



PROMOTER INFORMATION

Introduction

My name is Jim Fischer, and I am one of the OBRA mountain bike representatives for the 2003 season. I will be working to make your interface with OBRA as painless as possible. I would like to thank all the promoters who have undertaken the selfless task of organizing a competitive mountain bike event for 2003. In the next few months, I hope to get to know you better, and determine what I need to do in order for us to work together to make 2003 a great season for racers, promoters, sponsors and spectators! The information below is meant as a guide rather than a rigid requirement.

Background

Realizing all of you are very busy, I will limit this dissertation to that which is relevant to cycling and your interface with me. I have promoted and worked downhill, hill climb and cross country events. I have experience racing mountain bikes and, for a few years, held a NORBA official's license until Oregon made the decision to side with OBRA for it's mountain bike racing insurance needs. I work as a mechanical engineer at Hewlett-Packard in Corvallis and have experience with the normal programs such as Excel, Word and HTML/Web publishing. I have medical training through the Outdoor Emergency Care course for National Ski Patrol volunteers. I have also worked as a timing official at more events that I care to admit.

My Job for 2003

I am, by no means, as experienced as many of you veteran promoters, but I will work hard to ensure your questions get answered in a timely and accurate fashion. Shane Young will be tabulating points for the OBRA series and helping the OBRA webmaster post results to the OBRA web site. I will be working to train officials to work events and to help coordinate some of the overhead activities such as scheduling and fielding questions.

New for 2003

Officials will be required to work every mountain bike event this season. This is not a new requirement, but one which we have been lax in enforcing due to the low number of officials available. In the past, officials have worked as officials while racing an event. This is not allowed as it precludes the possibility of the official being present if needed at the finish area for results prep or other tasks during the event.

Officials will help with **timing, results, registration, license sales, protests** as well as any other areas for which they are trained. The official is responsible for accurate results, but will require several volunteers from your organization as well as some rudimentary supplies (4x8 sheet of plywood, etc.) to perform their job. **Officials will NOT be providing computerized results printouts at the**

events. If you wish to have this for your event, you must supply it yourself. All officials should be in touch with the events they will work prior to the event to discuss details surrounding timing and scoring activities.

Official's fees will consist of \$100 per day plus \$.35/mile plus \$25/day for food plus lodging. It is up to the official and the promoter to discuss these fees upfront, before the event. The official may waive fees as they see fit.

License sales will be conducted by each individual race organizer wherever possible. Officials will also sell licenses as needed, but would rather have promoter-supplied volunteers do this before race-day.

Randy Dreiling, a promoter from Eugene, is assembling many races around the state into a series; the VW Trek Series. This series is a subset of all of the OBRA races in Oregon. If you are promoting an event which is not part of this series, don't worry. Your event will receive the same opportunities from OBRA for event flier distribution, points tracking and general help.

Points will be tracked in the same fashion as last year, and consistent with OBRA road events in the following manner:

Place	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Points	30	25	22	19	17	15	13	11	9	7	5	4	3	2	1

Best All-around Rider (BAR) totals will be calculated for the following fields:

Senior Men	Senior Women
Sport Men	Sport Women
Beginner Men	Beginner Women
Junior Men	Junior Women
Master Men	Master Women

Clydesdale will NOT be tracked by OBRA as a competitive category for BAR. Clydesdale racers will generally race the sport course and should consider racing sport if they wish to gain BAR points. Randy Dreiling's series will probably NOT track Clydesdales for overall series points.

Single Speed (SS) will be tracked by both OBRA for BAR and for the SoBe Series.

As a **guideline**, **Sandbagging** sport and beginner riders will be **upgraded** by the OBRA official if either of two things happen: 1) They place in the top five in five races, top three in three races, or 2) Are obviously too fast to be competitive in their registered category. For mandatory upgrading purposes, the minimum number of competitors separated by class is as follows:

Class	Men	Women
Juniors (18 & under)	10	5
Senior (19-34)	20	10
Veteran (35-44)	10	5

Master (45+)	5	5
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When a competitor **upgrades**, whether forced or voluntary, he/she will be allowed to keep 1/2 of his/her **accumulated points**. Future upgrades will cost 1/2 of total points at the time of the next upgrade. Voluntary upgrades may be initiated at any time by a competitor. Down grading will only be allowed by individual requests that are approved by the OBRA official. Once again, the mandatory **upgrade policy** is merely a guideline, and **not an OBRA racing regulation**.

General Information

1. Number Plates

Once again, OBRA will be purchasing permanent PVC and temporary paper number plates as was done last season. Number plates will be color coded as well as in sequences according to category.

Category	Pro	Elite	Expert	Sport/SS/Clyde.	Beginner.
Flood Coat	Green	Red	Yellow	Blue	White/None
Number Sequence (XC)*	1000-1099 P 1500-1599 T	1100-1199 P 1600-1699 T	1200-1499 P 1700-1999 T	2000-2499 P 2500-2999 T	3000-3499 P 3500-3999 T
Number Sequence (DH)*	Combined w/ expert	Combined w/ expert	1 - 149 P 150-299 T	300 - 499 P 500 - 649 T	650 - 849 P 850 - 999 T

* P = Permanent, T = Temporary

If more plates are needed through the season, the used paper plates may be replaced with new ones. Plates that have been misplaced can be temporarily replaced with a blank paper plate, but the racer must realize they may be pointed the wrong way on course if they race any category other than beginner (for which the flood coat is white). It will be up to the promoter at each event to completely understand the above sequencing. Numbers will be moved from race to race throughout the season.

One issue last season was that of people racing who had not paid. These people would purchase or bring their OBRA plate, but would not pay to race. If you are concerned about stopping this, I have several suggestions:

- Roll Call: At the start line, back everybody away from the line, and call them out to line up from the registration roster. With small fields, this should be fairly easy.
- Ribbon on handlebars: Wrap a piece of fluorescent ribbon around the bars of all who have paid. Keep the ribbon as short as possible and inspect for it on the start line.
- Colored stickers: Place a colored dot on the number plates (away from artwork or the numbers), and inspect for it on the start line.

I prefer calling names out and having them line up. People will find it rather embarrassing. If they are being cheap and sneaky and don't want to get caught, they can back out of the pack and register (provided there's time).

2. Course Marking

All courses will be marked using arrows and ribbon. Arrows are to be used at all intersections indicating direction of travel through the intersection 50-100 feet before entering the intersection, at the intersection and after the intersection 50-100 feet. Arrows on the trail surface should be temporary created with flour or chalk. Any paint, whether temporary or

permanent should be approved by the land owners. Ribbon color should match the number plate flood coat for the riders on that course (e.g. blue ribbon for sport course, yellow for expert and white for beginner), and should be hung on the right side of the track. Ribbon should be visible from any point on the trail. Down-pointing arrows should also be used to indicate hazards according to the following table:

Hazard Level	Minor	Moderate	Extreme
Example	Sharp bend	Sharp Dip/Hairpin	Road x-ing/walk section
# of down arrows	One	Two	Three

Such arrows are available from Rainbow Racing among other sources.

Caution ribbon should be used on stumps or other obstacles that will not be moved. Hay bales are appropriate for dangerous obstacles on down hill sections. Pink ribbon should be used to indicate "wrong way" by stringing it across roads or trails that are not on the track. This "wrong way" ribbon should be placed on the ground so vehicles and other traffic may cross it without breaking it.

These are simple guidelines (but often tedious to follow) to insure riders will stay on course. Do NOT rely on course marshals to be in place or for all of your markings to withstand weather, animals or vandals. I have had my courses affected by all three. I'm hoping all of you will avoid that sinking feeling I felt when I got a call on the cell phone after the race had started informing me people were headed down into town off course due to problems with the markings.

Course maps available to the racers or inserted into race packets are an excellent way of keeping lost racers from begin absorbed into the local forest canopy. A call to the local SAR (search and rescue) organization, or angry parents waiting at the finish line are both things I like to avoid. If you put them in the packets, sealable sandwich bags are a good way to keep the maps readable in a wet jersey pocket.

3. Fees

It is VERY important for everyone to understand the following fee structure.

3.1 Insurance Surcharge

The insurance surcharge is a pass through paid by the promoters through OBRA to the insurance carrier. The rate is \$1/rider/day for road events and \$1.65/rider/day for off-road events.

3.2 OBRA Operations Expenses Fee

This is the fee that goes to support OBRA operations i.e. the general OBRA fund, website, mailings, etc. The fees are:

Option #1: \$1/rider/day (\$0.50 discount after first day for stage races) Paid after event. Includes access to OBRA equipment, inclusion in the BAR, access to promotional services (phone message hotline, mailing list access, web page listing, e-mail etc.)

Option #2 (most common for mountain events): \$0.50/rider/day Includes promotional services, but not equipment.

3.3 Racer license fees:

- 3.3.1 Out-of-state riders with valid annual FIAC licenses may race without purchasing a license (one day or annual OBRA). They must pay \$1 for a paper plate.
- 3.3.2 Out-of-state riders wishing to be tracked for Series and BAR points must purchase an annual OBRA license for \$15 with PVC plate.
- 3.3.3 Non-licensed out-of-state riders will pay \$1 for a paper plate, but the \$5 one-day fee will be waived by OBRA.
- 3.3.4 In-state riders racing one-day will pay \$5 one-day OBRA fee and \$1 for a plate.
- 3.3.5 In-state riders wishing to be tracked for BAR and Series points will be required to purchase a \$15 annual membership with PVC plate.
- 3.3.6 Entry fees are unaffected by license status or residency.

4. OBRA Truck and Equipment

OBRA has an enclosed dual-wheeled truck/van which may be rented from OBRA. Inside is all the equipment you would need for an event; tables, road signs, snow fence, banner supports, P/A, timing clock, coolers, ez-up canopies, generator, bullhorn etc. Check with Jim Anderson for a complete listing; 503-975-8229 (cell), jim@eugeneevents.com. This info is on the OBRA web site, as well. It is extremely important that you return this equipment promptly after your event. Many times, there are road events only a day or so after a Sunday mountain bike race. The equipment needs to be back home at Alpenrose Sunday night. Also, if the equipment is returned in a condition worse than it was delivered, the promoter will be charged for equipment cleaning/replacement. There will be loading instructions and diagrams for getting everything back correctly into the truck. The fees are as follows:

Description	Amount
Truck Charge	\$50
Check in/out	\$30
Gas	Return full.

In an attempt to make this EXTREMELY clear, here's an EXAMPLE of how fees will work:
The event is a mountain bike race where the equipment will be used and 200 riders show up.
OBRA Fees: \$1.00/rider/day x 1day x 200 riders = \$200
Insurance Surcharge: \$1.65/rider/day x 1day x 200 riders = \$330
Truck: \$50 + \$30 + Gas = \$80 + gas

All fees, except gas, of course, are paid to OBRA as soon as possible and no later than one week after your event. Reserve this equipment EARLY (like yesterday)! With so many races, both road and mountain, you'd better get the equipment reserved ASAP.

5. Timing/Scoring

Pull tags stapled to plywood boards may sound rather primitive, but simplicity is best when timing a race. Pressures applied from racers, spectators and sponsors on race day can make race timing very difficult and stressful.

Pull tags labeled with stickers indicating age and sex applied to color-coded tags (color indicates ability) are the simplest way to keep track of racers at the finish area and for awards. The designations are as follows:

Sticker Shape	Pull Tag Color (Category)	Sticker Color (Age)
Oval = Women	Green = Pro	Red = Junior (0-14)
Square = Men	Red = Elite	Floro. Orange = Junior (15-18)
	Yellow = Expert	Lt. Blue = Senior (19-34)
	Blue = Sport/SS/Clyd.	Floro Green = Veteran (35-44)
	White = Beginner	Purple = Master (45+)

A sample sticker application key has been provided. I advise laminating it and taping it to the table during registration. I advise using a simple system where each rider has either one or two pull tags pinned to the back of their jersey. The tags are removed in a chute downstream of the finish line and the racers are kept in order as they finish. Times are manually recorded by four people; two recording times (by place), two recording plate numbers (by place). Two or three people working the pull tag board should be focused on keeping the tags in precise order and stapling them up. Final results can easily be gleaned from the board for awards. I advise against separation of categories on the timing boards. Racers will finish and then notify you they raced the wrong category or course. If they've already been separated out, you do not know where they belong unless you have a time for them. Write-in-the-rain score tablets are available from Rainbow Racing as are the pull tags, stickers and safety pins.

While simplicity is great at the finish area, we will still need electronic files with times, categories, names, teams, addresses etc. (This information for previously licensed racers will already be available in a database for use by promoters from OBRA.) This format will be provided to you in an Excel file so all you will need to do is enter the racers' info and times. The official will work with you to generate results for the following Monday morning. In the past, it was apparent how closely racers watched results postings to gage their performance. They will be patient for about one day, and then the nasty-grams begin rolling in. While officials will be responsible for results, it is up to the promoter to provide adequate volunteer support and facilities to do this rather high stress job. **The official will NOT be providing computerized posted results at the event.** If you wish to have this, you will need to do supply it on your own. Please prepare for this as it is the most important aspect of promoting an event! I will be happy to work with promoters well in advance of their events if desired.

6. Equipment

If you need equipment such as tables, coolers, canopies, PA systems, communications equipment, generators, snow fence etc., you will need to find it on your own. OBRA has a large equipment reserve that is housed in a moving truck. A very nice enclosed trailer is also available. This is available for very reasonable fees. I strongly encourage you to pursue this avenue early if you think you will need equipment, especially if you run an event during the wetter months of April, May, June or July. Generally, you will need tables, chairs and canopy cover at each aid station and at the finish line. Volunteers do not appreciate standing in the rain or the hot sun for four or five hours. Please take care of your volunteers. It doesn't happen without them!

7. Medical

This is an optional service to the racers and the promoter that should not be overlooked. Mike Murray at OBRA can provide you with names of medical personnel he prefers you use. There may be a cost associated with this service, but it is well worth it. You are welcome to find your own medical support, but contact Mike to make sure it works for him. I suggest local volunteer fire department personnel, search and rescue folks, ski patrol etc. for sources of willing and able medical help. Ambulances are recommended on standby at downhill events where speeds are generally higher and injuries more common and more serious. It is also a good idea to contact local EMS well in advance of the event so they are aware of it. They may need maps and possibly a tour of the area so they know how to get in and out. Downhill events may be wise to contact AirLife or Life Flight and let them know what is going on, as well. It would not be uncommon for several people to have mild injuries needing stitches or casting. With most races ending on quiet Sunday afternoons in rural areas, it is a good idea to contact the local hospital to let them know so they may have additional personnel standing by. I'm speaking from experience, here.

8. Aid Stations

Races over one hour should have provision for food and water on course. Depending on the difficulty of the course, elevation and weather, more frequent aid may be advisable. Generally, an aid station should have:

- Food: Energy bars, energy gel, fruit, salty snacks etc.
- Hydration: Energy drink (may want to dilute), water
- Communications: Cell phone or radio, which ever works and is available.
- Equipment: Table, chair, canopy, transportation for an injured cyclist.

9. Categories

Same categories for men and women as follows:

Class	Junior (14 & under)	Junior (15-18)	Senior (19-34)	Veteran (35-44)	Master (45+)
Beginner	S	S	S	S	S
Sport	S	S	S	S	S
Exp/Elite/Pro	N/A	18 & under only	S	S	S

"S" indicates a standard category. Age as of Dec 31, current year.

10. Advertising

Many promoters neglect sending out a useful timely race flier or do not send them to the right audience. OBRA has a database which is available to the promoters to use for mailing. OBRA **no longer** offers to handle the mailing of your flier for a fee, by utilizing OBRA's **bulk mailing** permit. Instead, there is a flier composed of info for upcoming races which is sent out 6 or 7 time per year. The cost is \$50 for a 3 x 7 add or fliers can be inserted. Also, fliers may be inserted with the number plate mailings at no extra charge. Doing the mailing yourself is not that big of a deal depending on the number of pieces you send out. There is quite a lot of information that should be included in the flier such as:

- Race name, date and location (directions)
- Registration information: Time, place, directions, categories, cost, extras (shirts/food), Late reg. deadline

- Race day info: Directions, schedule (start, awards), course info (elevation, length), number of aid stations, parking directions.
- Miscellaneous; sponsor logos, maps, URL, contact information
- Entry Form

Summary

It is my hope that I have answered many questions with this document, but I know you may still have questions. Please feel free to contact me via any of the following methods:

1. Phone: Day (M-Th, 6am-4pm) 541-715-6880, Eve (after 8pm) 541-990-8979 (cell)
2. E-mail (home): james-fischer@attbi.com
3. E-mail (work): jim_fischer@hp.com
4. Mail: 5549 SW Redtop Pl., Corvallis, OR 97333

I would like to thank all of you for taking the time, expending the effort and taking the financial risk to put on a mountain bike race.

Thanks and have a great season!

Regards, Jim Fischer, OBRA ATB Representative