



TOUR de REEF

ISLAMORADA, FLORIDA | 2019

Event Description:

Tour De Reef is a bike ride that takes place in the upper Florida Keys in its third year produced by VeloSport Events. VeloSport Events was established in 2015 by Arnaldo Freire with the goal to produce high end paid cycling rides in South Florida that allow cycling enthusiasts to enjoy the scenic area along the coast. The event will include full police detail protection, certified ride marshals, exclusive GARNEAU event jersey, a fun-filled post ride festival, with a free meal and Craft Beer samples. Participants will enjoy two distances of 100K and 60K that will go along the famous Card Sound Road and Overseas Highway.

Goals & Objectives: VeloSport Events aims to provide a high standard event celebrating cycling in the South Florida community.

Statement of Need:

- Provide a safe, secure, bike ride that allows community members a comfortable experience on the South Florida roads.



EVENT DETAILS

Venue: Florida Key Brewery

Location: 81611 Old Hwy, Islamorada, FL 33036

Event Date(s):

- Setup: October 5, 2019
- Event: October 6, 2019

Event Hours:

- Setup: October 5, 2019
 - Course Setup: 12 PM to 3 PM
 - Festival Setup: 10 AM to 12 PM
- Event: October 6, 2019
 - Staff Arrival: 5AM
 - Participant Arrival: 6:30AM

Expected Attendance: 300 - 400

Notes: Venue will not be required to close to public

On-Site Contact: Travis Ketcham (802.558.2362)

EVENT SCHEDULE

Friday, October 4 2019

10:00 AM - 1:00 PM Uhaul Load-in

Saturday, October 5 2019

10:00 AM - 12:00 PM Event Set-Up

12:00 PM - 3:00 PM Course Setup

4:00 PM - 5:00 AM Security officer

Sunday, October 6 2019

5:00 AM - 5:10 AM All Staff Call Time

5:10 AM - 5:20 AM Festival Team Meeting

5:30 AM - 5:40 AM Volunteer Check-in Meeting

6:30 AM to 7:30 AM Packet-pickup

7:00 AM - 7:20 AM Police Escort/Ride Marshal/ SAG Support Meeting

7:30 AM to 7:55 AM Participant Speed Group Lineup

7:45 AM Ride Marshal Speed Group Lineup

7:50 AM to 8:00 AM Tour De Reef Welcome/FBA Group Safety Speech

8:00 AM OPEN | 21-24 MPH | 66 Miles | 2 Rest Stops

8:05 AM ELITE | 19-20 MPH | 66 Miles | 2 Rest Stops

8:10 AM ADVANCE | 17-18 MPH | 66 Miles | 2 Rest Stops

8:15 AM SOCIAL | 15-16 MPH | 32 Miles | 1 Rest Stop

8:30 AM - 9:00 AM - Vendor load-in

9:30 AM to 3:00 PM Tour De Reef Festival

1:00 PM Sponsor Raffle

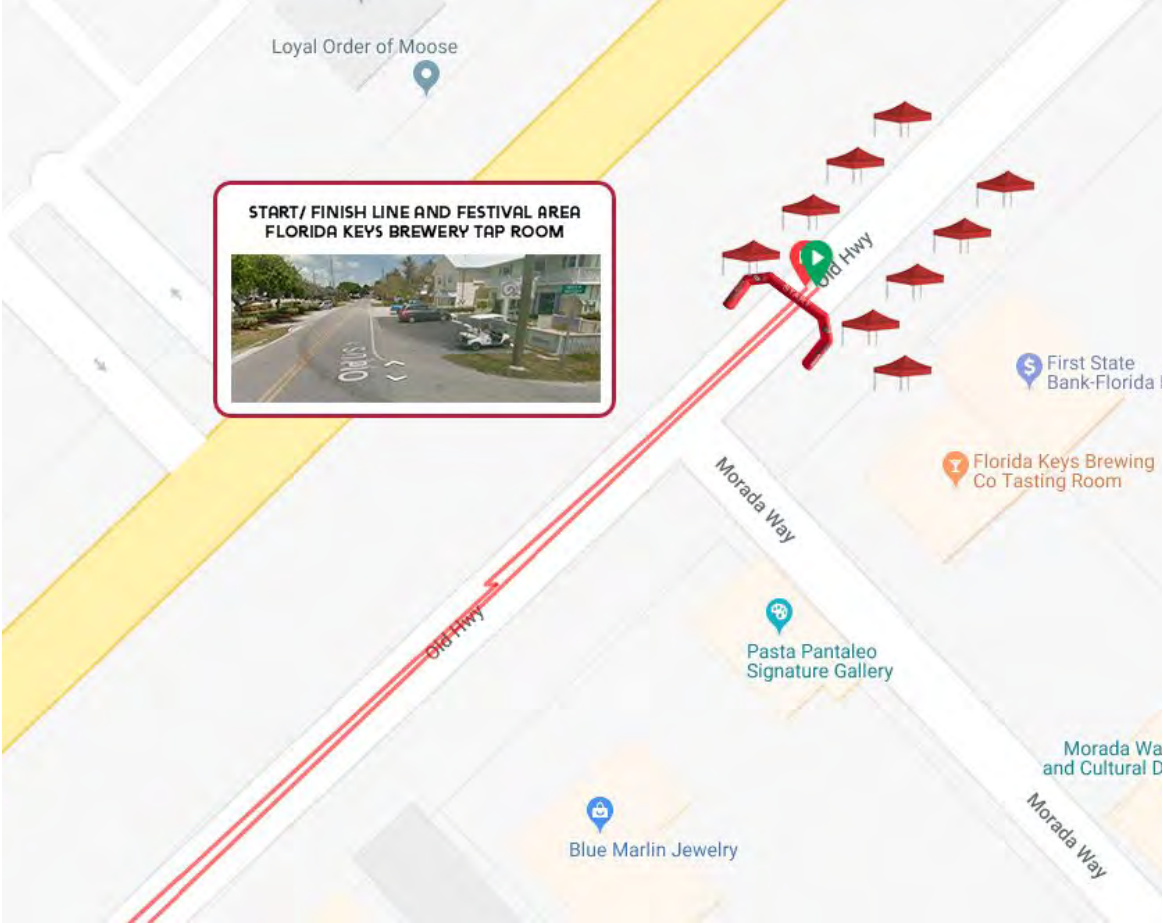
2:00 PM - Break down Begins

3:00 PM -3:45 PM Leave Park

PACKET PICK UP DATES AND LOCATIONS

<p>Wednesday October 2, 2019 Bike Tech Broward 2000 South Federal Highway Ft. Lauderdale, FL 33316 11:00 AM - 6:00 PM</p>	<p>Thursday October 3, 2019 Bike Tech Coral Way 2220 SW 22nd Street Miami, FL 33145 11:00 AM - 7:00 PM</p>	<p>Friday October 4, 2019 Bike Tech Bird Road 7252 SW 40th St. Miami, FL. 33155 11:00 AM - 7:00 PM</p>
<p>Saturday October 5, 2019 Setup Day Florida Key Brewing Co. 81611 Old Hwy, Islamorada, FL 33036 11:00 AM - 5:00 PM</p>	<p>Sunday October 6, 2019 Event Day Florida Key Brewing Co. 81611 Old Hwy, Islamorada, FL 33036 6:30 AM - 7:30 AM</p>	

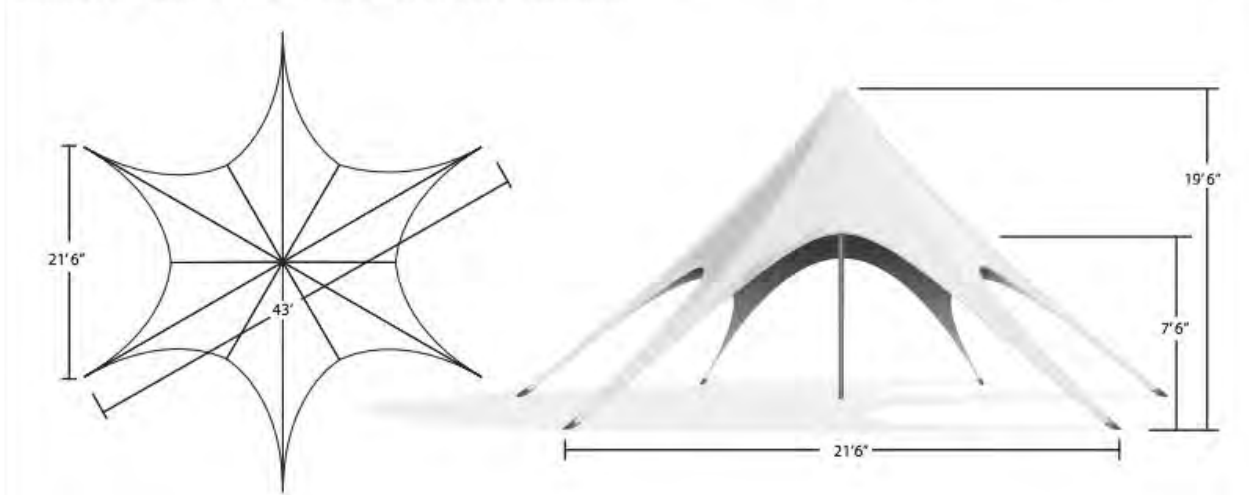
EVENT VENUE PLAN



EVENT VENUE STRUCTURES:

STARSHADE 400 (QTY 1)

The StarShade tent is a tension fabric structure supported by a single center-pole and ground up tension. The StarShade 400 stands 19.6' tall, spans a 43 foot diameter, and seats approximately 44 people at banquet tables. The StarShade tents fold down into 3 carry bags, which fit in the trunk of most standard vehicles. The StarShade has six elegant arches give added visual appeal and, at 7'6" high, offer ease in entering the covered area. Quickly set up the StarShade 400 in about 40-60 minutes.



Tension Structure Design

- 400 Square Feet of Complete Coverage Area
- Canopy is for Outdoor Use—requires depth for 30 inch stakes
- Water Resistant, Fire Retardant, and UV Protected

MASTERTENT S1 (QTY 10)

Canopy tent 10x10 ft

Dimension: 10x10 ft

Frame thickness: 43x49 mm

Pack Dimensions: 17" x 17" x 63"

Weight: 69.9 lbs

Headroom: 6' 7"

Overall height: 10' 7"

(10-15) 10x10 tents secured with (2) 20 lbs Tent Weight place on corner of each tent

Fire Extinguisher: (1) Park Shelter Fire Extinguisher at Shelter (Food Serving Area). (1) VeloSport Events Fire Extinguisher (5lb)



START/ FINISH LINE ARCH (QTY 2)

25' Arch, Inflatable with Blower

25' Inflatable Arch – Dye Sublimated

Inner Clearance: 19.5' X 10'

Weight – 35 lbs

210D Polyester

Internal Blower



EVENT VENUE POWER SUPPLY GENERATOR(S):

Ryobi 2200-Watt (QTY 2)

Digital Inverter Generator RYI2200

2200 Starting / 1800 Running Watts

106cc OHC, 4 Cycle Engine

Outlets: 120-volt AC (2), 12-volt DC (1) Parallel kit Capable



Honda EU2200i (QTY 2)

Digital Inverter Generator

2200 Starting / 1800 Running Watts

106cc OHC, 4 Cycle Engine

Fuel Tank Capacity .95 gal

Run Time per Tankful 3.2hr @ rated load 8.1 hrs @ 1/4 load

Dimensions (L x W x H) 20.0" x 11.4" x 16.7"



EVENT ROAD PLAN

OVERVIEW

<p>Distances:</p> <ul style="list-style-type: none"> • 40 Miles • 66 Miles <p>Speed Groups:</p> <ul style="list-style-type: none"> • 8:00 AM OPEN 21-24 MPH 66 Miles 2 Rest Stops • 8:05 AM ELITE 19-20 MPH 66 Miles 2 Rest Stops • 8:10 AM ADVANCE 17-18 MPH 66 Miles 2 Rest Stops • 8:15 AM SOCIAL 15-16 MPH 32 Miles 1 Rest Stop 	<p>Impact Cities: Monroe County</p> <ul style="list-style-type: none"> • Islamorada (Host City) • Lower Matacumbe Key • Layton Key • Conch Key • Grassy Key • Marathon <p>Start/ Finish Location:</p> <ul style="list-style-type: none"> • Florida Keys Brewing Co., Islamorada, FL <p>Rest Stop Locations:</p> <ul style="list-style-type: none"> • 20 Miles: ANGLER & ALE <ul style="list-style-type: none"> ◦ DUCK KEY, FLORIDA • 33 Miles: MARATHON COMMUNITY PARK <ul style="list-style-type: none"> ◦ MARATHON, FLORIDA • 45 Miles: ANGLER & ALE <ul style="list-style-type: none"> ◦ DUCK KEY, FLORIDA
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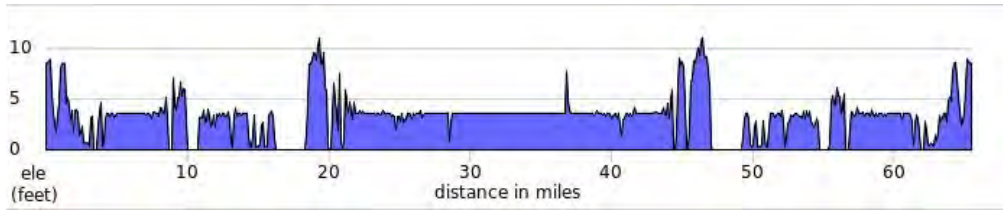
COURSE OVERVIEW MAP



View On Google Maps:

https://drive.google.com/open?id=15yeEbWfk75rwaMc26w_L5Oiz6KqexGzL&usp=sharing

COURSE ELEVATION

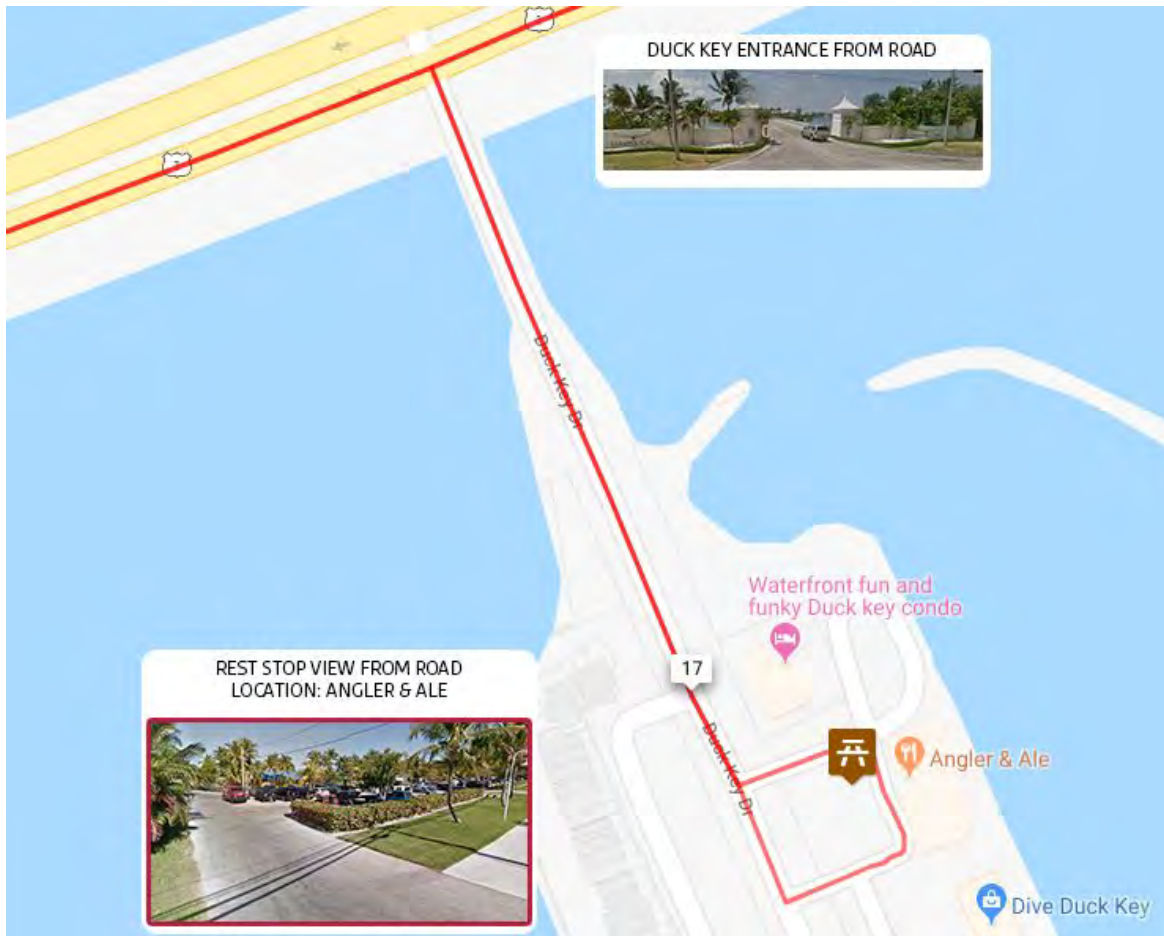


20 MILES REST STOP/ SOCIAL GROUP TURNAROUND

LOCATION: ANGLERS AND ALE

DUCK KEY, FLORIDA

NOTES: 10 MINUTE STOP, RETURN STOP #2 FOR LONG DISTANCE GROUPS



<p>Setup Time: 7:45 AM Take Down Time: 12:00 pm.</p>	<p>Ride Arrival Time: 9:30-10:15 am</p>
<p>Stop Duration: 10 Minute Stop</p>	<p>Notes: Rest stop includes a 10x10 canopy with hydration and bananas. VeloSport will be responsible for all pickup of garbage.</p>

33 MILES REST STOP
LOCATION: MARATHON COMMUNITY PARK
MARATHON, FLORIDA
NOTES: 10 MINUTE STOP



<p>Setup Time: 7:45 AM Take Down Time: 12:00 pm.</p>	<p>Ride Arrival Time: 9:30-10:15 am</p>
<p>Stop Duration: 8 Minute Stop</p>	<p>Notes: Rest stop includes a 10x10 canopy with hydration and bananas. VeloSport will be responsible for all pickup of garbage.</p>

ESTIMATED MUNICIPAL IMPACT TIMES
105K Distance | 66 Miles

SPEED GROUP	Speed Groups with FHP Detail	Start Time: Islamorada (Host City)	Social Group 20 Miles Turnaround Duck Key	Marathon 33 Miles Turn Around/ Rest Stop	45 Miles Rest Stop Duck Key	Finish: Islamorada (Host City)	TIME ON COURSE
OPEN	21-24 MPH	7:00 AM	N/A	8:45 AM - 8:55 AM	8:55 AM - 9:10 AM	9:10 AM - 9:30 AM	3:00:00 HRS AND UNDER
ELITE	19-20 MPH	7:05 AM	N/A	8:50 AM - 9:10 AM	9:35 AM - 10:00 AM	10:05 AM - 10:20 AM	2:40:00 - 3:30:00 HRS HRS
ADVANCE	17-18 MPH	7:10 AM	N/A	8:20 AM - 8:30 AM	10:20 AM - 10:30 AM	11:15 AM - 11:30 PM	4:00:00 - 4:30:00 HRS

60K Mile Distance | 40 Miles

SPEED GROUP	Speed Groups with FHP Detail	Start Time: Islamorada (Host City)	Social Group 20 Miles Turnaround Duck Key	Finish: Islamorada (Host City)	TIME ON COURSE
SOCIAL	15-16 MPH	7:15: AM	8:35 AM - 8:45 AM	9:55 AM - 9:10 AM	2:30:00 - 2:45:00 HRS

PARTICIPANT ROAD CARAVAN: OVERVIEW

- **Police Detail Support:**
 - **Monroe County Sheriff's Office**
 - **Contact: Captain Corey Bryan**
 - **Speed Group Police Vehicles:** Three (3) Police car per group. One Car Leads Group at Assigned Speed Group Pace.
- **Lead Bike Tech Event Van:** Follows Lead Police Vehicle
 - James Bailey - Bike Tech Manager
- **Lead Scooters:** If Available
- **Participant Speed Groups:**
 - **OPEN | 21-24 MPH | 66 Miles | 2 Rest Stops**
 - **ELITE | 19-20 MPH | 66 Miles | 2 Rest Stops**
 - **ADVANCE | 17-18 MPH | 66 Miles | 2 Rest Stops**
 - **SOCIAL | 15-16 MPH | 32 Miles | 1 Rest Stop**
- **Ride Marshals:**
 - **Description:** Minimum of four (4) Marshals per Speed group ensuring participants safety, knowledge of course rules, and assist with initial emergency triage protocol
 - **Ride Marshal Leader:** Mary Beth Garcia & Michael Farrell
- **SAG Support:**
 - **SAG 1: TBD**
 - **SAG 2: TBD**
 - **SAG 3: TBD**
 - **SAG 4: TBD**

Course Signage/ Road Obstructions:
Size: 24"X 17.5"

<p>Straight Ahead Sign</p> 	<p>Left Turn Sign</p> 	<p>Right Turn Sign</p> 
<p>Rest Stop Right Turn Sign</p> 	<p>Turn Around Sign</p> 	<p>Finish Line Ahead Sign</p> 

EVENT ROAD CARAVAN LAYOUT



1. LEAD POLICE - 2 TO 3 MINUTES AHEAD OF GROUP TO CLEAR TRAFFIC



2. 2ND POLICE VEHICLE - 1 MINUTE AHEAD OF GROUP



3. CIVILIAN LEAD VEHICLE - LEADING THE GROUP SAFELY AHEAD OF CYCLISTS



4. CYCLING GROUP



5. SAG VEHICLE (1 OR 2 BASED ON GROUP - SAFE FOLLOW DISTANCE BEHIND GROUP)



6. POLICE FOLLOW VEHICLE - DIRECTLY BEHIND SAG/FOLLOW VEHICLES TO

EVENT COMMUNICATION PLAN

COMMUNICATION DEVICES

BaoFeng BF-888S

5W 400-470MHz 16-CH Handheld Walkie Talkies

Description: Used for critical on site event staff for communication during event hours.

Frequency Range 400-470 MHz
RF Output Power 5W
Channel 16
Talk Range 5-10 km
Battery Type Lithium Battery
Battery Capacity 2800 mAh
Standby Time 50 Hour
Working Time 40 - 48 Hour
Battery Life Theory 10000 Hour
Monitor Function Yes
Weight 21.45oz / 608g
Operating Voltage 3.7V
Frequency Stability 2.5 ppm
Dimensions: (4.72 x 2.17 x 0.79)" / (12 x 5.5 x 2)cm (L x W x H)



BONX: Outdoor Sports Group-Talk Technology

Wireless Noise Cancelling Multifunction Sports Earbud and Microphone

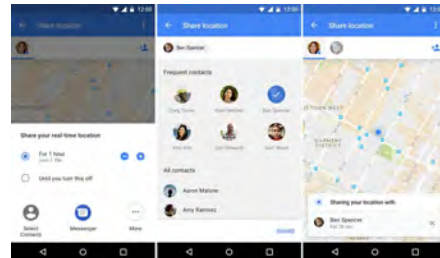
Description: Used for event Ride Marshals for communicating to Head Quarters during ride notifying of road issues.

Product Dimensions: 0.7 x 1.7 x 1.3 inches
Item Weight: 0.48 ounces
Shipping Weight: 12.6 ounces (View shipping rates and policies)
Manufacturer: Bonx Inc.
ASIN: B0787VSQ1G
Item model number: BX2-MPN1
Batteries: Lithium Metal



GOOGLE MAPS SHARING: Participant Caravan Tracking

Lead Vehicles, Lead Police Vehicles, and SAG Support Vehicles share locations to maintain tracking of groups on the road.



CRISIS MANAGEMENT PLAN

Five Principles of Crisis Management:

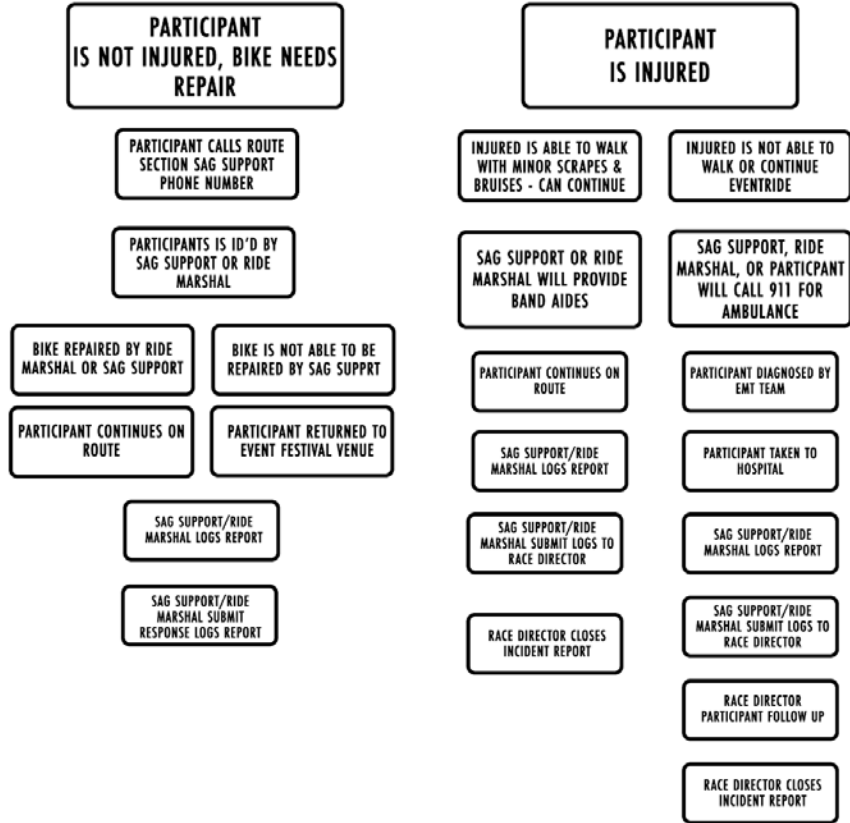
1. Act quickly
2. Follow the plan
3. Put public safety/interest first
4. Show responsibility/leadership/compassion
5. Take control

Crisis Communications Checklist:

- Media List – maintain an updated media list onsite with key contacts, including emails
- Message Points – Develop and disseminate internal message points to spokespersons, using all methods of mediums controlled (email, social, website, etc.)
- Phone/Email List – Develop and disseminate emergency list with cell phone numbers of key staff. Communication team members should keep this list with them at all times.
- Onsite Media Area – Communicate to all staff the designated media area that will serve as a place to relay all information to the press.
- Press Conference – Use run-of-show plans developed for daily press conferences as template for crisis press conference event.
- Crisis Planning Meeting – Prior to beginning of race, hold a staff meeting to review crisis communications procedures, roles/responsibilities and scenarios.
- Equipment – Determine any additional equipment that might be necessary to effectively deal with a crisis situation (portable generators, etc.).
- Remote Crisis Media Center – Set up a backup site (at race hotel, e.g.) in case there is a need for dealing with a crisis situation away from the race site.

Fire-Rescue Requirements

EVENT PARTICIPANT ACCIDENT



EVENT STAFFING PLAN

- Event Director: Travis Ketcham
 - Festival Manager: Daniele Portal
 - Volunteer Coordinator:
 - Onsite Registration Manager: Ashley Colbo
 - Finishline Staff:
 - Festival Mechanic:
 - Caravan Coordinator:
 - Police Detail:
 - Main Lead:
 - Open Group:
 - Elite Group:
 - Advanced Group:
 - Social Group:
 - Lead Out Vehicles
 - Open Group: James Bailey - Bike Tech
 - Elite Group:
 - Advanced Group:
 - Social Group:
 - Ride Marshal Leads:
 - Main Lead: Mike Farrell
 - Open Group:
 - Elite Group:
 - Advanced Group:
 - Social Group:
 - SAG Support:
 - Open Group:
 - Elite Group:
 - Advanced Group:
 - Social Group: