



BID PACKET

**2028 - 2032
U.S. NATIONAL
TAEKWONDO
OCTOBER AMERICAN OPEN**

USA Taekwondo – October American Open & Grand Prix Championships

This document features a comprehensive outline for a potential bidder with USA Taekwondo requirements to host the **October American Open & Grand Prix Regional Championships**. This competition is open to athletes nationwide.



ABOUT USA TAEKWONDO

USA Taekwondo is the National Governing Body (NGB) for the sports of Taekwondo in the United States of America as recognized by the United States Olympic and Paralympic Committee (USOPC). USATKD provides developmental opportunities for Taekwondo athletes throughout the United States to cultivate their knowledge of the sport while striving for world-class status.

Taekwondo is a defensive, martial art that combines philosophy, mental discipline, physical exercise, and physical ability. It promotes a wide range of principles including the following:

- Good physical condition
- Self-Defense or the ability to defend oneself
- Self-Confidence
- Respect
- Good health regardless of gender, physique, or age

The origins of Taekwondo, which go back two thousand years, lie in Korea. During its history, this sport has been known by various names, like Taekyon or Subak. Its official name nowadays, Taekwondo, was announced in 1955; a year later, the first championships were held. The Korean Taekwondo Federation was founded in 1965, and the World Taekwondo Federation was founded in 1973. During the same year, the first World Championship took place. Taekwondo became an official Olympic Sport at the 2000 Olympic Games in Sydney, Australia.

The mission of USATKD is to enable United States athletes to achieve sustained competitive excellence and promote and grow the sport of Taekwondo.

Competition will be Thursday through Sunday. Move-in will be Wednesday, with check-in beginning on Wednesday and move out will be Sunday at the conclusion of the tournament. Below is a chart with future years.

October American Open Series & GP Championships Future Dates

October 2027 - 2032

EVENT HOUSING

USATKD will partner with a housing company to contract all hotels for their events in 2027-2032. If a bid is awarded, the housing company will contract all hotels. Host must provide a housing grid with proposed rates as part of the bid proposal to include the following.

Hotel Blocks- in proximity to the competition venue to accommodate attendees using as many hotels as possible with a wide range of costs and amenities.

- Hotels must include a **\$22 rebate** per room night that will be paid directly to USATKD

- 10% Commission to be paid to Group Housing
- Please, do not include attrition or cancellation

HEADQUARTERS HOTELS:

- One Four or Five-star headquarters hotels to house event staff and referees/scorekeepers.
- Event Staff Headquarters hotel must provide the following amenities and complimentary rooms with free local phone and internet access.
 - Complimentary Presidential Suite with concierge privileges
 - 4- Complimentary one-bedroom Business Suites (Double/ Queen)
 - Free Parking Passes per day for USATKD Event Staff Rooms
 - Design, production, and placement of an Event Welcome Banner in a prominent location (preferably behind the registration counters without date specification for future use) during the contracted hotel dates
 - Complimentary breakfast for staff and officials staying at the headquarters hotel from the day after check-in through day of check-out.
 - Complimentary rooms are guaranteed at **80% consumption** of Double/Double rooms block or can be adjusted based on room block consumption
 - If city cannot provide the number of rooms described above in walking distance rooms, then free transportation will be provided to and from venue at non-walking distance hotel locations
- **Please, do not include attrition or cancellation.**

Estimated Hotel Room Nights:

Room Type	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Staff DBL	10	50	50	50	50	30
Staff KING	12	15	20	20	20	20
Attendees DBL	20	150	200	200	200	100
Attendee KING	10	40	50	50	50	40

Venue Requirements

- Arena setting or convention center
- Minimum ceiling height of 20 feet
- Venue flooring should be smooth with wood, concrete, or carpet surface to lay mats on
- Air conditioning available throughout the entire facility
- Complimentary parking passes for USATKD staff, officials, sponsors for the duration of the tournament. Reduced parking rate for event attendees with in and out privileges.
- Ten loading dock passes for USATKD and sponsor trucks, and 1 – 3 staff vehicles
- Five to six meeting rooms for registration, lunch, seminars, weigh-in, and storage.

Bids will be given special consideration if the following are included:

- Stage/risers for the Tournament Desk, Media Team, and Holding Area
- 80 complimentary tables
- 225 complimentary chairs
- Waived/discounted EMT services
- Waived/discounted Security services
- Bleachers (if held in convention center)
- HOST will secure at NO COST or a reduced cost to USATKD the following venue types:
 - **70,000 square feet convention center or arena with continuous floor space** and fixed seating to fit approximately (6) 50'x50' competition rings and a minimum of 12' walkway in between each competition ring.

- On the competition floor or close to the competition floor, there is 10,000 sq. ft. for a holding area and 10,000 sq. ft. to serve as warm-up area.
- 600-800 seats for spectators
- USATKD competition area responsibilities:
 - Competition rings/mats including shipping
 - Scoring monitors/displays
 - Ringside banner system consisting of USATKD sponsors and local sponsors
 - Other necessary equipment for conducting the competition
- Ability to have freight picked up the morning following the last day of competition

Exposition/ Sales Area:

USATKD merchandise sales and event souvenirs are the exclusive rights of USATKD. USATKD will not agree to pay a commission to a concessionaire or to venue management for an exclusive right to this sales area. In addition, USATKD reserves the right to permit national sponsors the opportunity to utilize the exhibition space and sales area to promote their products(s). Additional requirements are as follows:

- One 40' x 40' exhibit booth with forty 8' x 3' x 30" Skirted tables
- Two 10' x 10' exhibit booths
- One 20' x 20' exhibit for photography

Electrical/Internet needs:

The following are the electrical/internet needs for USATKD for the duration of the event. USATKD will bear the costs of these outlets/connections, but an estimate of such costs should be included in a separate appendix of the bid package submitted for budgetary purposes.

- 1 electrical outlet at each ring
- 1 electrical outlet at the Awards Area
- 1 electrical outlet at the Holding Area
- 1 electrical outlet in the Photograph Area
- 2 electrical outlets at the Tournament Desk
- 1 Electrical outlet in the Sports Medicine Center
- 2 Electrical outlets in the Registration Area
- 2 Electrical outlets in the Weigh-In area
- 6 Electrical outlets in the Vendor/Sponsor Area



Internet connections will also be required at the following locations:

- 1 internet connections at the Tournament Desk
- 1 internet connections at the Registration Area
- 1 internet connection at the Weigh-In Rooms
 - Internet connection at these three locations must be on a singular network for communication across devices.
- Dedicated wireless internet per device for streaming tablets (one per mat)
- Access to Wi-Fi
- VLAN with 10 IP Addresses
- The ability to bring in our own internet/hotspot to provide internet for the tournament
- Ability to ship freight the morning after the completion of the competition

BID PROPOSAL – SITE SELECTION

1. USATKD is currently accepting bids for the competitions in this bid packet. Please contact Christine Strong Simmons for deadline information.

2. When deciding to bid for a USATKD event, please submit a letter of Intent to bid via email. Along with the bid information. Please send any necessary incentives, venue information and include the hotel grid with rates and block sizes, CAD file, and contact names and numbers from past organizations hosting events in the proposed venue. Please email a complete bid proposal along with any other materials to the following USATKD staff:

Christine Strong Simmons
USA Taekwondo
One Olympic Plaza
Colorado Springs, CO 80909

cssimmons@usatkd.org/usatkd.org

Once the proposals have been received, the USA Taekwondo Events Department will proceed with a thorough review of the bid. The top two proposals will be notified and scheduled for a site visit paid by the bidding city. The bid review will be based on the venue, hotel arrangements, ability to provide additional staff and volunteers, and a budgetary analysis.

3. All expenses for this two-day site visit will be borne by the prospective host committee. During the visit, the USATKD representatives will visit the venue, all hotels in the block, local restaurants, transportation services, and other event related concerns.
4. Upon completing site visits to the final two cities, the USATKD Events Department will analyze each bid and make all recommendations to the CEO/Executive Director. Once the decision has been made the USATKD Events Department will notify all candidates of the decision and proceed to the contract phase of the partnership.