

Event Plan



Cupertino
ARES/RACES

1. Overview

Description: Cupertino Art and Wine Festival
Event Date: 26, 27 June 2004
Plan Date: 2 June 2004
CARES Event: CUP-2004-06E
Control: Cupertino ARES
Plan Revision: 1.1 (6/22/04)

2. Event Plan

- General Information:**
- Produced by: Cupertino Chamber of Commerce
 - Attendance: 40,000 attendees primarily from the Peninsula and South Bay.
 - Artisans: 150 artists featuring limited edition and original works of art and crafts available for purchase including paintings, jewelry, mixed media, woodwork and more.
 - Attractions: Unique fine art and crafts; live musical and belly-dancing entertainment; Kids Zone with games and activities for the whole family including a bungee run, a train to ride, candle making, crab grab, and much more; local wines, ice-cold margaritas and soft drinks; and appetizing food choices.
 - Delicious foods ranging from barbecued sausages on a roll to specialties from several local restaurants including BJ's Brewery and the Rib Crib. Beverage booths offering soft drinks, Chili's margaritas, beer and wine tasting from local wineries including Picchetti, Bargetto, and Glenwood Oaks to name a few.
 - Volunteers: More than 300 volunteers staff the beverage booths, greet attendees, and provide the support and enthusiasm that generates a dynamic community spirit throughout the two-day festival.
 - Benefactors: All proceeds benefit the Cupertino Chamber of Commerce and its numerous programs and services provided to support our local business community.
 - Location: Cupertino Memorial Park is across the street from De Anza College on Stevens Creek Boulevard where there is plenty of FREE parking.
 - Website: <http://www.cupertino-chamber.org/artandwine.html>

Event Objectives: The proceeds from this event benefits the Cupertino Chamber of Commerce and its numerous programs and services provided to support our local business community.

Event Organizers and contacts: Marty West, Festival Coordinator: (408) 252-7054 ext. 14 or (408) 993-1184
Volunteer contact at Chamber: (408) 252-7054
Marsha Hovey, Cupertino EOC: (408) 777-3335

Event Plan: Saturday, 26, 27-June 2004
9:00am Festival Setup
10:00am Festival begins
5:00pm Festival ends
6:00pm Clean-up ends

3. Preparation

Contacts: Jim Oberhofer, EC, Cupertino ARES, 408-839-8798, kn6pe@arrl.net

- CARES Objectives:**
- Present Cupertino ARES to the community.
 - Participate in the ARRL Field Day
 - Provide Radio Checks for members checking into the CARES open net.

CARES Plan: Saturday, 26 June 2004

8:00am	CARES Booth Setup, material drop-off
10:00am	Festival begins
11:00pm	Field Day begins
1:11pm	Sun Transit
5:00pm	Festival ends, Field Day Stops for CARES
6:00pm	Clean-up ends
8:33pm	Sunset

Sunday, 27 June 2004

5:50am	Sunrise
9:30am	CARES Booth Setup
10:00am	Festival begins
1:11pm	Sun Transit
2:00pm	Field Day ends
5:00pm	Festival ends
6:00pm	CARES Booth cleanup complete
8:33pm	Sunset

CARES Event CARES requires the following information to support this event.

- Material:**
1. List of all CARES assignments and Tactical Call Signs.
 2. Frequency information all communications services, includes: FRS and Amateur Radio.

Communication Requirements: The following are the requirements for communication support during this event.

Cupertino CERT

Cupertino CERT will provide First Aid support during the Festival. CERT requires access to the necessary Festival and Sheriff's officials for medical emergencies or lost-child support. The first Aid deployment during the Festival will include:

1. The First Aid booth
2. Roving First Aid Teams
3. CERT monitoring at the CARES booth

CERT requires communications support for all deployed field First Aid teams and at the Base First Aid Station.

CARES Net

CARES will operate an open net from the CARES booth. This operating position will support general check-ins to the CARES booth, radio checks, mini-comm drills, and general radio demonstrations for the public.

ARRL Field Day

CARES will participate in the 2004 ARRL Field Day by setting up HF and VHF voice and digital stations to pass message passage. CARES will require 2 meter and 440 voice capabilities, Packet Radio, and HF.

- Communications Approach:** The following communications approach will be used:
1. Amateur Radio: CARES will use ham radio for CARES Net.
 - The CARES Net will use its TAC-1 (147.570) simplex frequency.
 - The CERT Net will use its TAC-2 (146.460) simplex frequency.
 - The ARRL Field Day will use the necessary frequencies to make and log Field Day contacts.
 2. FRS Radios may also be used by CERT as backup for tactical communications in support of their First Aid mission.

Resource Plan: Festival Operations
 CARES will staff the following positions during the Festival:

1. **CARES Booth.** CARES will require a minimum 2 members present at the booth at all times for A&WF activities. Members will be required for setup and teardown activities as well. Shifts will be structured as follows:

9:00a – 10:00a	Setup		
10:00a – 12:00p	Shift 1		
12:00a – 2:00p	Shift 2		
2:00p – 4:00p	Shift 3		
4:00p – 6:00p	Shift 4		
9:00a – 10:00a	Setup		
10:00a – 12:00p	Shift 1		
12:00a – 2:00p	Shift 2		
2:00p – 4:00p	Shift 3		
4:00p – 6:00p	Shift 4		
2. **Field Day.** Depending on the number of stations CARES can put on the air, additional members will be required to operate. Numbers of operators will depend on the stations set up and interest from the membership.

Command and Control: Festival Operations
 CARES will operate as an Open net on the CARES TAC-1 frequency. No NCS station will be required.

- Equipment:** The following equipment is required to support the A&WF event.
1. HTs. All CARES members should bring their HT for portable operation. Additional battery packs should be available if you intend to cover both a morning and afternoon shift.
 2. Portable Station. CARES will set up a portable station at CARES Booth.
 3. Packet Station. Radio, Antenna, TNC, Computer
 4. CARES members should wear their CARES T or Polo Shirts.
 5. CARES Information Package (handouts, books, mags, display board)

Additionally, a separate list will be developed and distributed to address Field Day.

- Assumptions:** The following assumptions were developed to support this plan. CARES must have these assumptions validated to maintain the effectiveness of this plan.
1. Power. CARES can access local generator power to support the HF stations.

