan consumption, the competition venue agrees to make best efforts to accommodate or negotiate the parameters.

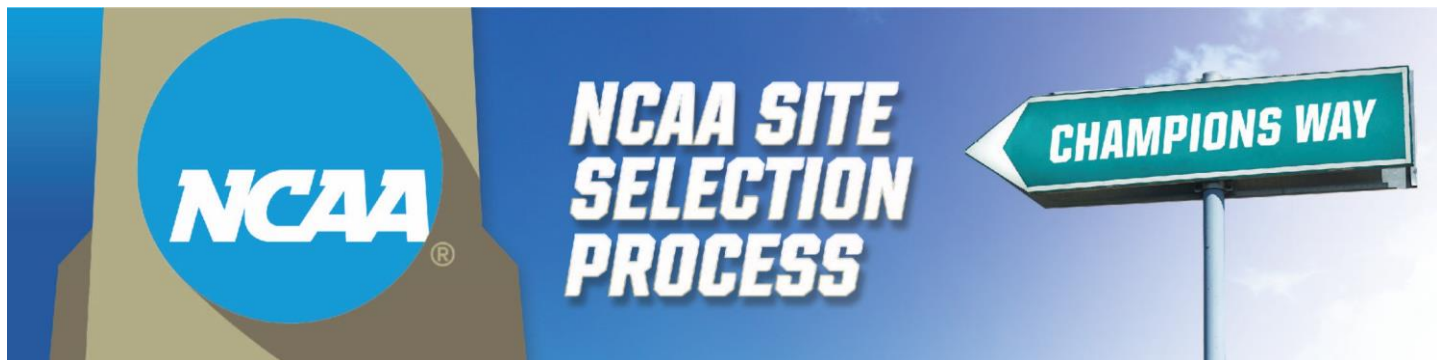
## 2. Hospitality.

A minimum of two private meeting rooms for a minimum of 200 individuals shall be reserved within the competition venue for hospitality purposes. The competition venue agrees that it shall not permit any corporation or other third party to be entitled to hospitality, entertainment or signage privileges in the competition venue and entire competition venue property (e.g., suites, restaurants, parking lots, frontage property and any other adjacent areas that the competition venue shall make available to the NCAA), nor shall the competition venue limit or prohibit the ability of the NCAA, in its sole discretion, or its designees to access and offer such hospitality, entertainment or signage.

## 3. Working Space and Equipment. *Please provide photos or an artist's rendering of all areas.*

- a. The facility must furnish the premises setup for college ice hockey. The NCAA or its designee will provide cups and water coolers in the team bench area, signage for the dashboards and logos for the ice. These items will be provided at the NCAA's expense.
- b. The NCAA and its designated representatives shall have the right, with no obligation to make any payments to the facility or its concessionaire or any other third party, to provide food and beverages of its choice in the media refreshment area, other working areas and locker rooms at the facility.
- c. The facility will provide the following state-of-the-art game equipment at its expense: public-address system, scoreboards displaying team names and the score, time remaining and videoboards.
- d. The facility will provide labor at no additional charge to assist with installation, maintenance and removal of the playing surface. The NCAA will be responsible for the design of the ice.



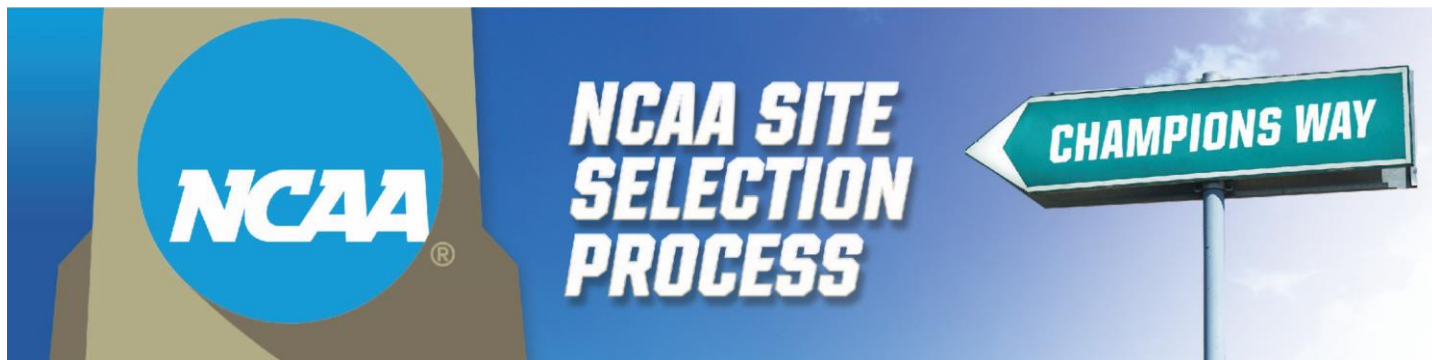


#### **4. Locker Rooms and Training Room.**

- a. The facility will provide four separate and comparable locker rooms for the participating teams and one additional locker room for the game officials.
  - (1) The participating teams' locker rooms must accommodate a minimum of 31 individuals with a minimum of 23 hockey lockers. Each locker room must have its own shower, toilet facilities, sinks, lockers and stools/chairs. Each locker room area must have ice hockey specific supplies.
  - (2) The game officials' locker room must accommodate six individuals and include the following beverages (soda, water and sports drinks), ice chest, water cooler, drinking cups, fruit (pregame), boxed lunches (postgame), towels, a fan, supplies table, training/taping table, trash receptacles, whiteboard with writing supplies, toilet paper, and paper towels.
  - (3) The locker rooms must include the following, beverages (soda, water and sports drinks), ice chest, water cooler, drinking cups, fruit (pregame), boxed lunches (postgame), towels, a fan, supplies table, training/taping table, trash receptacles, whiteboard with writing supplies, toilet paper, and paper towels.
  - (4) The facility shall make available in the four teams' locker rooms, at its expense, game clocks and television monitors with or video equipment for video breakdown use.
  - (5) If the event is held in an NHL building, the host must provide full use of the NHL home and visitor's locker rooms for teams during the tournament.
  - (6) For all product placed in the locker rooms, please make best efforts to consider and utilize NCAA Corporate Champion/Partner product if applicable.
- b. A training room to accommodate 15-20 must be equipped with basic supplies and equipment.

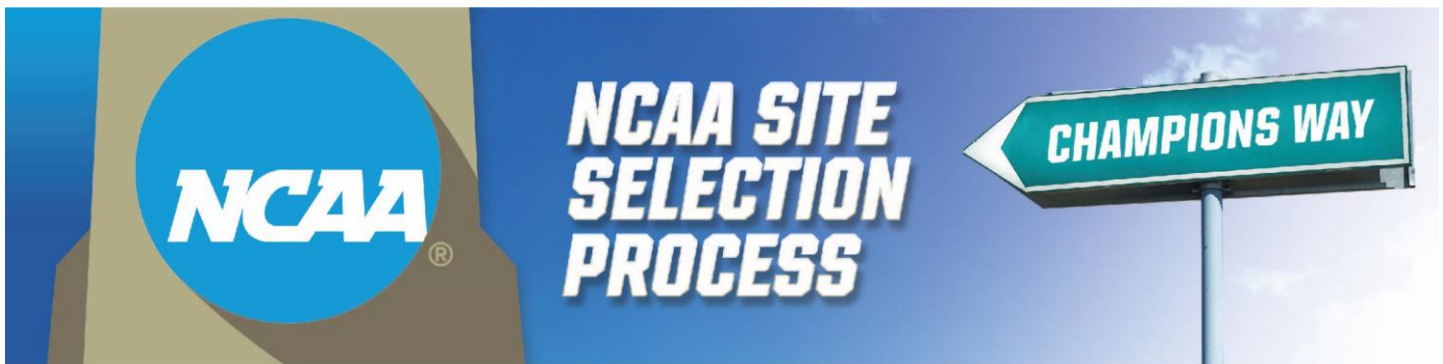
#### **5. Ancillary Working Space and Equipment.**

- a. The facility must provide the following additional space, at its expense, with all areas subject to the approval of the NCAA:
  - (1) Press box media seating for 150; access and use of at least eight booths in the press box.
  - (2) Media work space for 200 with appropriate lighting, heat, air conditioning and toilet facilities. In addition, monitors shall be available to carry the television broadcast and postgame interviews.
  - (3) Space for photographers in each of the corners of the ice. In addition, a hole must be provided in the glass at each location for use by the photographers.
  - (4) A media interview room set theater-style for 125 individuals. The facility will provide lighting, draping, an



elevated interview area and camera platforms at its expense. Other press conference equipment and personnel selected by the NCAA to administer satellite and local videotape and sound feeds to electronic media agencies will be provided at the NCAA's expense.

- (5) Five separate interview/breakout rooms for the televising network, radio network, digital partner, social media partner and videoboard production entity as designated by the NCAA.
  - (6) One windowless 10' x 10' or larger soundproof room for NCAA game presentation video shoots.
  - (7) Adequate toilet facilities for men and women near the media areas, including facilities for disabled persons.
  - (8) A refreshment area adjacent to the media work room with light snacks, soft drinks and water for a minimum of 150 to 200 persons.
  - (9) An area for meals for 75 television production crew members (at the expense of the televising network).
  - (10) One area of private office space near the ice, with a telephone; power and internet; and appropriately furnished with tables, chairs and refreshments for the use of the NCAA committee.
  - (11) A media work area of at least 600 square feet, with sufficient electrical power for the operation of duplication computer equipment.
  - (12) Two separate rooms for drug testing, each with a waiting area, toilet facilities to accommodate 10.
  - (13) Production space for 5-7 Van Wagner Sports & Entertainment and Game Presentation staff for one week leading up to the championship and throughout. Should include hardline internet access and preferably fiber lines to the control room.
  - (14) One "green" room or space near the playing surface to accommodate 10 – 15 people, preferably with restroom facilities, for pregame/halftime talent.
  - (15) If available, an in-venue studio host position be available to the NCAA television partner at no cost.
- b. The facility will provide, at its expense, all tables, chairs, skirting, bunting, pipe-and-drape and platforms for all areas described herein as required by the NCAA.
  - c. The facility will provide a minimum of 75 complimentary parking spaces in prime locations to be used at the sole discretion of the NCAA.
  - d. The facility will provide, free of charge, a minimum of 750 square feet of parking space immediately adjacent and accessible to the ice surface as identified by the NCAA to accommodate television truck parking for the televising network.



- e. The facility will make available to the NCAA two photocopy machines with capabilities for reproducing statistics and other material on bond paper with a minimum per copy speed of 75 per minute. The facility will be responsible for the installation, service costs and paper for these machines for the tournament. Each machine will also include a collator and automatic stapler, with an additional collator available capable of handling 12 separate sheets of paper. There will also be provided equipment operators and technicians to be available Thursday and Saturday as scheduled by the NCAA.
- f. The competition venue will remove any non-hockey championship banners from the rafters and are required to hang the NCAA Men's Frozen Four past-champion banners at their own expense.
- g. The facility and LOC will be responsible for and pay the costs of the coordination and installation of interior and exterior decorations in the arena.

This includes finding a visible location and hanging the NCAA's college hockey jersey collection during the Men's Frozen Four.

- h. The facility is required to provide a secured wireless network (WLAN) to support all credentialed individuals including the NCAA, host institution/conference staff, radio rightsholders, credentialed media and others. Wireless accessible locations must include courtside, NCAA and host institution/conference work areas, media interview room and media workroom. Technical specifications for the WLAN will vary per site depending on the configuration of the various locations and spatial limitations. In general, the minimum technical specifications shall be as follows:

**Access.** Broadband capacity must be sufficient to support a maximum of 300 wireless users in the media workroom and in courtside areas. The facility must provide dedicated T-1's or comparable bandwidth to support this network.

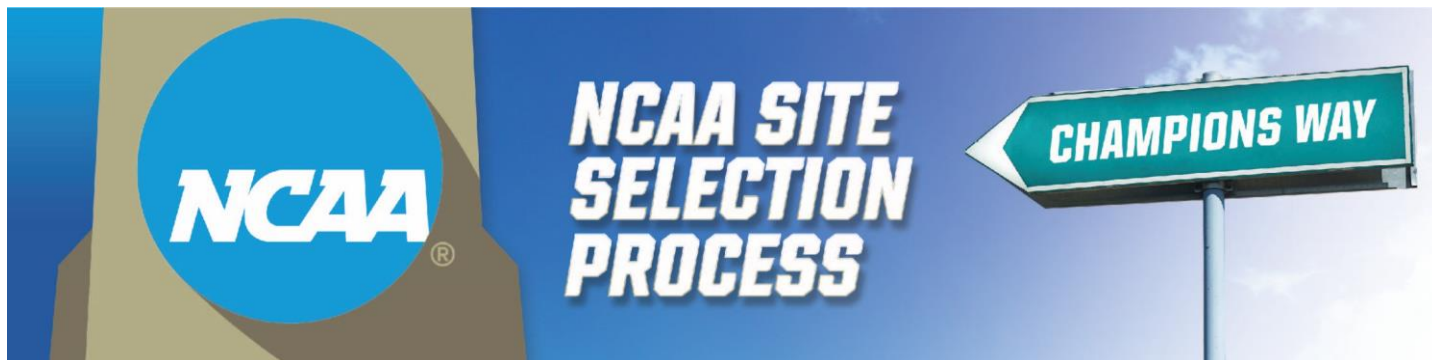
The NCAA will work with the facility to create a sufficient number of sign-on and access codes for the NCAA staff, host institution/conference and credentialed media approved to use the WLAN. The facility shall provide the all credentialed individuals with complimentary wireless access. The facility shall provide high-speed data services technical support at no charge to the NCAA and other users during the Women's Final Four.

**Wireless Deployment.** The facility must provide a sufficient number of access points supporting IEEE 802.11b and 802.11g technology. The network must be configured to include no more than 25 users per access point.

**Wireless Security and Management.** The network must include hardware and software to support industry-standard security requirements that provides encryption tools, a methodology to restrict user access, identify and restrict infected computers and support real-time reporting of usage and bandwidth utilization.

## 6. Electrical Requirements.

- a. The facility will provide at no cost to the NCAA sufficient electric power and a sufficient number of power outlets in broadcast booths, in press locations and in identified working press areas for the operation and



transmission of color television and radio broadcasts and for the operation of teletypes, teletransmitters and computer terminals used by the working press. In this connection, there shall be available the following:

- (1) A minimum of 150 vertical foot candles of light evenly balanced over the entire playing floor.
  - (2) 110-volt electrical outlets in all working press areas, to be placed on the table tops, with the minimum requirement being one outlet for every seat in the working press room and on press row.
  - (3) 3-phase to other areas designated by the NCAA including, but not limited to, darkrooms, the interview room and other special media areas.
- b. The NCAA has the exclusive rights to broadcast the games on television and radio, to record the games and broadcasts thereof for videotapes, CDs and DVDs and to photograph the games by means of still, videotape or other motion picture cameras. The NCAA shall have the sole right and authority to designate usage of all broadcast, telecast and floor-level press locations, tables and work areas.

#### 7. **Broadcast.**

If broadcast rights are obtained in the future, the NCAA will work with future hosts on the details of the requirements. For broadcast specific details please reference the General Section, Broadcast Media and Internet. Please complete the power verification form and attach it with your bid (available in the bid portal).

#### 8. **Lighting.**

The minimum lighting conditions for the event shall be 125 foot-candles of evenly distributed light on the playing surface. The perimeter of the playing surface should have enough spill light into the spectator areas. Additional lighting information can be found here:

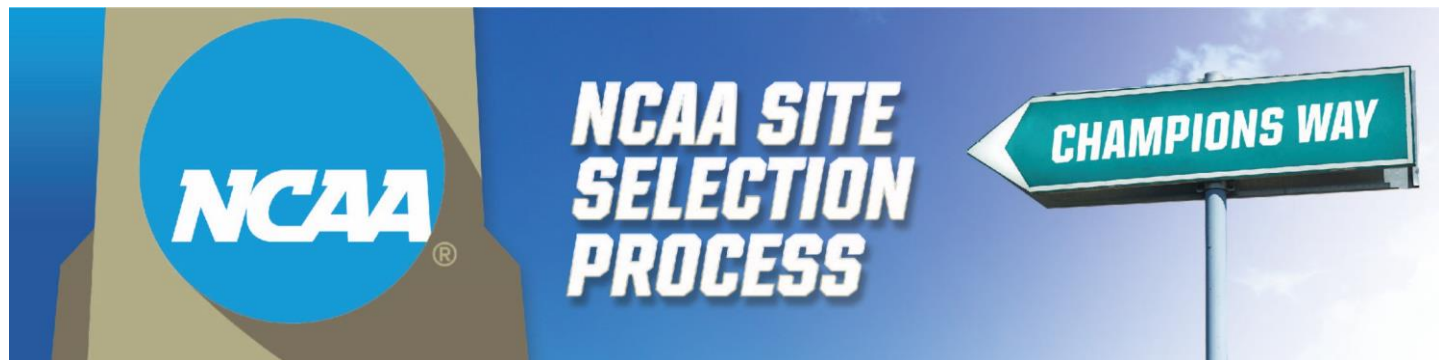
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**The prospective host that is bidding on this championship agrees to all terms and conditions as outlined above in this Championship Bid Specifications Agreement. We agree to comply with all the requirements listed in this document and to administer the designated championship in accordance with the policies of the NCAA and the applicable NCAA sports committee. Prospective hosts that agree with all the requirements listed in this document for the designated championship shall signify agreement by selecting "Yes" below.**

☐ **YES**      ☐ **NO**      ☐ **NO with Exception**

**Prospective hosts who do not agree with all requirements in this document shall select either "No" or "No with Exception" and declare any issues and/or exceptions regarding the aforementioned terms. Please note: any proposed revisions to the language in this document must be specified in the bidding portal to be considered.**

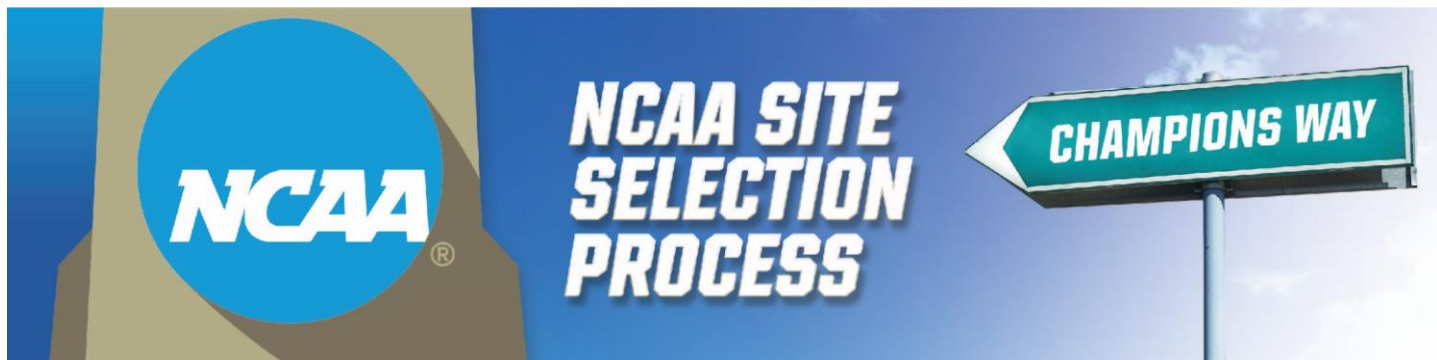




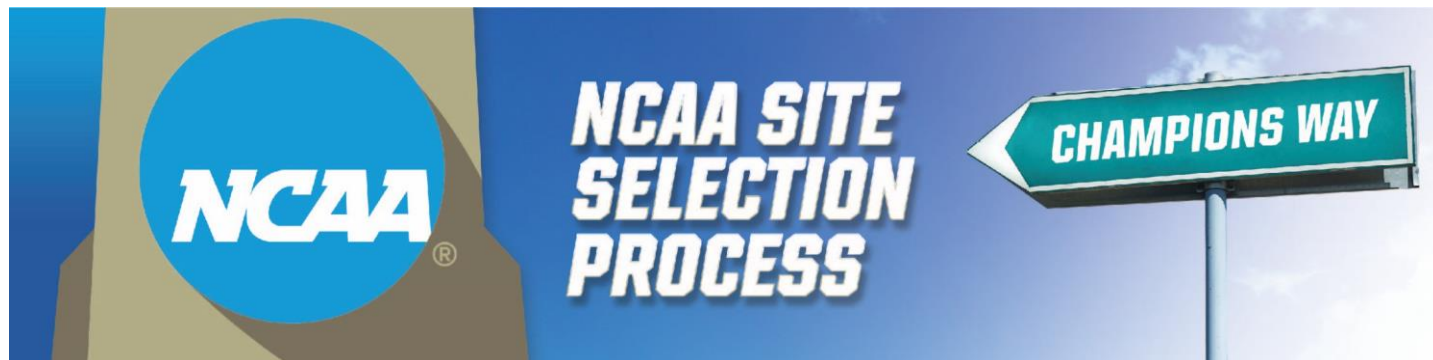
## SECTION IV: EVENT HISTORY

The chart below contains information on previous hosts, attendance and ticket price history since the 2017-18 season.

| Year | Host  | Attendance  | Ticket Prices  | Media Attendance<br>(Local or National)       |
|------|---|---|--|---|
| 2018 | Xcel Energy Center<br>Host: University of Minnesota, Twin Cities                      | 36,329  | All-Session Adult:<br>\$650 Lower Row 1<br>\$475 Lower Row 2<br>\$290 Lower<br>\$250 Club<br>\$175/\$150 Upper       | 260   |
| 2019 | KeyBank Center<br>Host: Metro Atlantic Athletic Conference                            | 26,675  | All-Session Adult:<br>\$650 Lower Row 1<br>\$475 Lower Row 2<br>\$300 Lower<br>\$300/\$275 Club<br>\$250/\$225 Upper | 257   |
| 2020 | Cancelled due to COVID-19   |   |  |   |
| 2021 | PPG Paints Arena<br>Host: Robert Morris University and SportsPITTSBURGH               | 7,623<br>(Limited capacity due to Covid safety protocols) | All-Session Adult:<br>\$250 Lower<br>\$150 Upper   | 50 (due to Covid health and safety protocols) |
| 2022 | TD Garden<br>Host: Hockey East Association  | 35,700  | All-Session Adult:<br>\$650 Lower Rows 1 & 2<br>\$300/\$270 Lower<br>\$200/\$170 Upper                               | 215   |
| 2023 | Amalie Arena<br>Host: University of Wisconsin-Madison and Tampa Bay Sports Commission | 38,563  | All-Session Adult:<br>\$650 Lower Rows 1 & 2<br>\$300/\$270 Lower<br>\$200/\$170 Upper                               | 221   |
| 2024 | Xcel Energy Center<br>Host: University of Minnesota, Twin Cities                      | TBD   | All-Session Adult:<br>\$650 Lower Rows 1 & 2<br>\$345 Lower<br>\$310 Club<br>\$220/\$185 Upper                       | TBD   |



|      |   |     |                          |     |
|------|---|-----|--------------------------|-----|
| 2025 | Enterprise Center<br>University of Vermont<br>and St. Louis Sports<br>Commission                      | TBD | All-Session Adult: \$TBD | TBD |
| 2026 | T-Mobile Arena<br>University of North<br>Dakota and Las Vegas<br>Convention and Visitors<br>Authority | TBD | All-Session Adult: \$TBD | TBD |



## SECTION V: LODGING

Housing will be required for all participating teams, NCAA staff, committee members, media, game officials, and other special guests as designated by the NCAA. Separate hotels are needed for the NCAA, media, officials, and participating teams unless specified otherwise by the NCAA. It may be permissible for the media or game officials to be assigned to the same property as the NCAA headquarters hotel. (Game officials and teams may not stay in the same hotel.) Efforts will be made to provide some preference to the official corporate champion/partner in the hotel category (should one exist at the time of contracting) of the NCAA. While hotels are the primary housing offerings that will be contracted, alternative options may be considered in certain situations.

Bids will be awarded contingent upon the successful negotiation of housing needs at reasonable rates. Failure to secure such reasonable rates and properties may result in rescinding of the bid award.

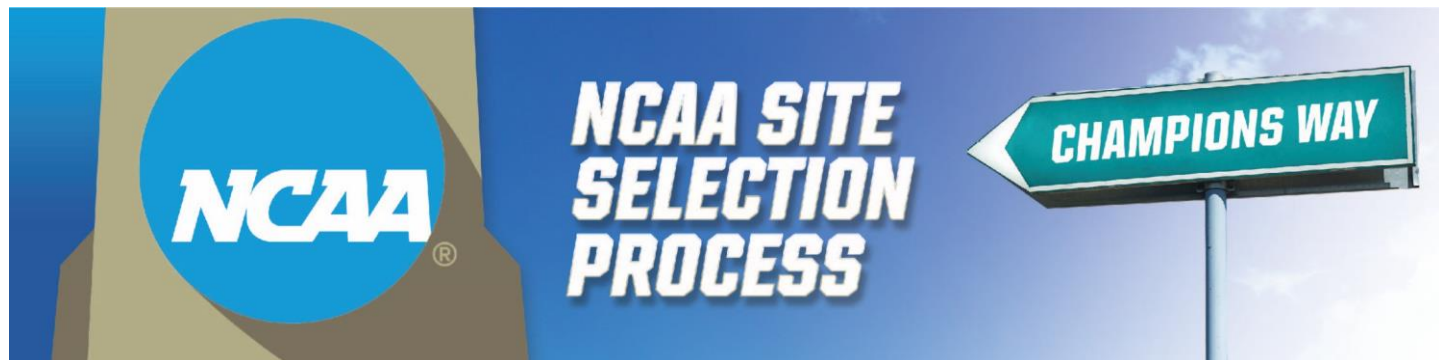
The host institution/conference or sponsoring agency must guarantee sufficient housing is available to meet the room block needs identified in the sport specific bid specification. Properties must meet the required service levels and be in reasonable proximity to the event venues. Rooms should not be secured or contracted nor should rates be discussed with specific properties, unless requested to do so by the NCAA.

Bid responses may highlight any recommended properties. On Location should consider when contracting. Specifications should also disclose any special relationships, agreements and/or financial arrangements you may have in place with the recommended properties. On Location will take into consideration all recommendations when selecting hotels; however, guarantees cannot be made that contracts will be secured with these properties.

The host institution shall provide a student-athlete hospitality lounges at the respective team hotels. These student-athlete hospitality should be stocked with items like couches, televisions, video game system, recreational games, etc. The host should include any projected expense associated with these student-athlete in their proposed budget submitted to the NCAA.

All hotels contracted must have experience with and understand the needs of large sports related groups. For certain championship events, additional room blocks may be required for fan travel.

The NCAA or its designees shall have the exclusive right to sell products licensed by the Association for merchandising at the selected hotels (inside and outside the premises controlled by the hotels). The hotel will provide adequate space in its lobby for such sales. Contracted properties will be responsible for complying with all requirements in the contract terms as presented in the sample contract.



### Hotel Room Block

|                    | Number of Hotels | Sun. | Mon. | Tues. | Wed. | Thurs | Fri. | Sat. | Sun. | Notes |
|--------------------|------------------|------|------|-------|------|-------|------|------|------|-------|
| Teams <sup>1</sup> | 4                |      | 0    | 104   | 304  | 304   | 304  | 304  | c/o  |       |
| Headquarters       | 1                | 8    | 12   | 54    | 220  | 190   | 190  | 190  | c/o  |       |
| Officials          | 1                |      | 0    | 0     | 15   | 15    | 15   | 15   | c/o  |       |
| Media              | 1                |      |      |       | 30   | 60    | 60   | 60   | c/o  |       |
| OnLocation         | 1                |      |      |       | 13   | 25    | 25   | 25   | c/o  |       |
| CCP                | 1                |      |      |       | 10   | 10    | 10   | 10   | c/o  |       |
| Association        |                  |      |      |       |      |       |      |      |      |       |
| <b>Total</b>       |                  | 8    | 12   | 158   | 591  | 604   | 604  | 604  | c/o  |       |

<sup>1</sup>**Room Types:** \_\_\_ Doubles, \_\_\_ Kings, \_\_\_ Suites, \_\_\_ Other (please explain)

The host institution is financially responsible for the game official accommodations to be reimbursed by the NCAA.

All hotels shall be in close proximity (ideally within walking distance) from the competition venue. The team hotel(s) must be of comparable quality and distance from the competition venue

### HOTEL SHUTTLE

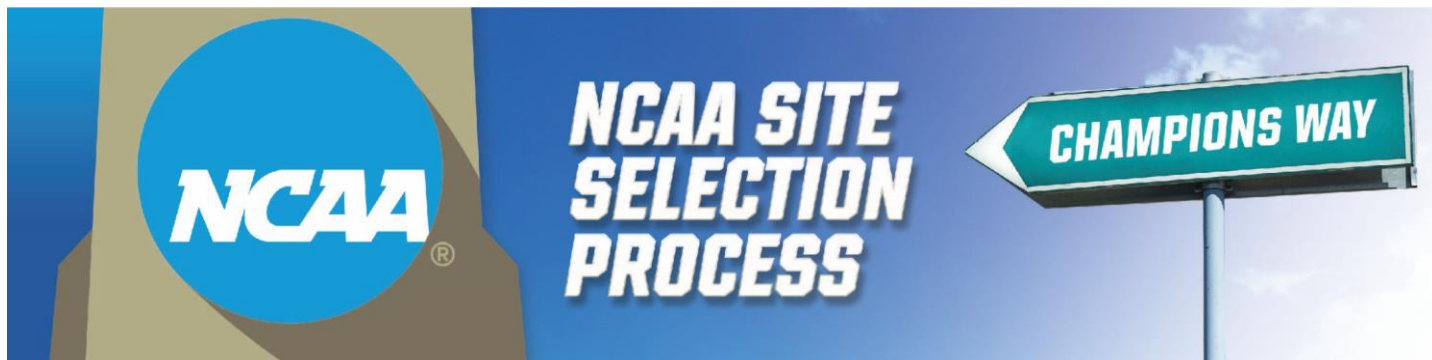
If the headquarters hotel is not within walking distance to the event venue, the host institution/conference or sponsoring agency will be responsible for providing, at not cost to the NCAA, transportation between the headquarters hotel and the even venue for working staff and committee. Transportation will be provided on a regular schedule beginning the Tuesday prior to the start of competition through the Saturday of the championship game.

The prospective host that is bidding on this championship agrees to all terms and conditions as outlined above in this Championship Bid Specifications Agreement. We agree to comply with all the requirements listed in this document and to administer the designated championship in accordance with the policies of the NCAA and the applicable NCAA sports committee. Prospective hosts that agree with all the requirements listed in this document for the designated championship shall signify agreement by selecting "Yes" below.

\_\_\_ YES      \_\_\_ NO      \_\_\_ NO with Exception

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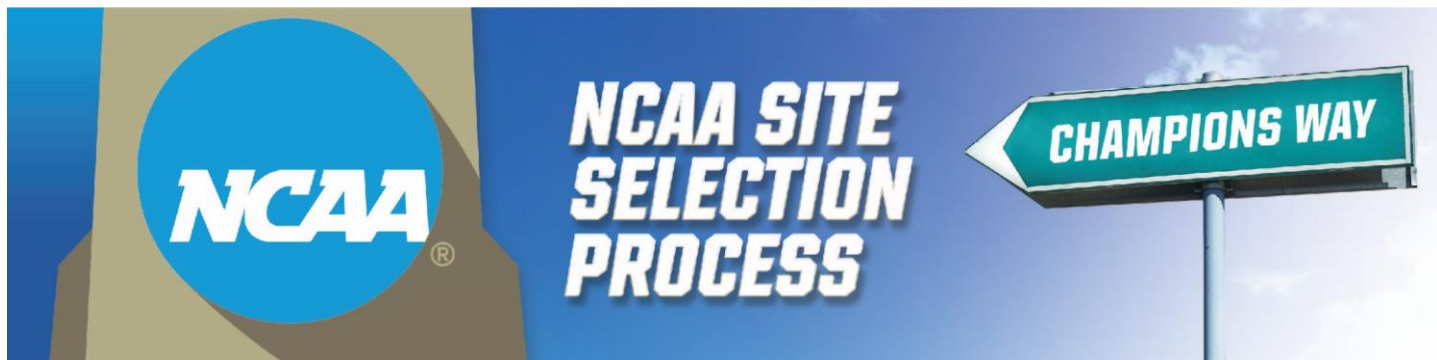
## SECTION VI: NCAA/HOST RESPONSIBILITY

### **NCAA PROVIDES:**

1. Transportation and per diem reimbursement for the participating teams.
2. Transportation, lodging (room and tax), per diem and game fee for all officials.
3. Transportation, lodging (room and tax) and per diem for the NCAA Men's Ice Hockey Committee.
4. Awards for the participating teams.
5. Media coordinator.
6. Official souvenir program and bracket banner.
7. Credentials.
8. Commemorative tickets.
9. Funding for a city-wide decoration effort (e.g., streetpole banners, airport signage, etc.).
10. Funding for volunteer apparel.
11. Equipment: ice markings, dasherboard decals, pucks.
12. On-ice Dasani/Powerade product.

### **HOST INSTITUTION/CONFERENCE AND/OR SPONSORING AGENCY PROVIDES:**

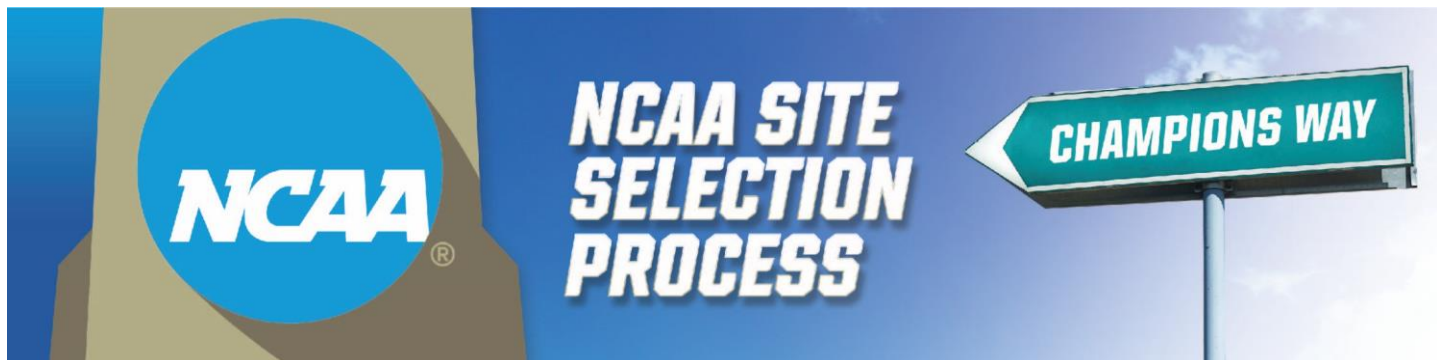
1. Facilities.
2. Key personnel and all other volunteers.
3. Public relations coordination.
4. First aid/medical services/AED on-site/ambulance on-site.
5. Championships hospitality.
6. Food/beverage concessions.
7. Public address system, scoreboard, videoboards and production crew.
8. Support personnel – ushers, ticket takers, media runners, etc.
9. Security.
10. Media room (fully equipped).
11. Media seating/work area with constant refreshments.
12. All computers, printers, fax machines, video equipment, photocopy machines, telephone lines, DSL lines, etc. necessary to administer the championships, and as may be required by the NCAA.
13. Appropriate directional signage within and outside the venue.
14. Off-ice officials.
15. Other items as later requested by the NCAA.
16. Athletic training staff.



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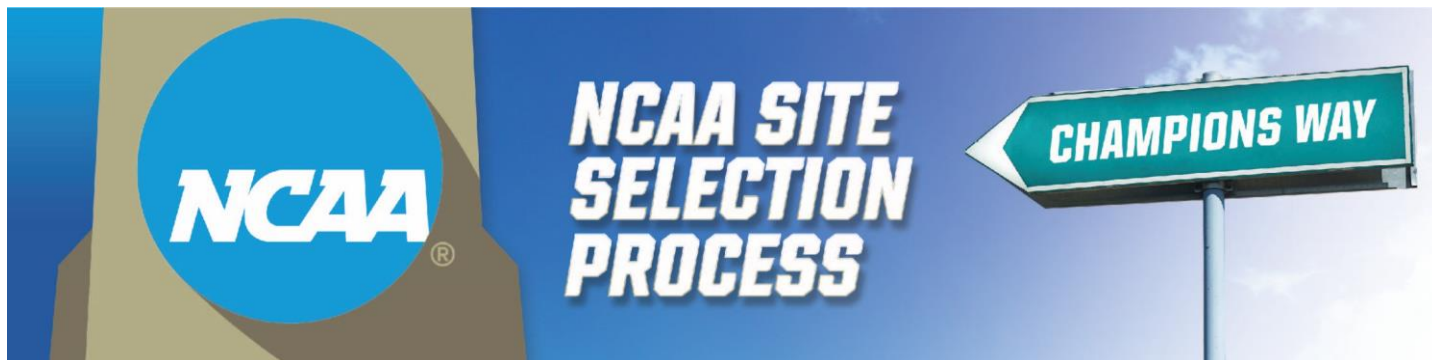
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## **SECTION VII: TRANSPORTATION**

There are no additional transportation requirements from the host for the Division I Men's Ice Hockey Championship outside of the parking requirements listed in Section III.



## SECTION VIII: MARKETING & TICKETING POLICY/OPERATIONS

1. **Marketing Plans.** Upon selection, the host is required to submit a marketing plan for review and approval prior to activation by the NCAA marketing staff. Please refer to the appropriate marketing plan template as a guide.
2. **Budgets.** When the proposed budget is submitted, a minimum of \$10,000 should be allocated for these purposes. The marketing budget should only include items needed for: marketing, advertising, printing costs, grassroots opportunities and promotions.
3. **Creative Process.** A creative marketing assistance website is available to the host for their marketing needs. This marketing website, [NCAACHampsPromotion.com](http://NCAACHampsPromotion.com), is a comprehensive tool designed to help hosts create marketing pieces which will generate awareness and promote tickets and or attendance for the championship.

Hosts should customize and download all necessary artwork to promote the championship. Every effort should be made to use the online marketing templates, produce the items locally and obtain reimbursement for production costs, up to the reimbursable allocation provided.

All artwork and reimbursement requests must be approved by the NCAA prior to proceeding with production. Artwork requests and approvals will be managed through the website. Should you not have a local vendor, a list of preferred NCAA vendors is available on the website.

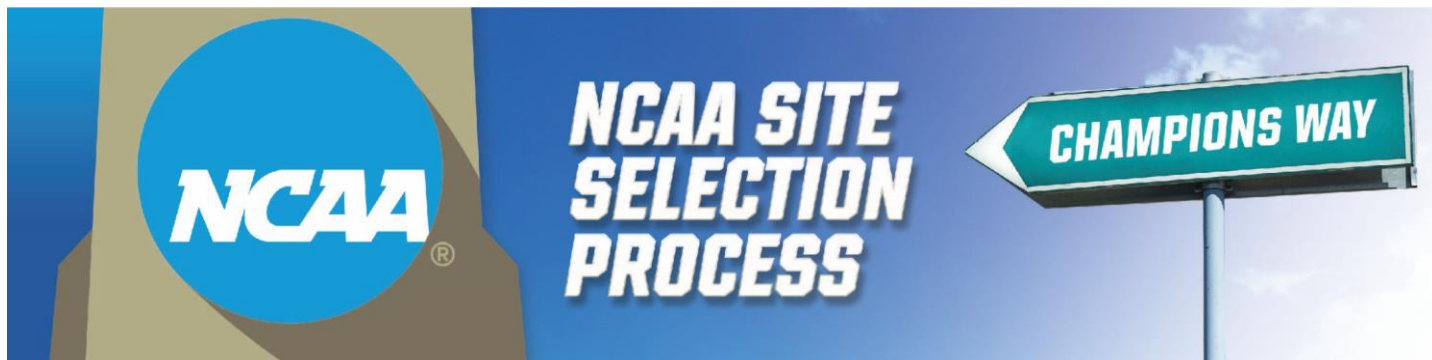
4. **Radio/TV.** The NCAA will provide the following television and radio elements to assist in promoting and selling tickets to the championship. Several formats will be provided in order to allow for use over a variety of platforms (e.g., websites, tv commercials, videoboards). All spots will be made available for download via the online marketing website [NCAACHampsPromotion.com](http://NCAACHampsPromotion.com).
5. **Support Documents.** Hosts should refer to the following support documents when developing marketing plans and budgets: NCAA Ticket Promotional Use Guidelines, NCAA Sales Commission Guidelines, and NCAA Micro-Site Guidelines.

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## SECTION IX: TENTATIVE SCHEDULE OF EVENTS

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### **Wednesday**

- Pre-championship meeting
- Westwood One interviews
- ESPN interviews
- NCAA.com interviews
- Van Wagner Sports and Entertainment Interviews
- Media credential distribution
- Team practices (open)
- News conferences
- Championship reception

### **Thursday**

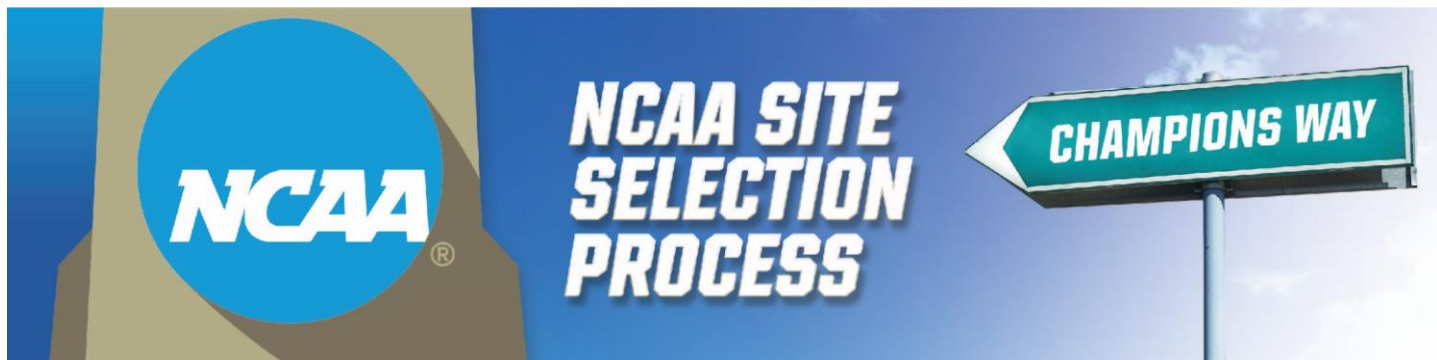
- Team practices (closed)
- Media credential distribution
- Frozen Fest and concourse Activations
- Team Walks
- Semifinal game 1
- News conferences
- Semifinal game 2
- News conferences

### **Friday**

- Administrative meeting with championship game coaches
- NCAA future hosts meeting
- Media credential distribution
- Westwood One interviews
- ESPN interviews
- NCAA.com interviews
- Team practices (open)
- Priority ticket holder tour
- Autograph session with team finalists
- News conference

### **Saturday**

- Youth clinic (if applicable)
- Team practices (closed)
- Priority ticket holder brunch
- Potential open skate for general public (if not conducted on Friday)
- Media credential distribution
- Frozen Fest and concourse activations
- Team Walks

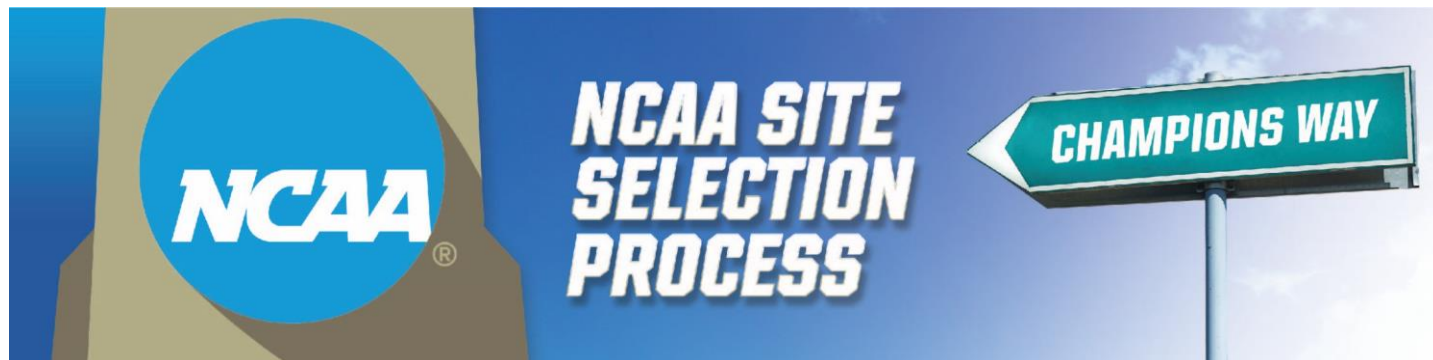


Championship game  
News conferences

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## SECTION X: ANCILLARY EVENTS

### STUDENT-ATHLETE HOSPITALITY (BANQUET, RECEPTION AND HOSPITALITY, ETC.)

The host site will be responsible for providing, at no cost to the NCAA, hospitality opportunities. This can come in the form of student-athlete hospitality rooms at the team hotels, airport arrivals, formal function for all participating student-athletes, coaches and support staff, the NCAA and committee, LOC and affiliated organizations (e.g. coaches associations and equipment suppliers), etc.

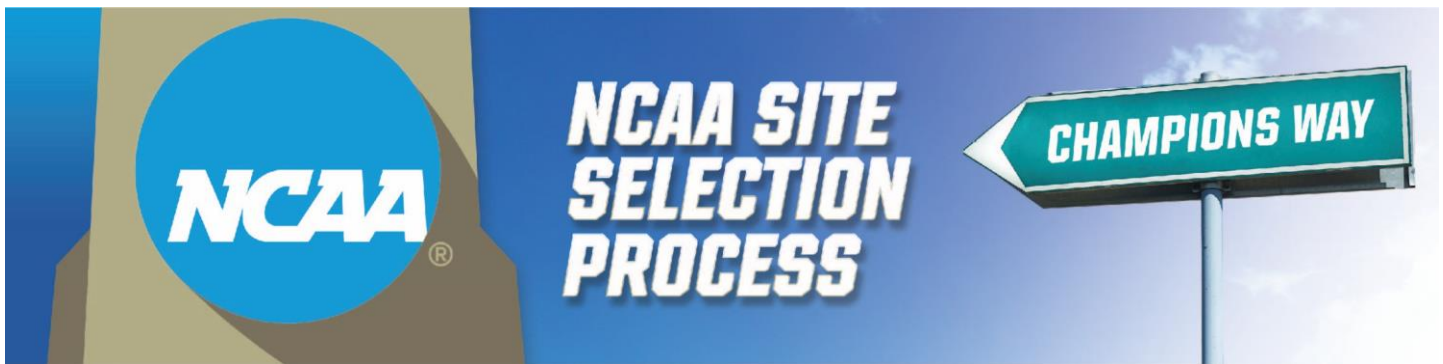
NCAA will contract a large meeting room at the team hotel(s) for purposes of student-athlete hospitality. The host institution will be responsible for providing items to (e.g., couches, televisions, activities, décor, etc.) for the student-athlete hospitality rooms.

Reception or banquet space chosen should be of a unique nature to your city. The event would take place Wednesday evening after practices. Total attendance at such an event is projected to be approximately 250 (subject to change). When considering your proposed budget for the reception, take into consideration food and beverages, A/V needs, emcee or guest speaker fees, entertainment options, and signage.

### FAN FESTIVAL AND ANCILLARY EVENTS

The host site will be responsible for providing space at no charge and volunteer staff to support an interactive fan festival, which shall be produced by the LOC and a designated production company at the sole direction of the NCAA. The space chosen should be conveniently located to the venue. The fan festival should be fully operational for the duration of competition. The fan festival will provide fans the opportunity to enjoy hockey-related programming and interactives, view historical and corporate partner driven exhibits, participate in interactive games from numerous sports, eat, relax and enjoy a fun, family-oriented atmosphere when they are not viewing championship competition.

1. Move-In/Move-Out. The facility shall be available for move-in no later than 8 a.m. three days before the start of competition at the NCAA Division I Men's Ice Hockey Championships. Move-out will conclude no later than noon two days after the completion of competition at the NCAA Division I Men's Ice Hockey Championships.
2. Financial Arrangements. Space, utilities and services shall be provided to the NCAA at no charge including all basic associated charges such as rental fees, heating/air-conditioning, lighting, staffing, set-up and tear down (for temporary structures), security, internet, renting of heavy equipment (e.g. forklifts and scissor lifts), as well as, water access to fill weight tanks, if necessary, etc.
3. Facility Space. During the event the LOC/host shall provide, free of charge, a 100,000 square foot space with a secure perimeter (may be temporary) for use as a fan festival area and to host various on-stage ancillary events. This space will ideally be adjacent to the competition arena, but must not be outside of a ½ mile radius of the facility. This space will be selected by the NCAA.
4. Indoor or Outdoor Space. For host cities that are in warmer climates (anticipated daytime temperatures in the 60's or above) outdoor space will be considered. However, the preferred space would be in an adjacent convention center or large hall which could provide 100,000 square feet of lighted, heated, barrier free space which is in compliance with all applicable city, state or Federal laws and regulations, including those concerning access for



the disabled. For cold-weather cities without access to these types of permanent facilities, a large climate-controlled and well-lit tent which is in compliance with all applicable city, state or Federal laws and regulations, including those concerning access for the disabled will also be considered.

5. Meeting Space. At no cost to the NCAA, the facility shall provide meeting room space located adjacent or close to the NCAA fan festival space. Meeting rooms may be used for the NCAA fan festival storage, talent green rooms, working room and other purposes as needed.
6. Local Production Manager. The local organizing committee shall provide one person to serve as the primary point of contact for the NCAA and/or their designated fan festival production agency and to serve as a local production manager for the fan festival. This person's responsibilities may include, but are not limited to: procuring the appropriate space, regular conference calls with the NCAA and the fan festival production agency, procuring a local audio visual company, arranging local labor, arranging advance shipping options, providing food and beverage vendors, recommending best uses of available space and resources, providing local celebrities and entertainment options, coordinating host displays, coordinating transportation and/or signage guiding fans to the event, and serving as the primary conduit of fan festival information to and from the local organizing committee and host facility. Primary oversight of the fan festival will be handled by the NCAA and its designated production agency, however the local production manager will play an important role in shaping the event to meet the unique needs and opportunities of the host community.
7. Exclusivity. Confirmation that no agreement or understanding will be made that would entitle any corporation or third party to contract space within the chosen facility or in the same outdoor space as the NCAA fan festival without the approval of the NCAA.
8. Tractor-trailer and Box Truck Space. Space for several tractor-trailers and box trucks to load-in, load-out, and, if necessary, parking will be provided at the facility used for the fan festival. Since certain tractor-trailers and box trucks may be used as part of a permanent fan festival display inside of the fan festival, an adequately sized entry to the facility for these vehicles should also be provided.
9. Parking spaces. 40 complimentary parking spaces for NCAA staff and designated fan festival participants should be provided in close proximity to the chosen facility or space.
10. Products. The NCAA, its designated representatives and/or official corporate partners shall have the right to provide complimentary sampling of food and/or beverages and other products/services of its choice at the NCAA fan festival venue without limitation. There shall be no limitations on the size and amount of sampling and no fee shall be required to be paid to a concessionaire or any other party.

The NCAA and its designated representatives shall also have the right to serve food and beverages of its choice inside the volunteer break room, band/performer holding room and all offices occupied by the NCAA or its designated representatives.

The NCAA and its designees, including its official corporate partners, shall have exclusive rights to all food and beverage branding within the venue, including equipment (e.g., vending machines, soft drink fountains, etc.), cups, tableware, etc. Such branding shall have commercial marks as directed and provided by the NCAA (e.g., Coca-





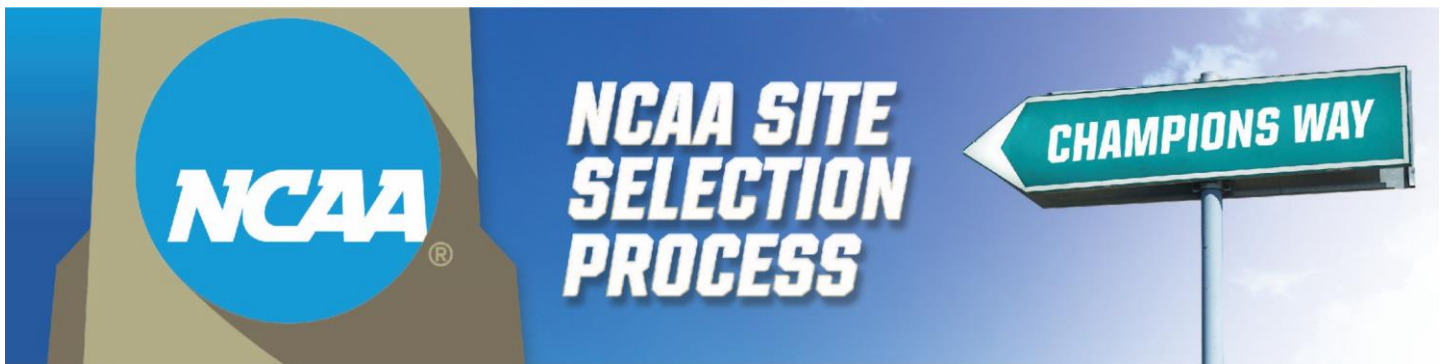
Cola, if a corporate partner of the NCAA at the time of the event). In the event the venue has food and beverage branding that is competitive with the NCAA's official corporate partner, such branding shall be covered at the venue or LOC's expense.

The NCAA and its designated representatives shall have the right to bring in a restaurant and/or food/beverage category partner(s) (i.e., official NCAA sponsor in the restaurant service, food and/or beverage categories) that will have the ability to distribute and/or sell any size or type of food or beverage. The restaurant, food and/or beverage category partners will not be subject to any sampling restrictions and will retain the revenue from their sales.

The NCAA and its designees shall have no obligation to make any payments to the venue or its concessionaire or any third parties with regard to sampling or NCAA restaurant, food and/or beverage category partner sales, or other sales or giveaway by the NCAA or its sponsors or other designees. For clarity, this clause shall apply to the primary NCAA fan festival venue and all adjacent and related areas.

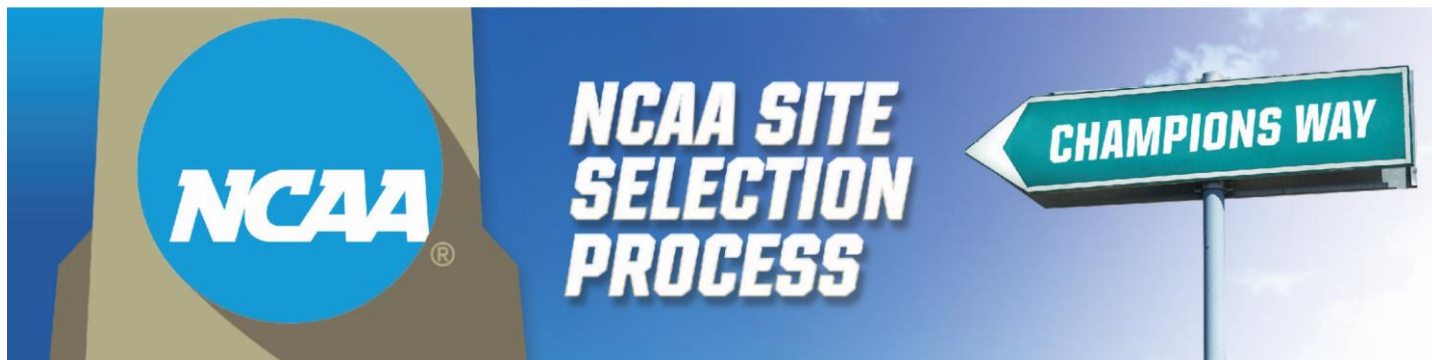
Without limiting the generality of the NCAA's other rights stated herein, an NCAA sponsor (or other NCAA designee) shall be permitted to provide recycling bins to be used to collect recyclable materials during the NCAA fan festival (and, unless otherwise agreed with the NCAA, the venue shall be responsible for recycling such bins and their contents).

11. Merchandising. The NCAA, or its designee, shall have the exclusive right to market and sell products licensed by the NCAA and will administer all souvenir merchandising within the fan festival space. The NCAA, or its designee, shall have no obligation to make any payments to the venue or its concessionaire or any third party with regard to merchandising or other products.
12. Utilities. At no cost to the NCAA or its designee, the NCAA fan festival venue shall provide sufficient utilities including electrical power, water hookups, internet access for all participants in all areas as needed to execute the event. If the space is outside, the LOC will also take financial responsibility for providing power even if this entails bringing in portable generators.
13. Advertising.
  - a. No promotional, public relations, political, marketing, sponsorship, advertising or similar activity shall take place at the NCAA fan festival venue area during the time the venue is leased to the NCAA without the express written advance approval of the NCAA. Without limiting the generality of the LOC/venue obligations in paragraph 15b, immediately below, alcohol, tobacco and gambling related advertising shall be covered at the NCAA fan festival venue at the LOC's expense.
  - b. Unless specifically authorized by the NCAA, no advertising, banners, signs, inflatables, projections, kiosks, promotional areas, decals, window clings, lighting, marketing street teams, branded food and beverage equipment, branded food and beverage equipment logos, brand identification or other displays of any kind shall be hung, posted or displayed anywhere at or adjacent to the NCAA fan festival venue during the dates the venue is leased to the NCAA, other than advertising, banners, signs and television/radio/Internet/sponsor



banners and other displays approved in advance by the NCAA or its designee. Any advertising, banners, signs or displays (other than those approved by NCAA in advance) shall be covered by the venue at its (or the LOC's) expense, as designated by the NCAA.

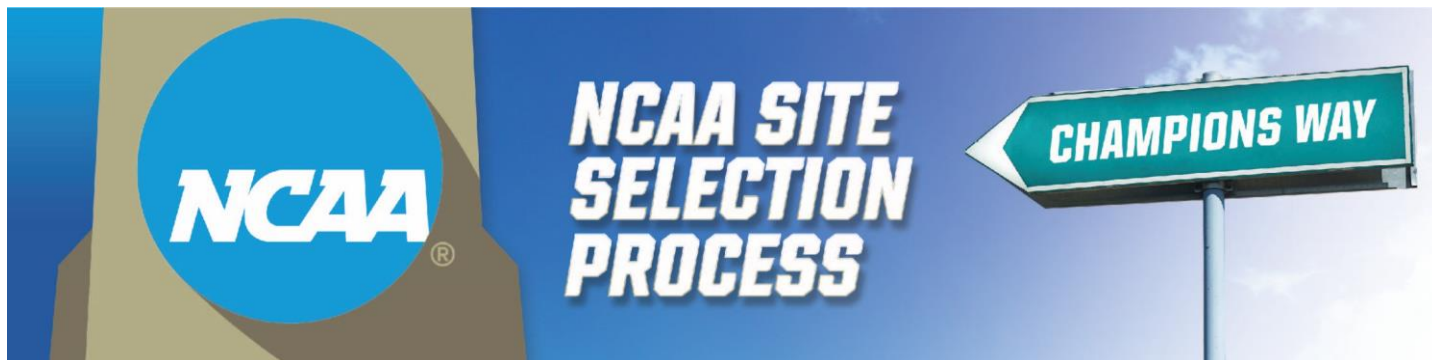
- c. Except for use by the NCAA fan festival venue in the event of an emergency, the NCAA shall retain sole, exclusive and complete control over the video, sound and public-address systems and all other audio and/or visual information or communication systems in the NCAA fan festival venue.
14. **Staffing.** The facility or local organizing committee shall provide and pay for all services deemed necessary for the fan fest area and ancillary events by the NCAA or its designee, including but not limited to: security; janitorial services; a first-aid room staffed by paramedics or other certified emergency medical personnel; maintenance and clean-up for all areas used by the NCAA or its affiliates. All such personnel are to be under the sole direction and control of the facility or LOC and are not to be considered employees or agents of the NCAA or its designee.
15. **Food and Beverage Vendors.** The NCAA or its designee shall control all food and beverage rights at ancillary events. Also, the NCAA may restrict the sale of certain food and beverage products within the ancillary events if they conflict with NCAA corporate champions or partners. For clarity, there shall be no food and beverage buyout required in the ancillary events, and the NCAA shall have the ability to (a) allow its quick-service restaurant or casual dining sponsor to serve food within the ancillary events with no buyout; (b) to bring in selected food trucks or vendors for event guests; and (c) bring into the ancillary events outside food and beverage for staff, crew and volunteer meals if desired. Additionally, the NCAA shall determine in its sole discretion whether alcohol will be sold or distributed at ancillary events. The venue, LOC and/or caterer shall be responsible for any permits unless otherwise directed by the NCAA.
16. **Promotions and Community Awareness.** The local organizing committee shall include marketing, promotion and community awareness of the fan festival and ancillary events within its overall marketing and promotions budget. The NCAA will work in cooperation with the LOC to help create these plans and all promotional efforts must be reviewed and approved in advance by the NCAA.
17. **Stage and Décor.** The local organizing committee or facility shall provide, at no charge, a temporary stage (approximately 20' x 30') with risers and roof, if outdoors, for use during the duration of the fan festival. The local organizing committee or facility shall also provide, at no charge, all stage décor necessary for the production of stage events. These needs include, but are not limited to: carpeting; pipe and drape; couches; director's chairs; a podium and decorative plants.
18. **Tables, Chairs, Pipe and Drape.** The local organizing committee or facility shall provide at no charge all tables, black linens, chairs, pipe and drape for the food service and vendor areas of the fan festival as well as all chairs for the audience in the stage area of the fan festival (approximately 500-2,000 chairs) if necessary.
19. **Drayage.** No charges will be assessed for drayage on incoming and outgoing shipments to and from venue docks or parking lot.



20. Audio-Visual. The NCAA has the ability to select and contract with an audio-visual company of its choosing. If the NCAA fan festival venue's audio-visual company is selected, it agrees to provide the NCAA and its designee with a twenty percent (20%) discount on all audio-visual spending.
21. Security. The facility shall have a comprehensive security/emergency-situation plan. In addition, at no cost to the NCAA, the facility of the LOC shall provide all security personnel and equipment (e.g. magnetometers, wands, perimeter fencing if outdoors, etc.) deemed necessary by the NCAA after receiving consultation and recommendations from the venue.
22. Street Closures and Permits (for outdoor venues). As needed, the LOC shall work with the NCAA or its designees on street closures and permits of any kind. If any streets are deemed necessary to close, the LOC will work with local officials and law enforcement to secure the needed permits and staff required to complete and enact these closures. The LOC and venue shall pay all permitting costs.
23. Content Rights. The NCAA and/or its designee shall have the exclusive rights to produce, capture, reproduce, display, broadcast and otherwise use and distribute all images, photographs, data, footage, information and other content on and of the venue from the NCAA fan festival and all other related events (Content) on all existing and future media outlets and platforms, including, but not limited to television, radio, Internet and mobile/wireless (and the NCAA and its designees shall not be required to pay any fees or other compensation to the venue, the LOC or any other parties with respect to the Content). The NCAA and its designee shall have the sole right and authority to designate usage of all radio and Internet broadcast, television and other media broadcast space and press locations and work areas. Except to the extent otherwise expressly agreed in writing by the NCAA, the venues and the LOC shall have no license or other rights in or to any Content, and to the extent any Content rights vest in the venue or LOC (e.g., via operation of law), the venue and LOC agree to assign all such rights throughout the world to the NCAA in perpetuity.
24. Public Performance License. The venue shall secure and maintain in place at its cost all music public performance licenses, permits and/or ordinance exemptions necessary to cover all music performed or otherwise played at the venue.
25. Weapons/Firearms. The venue and LOC shall ensure that subject to applicable law, the NCAA shall be permitted to prohibit the possession of firearms, guns or weapons of any kind and remove anyone from the venue who fails to comply with such prohibition. NCAA and its designees will be permitted to post signage and other written communications, and make related verbal communications, at each entry or exit point of the venue for the purpose of informing patrons and other individuals that firearms are not permitted in the venue.

### **AUTOGRAPH SESSIONS**

If requested by the NCAA, the LOC/host shall be responsible for providing mutually agreed upon space and volunteer staff for two separate autograph session locations that may take place simultaneously. The LOC/host or facility shall provide at no charge all tables, chairs, pipe and drape and stanchions for both locations. The NCAA will provide guidance, oversight and approvals for all of these areas, but may ask the LOC/host representative to be the lead organizer and day-to-day contact for these.



### **FROZEN FRIDAY**

The host institution shall be responsible for assisting the NCAA in the production, management and promotion of the Frozen Friday activities. Those activities may include, but not limited too, team practices, the end of the year hockey awards and, the Hobey Baker Memorial Award. The Hobey Baker Memorial Award may be televised, but all production costs related to this broadcast would be paid by the Hobey Baker Memorial Award (all other staffing and costs are to be provided by the venue or host). Attendance to event may be complimentary, at the NCAA's discretion.

### **TEAM WALKS**

If requested by the NCAA, the host staff shall be responsibility for coordinating and managing the red carpet arrivals/team walks on game days, as well as, all staff, volunteer, equipment and logistical needs associated with them at no cost to the NCAA. This includes, but is not limited to, carpet, stanchions, media platform, security and A/V needs, transportation and team communication coordination. The host staff should work with the NCAA staff point person to determine if red carpet arrival(s) or team walk(s) are appropriate, for advice, approval, look and collateral.

### **NCAA EXPERIENCE HOSPITALITY**

The NCAA reserves the exclusive right to create and sell "NCAA Experience" hospitality packages (which may include tickets) for the championships and any ancillary events. The competition venue shall hold all space for possible hospitality use at no cost and subject to no food and beverage minimums. This space should have a minimum capacity of 250 people and preferably, shall be within the ticketed area. If no appropriate space exists within the ticketed area, the host shall offer alternate off-site options for hospitality in close proximity to the competition venue. The distribution of alcohol may be permitted only if logistics of security are reviewed and approved in advance by NCAA staff. Any hospitality packages contemplated by the LOC/host must be approved in advance by the NCAA.

### **PRIORITY TICKET HOLDER EVENT**

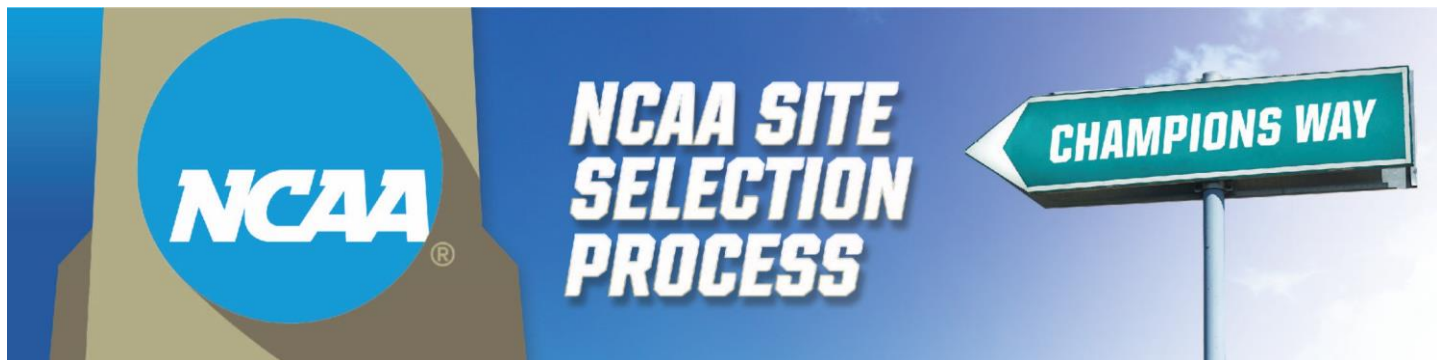
The host site will be responsible for providing, at no cost to the NCAA, reception space and volunteer staff for a formal function for select season ticket holders. The space chosen should be of a unique nature to your city. The event will take place Saturday morning prior to the championship game. Total attendance at this event is projected to be approximately 125 (subject to change).

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## SECTION XI: VOLUNTEER NEEDS

There are over 100+ volunteers needed for this championship and related events.

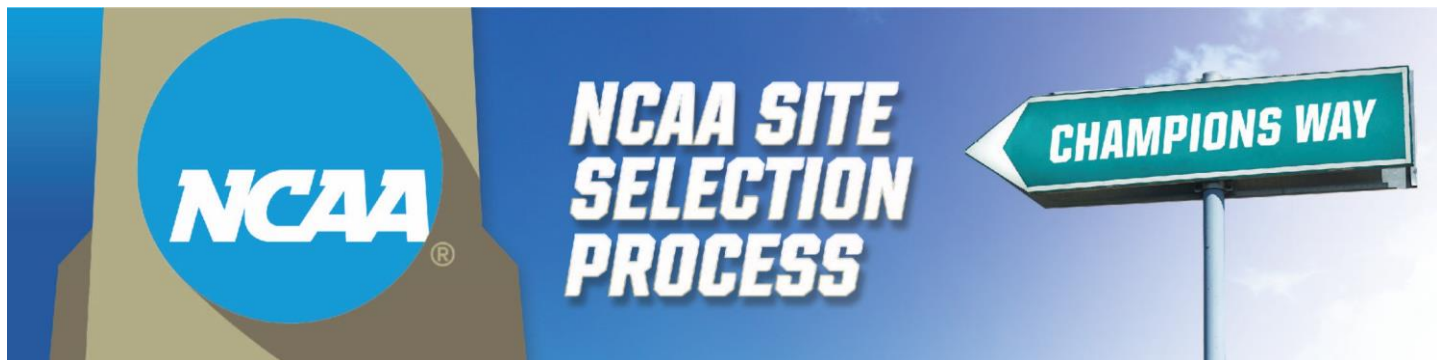
- Autograph Sessions
- Frozen Fest
- Research
- Gate Giveaway
- Team Hosts
- Hospitality
- Media coordination
- Game presentation
- Social Media

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## SECTION XII: FINANCIAL TERMS

**Guarantee** – A minimum financial guarantee of \$2.7 million is required to host the Men's Frozen Four. After gross receipts are determined, the NCAA will receive the established guarantee, followed by the host/LOC receiving the budgeted expenses or actual expense, whichever is less. Once both of those obligations have been met, if there are any remaining funds, the NCAA and the host/LOC will split those 80% for the NCAA and 20% for the host/LOC.

**Concessions/Parking Revenue** – A minimum of \$2 per game per attendee is required as additional revenue when hosting the championship. Preferred consideration shall be given to those hosts, competition venue and surrounding area/facilities that agree to provide an additional revenue share model with regards to suite lease, suite food and beverage, parking and concessions. Please note, that this is not part of the guarantee calculations noted above or 20% of alcohol concessions required under the general bid specifications.

**Suite Revenue** – Preferred consideration shall be given to those hosts, competition venue and surrounding area/facilities that agree to provide a revenue share model with regards to suite lease, and suite food and beverage.

**Budget History** – The chart below contains the three-year average of expenditures for the championships.

| Expenditures Three-Year Average |           |
|---------------------------------|-----------|
| Total Expenses                  | \$854,163 |
| Promotion                       | \$26,864  |
| Tickets                         | \$356,712 |
| Facility                        | \$187,694 |
| Personnel                       | \$197,027 |
| Entertainment                   | \$69,093  |
| Equipment                       | \$16,773  |
| Officiating Expenses            | \$0.00    |

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