

February 8, 1994

To: All Teams
From: Jessica Forbes, U.S. FIRST
Re: Updates/Clarifications

A message from our Director, Miriam Dumaine: We need help!

A major sponsorship commitment of our Annual TV Show for ESPN has been postponed until 1995. That leaves us all without significant quality footage for broadcast this year. Procter & Gamble has offered a challenge commitment of \$10,000, plus the offer to make sure the show airs on ESPN if other teams match their pledge. The total left needed is about \$75,000. Please let us know as soon as possible if you would like to participate in this project.

Parts updates

Anything in the Small Parts catalog is "fair game"--if it's in there it can be on your machine--within the \$300 limitation, of course.

Sprockets and Pulleys There is no restriction on the total number of sprockets/pulleys (and chain/belt) on your machine, if bought from SPI or machined from official Kit parts. The eight sprockets/pulleys (and 15' of chain/belt) listed on the "Additional Hardware" list may be purchased from a source other than SPI (i.e., bike shop, hardware store, etc.). Spur gears do not qualify as sprockets/pulleys.

Wood Due to the numerous questions from teams and discussions here at U.S. FIRST, we feel it is necessary to re-address and clarify the plywood/chipboard/particle board allowance on the "Hardware List." You may use one of the types of wood listed, in any thickness up to 1/2", with a total area of 4' x 4'. You may not recombine the remaining area once a piece has been cut, i.e. if you cut a 4' diameter circle you may not "add up" the remaining 4 corner pieces into one equaling 3.5 sq.ft. You may, however use two or more pieces of plywood of different thicknesses (up to 1/2"), as long as the total original area and shape of the pieces does not exceed the 4' x 4' restriction. We apologize for any confusion or contradiction this causes.

Fasteners Fasteners, washers, and adhesives are not included in your \$300 limit on Small Parts Inc. equipment on your machine. Bolts used to attach pulleys will be considered fasteners.

Printers Printer parts may be used on your machine as long as they are not used electrically or to conduct electricity. We cannot guarantee the quality of these parts, thus this limitation.

The Tournament

Seeding Round Friday, February 25: each team will play six matches, lists will be distributed to each team that morning. After all matches, teams will be ranked by place totals (not points); ties will be determined by total score, last match score, and flip of a coin, in that order. Results of seeding will determine the first round matches of Saturday's competition.

Competition Saturday, February 26: double elimination, every team will be able to lose at least two matches before being eliminated. Competition concludes when there are only four teams left.

Finals Saturday, February 26: following the Competition, the final four will play 1-on-1, best 2-of-3.

JACK DAVIDSON
KOKOMO HS.

February 14, 1994

To: All Team Members [REDACTED]
From: Jessica Forbes, U.S. FIRST
Re: Upcoming administrative deadlines

Thursday, February 17, 1994

Team Guest Lists

Please send us a list of your attendees for the Awards Celebration on Friday night, February 25, at the Center of New Hampshire in Manchester. We have sent an invitation to your Chairman (and possibly other executives); however, we are planning on each team bringing up to 30 key team members, not including these executives. If your number of team members planning to come exceeds 30 please call us. We are trying to be inclusive in every way, but we do need to be on top of how many folks we need to feed!

If your team is using buses, please let me know when you send in your team list. Buses will need to park in designated areas and we want to be sure we plan on enough room for everyone, as well as provide instructions for your drivers.

Friday, February 18, 1994

Chairman's Award Materials

The Chairman's Award is presented to the team which is judged to have created the best partnership effort between a school and university or between a school and business. Documentation may consist of any combination of video footage (30 minutes maximum), photos or written chronicle. This material need not be professionally produced, but should clearly convey the effort made to develop a successful school/university or school/business partnership, and must be in our offices by end-of-business this Friday.

Thursday, February 24, 1994

Official Weigh In

Thursday, February 24, will be the check-in and practice day. Your machines must arrive by 11:00 am at Nashua High School (36 Riverside Drive, Nashua, NH, 03062). Your machine will be released to you when you arrive and surrender your RNETs and a pair of batteries. U.S. FIRST staff will be on-site all day to weigh your machine, but the official weigh-in will begin at 2:00 pm.

Team Photos

U.S. FIRST will have a photographer on-site during the Competition and official team photos will be taken on Thursday. Reprints may be ordered directly from the photographer—details will be available at the Competition.

February 16, 1994

To: All Teams
From: Bill Ormerod
U.S. FIRST
Re: Controllers

Warning: drill wires can cause failure

You must be more careful to not allow the drill wires coming out of the battery boxes to touch anything. The wires short-circuit against the controller cases, which are grounded, damaging the the control system and causing it to fail.

Despite multiple warnings on different media, this is still occurring at a steady rate and several teams have had to have their controllers replaced. We are rapidly running out of spare parts.

Replacements are limited

In order to be able to provide back-up at the Competition next week, I am putting a deadline on requests for replacements. As of Friday, February 18, 1994, at 5:00 pm U.S. FIRST will not be replacing any failed control equipment through direct shipments to your team. Your next opportunity will be Thursday, February 24, 1994, at Nashua High School.

Thank you for your careful attention to this matter. I'm looking forward to meeting you at the contest.