



## 2020, 2021 and 2022 Bid Package

The BC Seniors Games Society invites you to apply to host

### **The 2020 55+ BC Games**

August 18 to 22  
or August 25 to 29  
or September 15 to 19

### **The 2021 55+ BC Games**

August 17 to 21  
or August 24 to 28  
or September 14 to 18

### **The 2022 55+ BC Games**

August 16 to 20  
or August 23 to 27  
or September 13 to 17

Email: [bid@55plusbcgames.org](mailto:bid@55plusbcgames.org)  
Website: [www.55plusbcgames.org](http://www.55plusbcgames.org)



## **To: Potential Host Communities**

On behalf of the BC Seniors Games Society (BCSGS), it is our pleasure to invite your community to host the 2020, 2021 or 2022 annual 55+ BC Games to be held in August or September of each year. Your community may bid on any or all of these Games, however, only one will be awarded.

In 2015, the Games were rebranded to the 55+ BC Games, however, the BC Seniors Games Society is the owner, producer and primary funding source for these Games.

The BCSGS has made some changes which will make hosting them more viable for smaller communities and reduce the workload. In order to reduce the financial and organization demands on a community, the BCSGS has implemented the following policies:

- Provide for a conference call for smaller communities who are considering submitting a bid to discuss how they can combine with neighbouring communities to make a submission
- Consult with communities to match the number of sports held to the venues available.
- Reduce the workload of the Host Society Sport Directorate by increased collaboration with the Provincial Sport Organizations (PSOs) with the BCSGS

The 55+ BC Games has become an Economic Tourism Event for any community. The last economic study was completed after the 2014 Games in Langley where 3,800 55+ residents of BC participated in 25 sports, leaving over \$3,100,000.00 in the business community of Langley.

The BC Seniors Games Society assists the Host Community and Volunteers by providing Event Management Services along with a portion of all Participant registration and sports fees. Additionally, the Ministry of Tourism, Arts and Culture provides \$85,000.00 in funding.

The deadline for the bid proposals is 12 noon on June 29, 2018 to be received at 47-654 N. Fraser Dr., Quesnel, BC, V2J 1Z6.

If you have any questions regarding the bid process, please contact one of the members of the Bid Committee or via email [bid@55plusbcgames.org](mailto:bid@55plusbcgames.org).

Bob Hesketh at 250.255.0181  
Paul Kingan at 250.338.2137  
Gordon Oates at 250.665.7434

We look forward to receiving your bid proposal.

Sincerely

BCSGS Bid Committee

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# 55+ BC Games

## INTRODUCTION

### **Purpose**

The BCSGS is an important member of the Provincial Sport Sector, supporting the *Active for Life* stage of the *Canadian Sport for Life* model in British Columbia by championing life-long participation and by providing Zone and Provincial level competitive opportunities that are distinct from the Masters' level sport competitions offered by Provincial Sport Organizations.

The BCSGS has carved out a unique niche within the sector by offering a multi-sport event “designed for seniors by seniors”. The annual Games are widely recognized for being:

**Friendly** – offering lively competition in the spirit of fun and camaraderie.

**Welcoming** – presenting competitive opportunities that are inclusive of all levels and abilities.

**Supportive** - featuring modified competition rules, where appropriate, to accommodate 55+ participants.

**Transformative** - participants, volunteers and host communities come away from the Games experience with an inspiring image of what a healthy, active 55+ lifestyle can be in British Columbia.

### **Structure**

There are two organizations involved in organizing the Games: The BC Seniors Games Society and the Host Society.

#### ***The BC Seniors Games Society (BCSGS)***

The BCSGS is the Policy Governance Authority for the 55+ BC Games. It sets the Policies and Procedures under which the Games are run and oversees the rules for each sport. The BCSGS is a volunteer-led Registered Charitable Society that has representation from 12 Zones in the Province, as well as an elected Executive. BCSGS will provide Event Management.

#### ***The Host Society***

Once the 55+ BC Games have been awarded to a community, an Organizing Committee must be formed and registered as a separate non-profit Society, and register for GST. The Host Community will establish this Society, which will operate on the basis of an agreement with the BCSGS. The Host Society will be led by a volunteer Board of Directors. The Host Society will employ an Operations Manager. The remuneration for this position and other employees will come from the budget of the Host Society.

### **Number of Participants and Sports**

The 55+ BC Games could involve 3,500 to as many as 4,000 registered participants and supporters from across BC. These athletes will compete in 20 to 34 different sports over four days of competition to be held from Wednesday to Saturday of the Games week. Accreditation for some events takes place on the Tuesday (those that start on Wednesday) the balance accredits on Wednesday.

8 Ball	Fast Pitch	Snooker
Archery	Five Pin Bowling	Soccer - Men
Badminton	Floor Curling	Soccer - Women
Bocce	Golf	Squash
Bridge – Duplicate	Horseshoes	Sturling
Bridge – Social	Ice Curling	Swimming
Carpet Bowling	Ice Hockey - Men	Table Tennis
Cribbage	Ice Hockey – Women	Tennis
Cycling	Karate	Track & Field
Darts	Lawn Bowling	Trapshooting
Dragon Boat Racing	Mountain Bike Racing	Triathlon
Equestrian	Pickleball	Whist
	Slo-Pitch	

\*All communities must choose a minimum of 20 sports from the above list. Sports may be deleted from the list if not chosen for 4 consecutive years.

Participants in the 55+ BC Games are responsible for their own travel to and from the Games. They are also responsible for their own accommodation expenses (hotels, motels, and campgrounds) and meal expenses while at the Games.

### **Financial Support**

The Ministry of Tourism, Arts and Culture, through the Sport Branch, provides funding to the BCSGS, which in turn provides funding to the Host Society towards the successful operation of the 55+ BC Games. The BCSGS also provides to the Host Society, Registration Fees for its members who participate (including supporters) in the 55+ BC Games. Other funding for the Games includes municipal financing and support in-kind. Other funding sources include Host Society fund raising initiatives including Corporate Sponsorships and Friends of the Games.

• BCSGS Grant (See Note 1 below)	\$ 85,000.00
• BCSGS Legacy Grant	\$ 5,000.00
• Participant/Supporter Registration Fees (See Note 2 below)	\$ 105,000.00
• Sports Fees (paid by participants)	\$ 45,000.00
• Municipal Financial Support (not including support in kind) (see Note 3 below)	\$ 60,000.00
• Other funding sources	TBD
• Support in Kind (free rental of venue etc.) is estimated at	\$ 55,000.00

**Note: 1** The BCSGS Grant represents Provincial Government funding provided by the Ministry of Tourism, Arts & Culture and is subject to change based on Provincial budgetary amounts.

- Note: 2** Participant registration fees (collected by the BCSGS), forwarded to the Host Community, can be budgeted based on an estimated 3,300 registered participants and 100 supporters. Should the actual number of registered participants or supporters change, the amount forwarded will increase or decrease by \$30.00 per participant or \$20.00 per supporter.
- Note: 3** Municipal Financial Support in excess of \$60,000 minimum stated above will be given favourable consideration during the Bid Evaluation process.

### ***Financial Benefits to the Community***

This occurs in two ways: the economic impact and the Games financial legacy

#### *Economic Impact*

Cumulative dollars spent in your community during the 55+ BC Games by:

- Participants and Supporters
- Spectators (including participants family members as well as friends who accompany the participants)
- BCSGS, officials and spouses, Corporate and Funding Partners and Friends of the Games representatives and invited guests
- Volunteers
- Host Society (approximate expenditure budget of \$390,000.00)

Dollars are spent on:

- Accommodation
- Meals
- Transportation (fuel, public transit, and taxis)
- Shopping (includes souvenirs)
- Entertainment (shows, movies, golf fees, cultural exhibits, etc.)
- Host Community needs (for ceremonies, administration, communications, security, lunch venues and Dance, etc.)

All of the above, and more, contribute to the financial success of each community's numerous businesses and other activities; i.e. – the Economic Impact.;

Many communities have the methodology to calculate the economic impact from hosting the 55+ BC Games. If not, or as an alternative, the Chamber of Commerce can assist by making available the Sports Tourism Economic Assessment Model (STEAM).

The Economic Impact completed after the Langley BC Seniors Games in 2014 showed a direct Economic Impact of \$3.1 million. In 2009 the Economic Impact on completion of the Richmond Seniors Games was \$2.1 million.

### ***Games Financial Legacy***

The excess of revenue over expenditures as set out in the audited financial statements becomes the financial legacy. The Legacy is distributed by the Host Society Legacy Committee in accordance with the BC Seniors Games Society's Legacy Policy. The Legacy Policy includes the provision that 50% of the Legacy be forwarded to the BC Seniors Games Society to go towards the staging of future annual 55+ BC Games. The Host Society's legacy will be spent primarily on the development of facilities or services for the 55+ population to promote an Active Healthy Lifestyle within the boundaries of the Host Society.

In 2016, Coquitlam reported a legacy of approximately \$60,000.00 which was divided amongst seven community organizations.

### ***Insurance***

The BCSGS carries some insurance that is used for the benefit of the Host Society. This is a \$10 million Commercial General Liability (CGL) policy and the Directors and Officers (D&O) Liability policy which provides coverage to the Host Society. There is also property insurance in place against theft, fire and damage of the travelling Games inventory. The Host Society is expected to acquire some additional insurance such as ICBC Third Party Legal Liability top up.

### ***Volunteers***

To stage a successful 55+ BC Games, the Host Society Board of Directors will need to recruit, train, and direct the efforts of approximately 1,200 community volunteers.

### **APPLICATION COMPONENTS**

Bids are evaluated by a bid committee which takes into consideration the following components; the success of your bid depends upon all of these components being present.

#### **Summary:**

1. City Council Support
2. School Board Support if schools are used
3. Letters of support from community organizations
4. Information about your community
5. Accommodation Report
6. Core facilities Report
7. Venue Report
8. Venue Distances Report
9. Inclusive Language and Gender Policy commitment statement.

#### **1) City Council Support**

The application must contain an official document/formal letter of Resolution from City Council indicating support for the Bid Application. This resolution will include a minimum commitment of a \$60,000.00 financial contribution to the Host Society, in addition to at least \$55,000.00 of in-kind support.

Due to the magnitude of the 55+ BC Games, municipal support is critical to the success of the event. It is therefore important to indicate the level of financial and in-kind support your municipality is prepared to commit to the Host Society.

A sample of a city resolution is as follows:

**“That the City of XXX applies for the 20XX 55+ BC Games.**

**That the City of XXX will commit to the Games a cash contribution of a minimum of \$60,000.00 as well as providing in-kind support of services and facilities with a deemed value of \$55,000.00 should the bid be successful.**

The amount shown above as a cash contribution should be considered a minimum amount and favourable consideration will be given to those Bids where the amount exceeds the minimum.

## 2) School Board Support

If you plan to use School Board facilities or equipment you **must** submit a letter of confirmation/support from the Board.

## 3) Letters of Support

Include documented interest and support for hosting the 55+ BC Games from:

- Local service clubs
- Local seniors clubs
- Local sports organizations

## 4) Information about your Community

Please include in your bid:

- The population demographics as well as items of general interest about your community.
- The names and contact information of municipal government, recreation department, and school board representatives.
- Provide a list of major events (including provincial, national, and international sporting events where possible) hosted within the last five years and those awarded, but not yet hosted by your community. Please indicate the following for each event:
  - Name and date of the event
  - Participant numbers
  - Volunteer numbers
  - Approximate budget
- Include a community map with a central location identified as the Accreditation Centre or Games Hub and identify all the sport venues and accommodation sites.



## 5) Accommodations

The minimum requirement is 1,500 beds and 400 RV sites within a 40-km radius of the Games Village.

Details of available accommodations must be listed in a table format (template below) with columns for facility name, the distance to the Games Village and the number of beds/sites, and estimated average costs.

Distance from Accreditation Centre or Games Hub	Name of accommodation	Type	Number of beds/sites	Estimated Average cost of room / site
0-10 km				
11-15 km				
16-20 km				
21-25 km				
26-30 km				
31-35 km				
35-40 km				

Total number of beds \_\_\_\_\_ Total number of RV sites \_\_\_\_\_

Note: If two or more communities are submitting an application to co-host the Games please submit a table (using landscape layout if necessary) for each community showing the distance accommodations in that community are from the location of a major event (Games Hub, Accreditation Centre, Dance, Opening Ceremony, Closing Ceremony) to be held in that community.

Sample:

0-10Km	Best Western	Hotel	55	<b>\$135</b>
	Queen Elizabeth	Hotel	160	<b>\$155</b>
	Chateau Victoria	Hotel	95	<b>\$195</b>
	Fred's Inn	Motel	46	<b>\$125</b>
11-15Km	Marriott	Hotel	136	<b>\$200</b>
	Waddling Duck	Motel	55	<b>\$ 99</b>
	Percy's Campground	RV	38	<b>\$ 25</b>
	Georgia Hotel	Hotel	124	<b>\$139</b>
	Rose Cottage	BB	4	<b>\$150</b>

## 6) Core Event Venues

Your bid should include a list of the venues that will be used for the core events listed below. **Please provide initial letters of confirmation from each venue manager indicating their facility will be reserved for the duration of the Games.**

### Accreditation Centre

Provide a list of potential facilities large enough to host the Accreditation Centre for the Tuesday and Wednesday of the Games for 3,500 to 4,000+ participants and supporters. The facility would allow space for a table for each sport (sports with a large number of participants may require 2 or 3 tables), 12 Zone tables and several tables for Accreditation volunteers.

### Games Village

Previous Host Societies have elected to hold the Games Village in conjunction with the Accreditation Centre or in close proximity and provide a large enough space for artists, sponsors and exhibitors.

### Ceremony Venue

Identify potential venues for the Opening and Closing Ceremonies, indicating indoor or outdoor seating capacities of these venues. Expect 2,000 to 2,500 at the Opening Ceremony on Wednesday evening. Previous Host Societies have chosen a facility for the Opening Ceremonies that does not conflict with the Track and Field event schedule. Approximately 400 will attend the Closing Ceremony. This could be an opportune time to hold the Volunteer Appreciation Event, thereby increasing the numbers for the Closing Ceremonies.

### Medical Facility

Provide information on a potential Medical Clinic which should include the provision for first aid at all competition venues and details of the local community health care facilities. The temporary Games Medical Clinic is established in an accessible venue, staffed on a volunteer basis and is intended to meet the medical needs of participants while relieving the pressure on existing community health care system.

### Food Services

Food vendors will be located at all sport venues to supply adequate healthy food at a reasonable price for lunches (identifying the special diets that may be needed e.g. diabetic, vegetarian) for all participants Wednesday, Thursday, Friday and Saturday. The facility for the Dance must be large enough to facilitate an area for snacks, a no host bar, tables and chairs with an area for dancing to accommodate approximately 2,500 Participants.

Other than these requirements, participants are responsible for their own meals.

## 7) Venue Report and Relevant Information

The bid document is about demonstrating the venue/facility capacity available in each community to host certain sports. The Host Society and Sport Directorate, once assembled, will conduct a thorough sport selection process to determine the sports that will run in these Games in consultation with the Event Managers (a minimum of 20 sports from the BCSGS approved list of sports is required).

In order to assist this process, you are asked to supply the details of all the venues in your community that could host the sports listed on the **Venue Report Form** for sports in the 55+ BC Games (page 13)

In order to make it possible for communities in all regions of the Province to host the Games, the BCSGS is prepared to consider using facilities that do not meet the minimum requirements.

The Bid Evaluation Committee will review the Venue Report to see if your community is able to host a viable Games.

### ***Week at a Glance***

#### **Tuesday**

Accreditation for sports that begin on Wednesday  
Games Village open with Sponsor's Displays and Souvenir Sales

#### **Wednesday**

Accreditation for the balance of the sports that begin on Thursday.  
Games Village open with Sponsors' Displays and Souvenir Sales  
Some sports commence  
Opening Ceremonies

#### **Thursday**

All sports in competition  
BCSGS Annual General Meeting  
Host Society Special Event

#### **Friday**

All sports in competition  
Dance

#### **Saturday**

Competition Winds Up  
Closing Ceremonies

## Minimum Venue Requirements for Sports in the 55+ BC Games

Each venue must have adequate parking, room for spectators, washroom facilities and where ever possible be wheelchair accessible

SPORTS	<b>MINIMUM FACILITY REQUIREMENT</b> Additional details for each sport can be found in the Sport Specific Rules on the 55+ BC Games website <a href="http://www.55plusbcgames.org">www.55plusbcgames.org</a>	<b>SHOULD ACCOMMODATE at LEAST</b>
8-Ball	<ul style="list-style-type: none"> <li>6 tables required, table size will be 4'x8'</li> </ul>	New Sport
Archery	<ul style="list-style-type: none"> <li>Flat sport field at least 100m x 85m with facilities to accommodate 900 placement and 2x20 animal targets, unmarked distances in a 3D flat round</li> </ul>	60
Badminton	<ul style="list-style-type: none"> <li>Gymnasium(s), with a minimum of 10 courts - 20' x 44' (6.1m x 13.4m) for each court</li> <li>A minimum of 3' and maximum of 5' of clearance should surround each entire court</li> <li>Lines on the floor should be marked in white or yellow and be 40 mm wide</li> <li>Hardwood floor</li> <li>Standard holes in floor for nets</li> <li>Stage or other adjacent area for officials and draw desk (10' x 10' area)</li> <li>Ceiling height should be between 20' to 30'</li> <li>Ceiling and walls preferably green in colour, grey or blue acceptable</li> <li>Outside windows need to be covered; lights are not to hang below 20' above the height of the court</li> <li>Temperature of gymnasium should be between 60 to 65 degrees Fahrenheit</li> </ul>	200
Bocce	<ul style="list-style-type: none"> <li>2 regulation size courts</li> </ul>	36
Bridge, Duplicate	<ul style="list-style-type: none"> <li>10 tables</li> <li>Bright lighting</li> </ul>	40
Bridge, Social	<ul style="list-style-type: none"> <li>10 tables</li> <li>Bright lighting</li> </ul>	24
Carpet Bowling	<ul style="list-style-type: none"> <li>Space to accommodate 12 - 16 carpets</li> <li>Carpets are 30 feet long and 4.5 feet wide</li> <li>There should be space to walk between carpets</li> <li>The floor surface must be level</li> </ul>	80
Cribbage	<ul style="list-style-type: none"> <li>25 tables</li> <li>Bright lighting</li> </ul>	115
Cycling	<ul style="list-style-type: none"> <li>Time trial requires a 16 km loop (start and finish at the same place)</li> <li>Road race is 40, 50 and 60 km in length</li> <li>The hill climb is 2 to 3 km in length and should be a grade of 6% to 9%</li> </ul>	110
Darts	<ul style="list-style-type: none"> <li>Space to accommodate 40 dartboards</li> <li>Boards are fixed at a height of 5'8" from centre point to the floor</li> <li>The throwing line should be 7' 9 1/4" from the face of the board</li> <li>Adjacent boards should have at least 10' between centre spots</li> <li>Bright lighting</li> </ul>	110
Dragon Boat	<ul style="list-style-type: none"> <li>Park space for approximately 13 to 20 teams (350 to 500 participants)</li> <li>Docks or Sandy Beach for crew launching area for 4 dragon boats (200 ft. long)</li> <li>Space also to accommodate individual team tents</li> <li>Access to electric power</li> </ul>	350 - 500

<b>SPORTS</b>	<b>MINIMUM FACILITY REQUIREMENT</b> Additional details for each sport can be found in the Sport Specific Rules on the 55+ BC Games website <a href="http://www.55plusbcgames.org">www.55plusbcgames.org</a>	<b>SHOULD ACCOMMODATE at LEAST</b>
Equestrian	<ul style="list-style-type: none"> <li>• Two rings to accommodate selected disciplines (same size if possible)</li> <li>• A smaller warm up ring</li> </ul>	40
Fastpitch	<ul style="list-style-type: none"> <li>• 4 regulation diamonds preferable with skinned infield</li> <li>• The field should be fenced in with a radius distance of 275 to 300 feet</li> <li>• Bases will be 60 feet apart for all competitions</li> <li>• Pitching distance is 40 – 43 feet</li> </ul>	New Sport
Five Pin Bowling	<ul style="list-style-type: none"> <li>• 12 Lanes – could be in two facilities</li> </ul>	120
Floor Curling	<ul style="list-style-type: none"> <li>• Space that is able to accommodate a minimum of six rinks</li> <li>• Floor surface of hardwood, linoleum, well laid tile or smooth cement floors</li> <li>• Rinks are 36 feet long and 8 feet wide with a minimum of 4 feet between rinks</li> <li>• An additional 8' on each end is required for delivery areas and players seating</li> </ul>	70
Golf	<ul style="list-style-type: none"> <li>• 2 – 18-hole courses</li> <li>• 100% use of shared power carts</li> </ul>	260
Horseshoes	<ul style="list-style-type: none"> <li>• 8 -10 pitches</li> <li>• Must be able to accommodate 30' and 40' distances</li> </ul>	60
Ice Curling	<ul style="list-style-type: none"> <li>• 8 sheets</li> </ul>	125
Ice Hockey	<ul style="list-style-type: none"> <li>• 3 Regulation size Ice Hockey Rinks (Men)</li> <li>• 1 Regulation size Ice Hockey Rink (Women)</li> </ul>	350 New Sport
Karate	<ul style="list-style-type: none"> <li>• Space to accommodate 3 rings 10 meters x 10 meters</li> <li>• 6 to 8 tables and 60 chairs</li> </ul>	New Sport
Lawn Bowling	<ul style="list-style-type: none"> <li>• 6 regulation size Greens</li> <li>• Clubhouse</li> </ul>	50
Mountain Bike	<ul style="list-style-type: none"> <li>• “Senior Friendly” course i.e. no jumps, drop-offs, logs, steep descents, water/mud holes or narrow passages between trees</li> <li>• Cross-Country/Off Road course</li> <li>• Hill Climb course of approximately 2 km</li> <li>• BMX berm track</li> </ul>	20
Pickleball	<ul style="list-style-type: none"> <li>• Minimum of 8 courts</li> <li>• The court dimensions are identical to a doubles badminton court. The court dimensions are 20' x 44' for both doubles and singles</li> <li>• The net is hung 36" on each end of the court and 34" in the middle</li> <li>• A non-volley zone extends 7'</li> <li>• A backspace minimum of 18' and side space of 12'.</li> <li>• Pickleball can be easily adapted to any small size, indoor or outdoor hard surface such as badminton courts or tennis courts</li> </ul>	300
Slo-Pitch	<ul style="list-style-type: none"> <li>• 6 to 8 diamonds, with grass infields preferred and a radius distance of 275 to 300 feet is preferred</li> <li>• The field should be fenced in</li> <li>• Bases will be 65 feet apart for all competitions</li> <li>• The pitching distance is 50 to 65 feet</li> <li>• Facility to include umpires change room, scoreboards and team dugouts / seating for teams</li> </ul>	470
Snooker	<ul style="list-style-type: none"> <li>• 6 tables required, table size may either be 6'x12' or 5'x10' or a mixture of both sizes according to local availability</li> </ul>	30
Soccer - Men	<ul style="list-style-type: none"> <li>• 4 Regulation Soccer Fields</li> </ul>	300
Soccer - Women	<ul style="list-style-type: none"> <li>• 2 Modified Soccer Pitches – 75 yards by 50 yards</li> </ul>	New Sport

<b>SPORTS</b>	<b>MINIMUM FACILITY REQUIREMENT</b> Additional details for each sport can be found in the Sport Specific Rules on the 55+ BC Games website <a href="http://www.55plusbcgames.org">www.55plusbcgames.org</a>	<b>SHOULD ACCOMMODATE at LEAST</b>
Squash	<ul style="list-style-type: none"> <li>• 2 Regulation Squash Courts</li> <li>• The floor area (playing area) of one singles court is 9.75m x 6.40m. This is 62.4 square m. The minimum height (from floor to ceiling or to anything that projects from the ceiling such as lights, air conditioning ducts, fans, beams etc.) is 5.64m</li> </ul>	New Sport
Sturling	<ul style="list-style-type: none"> <li>• 2 sheets of regulation curling ice</li> </ul>	New Sport
Swimming	<ul style="list-style-type: none"> <li>• Minimum 25-meter pool (indoor pool only)</li> <li>• Minimum depth of 1.2 meters at the shallow end</li> <li>• Minimum of 6 lanes</li> <li>• Able to accommodate starting blocks</li> <li>• Facility to include at least 2 change rooms with showers, official's room, marshalling area, and public-address system</li> </ul>	140
Table Tennis	<ul style="list-style-type: none"> <li>• Gymnasium or other large room</li> <li>• Able to accommodate a minimum of 12 – 14 regulation table tennis tables</li> <li>• Floor space must allow for a minimum of 12 meters long by 6 meters wide by 4 meters high per table</li> <li>• Lights must be at least 4 meters above the floor and provide 60-foot candles of power at the playing surface</li> <li>• A separate room is needed for Officials</li> <li>• A public address system</li> </ul>	150
Tennis	<ul style="list-style-type: none"> <li>• Minimum of 12 courts</li> <li>• The size of the playing surface for singles is 27' x 78'</li> <li>• The playing surface for doubles 36' x 78'</li> <li>• A backspace minimum of 18' and side space of 12'.</li> <li>• The preferred playing surface is plexi pave or equivalent.</li> </ul>	150
Track & Field	<ul style="list-style-type: none"> <li>• 6 or 8 lane certified 400 meter track (rubberized surface preferred)</li> <li>• Approved long jump and high jump pits</li> <li>• Space for throwing events - shot put area, discus throw area with a caged shot put area and a secured javelin area</li> <li>• 10 km run course out of the stadium with no uneven surfaces</li> <li>• Public address system</li> <li>• A separate room for Officials</li> <li>• Storage of equipment</li> <li>• Competition warm-up area</li> </ul>	250
Trapshooting	<ul style="list-style-type: none"> <li>• 2 fully-equipped trap stations with separate machines. Venue to be approved by the British Columbia Trap Shooting Association</li> </ul>	New sport
Triathlon	<ul style="list-style-type: none"> <li>• A pool or 500m open water swim area</li> <li>• A road way to hold a 10k bike ride, presumably 5k in each direction</li> <li>• A 2.5k run area, presumably 1.25k in each direction</li> </ul>	New sport
Whist	<ul style="list-style-type: none"> <li>• 15 tables</li> </ul>	30

Facility requirements are accurate at time of printing. Changes may be necessary due to unforeseen circumstances. Sports may be deleted from the list if not chosen for 4 consecutive years.

The BCSGS is aware that the requirement for venues is substantial in order to host these Games. Therefore, bidding communities can consider using facilities from neighbouring communities (within 40 km of Games Village) as part of the bid document.

Please include a letter from the owner or manager stating that the facility will be reserved for the duration of the Games.

Example: *I am the Facility Manager responsible for bookings at this facility. I confirm that our organization is in support of our community's bid to host the 20XX 55+ BC Games and this facility will be reserved for the competition. The facility meets the Minimum Facility Requirement.*

**Venue Report Form for Sports in the 55+ BC Games**

If they are available, list more than one venue for each sport

<b>SPORTS</b>	<b>Give Venue Name and Address</b>	<b>Meets Minimum criteria Y/ N</b>	<b>Letter of Support</b>	<b>If NO Explain deficiency</b>
8-Ball	Name: Address:			
Archery	Name: Address:			
Badminton	Name: Address:			
Bocce				
Bridge: - Duplicate - Social				
Carpet Bowling				
Cribbage				
Cycling				
Darts				
Dragon Boat Racing				
Equestrian				
Fastpitch				
Five Pin Bowling				
Floor Curling				
Golf Venue # 1				
Golf Venue # 2				
Horseshoes				
Ice Curling				
Ice Hockey - Men				
Ice Hockey - Women				
Karate				
Lawn Bowling				
Mountain Bike				
Pickleball				
Slo-Pitch				
Snooker				
Squash				
Soccer - Men				
Soccer - Women				
Sturling				
Swimming				
Table Tennis				
Tennis				
Track & Field				
Trapshooting				
Triathlon				
Whist				

**Host Society must pick a minimum of 20 sports.**



***Distance from the Accreditation Centre or Games Hub to each Venue***

<b>VENUE</b>	<b>&lt;10km</b>	<b>11-15km</b>	<b>16- 20km</b>	<b>21-25km</b>	<b>26-30km</b>	<b>31-35km</b>	<b>&gt;35km</b>
	=====	=====	=====	=====	=====	=====	=====
<b>total</b>							

Note:

If two or more communities are co-hosting the Games submit a table for each community showing the venue distance from the location of a major event (Games Village, Accreditation Centre, Friday Dance, Opening Ceremony, Closing Ceremony) to be held in that community

**Example of Distance from the Accreditation Centre or Games Hub to Each Venue Table**

<b>VENUE</b>	<b>&lt;10km</b>	<b>11-15km</b>	<b>16- 20km</b>	<b>21-25km</b>	<b>26-30km</b>	<b>31-35km</b>	<b>&gt;35km</b>
Memorial Arena	X						
Finlayson Park					X		
Ted's 5 Pin						X	
Glasgow Park	X						
South Bank School		X					
West High School		X					
Wimbledon Courts				X			
Veterans Hall			X				
Legion Hall	X						
	=====	=====	=====	=====	=====	=====	=====
<b>total</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>

## 8) Number of Participants by Sport 2014-2017

Event	2014 Langley		2015 North Vancouver		2016 Coquitlam		2017 Vernon	
	Participants	Zones	Participants	Zones	Participants	Zones	Participants	Zones
8-Ball ◇								
Archery	44	9	45	10	40	8	49	10
Badminton	211	6	179	7	204	8	124	8
Bocce	32	6	NH		NH		27	5
Bridge	64	8	47	6	52	7	42	5
Carpet Bowling	73	11	50	6	68	9	60	9
Cribbage	112	12	72	10	68	11	118	12
Cycling	108	11	91	11	68	11	86	11
Darts	103	10	85	8	85	9	107	9
Dragon Boat	326	9	505	10	357	7	367	7
Equestrian	37	7	17	3	NH		85	12
Fast Pitch **								
Five Pin Bowling	116	11	83	8	92	9	105	11
Floor Curling	63	9	41	6	42	7	78	7
Golf	272	12	200	11	179	11	219	12
Horseshoes	52	9	19	6	NH		35	7
Ice Curling	124	12	121	10	112	9	132	10
Ice Hockey – Men	337	8	275	9	323	9	444	11
Ice Hockey – Women ◇								
Karate **								
Lawn Bowling	47	8	33	6	49	6	42	6
Mountain Bike			NH		NH		19	5
Pickleball	216	8	182	9	270	8	286	10
Slo-Pitch	465	9	432	9	248	7	223	8
Snooker	NH		NH		NH			
Soccer- Men	301	8	263	9	269	9	236	6
Soccer – Women **							32	6
Squash **							8	3
Stirling ◇								
Swimming	134	10	112	11	116	11	110	9
Table Tennis	137	7	113	8	125	6	100	9
Tennis	144	8	124	9	97	8	122	10
Track & Field	243	11	217	12	237	12	209	12
Trapshooting ◇								
Triathlon ◇								
Whist	36	5	20	3	32	4	20	4
	=====		=====		=====		=====	
<b>TOTAL</b>	<b>3796</b>		<b>3326</b>		<b>3133</b>		<b>3583</b>	

NH - Not Held

\*\* New sports starting 2017

◇ New sports available in 2018

## 9) Inclusive Language and Gender Policy

BCSGS believes in the power of sport to bring communities and individuals together. As such, BCSGS is committed to providing a safe and inclusive environment for participation in sport whether that is on the playing field or in the boardroom. We welcome participation by all persons regardless of their gender, sexual orientation, gender identity, or physical challenges. We believe in fostering an environment of respect for the cultural diversity of all British Columbians.

BCSGS requires that all Host Communities will provide opportunities for participation as per the following Policies.

1. The Host Community will demonstrate a commitment to gender equality and representation that reflects the diversity of the community in the following areas:
  - a) The composition of the Host Society Board of Directors and selection of Committee Chairs;
  - b) Employment opportunities;
  - c) Volunteer recruitment.
2. The use of language that is both gender neutral and sensitive to cultural diversity in all publications and documents.
3. The Protocol section of the 55+ BC Games guidelines will include the following statement:

The Directors will demonstrate a commitment to gender equality and representation that reflects the diversity of the community when selecting the Chairs and will encourage their Chairs to show this same commitment in the recruitment in their volunteers.

## **BID SUBMISSION INFORMATION**

### ***Who do I send my bid to?***

Please send your Bid Application for the 55+ BC Games to:  
Bid Committee  
BC Seniors Games Society  
47-654 N. Fraser Dr.  
Quesnel, BC V2J 1Z6

***Please refer to the checklist on page 18 when compiling your application.***

### ***How many copies of the bid should I enclose?***

Please forward five copies of your Bid Application.

### ***What is the process for determining a winning community?***

All Bid Applications will be reviewed by the BCSGS Bid Committee.

### ***Can two or more communities submit a joint bid?***

Yes, provided all communities involved and school district, if relevant, sign a formal Letter of Resolution indicating support for the Bid Document. (see City Council support on Page 4).

### ***Who should I call if I have more questions about putting together a bid?***

Please contact:  
Bob Hesketh at 250.255.0181  
Paul Kingan at 250.338.2137  
Gordon Oates at 250.665.7434

Or via email [bid@55plusbcgames.org](mailto:bid@55plusbcgames.org).

### ***What is the deadline date for Bid Application submissions?***

June 29, 2018 at 12 noon

***For more information on the 55+ BC Games*** check out the web site:  
**[www.55plusbcgames.org](http://www.55plusbcgames.org)**.

## APPLICATION SUBMISSION FORMAT AND CHECK LIST

please place this at the **front** of your bid application

Please place the components of your application in the order listed below when compiling your application. It will greatly assist the people assessing your application. Failure to include requested information can hinder the success of your application.

You are welcome to add any other information in support of your application. Such information may be placed in any location you think appropriate.

ORDER OF CONTENTS	ITEMS	CHECK LIST
1. Local support	Resolution from the City Council supporting the bid including \$ amount	
	Letter from School Board <b>if</b> using their facilities or equipment	
	Letters of support from community organizations	
2. Information about your community	Details of population demographics	
	List of past and future major events	
	Community map showing venue and accommodation locations	
3. Accommodations	Accommodations Table	
4. Core facilities	Details of Accreditation Centre, Opening and Closing Ceremony venue(s), Medical Facility, Food Services	
5. Venue Report	Venue Report Form supported by a letter from the owner/manager of each sport facility your community hopes to use for the Games, stating that their facility will be reserved for the Games.	
6. Distance Report	Distance from Accreditation Centre or Games Hub to each venue	

## Appendix 1

### *History of Host Communities with Total Number of Registrants*

The Games have been or will be hosted by the following communities:

1988	Vernon	650	2005	Cowichan	3056
1989	Trail	1000	2006	Abbotsford	2938
1990	Comox Valley	1400	2007	Nanaimo	3575
1991	Coquitlam	1750	2008	Prince George	2561
1992	Dawson Creek	1450	2009	Richmond	3865
1993	Cranbrook	1723	2010	Comox Valley and Campbell River	3518
1994	Prince Rupert	1275	2011	West Kootenay	3186
1995	Oliver/Osoyoos	2032	2012	Burnaby	3652
1996	Kamloops	2150	2013	Kamloops	3745
1997	New Westminster	2097	2014	Langley City and Township	3940
1998	Port Alberni	1935	2015	North Vancouver	3397
1999	Elk Valley	1878	2016	Coquitlam	3198
2000	Kelowna	2475	2017	Vernon & Area	3583
2001	Surrey	2722	2018	Kimberley/Cranbrook	
2002	Prince George	2487	2019	Kelowna	
2003	Chilliwack	2656			
2004	Penticton	3258			