the philadelphia city fund

Request for Proposals
Certified Race Timing and Runner Tracking Services Delivered to the 2024 Philadelphia Marathon Weekend
https://philacityfund.org/rfp-2024-marathon-timing/

<u>**Questions and Responses**</u>

- Are bib numbers pre-assigned or dynamically assigned? If dynamic- what platform is used?
  - **Response:** Bibs are pre-assigned

- Are there any technology needs required from the timing partner to facilitate?
  - **Response:** No

- Participants running multiple events (Challenges): Do they wear the same or different bib?
  - **Response:** Participants wear the same bibs, however, we would be open to discussing changing this to individual bibs moving forward

- Who will manage the bib numbering process?
  - **Response:** We would like for the timing company to manage the bib numbering process

- Is there any need for Networking/Internet connectivity at EXPO or anywhere else on site during the event?
  - **Response:** Yes, PMW provides network connectivity at the Expo and event

- Is there any need for ipads or laptops at the expo to support packet pickup?
  - **Response:** Yes, the timer should have adequate technology and staffing support to run the solutions center during registration. The solutions center handles any changes needed to registrations during packet pickup.

- Are there any live team scoring requirements?
  - **Response:** No, there is no team category at this time.
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- For Saturday's events, are any timing systems used by both the Half and 8K?
  - **Response:** Yes, All races use the same start, 5K, announcer, and finish line splits. The 10K and 15K splits are used for both the Half and the Full Marathon. The Full Marathon has unique splits at 13.1K, 30K, Manayunk Turnaround, and 40K. The 8K has a unique split at 4 Miles.

- Are hotels provided by the race?
    - **Response:** Hotels should be included in the contractor's budget and scope and will be paid for as part of the vendor contract.

- Runner tracking- is the cost paid for by the event? I feel RTRT would offer a better deal to the race than the timer
    - **Response:** Yes

- Is the Kids race timed?
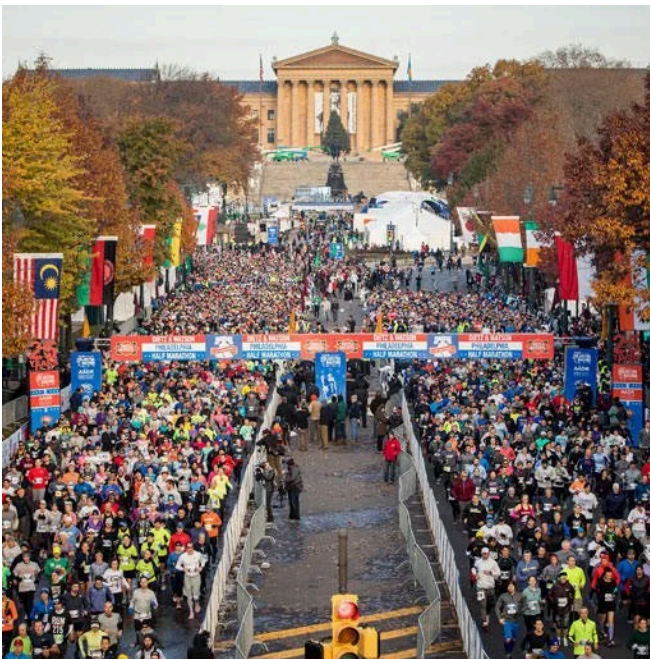   - **Response:** No

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Timing

- Please confirm the start and finish setup for the event will be the same as in 2023 (see below photos).
    - **Response:** Yes

- Please confirm the same start and finish setup can be used for the full marathon, half marathon and 8k.
    - **Response:** Yes

- For the timing points that are requested to be 56 feet across, would the city like them to be 56 feet across or 2 separate lines of 28 feet?
    - **Response:** We're open to discuss options.

Event expo and other

- At the expo, what is the distance from the door to where runners will enter/exit?
    - **Response:** To be determined - the Expo Hall has not been designed for 2024.

- Does the event have a sole provider clause?
    - **Response:** No

- When does the city need the bibs in hand?
    - **Response:** Typically 30 days in advance of the event

- When is the cutoff for timing contractor to receive csv file with participant names?

- ○ **Response:** the contractor will receive bulk upload one week prior to the first event and then daily through Saturday night of race weekend to capture any changes

- What is the weight, size and material of the bibs?
  - ○ **Response:** the weight and size vary but the bibs are standard tyvek material

- Will bibs have participants' names printed on them or be dynamically assigned?
  - ○ **Response:** The bibs will be printed by the bib company used by the PMW

- What are the dimensions for the medals?
  - ○ **Response:** TBD

- Who will be the timing contractor's main point of contact with the event?
  - ○ **Response:** The PMW Race Director

Philadelphia Marathon - START	Philadelphia Marathon – FINISH

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  - When would the event require staff/representatives from the timing company to arrive for the event? The RFP states that setup/build begins on Sunday, November 17th, so would we need to have someone there at that time, and if so, what level of setup on the timing/expo side of things will take place at that time?
    - **Response:** The timing company should plan to be on site starting on Thursday, November 21st and should be prepared to break down on Sunday, November 24th.

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  - Regarding the third party applications for the runner tracking mobile app: Do you require the app to be completely customized and white labeled for the event? Are there specific app requirements you need?
    - **Response:** Yes, we would prefer to have the app completely customized and white labeled. The app needs to be web, IOS, and Android compatible.

  - For the various on-course timing splits (i.e. timing locations with RFID mat systems), can you clarify how many of these are unique and how many are shared timing locations across the different distances (i.e. is the 10K split for the marathon the same timing location as the 10K split for the half marathon?)?
    - **Response:** Yes, All races use the same start, 5K, announcer, and finish line splits. The 10K and 15K splits are used for both the Half and the Full Marathon. The Full Marathon has unique splits at 13.1K, 30K, Manayunk Turnaround, and 40K. The 8K has a unique split at 4 Miles.

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  - I'm looking through the timing RFP and I noticed that the 6.4K split on the 8K and the 15K split on the Half Marathon are very close together but the 8K runs under the underpass and the Half Marathon runs on the overpass. The 5K split on the 8K also doesn't have an equivalent point in the Half Marathon. So my question is, are these points intended to be repositioned on race day between the races? Or do they need to be separate timing points and some of them are not used during each race?
    - **Response:** All races use the same start, 5K, announcer, and finish line splits. The 10K and 15K splits are used for both the Half and the Full Marathon. The Full Marathon has unique splits at 13.1K, 30K, Manayunk Turnaround, and 40K. The 8K has a unique split at 4 Miles

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- Are you willing to look at a custom race results app option and/or timer results app option? We can provide a price for both.
  - **Response**: Yes

- Do we need to price in our own timing office with a tent, table, chairs, power and internet? We often provide our own internet and can be flexible regarding the office space.
  - **Response**: The PMW team provides all office space and internet access

- Does the announcer have a set stage or is able to walk about the finish line?
  - **Response**: Both

- Are you willing to review an option for timing splits every 5k for both the marathon and half if the route is conducive to do so?
  - **Response**: Yes

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- "Contractor will supply staff to support the solutions center at packet pick up during the Expo." How many support people from contractor are you expecting based on your previous experience?
  - **Response**: In our experience, having up to four support people is adequate to manage the solutions center.

- Expo: Can you please provide us with opening hours for the expo for each day.
  - **Response**: The Expo runs from 12-9pm on Friday and 9am-5pm on Saturday.

- Do you have statistics about package pickups from the past that you could share?
  - **Response**: Yes, we will make data available to any vendors who move to the next step in our application process.

- Are you interested in optional services like: a) ipad pased support for package pickup, or b) live bib print solutions?
  - **Response**: Yes

- Race days: Can you please provide us with time for first start and expected time for last finisher for each race day.
  - **Response**: Half Marathon: 7am, 8k: 11am, Full Marathon: 7am, all runners must maintain a 16 minute/mile pace from the time of their start or they will be disqualified.

- Timing points: Please specify which of the timing points for the 3 events that are on the same location, same day. Do 8k race and HM share any timing points? Same start + finish line?
  - **Response**: All races use the same start, 5K, announcer, and finish line splits. The 10K and 15K splits are used for both the Half and the Full Marathon. The Full Marathon has unique splits at 13.1K, 30K, Manayunk Turnaround, and 40K. The 8K has a unique split at 4 Miles

- Our standard is to provide main and backup timing systems at each location. For some races we provide only one timing line for the split systems. Please advice what you require for your event.
  - **Response**: Due to the nature of our specific race and the manner in which we work with the City to perform road closures, we require a mix of split systems and timing mats. We will work with the individual contractor to establish a system to execute what works best for our race.
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- "Each Respondent must also demonstrate that it has sufficient financial standing, indemnification and management capacity to operate and manage at the highest quality level ." Can you please specify what is considered as "sufficient financial standing"?
  - **Response**: If selected, there will be contractual provisions that will require the vendor to be in good financial standing and able to fulfill the contractual obligations without financial concern.

- Are you open to work with non-us based contractors?
  - **Response**: Yes, however, our main criteria for choosing a vendor is cost effectiveness.

-END OF QUESTIONS-