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Covid-19 Mitigation

Race Operations Manual

White Line Cycling

Road Races

2021 Spring Season



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1. Purpose and Background

Purpose

The purpose of this operations manual is to help guide all the permitting agencies for Colorado cycling events, so they may navigate the complicated and ever-changing nature of our state's response to Covid-19. What follows is not only a detailed explanation of what are best practices for running events in these times, but rather what the cycling race parameters are that will allow events to be run. Much work has been done between many government health agencies and cycling groups to establish what needs to be done in order to continue moving forward with organized events. The manual is divided into two parts – those procedures common to every event type and those common to specific disciplines.

Background

The governor's office and the Colorado Department of Public Health and Environment (CDPHE) responded to the Covid-19 pandemic by working together to issue a series of Public Health Orders (PHO's). The State PHO is the default for how activities are allowed to proceed. Currently there are two broad levels used by the state – Safer at Home and Protect our Neighbors. Which one is used is based on the case load for Covid-19 in a given area. The link can be found below. The links will be updated, as well as this manual as things change.

<https://covid19.colorado.gov/protect-our-neighbors>

<https://covid19.colorado.gov/safer-at-home>



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Nature of the Default PHO (Public Health Order)

The next release of the PHO includes specific mention of organized cycling events and an acknowledgement of the nature of cycling. This was arrived at by work between the governor's office, Without Limits Productions, BRAC, Bicycle Colorado, the CDPHE, USA Cycling, and a group of Colorado race and ride directors. The most important points of the default PHO are summarized below, and will be expanded on further in this manual:

- Group starts up to 25 are allowed. Event directors can use staggered start or other measures to attain this.
- Social distancing is to be maintained for everyone during the event, but riders are not subject to it during the active competition part of their race
- Masks should be worn by everyone at all times, except during the active competition.
- Spectators are discouraged from attending
- Vendor will NOT be allowed on-site this season
- Maximum occupancy of the outdoor event is 175 at a given time for the event venue

County Variances

Many counties have requested and been approved for variances to the default PHO, motivated by the desire to make certain activities easier, such as dining, shopping, or recreation. A county can always be more strict than the state-mandated PHO, but if they want the rules to be more relaxed, they must apply for and receive a variance. Below is the link to the approved county variances:

<https://covid19.colorado.gov/public-health-executive-orders/local-orders-variances>

Each race or ride director will need to know what the situation is in the county or counties that his or her event uses.





2. Procedures Common to All Cycling Events

This section will describe the procedures to be adopted regardless of the cycling discipline involved.

A. USA Cycling Permitting

The normal process of permitting an event is more involved now. While filling out the forms is the same, there is now an extra step in the process before the permit is approved. USA Cycling is now reviewing permit applications and flyers and requiring the event organizer to indicate how their event meets the applicable PHO. This may slow the process down, so all permits should be applied for earlier, and the organizer should be prepared to certify that the PHO mandates are going to be followed. In order for your USA Cycling permit and insurance to be valid, you must receive and maintain all permits and permissions required to hold your event, as well as follow any mandated regulations and guidelines. In the case of any questions, contact the events department at eventservices@usacycling.org.

B. Masks

The basic concept for all events is that everyone wears a mask 100% of the time, with only two exceptions:

- When they are at their private vehicle eating
- When a participant is actively competing

Riders need to wear them when warming up, whether on the road or on a trainer, when presenting themselves to the line, and when warming down or hanging out around their car. After staging, they will be told by the Chief Referee when they can remove their masks. They



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Please
**WEAR
FACE MASK**



Sign courtesy of Plum Grove Inc.

should be prepared to carry their masks with them, and not throw them on the ground where someone else will have to pick them up.

C. Social Distancing

The default PHO's all mention two criteria for social distancing. One is the 6-ft rule, and the other is the 28 square feet per person rule. They both essentially are attempting to accomplish the same thing.

It is the intent of all of the protocols to keep all riders, staff, volunteers, officials, etc, separated by 6 feet on all sides at all times. The only exception, which was just recently granted, is that during the active competition, it is understood that there will be times when that does not happen between competitors. Also, family members who traveled together are exempt from this rule as well.

D. Food and Drink

Until further notice, there should be no food and drink available.

Every participant must bring their own. This includes water. Given that the virus is transmitted primarily through the nose and mouth, anything that is consumed on site must be viewed as being suspect. Even bottled water, if it were to be provided, had to be handled by someone else first.

E. Spectators

While we are trying to get events going again, this is a bad time for participants to bring anyone to the venue who is not participating in the event. All events have limits on how many people can congregate. Event Organizers must maintain the 28 square feet per person density at the venue. Every extra person represents a potential for going over this number. Please leave the non-riding family at home until further notice. **FOR THE CYCLING RACE WE WILL NOT ALLOW SPECTATORS ON SITE THIS SEASON.**

F. Parking

Parking represents a unique set of challenges, and no event is the same. We can consider parking from two perspectives:

Parking on side streets

If the parking area is really just having everyone park on the side streets, then by its very nature, each car is automatically separated by six feet, so social distancing is maintained. Thus, little needs to be done logistically if this is the case.



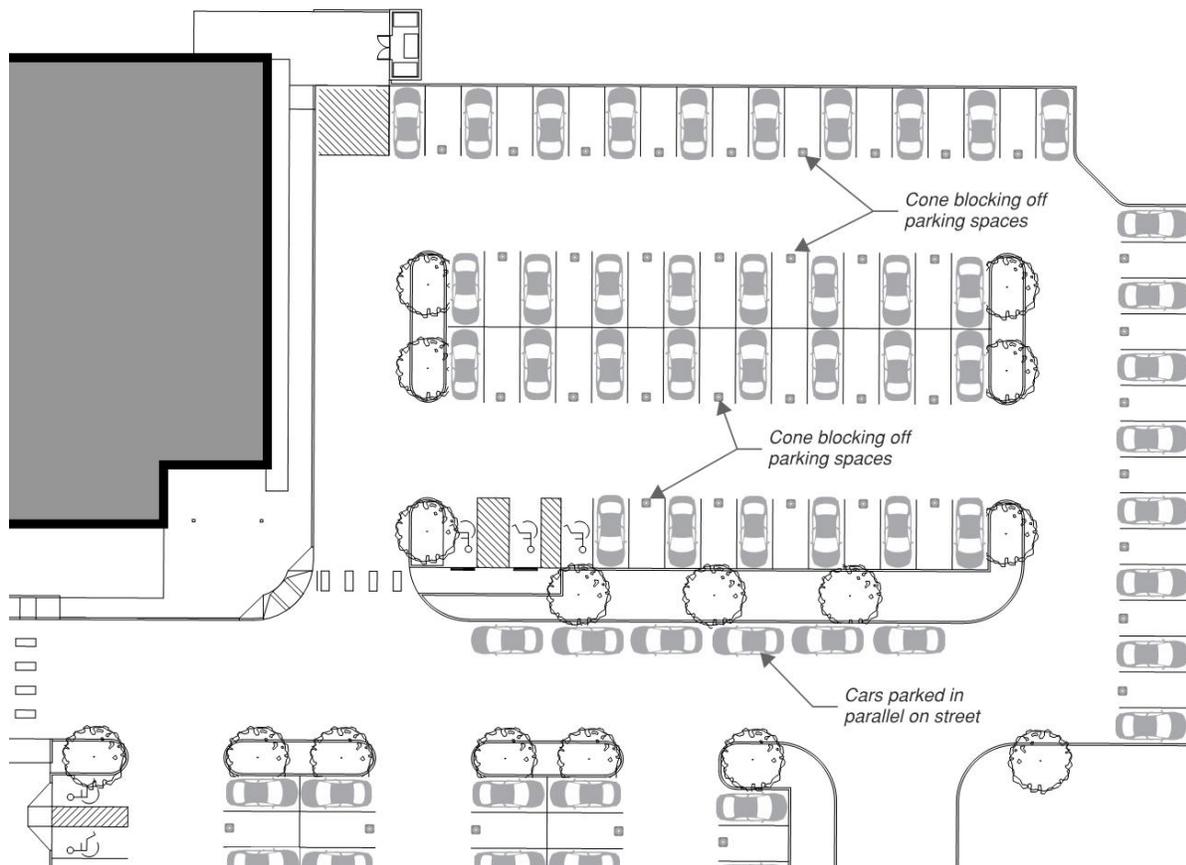
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Parking in a parking lot or a vacant lot

This type of parking is more difficult logistically. Best practices suggest that if you have a parking lot with painted spaces, you use only half of them. Therefore, each car is socially distanced by 6-feet side to side. There are several ways of accomplishing this:

- Cone off every other spot.
- Tape off every other spot with tape on the ground.
- Use dedicated parking attendants to place every car where you want it.

The third option would likely be the best if you have the staff to make it happen. Using radios, the first person an entering car meets could direct them down to the parking attendant, who will place the car where it should be. Once the lot is full, overflow can be directed to the side streets.



G. Signage and Communication



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Signage

Signs should be used everywhere to remind people of our new normal:

- Wear masks at all times
- Temperature Screening
- Stay 6-feet apart
- Enter here
- Exit here

BRAC has these signs in its race kit.

Communication

All communications, whether in writing or verbally, need to remind people of these new norms. The same race flyer you used last year, will be insufficient this year. Flyers need to contain a Covid-19 section to specifically remind people to leave spectators at home, wear masks, stay distanced, etc.



Direct communications via emails and social media should also be used to continually remind the participants of the guidelines and their expected behavior.

H. Temperature / Question Screening

A good practice is to have the first station a participant goes to be a temperature screening station. The laser thermometers are not very expensive and can easily screen all participants very quickly. Be aware that data show if a rider has been standing in the sun for a while, their skin might be hot enough to give a false positive for a fever. Thus, the temperature screening station should be in a tent in the shade, and preferably with a fan.

At the same time, the person doing the screen can ask the participant about whether they have been in close contact with anyone who was ill, or if they have been feeling ill.

I. Registration

Online Only is Best

All event organizers are strongly encouraged to offer online registration only. That is the best way to minimize contact with athletes, since they will then just have to be at registration briefly to pick up their numbers.



Without Limits Cycling Race Registration Policy will move to an ONLINE ONLY Format.

- We will move to a **pre-registration only format**, which will allow us to monitor and cap total athlete capacity at 150 athletes, leaving room for an additional 25 staff/volunteers onsite at a given time. We only utilize 4 staff and 10 volunteers for this event to allow for a buffer zone, never exceeding the 175 limit onsite.
- All volunteers and staff will be required to wear medical gloves and masks as they're handling timing chips, registration numbers etc.
- Hand sanitizing equipment will be added to the registration tables and required from each athlete at the check-in process.

Athlete Information Collection:

- We will move to a pre-registration "online only" format that closes the Thursday prior to the event at 11:59pm. This will ensure that we receive the most current address, phone number, email, and emergency contact info for all participating athletes and volunteers should there be a need for post-event contact tracing.
- We will not have the need for a contactless payment system with a pre-registration only system in place.
- Athletes will be informed that spectators (family and friends) are **NOT** allowed on-site to watch their participation.

Food and Drink: Until further notice, there should be no food and drink available. Every participant must bring their own. This includes water. Given that the virus is transmitted primarily through the nose and mouth, anything that is consumed on site must be viewed as being suspect. Even bottled water, if it were to be provided, had to be handled by someone else first.

Athlete Requirements:

- All athletes will be required to wear a mask from the time they arrive at the venue, to when they walk down to the start area for staging.
- All athletes will be encouraged to frequently wash their hands and use hand sanitizer
- All athletes will be instructed to refrain from mixing and mingling with others not in their household during events during the event as much as possible.
- All athletes will be instructed to maintain at least 6 feet of physical distance from others as much as possible.
- In athlete communications we will highlight that Populations at higher risk for severe COVID-19 should consider additional protections or stay home during this time per CDPHE guidance.
- We will make continuous announcements throughout the event to remind athletes, volunteers, and staff of the mitigation protocols and safety measures



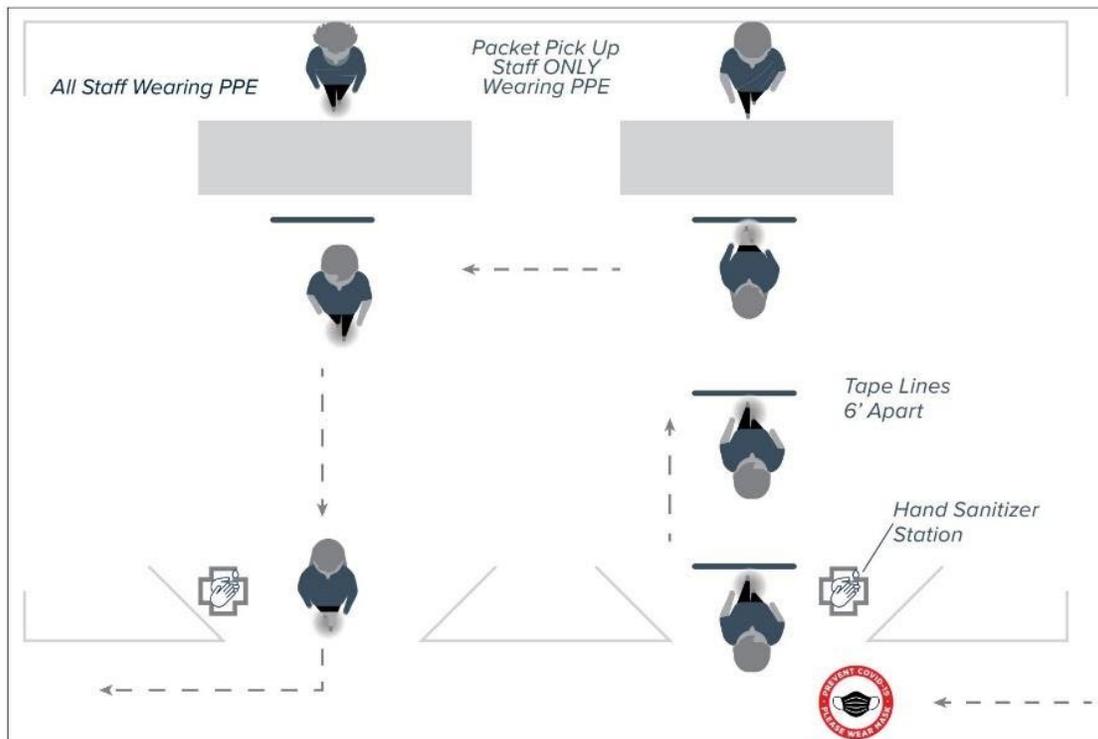
Packet Pickup

Whether it is just packet pickup or actual day of registration, the registration area needs to be well-organized. Here are some of the key components:

- One-way flow of participants
- Participants socially distanced at 6-ft apart while waiting in line
- All registration crew wearing masks and gloves at all times
- Registration crew stay behind cough shields. Note, BRAC has these in our race kit.
- Hand sanitation stations placed frequently

USA Cycling produced the following graphic to show one acceptable setup:

Indoor Registration/Packet Pickup



Properly setting up an indoor registration/packet pickup area reduces the risk to everyone involved.

J. Medical Plan

All Colorado races are required to have medical personnel on site. However, as they may not be familiar with our events, they too need to be reminded to wear masks at all times.



Our medical staff is Rapid Response Paramedic Services, which has been trained in COVID-19 best practices, and will handle the screening of athletes as step 1 when they arrive onsite.

In addition, they should be aware of a potential role they play in Covid-19 mitigation, which is that of watching out for riders who appear to be ill. The CDPHE has a process referred to as “contact tracing.” This is one way the state monitors the level of new cases, and also works to find out who has been in contact with whom. To do so, they will need information that the registration crew and the medical crew may have. For this reason it is critical that you have solid lists of who raced, when they raced, what groups they were in, etc.

K. Sanitation Stations

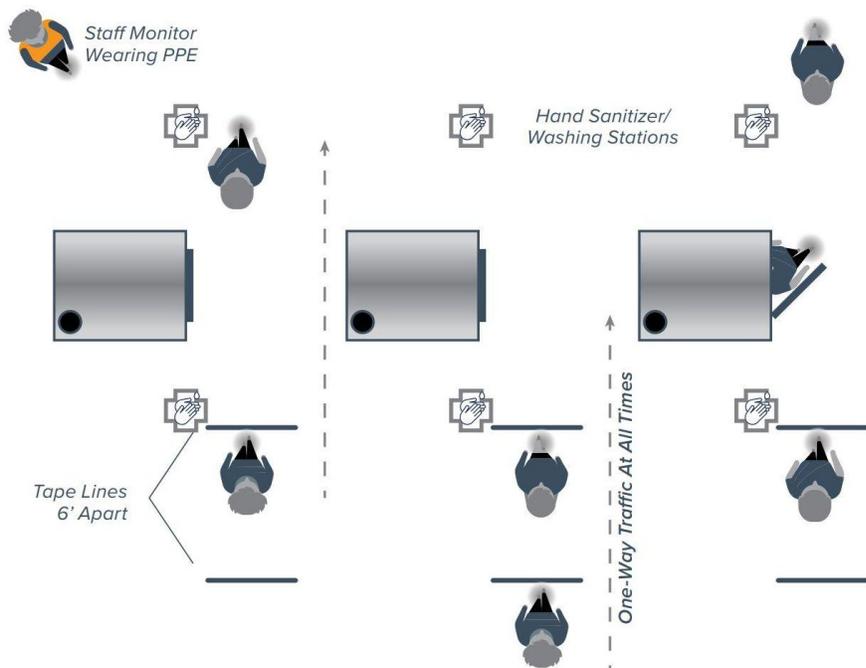
Previous to Covid-19, there was little consistency in the number or the organization of portalets and handwashing stations. Much more effort needs to go into those plans today. Here are the most important points

- Placement of portalets needs to augment the social distancing plan of the event, and thus cannot be side by side.
- Entrance and exit from the portalets needs to allow for one-way traffic of users so they don't ever have to backtrack and squeeze by others
- The event organizer is responsible for ensuring the portalets are sanitized on a regular basis.
- Hand washing stations need to be available so users can wash their hands before and after, and also sanitize the door prior to entry if that is their wish

USA Cycling has provided a graphic of an acceptable organization of portalets:



Portable Toilet Placement Utilizing Social Distancing



Note the approach from one side and the exit going out the other. Note also the placement of handwashing stations.

There are other systems that would work too, as long as the principles are maintained.

L. Post Event

No Post-event Festivities is Best

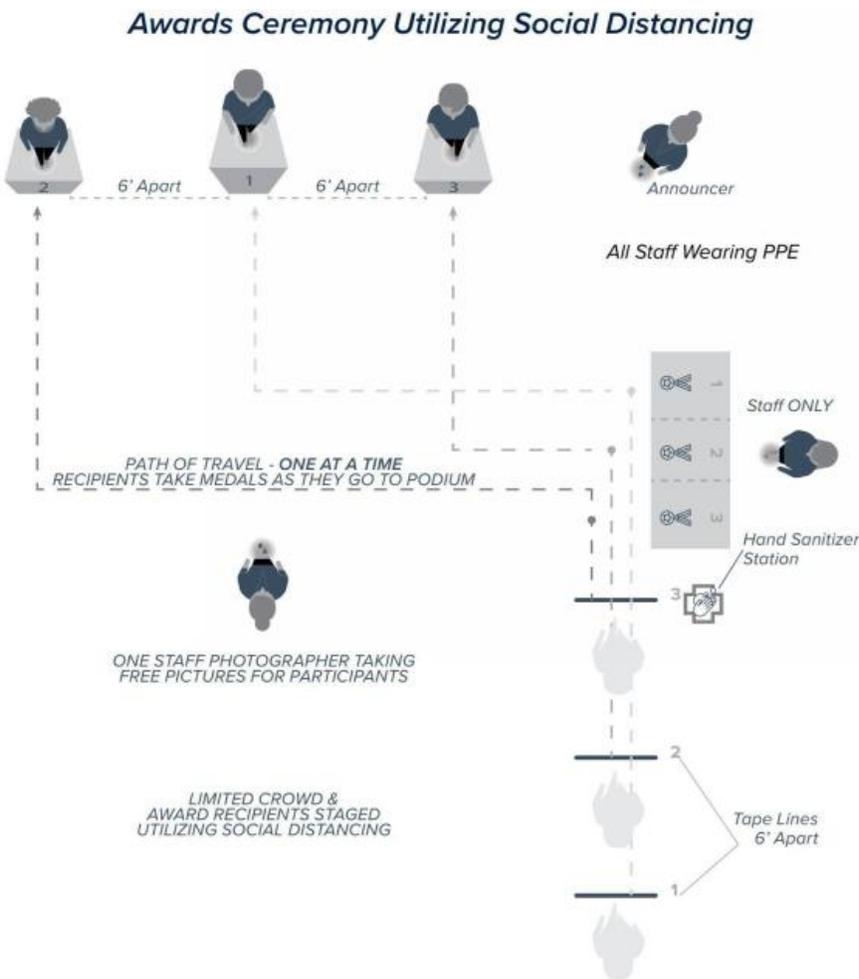
The problem with post-event festivities is that it encourages people to remain at the venue, which is undesirable. We want everyone to race, and immediately depart. So, we strongly encourage event organizers to have no post-event process, such as a podium presentation or awards given out on site. Our cycling race events will be moving to a no vendor, no festivities, policy. **Once athletes finish their event, results will be made live online ONLY, and they will be asked to gather their gear to leave the venue. This will ensure we never have more than 175 athletes+volunteers on-site at a given time.**

Also to be discouraged is standing around after the race talking about how you did, or cheering on other competitors.



Awards but No Podium

If for the good of the event awards must be provided, then any system that avoids congregations of people is better. To do that, instead of having a podium ceremony, present the awards on a separate table for pickup by the award recipients.



Podium Presentation

Should the event organizer deem it essential to have a podium presentation, then USA Cycling has also provided a graphic of what it would look like:

Note the following in this plan:



- The podium blocks are 6-feet apart.
- The prizes/medals are already laid out, and nobody goes up to hang the medal around the winners' necks
- Everyone is socially distanced.
- The riders proceed one at a time, take their medal, and proceed to their podium block.

M. Officials

Officials are present to judge and referee the sporting aspects of the race. In general, the event organizer is responsible for the design and enforcement of Covid-19 protocols. However, there will not be extensive overlap. As an example, it is not the responsibility of the officials to monitor how often the portalets are sanitized. However, the Chief Referee should work with the event organizer to discuss setting up staging so that it meets the guidelines.

If the state has mandated that all participants shall wear masks at all times, even while competing, then this should be in the race flyer. It then becomes a special race rule and is enforceable as a race rule. In such a case, the Chief Referee would be able to penalize a rider for failure to abide by a Covid-19-specific rule.

3. Cycling race

A. Course Design

Due to the potential need to limit groups to 25 or less in some locations, or even for other reasons, it would be acceptable to have courses that were longer than the typical 7-8 minutes per lap that is considered the gold standard in course design. If we want to get multiple groups on a course, then a larger course is more accommodating.

B. Staging

Staging a cycling race may look very different from previous traditional models, although there may be many variations dependent on the nature of the course. Just as in the massed-start races in section 4, riders need to be staged 6-feet apart. That is very different from a standard start grid of 8 riders in a 75 cm lane.

Unfortunately, reality is that if we want to have races, we have to make compromises. This will likely mean that in some races, there will not be 8 riders on the start line. It also will mean that if the riders in the first row do not quickly get their feet clipped in, they will be passed by riders in the second row, since there will be ample space. It also means that in some races there may be



more than 8 riders in the front row. Each course is different, and the race director will have to decide how to set up a start grid for his or her course.

C. Active Racing

A neutral lap won't work for a cycling race, so once the whistle blows, it is game on. Fortunately, the upside is that riders will string out quickly, and there will be very little racing that is not socially distanced already by the nature of the length of a bicycle.

D. Warm-up

We will be eliminating the option for athletes to warm-up and preview the course prior to their category start time. This will ensure we maintain proper start line call-up procedure to adhere to the 25-category limit/start group.

If there is a confirmed case of COVID-19 among patrons or employees: Without Limits Productions will notify and cooperate with their local public health agency on next steps.