



1.0 Introduction

Organizing the Great Northern Concrete Toboggan Race is a once-in-a-lifetime opportunity.

It is challenging, time consuming, overwhelming, but undoubtedly worth it if you're willing to put in the effort. The 2025 competition hosted in Montreal was born out of our love for the competition, a need to give back to the community we joined as undergraduates, and a joy in sharing what the city of Montreal has to offer. We are so grateful for this experience and for the team we were able to assemble to pull off a successful competition.

This document will outline both what we are looking for in a successful bid for the future host of GNCTR 2027 as well as the process for submitting your bid. We want to see you put the work in to prove that you're not only capable of hosting the competition, but willing to put in an incredible amount of work.

As a national competition aiming for impartiality, GNCTR has a history of alternating its hosts between the west and east sides of the country, divided by the border between Manitoba and Ontario. Since the 52nd Great Northern Concrete Toboggan Race will be hosted by Western University in London Ontario, bids originating from the west side of the country will be favoured for hosting the 53rd GNCTR in 2027. Bids received from Eastern provinces will still be considered, but bids west of Ontario will be prioritized.

At its heart, GNCTR continues its legacy as the largest and longest-running Engineering competition in Canada due to the continued dedication of tbog alumni. As such, we'd like to thank the OC's who came before us and look forward to reviewing your bids to host in 2027!

You make our dreams come true,

The GNCTR 2025 Organizing Committee

2.0 Bid Submission Process

The GNCTR 2025 Organizing Committee (OC) will be managing the bidding process and reviewing bids to decide who will host the 2027 competition. The following information outlines the bid submission process.

All questions on bid package requirements are to be directed to the GNCTR 2025 Chair, Natasha Morham via email at chair@gnctr2025.ca. Only questions submitted via email and answered by the 2025 Chair should be considered as official answers.

2.1 Bid Writing

Please read thoroughly section “3.0 Required Bid Content” which outlines the specifics of what your bid should include. If you intend to bid to host GNCTR 2027, please notify us at chair@gnctr2025.ca, and we will email you past successful bid packages for referencing.

2.2 Bid Submission

Bid submissions will be due by April 18th, 2025, at 5:00PM EST.

Bid proposals and all supporting documents are to be submitted to the GNCTR 2025 Chair via email at chair@gnctr2025.ca. Only submissions sent to this email address will be considered as an official submission.

2.3 Submission Follow-up

Any follow-up questions from the GNCTR 2025 OC specific to each bid will be sent via email on or before Sunday, April 27th, 2025. Responses from applicants will be due via email within 48 hours of the questions being sent by the GNCTR 2025 OC.

The successful bidder will be informed of the decision on Monday, May 5th, 2025, and announced to all bidders at a later date pending acceptance from the successful bidder. The GNCTR 2025 OC will schedule a “start-up” meeting with the successful bid’s Chair or Co-chairs to address questions, provide suggestions, and hand over past competition files.

Upon selection of a successful bid, the GNCTR 2025 OC will provide unsuccessful bidders with any answers to questions regarding their bid package, as well as feedback and suggestions on how to make a stronger package, if requested.

3.0 Required Bid Content

Treat your bid as a feasibility project. The purpose of the bid is to prove that your team and city are not only capable of hosting the competition, but that there's collective motivation to put in the work and the means to get it done.

3.1 Mandatory bid elements

The following elements are required. A bid missing any one of the following elements will not be considered for approval.

3.1.1 Introduction

We want to meet you!

- Introduction of your City, your University, and any other relevant stakeholders that would be implicated in the project.
- Introduction of your Organizing Committee. Clearly identify every individual's roles and responsibilities for the project, as well as any experience or pertinent information explaining why they are suited for the position. We want to see that you've thought it through and can assign tasks so that the Chair or Co-chairs don't end up doing all of the work. You'll be a team, so explain to us how you'll be working as one.

3.1.2 Logistics

Easily the hardest and most arduous part of the project.

- **Key venues** - This list should include, but is not limited to: the hotel, the race hill, the technical exhibition venue, the opening and closing ceremony venues, and your night events. Explain to us why these venues make sense for hosting GNCTR.
- **Transportation** - Explain what services you intend to use and what companies you hope to work with for transporting competitors from one venue to another.
- **Meals** - We all know a good meal is required to sustain us through the chaos of the competition. Detail where you'd like to source your food and your planned methods of distribution.

3.1.3 Project Management

Tell us how you'll be planning the competition.

- **Detailed schedule** - Show us how you'll account for travel times, meal times, meetings, and all other elements of the competition events during

competition week. This will not be a final schedule, but a place to get started.

- **Budget** - Itemize both the costs and the income that you foresee, and don't forget to include a contingency.
- **Risks** - Outline issues you can see arising and how you plan to mitigate them.
- **Letter of Support** - A Letter of Support from the Dean of Engineering (or a University representative of equal standing) that states their approval of your endeavours to take on this project. After all, you'll be colloquially hosting the competition in their name, so it would be good to make sure they're on board.
- **Technical modifications** - Explain the major elements that you wish to add, remove, or modify in the GNCTR 2027 Rulebook.

3.2 Optional Bid Items

These items are not required for a successful bid, but it definitely wouldn't hurt to include them!

- Letters of Support from key stakeholders. A letter from your University is mandatory (see section above), but support from the city, some venues, or other relevant individuals could go a long way.
- Efforts to minimize the impact of the competition on the environment. We understand that this may not be realistic for everyone, but we encourage potential bidders to identify how a competition of this scale could be harmful to the environment and how your OC could minimize these impacts.

3.3 Annexes

Include any documents or details to support the information stated in your bid, including the budget, schedule, and Letters of Support. Documents such as quotes from venues, vendors, etc. may also be included as an annex.

The items listed above are just the basic elements of a successful bid. We encourage you to include in your bid any other items that help you prove that your team is more than capable of running this event and why your city is the best place to host GNCTR 2027.

4.0 Organizing Committee

While putting together your team, please keep the following in mind.

- This is your team for the next two years. Choose them wisely.
- Set clear expectations with each member of the team from the start.
- Members can be added or removed at any time; it's a dynamic team. Assuming life gets in the way, it's better to start with a larger team.
- Be sure to have a core group within the team that you can rely on. This group will remain the driving power behind your project.
- Members are not required to have participated in GNCTR before, but it is recommended. In general, the OC must have a thorough understanding of the competition.
- Members may come from different schools other than the host (we are all best friends after all!).
- We highly encourage having an advisor on the team that has knowledge of the competition, has run competitions before, and/or has industry experience or local connections.

Agreeing to plan and host GNCTR is a minimum two-year commitment. No matter what happens during the next two years (graduation, jobs, family, etc.) your Organizing Committee must remain committed to giving up significant personal time to ensure a successful event and the longevity of GNCTR. Despite the time commitment, hosting GNCTR is a truly rewarding experience!

5.0 Final Thoughts

Our committee will be looking for a bid that is well thought out, organized, and passionate. The primary content of your bid should be taken seriously, but don't forget to have fun while writing it! The shared spirit and community of GNCTR is why we're here. We look forward to seeing your take on the competition and your team of tbog bffs.

Creating your bid will be time consuming, and we appreciate every team that has put in the work to make a submission. If your bid does not get selected for 2027, don't lose hope! Many OCs did not get selected until their second, or even third bid. We hope your love of GNCTR will motivate you to stay involved and try again next year.

Lots of love,

Your GNCTR 2025 Organizing Committee