

Village SK8 Showcase

Date: 7/3/2013-Wednesday

Event: Scaffolding Set-up

Start	End	Activity Item	Task Owner	Staff needed	Notes
13:00	14:00	Pick-up wood at RONA			Need 1 UHAUL
14:30	15:30	Pick-up Scaffolding @ Saber			UHAUL
16:00	17:00	Pick-up Bike Barricades @ RMOW			35 total
17:00	18:00	Equipment drop off			1 truck on site
16:00	17:00	Establish safety perimeter with bike barricades			
17:00	22:00	Scaffolding + In Run Set-up			Power required 2 X 20 AMPS

Date: 7/4/2013-Thursday

Event: Big Air Set-up & Training @ Whistler Olympic Plaza

Start	End	Activity Item	Task Owner	Staff needed	Notes
7:00		Event Staff & Volunteers arrival on site		4	
7:00	8:00	Unload all equipment		2	2 trucks on site
7:00	8:00	Establish safety perimeter with bike barricades		2	30 approx needed
7:00	9:00	Scaffolding set-up		4	
7:00	9:00	Acro Bag set-up		1	Power required 1 X 20 AMPS
7:00	12:00	In Run and Jump set-up		2	Power required 1 X 20 AMPS
8:00	9:00	Wayfinding & Signage installation		1	
12:00		End of day Volunteers			
12:00		Event Medical Team			
12:00		Athletes arrival on site			
12:30	13:30	Test of In Run and Jump			
13:30	14:30	Technical adjustments if needed			
14:30		End of day Volunteers			
14:30	16:30	Big Air Training			
16:30	17:30	Technical adjustments if needed			
17:30	18:00	Site Clean-up/Wrap-up and General Debrief			
18:00		End of Day Event Staff			
19:00		Security patrol starts			

Date: 7/5/2013-Friday

Event: Big Air & Freestyle shows @ Olympic Plaza

Start	End	Activity Item	Task Owner	Staff needed	Notes
8:00		Event Staff arrival		6	
8:00	9:00	Wayfinding & Signage installation		2	
8:00	9:00	Install bike barricades all around the show area		2	
8:00	9:00	Tents set-up		2	(4) 10' X 10' Eazy Up Style
9:00	9:30	Athletes arrival			
9:00	9:30	Install PA System			Power required 1 X 20 AMPS
9:00	9:30	Event Medical Team arrival		1	

9:30	10:30	Big Air Training			
10:30	11:00	Break			
11:00	11:30	Freestyle Show			
11:30		Shuttle operations start to DH Venue			
11:30	12:00	Break			

SAMPLE

Date: 7/5/2013-Friday (Continued)

Event: Big Air & Freestyle shows @ Olympic Plaza

12:00	12:30	Big Air Show			
12:30	13:00	Break			
13:00	13:30	Freestyle Show			
13:30	14:00	Break			
14:00	14:30	Big Air Show			
14:30	15:00	Break			
15:00	15:30	Freestyle Show			
15:30		End of Shows			
15:30		Event Medical Team leaves site			
15:30		Last shuttle up to DH Venue			
15:30	18:00	Site Clean-up/Tear-down and General Debrief		6	2 trucks on site
16:30		Shuttle services stops			
18:00		End of Day Event Staff			

Date: 7/6/2013-Saturday

Event: Freestyle Show @ Mountain Square

Start	End	Activity Item	Task Owner	Staff needed	Notes
8:00		Event Staff arrival on site		4	
8:00	9:00	Unload flooring and bike barricades		4	2 trucks on site to unload
9:00	10:00	Install Plywood floor		3	
8:00	9:00	Wayfinding & Signage installation		1	
9:00	10:00	Install PA System			
9:00	10:00	Tents set-up		1	(2) 10' X 10' Eazy Up Style
10:00	11:00	Install bike barricades all around the show area		3	
11:00	12:00	Athletes arrival on site/Warm-up			
12:00	12:30	Freestyle Show			
12:30		Shuttle operations start to DH Venue			
12:00	12:30	Break			
13:00	13:30	Freestyle Show			
13:00	13:30	Break			
14:00	14:30	Freestyle Show			
14:30	15:00	Break			
15:00	15:30	Freestyle Show			
15:30		Last shuttle up to DH Venue			TBC with Chief of Comp
15:30	16:00	Break			
16:00	16:30	Freestyle Show			
16:30		End of Shows			
16:30		Shuttle services stops			
16:30	18:00	Site Clean-up/Tear-down and General Debrief			
18:00		End of Day Event Staff			