

## Procedures for Problem 4 Hybrid Tournament Matryoshka Structure events

Visiting the MITRE Campus – Northern VA and Hampton Roads and what the team should expect

Dear Problem 4 coaches:

I want to thank you for coaching your teams during this time of COVID. As with what was done in 2021 for Problem 4, we are holding a hybrid performance: virtual and in-person. The virtual portion is a video recording of the team's performance where they do everything but perform the weight held portion of the performance. At the in-person events, the team, or should I say, a subset of the team – 2 for weigh-in, 3 for weight held, will perform the measuring and weight loading portion of the performance. I know that for some of you, there are concerns with health safety. We have the same concerns.

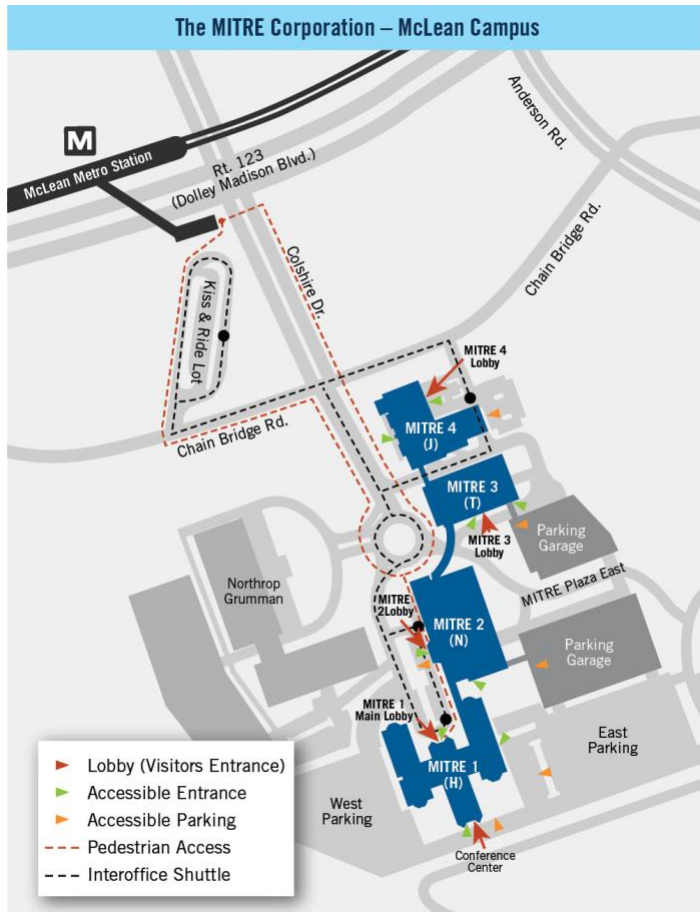
I am hoping that you participated in the coaches' session on Sunday night, Feb 6. I have put together a set of procedures to ensure the safety of your team. Here are the procedures with risk mitigation for the after-hours event at MITRE in McLean and the Hampton Roads location. The procedures are both written and graphic.

**Number of attendees:** We expect 1 adult and a minimum of 1 child and maximum of 3.

- Ideally time between each team will be 45 minutes to 1 hour per team. For example, each Team will arrive 15 minutes before their scheduled time in order to be ready at the top of the hour. The process will then commence with weigh-in 30 minute allotment (if needed); weight held 15 minute allotment – the team has 8 minutes to put weights on the tester. Team leaves after they clean up the Weight Held site, e.g., put back the weights and pick up all the broken balsa pieces. The next team arrives 15 minutes before their scheduled time.
- You will receive a specific time for the in-person event as we get closer to the event. See attachment 1 for location of the MITRE facilities.
- On entering the facilities, you will be asked to provide the signed forms: vaccination attestation and photo-video release and “show and go” the COVID vaccine cards for your party (parents and children). Only then can we proceed with the Weigh-In and Weight Held events.

**Date & Time:** March 12, 2022 - McLean, **0830 – 1630 (projected)**

The MITRE Corporation - M2 Parking Garage  
7515 Colshire Drive  
McLean, VA 22102-7539

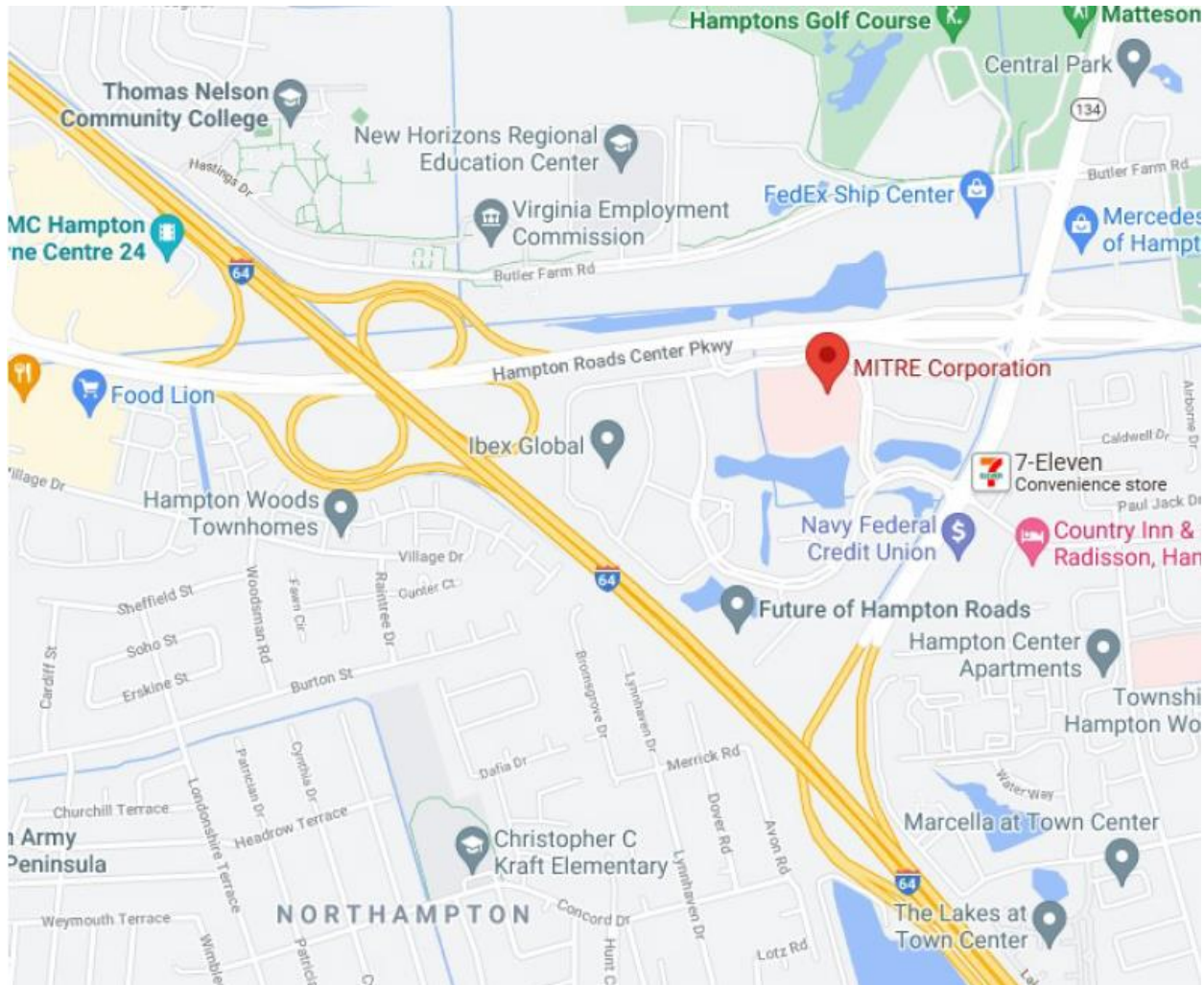


Northern VA - The MITRE 2 (M2) garage and M2 as needed: Level 2 / MITRE 2 entrance (if weather is not inclement), Level 1 / Ground level (if weather is inclement), attachment 2.

- The determination of which parking garage level will be based on the weather forecast 24 to 48 hours prior to the event.
- Level 2 / MITRE 2 entrance is open on all 4 sides of the structure allowing for good air flow through the structure reducing the risk of COVID lingering in the air.
- Level 1 / Ground level (if weather is inclement) is open on 2 sides of the structure allowing for good air flow and some shelter if the weather is inclement. Because this is outside the risk of COVID lingering in the air will be minimized.
- **Electronic Signage Message:** On entering the traffic circle on Colshire Dr. you will see an electronic sign with a message **OotM M2 Garage. Please follow the arrow on the sign.**

**Date & Time:** March 19, 2022 - McLean, **1030 – 1230 (projected)**

MITRE Hampton Roads – Entrance lobby and conference room  
The MITRE Corporation  
903 Enterprise Parkway, Suite 200  
Hampton, VA 23666



### Procedures while visiting a MITRE facility:

- Everyone who will be visiting the MITRE campus is required to fill out and sign (parents sign a form for each child) a Visitor Attestation Waiver (VAW) form, attachment 2. The VAW form affirms that you will adhere to MITRE's COVID-19 safety protocols and that you are not experiencing any COVID symptoms or have been exposed to someone with COVID-19 or is awaiting test results. VAWs to be filled out for each team member by the parents / guardians who will sign for the minors. Signed VAWs should be brought with the visitors the day of the event on March 12 & 19.

- We are also asking that you show to the MITRE representative the vaccination card or picture of vaccination card for each participant: parent and children.
- We may have a photographer present at the event(s), attached is a Photo-Video Release Form. Please fill out and bring one form for each child.
- Our goal is to conduct the 3 W's: Wear (the mask and gloves), Wash (the platters and surfaces), Width (maintain a 6+ ft distance), as well as minimize our time with the team for not only for your safety and health, but the health and safety of our judges who will be there all day. These procedures and the MITRE COVID-19 protocols are intended to protect the health and safety of our employees, their families, and our community.

### **Schedule – Day of events**

- Ideally time between each team will be 45 minutes to 1 hour per team. For example, each Team will arrive 15 minutes before their scheduled time in order to be ready at the top of the hour. Once I know how many teams have registered, I will make up a draft schedule. Let me know if you have any conflicts on the day of the event so I can draft a schedule. I will work with you to accommodate as best as possible.

### **What the teams should expect including additional items to judge at the in-person events**

Before the standard in-person events at the Weigh-In station, 2 team members will do the following (the third team member and coach / adult assistant must wait in the car):

- a. They will provide a copy of the receipt for the purchase of the balsa wood to the Weigh-In judges.
- b. Unnest the structures nested inside of the main structure - B.10 and B.11. We will be scoring D4, D5 and D6 at Weigh-In.
- c. The team will reconnect the structure to be tested, weigh their structure, measure the height of their structure, place the structure over the 2 inch safety tube, and measure in 3 places the thickness of the balsa.

Once they have completed the Weigh-In events will they be allowed to test their structure at the Weight Held station. The state will provide the 10 weight platters for each weight at the event: 5, 10, 25, 35, and 45 pounds (lbs.). Please notify me in advance if we need to bring additional 45 lbs. weight platters.

Once the structure breaks, and it will break, the judges will spend a few minutes with the team to discuss their design. You are welcome to help clean up their broken dreams (balsa pieces that go flying everywhere!).

After that, we ask that your group leave and celebrate their accomplishments!

**If you or any of your children feel sick the night before the event, I urge that you contact me to let me know and isolate home. My concern is that you do not spread COVID to any of our judges or the others on your team. We understand that these are trying times and we will get through this.**

If you have questions, please contact me at your convenience.

v/r, Bob

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Robert Kobee  
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### **Attachments**

01 MITRE Problem 4 location details 011122 r1

02 Visitor Attestation Form 090921

MITRE photo.video release 2021