

Logistics – Reststop Supply Friday Distribution Sheets with Truck Loading

- Truck Loading / Unloading is covered on the next 2 pages.
- Gear distribution at the church starts after that.

| | | | | | |
|--|--|--|--|--|--|
| Reststop Captains | updated 4/7/2024 | | | | |
| Location -----> | Uvas Reservoir | HENRY COE | SAN MARTIN | Gilroy Hot Springs | Christmas Hill Park |
| Captain | Barry and Janet Chaffin | Holly Wong | David Adler | Roy West | Melanie Clark |
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| Supporting Routes | Orange, Blue, Green | Orange | All | Orange, Blue | All |
| Estimated Riders | 850 | 210 | 1000 | 550 | 1000 |
| Busy Hours | 10:30AM - 4:30PM | 10:30AM - 2PM | 9AM - 1:00 | 8AM - 10:30AM | 11:30AM - 5:30PM |
| Estimated Time back at Christmas Hill Park | 5PM | 3PM | 2PM | 12 noon | |

<http://www.bikemaster.org/tb/index.htm>

Don Axtell has master copy

Updated 4/7/2024

Loading / Unloading the Truck



Goals –

- Do not do any more work than we have to
- Only take from shed what we will be using
- Only move items once
 - From shed straight into the truck
 - From truck straight to the reststop space
- Heavy items should move the shortest distance
- Unload the truck in the reverse order of loading

Loading the Truck – Friday Morning at the Shed

| Sheet # | Items | Quantity Needed | Notes |
|---------|------------------------------------|-----------------|---|
| | First items into truck for loading | | |
| 15 | food service bins | 5 | (#s 1,4,5,6,7) - fragile |
| | food service dispensers | 4 | (#s 1,4,5,6) - fragile |
| | food box supports | all | |
| | food bin supports | 7 | |
| | | | |
| 14 | ice chests | all | |
| | igloos | all | |
| | stirrer, long wooden | 1 | for Christmas Hill lemonade |
| | | | |
| 13 | white plastic tables | 5 | can leave in truck, unload at Christmas |
| | Box for Help Desk | 1 | can leave in truck, unload at Christmas |
| | 8ft x 4" diam. Tube | 1 | can leave in truck, unload at Christmas |
| | 8ft PVC poles | 4 | can leave in truck, unload at Christmas |
| | box of small signs | 1 | can leave in truck, unload at Christmas |
| | bundle of 11 10'poles | 1 | can leave in truck, unload at Christmas |
| | wooden supports, 4ft | 6 | can leave in truck, unload at Christmas |
| | striped bag, 4ft long | 1 | can leave in truck, unload at Christmas |
| | purple bag, 4ft long | 1 | can leave in truck, unload at Christmas |
| | double-brick wood base | 8 | can leave in truck, unload at Christmas |
| 12 | container with all utensils | 1 box | distributed in the UTENSIL buckets |
| | buckets, UTENSILS | 5 | preloaded for each reststop |
| | buckets, WASTE | 5 | |
| | buckets, WATER | 7 | |
| | hot water dispensers | 4 | will be 4 left in shed |
| | plastic tub, empty | 5 | |
| 11 | Roller, with 150' hose | 1 | |
| | tub with hoses | 1 | |
| | buckets, hose parts | 1 | |
| | water trees | 1 | will be 3 left in shed |
| 10 | plastic trash cans | all (5) | each reststop plus Christmas, no lids |
| | ground covers, 10x12 | 3 | camouflage color |
| | bricks, for food prep tent | 8 | 4 each for Coe, Christmas |
| | door mats | all (5) | |
| | food prep (6) wall boxes | 1 | |
| | food prep (4) wall boxes | 4 | 1 box left in shed |
| | 10x10 pop-ups | all (12) | spare parts bag should be left in shed |

| Sheet # | Items | Quantity Needed | Notes |
|---------|---|-----------------|----------------------------------|
| 9 | wash pan sets | 5 | with permit packs |
| | reststop site boxes | 6 | already checked and pre-loaded |
| | logistics site boxes | 1 | filled with spare parts |
| | | | |
| 8 | fire extinguisher | 3 | |
| | coffee pots, electric 100-cup | 3 | for GHS, San Martin |
| | coffee pots, electric 30-cup | 2 | for GHS, San Martin |
| | 60 qt. pot with cooker inside | 4 | one left in shed |
| | 30qt. Pot & cooker in a box | 0 | 2 left in shed |
| | Small metal pot | 4 | for hot water transfer |
| | propane gas tanks | 4 | 3 left in shed |
| 7 | 100 ft electric cord | 2 | |
| | trash frames | all | |
| | wrist band signs | 5 | |
| | | | |
| 6 | Folding signs (Blank) | 8 | other signs are left in the shed |
| | bike rack long poles | all (53) | take all |
| | bike rack legs | all (212) | take all |
| | bike rack wooden slats | all (68) | take all |
| 5 | canopy joint boxes | 9 | 1-10x10, 8-10x20 |
| | canopy tarps (gray) | 9 | 1-10x10, 8-10x20 |
| | canopy long poles | Most | leave the bundles marked Spare |
| | concrete cans | all (70) | take all |
| 4 | first aid kits | all (20) | for SAG (14), Reststops (6) |
| | bike floor pumps | all (27) | SAG (15), Reststops (10) |
| | SAG magnetic signs | 1 box | for SAG |
| | safety vests | 1 box | for parking |
| | safety flags | 1 box | for parking |
| 3 | box of STOP signs | 1 box | for parking |
| | food committee boxes | all | marked with Pat / Food |
| 2 | broom | 2 | for San Martin, Uvas |
| | 6 ft ladder | 2 | for San Martin, Uvas |
| | wooden stool | 1 | for San Martin |
| | dolly, flat, 4-wheels | 1 | may be used to help move gear |
| | hand truck | 2 | may be used to help move gear |
| 1 | reststop signs | 6 | |
| | Last item into truck, so it can be first item out | | |

updated 4/7/2024

Set Up at the Church on Friday



8:00 – shoppers drop off food items

9:00 – other Food helpers start to arrive and begin to sort the food for each reststop

11:00 – Big truck arrives
- Get boxes to the Food area first

11:00 – tables/water/ice arrives

11:00 to 1:00 – create separate piles of gear for each reststop

1:00 reststop supplies can be picked up

3:00 – all done, hopefully

1 – Reststop Sign Placement



Logistics Area –
Front Parking Lot
of the Church

Use parking spaces to
separate the reststop
gear

Use signs to mark each
space

| Reststop Captain | Barry Chaffin | Holly Wong | David Adler | Roy West | Melanie Clarke | Judy Kane |
|------------------|----------------|------------|-------------|--------------------|---------------------|--------------------|
| Signs | Uvas Reservoir | Henry Coe | San Martin | Gilroy Hot Springs | Christmas Hill Park | Gilroy High School |

2 - Hand Trucks / Dollys



Coyote Valley & San Martin
– to haul bottled water

Coyote Valley &
San Martin

Gavilan College –
for the lemonade



| Hand Truck/Dolly, Ladders | Uvas Reservoir | Henry Coe | San Martin | Gilroy Hot Springs | Christmas Hill Park | Gilroy High School |
|---------------------------|----------------|-------------|------------|--------------------|---------------------|--------------------|
| Broom | 1 | already has | 1 | | | |
| 6 ft ladder | 1 | | 1 | | | |
| Hand Truck | 1 | | 1 | | | |
| Wooden stool | | | 1 | | | |
| Dolly, flat, 4 wheels | 1 | | | | | |

Hand trucks can be used for helping in hauling other gear before going to designated reststop

3 Food Committee Bins and Boxes



Next to the table

4 – Parking, SAG, Safety



| Parking, SAG, Safety | Uvas Reservoir | Henry Coe | San Martin | Gilroy Hot Springs | Christmas Hill Park | SAG | Parking | Safety |
|-----------------------------------|----------------|-----------|------------|--------------------|---------------------|-------|---------|--------|
| First Aid Kit, BLACK boxes | 1 | 1 | 1 | 1 | 1 | | 1 | |
| First Aid Kit, RED boxes | | | | | | 14 | | |
| Floor Pumps | 2 | 2 | 2 | 2 | 2 | 15 | | |
| SAG magnetic signs | | | | | | 1 box | | |
| Safety vests | | | | | | | 12 | 40 (*) |
| Safety flags | | | | | | | 12 | 40 (*) |
| STOP/SLOW hand-held signs | | | | | | | 6 | 4 (*) |

4A – Gilroy High School Parking Supplies

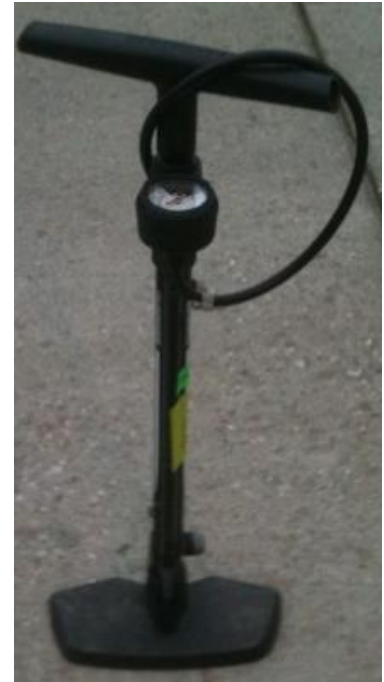


| Item | Quantity |
|----------------------|----------|
| Stop/Slow Hand Held | 6 |
| Folding signs, Blank | 3 |
| traffic cones | 20 |
| Safety Flags | 12 |
| Safety Vests | 12 |
| CAUTION Tape | 1 |



To be dropped off on
Princevalle St at Gilroy High
School, at **5:45 AM**

4B – SAG Supplies



| Item | Quantity |
|-------------------------------|----------|
| SAG magnetic signs | full box |
| First aid kits (RED) | 14 |
| bike pumps | 15 |
| one 10x10 popup | 1 |

The SAG captain will pick these up Friday at the Church

4C - Safety Supplies



| Item | Quantity |
|---------------------|----------|
| Stop/Slow Hand Held | 4 |
| Safety signs | all |
| | |
| Safety Flags | 40 |
| Safety Vests | 40 |



Safety chair has
already picked up
these Safety items

5 - Canopies



| Canopy | Uvas Reservoir | Henry Coe | San Martin | Gilroy Hot Springs | Christmas Hill Park | Gilroy High School | Logistics | SAG |
|-----------------------------|----------------|-----------|-----------------------------|--------------------|---------------------|--------------------|--------------------|-----|
| 10 x 10 Flat Top Joint Box | | | 1 | | | | | |
| 10 x 20 Flat Top Joint Box | | | 1 | | | | | |
| 10 x 20 Ridge Top Joint Box | 2 | | 1 | 1 | 1 | | 2 | |
| 20 x 20 Ridge Top Joint Box | | 1 | | | | | | |
| Gray Canopy of correct size | 2 | 1 | 3 | 1 | 1 | | 2 | |
| 6 ft poles | 8 | 6 | 14 | 4 | 4 | | 8 | |
| 7 ft poles | 4 | | 2 | 2 | 2 | | 4 | |
| 10 ft poles | 14 | 12 | 18 | 7 | 7 | | 14 | |
| Concrete Cans (70 total) | 12 | 6 | 16 | 6 | 6 | | 12 | |
| Joint/Pole Color | Brown, Purple | Gold | Yellow, Bright Orange, Blue | Green | Mustard Yellow | | Black, Dark Orange | |

Canopy pole colors (shown on joint box) are assigned to each reststop

6 - Bike Racks



Wooden bases are not needed if you can push the legs down into the ground/grass

| Bike Racks | Uvas Reservoir | Henry Coe | San Martin | Gilroy Hot Springs | Christmas Hill Park | Gilroy High School | Total |
|------------|----------------|-----------|------------|--------------------|---------------------|--------------------|-------|
| Top Pipe | 10 | 3 | 12 | 6 | 12 | 8 | 51 |
| Legs | 40 | 12 | 48 | 24 | 48 | 24 | 196 |
| Bases | 20 | 6 | 24 | 12 | 24 | 16 | 102 |

7 – Other Signs & Trash Frames



There are many extra signs in the shed. Only take what we need.

| Trash Frames | Uvas Reservoir | Henry Coe | San Martin | Gilroy Hot Springs | Christmas Hill Park | Gilroy High School |
|-----------------------------|--|-----------|----------------------------|--------------------|---------------------|--------------------|
| PVC Trash Frames | 5 | 3 | 6 | 4 | 6 | 2 |
| | trash bags and clips are already included in the site supply box | | | | | |
| Other Signs | Uvas Reservoir | Henry Coe | San Martin | Gilroy Hot Springs | Christmas Hill Park | Gilroy High School |
| Folding Sign - "Wrist Band" | 1 | 1 | 1 | 1 | 1 | |
| Folding Sign - Other | 1 (blank) | 1 (blank) | 1 (blank) 2 directional | 1 (blank) | 1 (blank) | 3 (blank) |

8 - Pot & Cooker



| Pot & Cooker | Uvas Reservoir | Henry Coe | San Martin | Gilroy Hot Springs | Christmas Hill Park | Gilroy High School | |
|-----------------------------------|----------------|-----------|------------|--------------------|---------------------|--------------------|---------|
| Fire extinguisher | 1 | 1 | 1 | | | | |
| Electric coffee pots, large | | | 2 | 1 | | | |
| Electric coffee pots, small | | | 1 | 1 | | | |
| Big (60-qt) Pot, Cooker inside | 1 | 1 | 1 | 1 | | | |
| Small (30-qt) Pot & Cooker in box | | | | | | | 2 spare |
| Small pot for hot water transfer | 1 | 1 | 1 | 1 | | | |
| Propane Gas Tank | 1 | 1 | 1 | 1 | | | 3 empty |
| Electric cord | | | 1 (100') | | | 1 (50') | |
| STTS charging table | | | | | | 1 | |

Burner and all small parts are stored inside the big (60-gal) pots
 Burner for small (30-gal) pots are in a separate box

9 – Wash Pan Sets & Supply Boxes



Wash Pan Sets
(all sets come inside 2 boxes)
(includes Permits packs)



Site Supply Boxes -
Trash bags, tools, sharpies,
tape, sunscreen, etc

| Wash Pans & Supply Boxes | Uvas Reservoir | Henry Coe | San Martin | Gilroy Hot Springs | Christmas Hill Park | Gilroy High School |
|--------------------------|----------------|-----------|------------|--------------------|---------------------|--------------------|
| Wash Pan Sets | 1 | 1 | 1 | 1 | | |
| SiteSupply Box | 1 | 1 | 1 | 1 | 1 | 1 |

10 – Pop-Ups and Food Prep Tents



Single (10 x 10)



Double (10 x 20)



* Registration Pop-ups
go to Christmas Hill
Park
1 - DJ
1 - Clothing
1 - Pizza

| PopUps & Food Prep Tent | Uvas Reservoir | Henry Coe | San Martin | Gilroy Hot Springs | Christmas Hill Park | Registration | SAG |
|--------------------------------|----------------|-----------|--------------|--------------------|---------------------|-----------------|----------|
| Plastic trash cans | 1 | 1 | 1 | 1 | 1 | 2 | |
| Camouflage ground covers 10x12 | | 1 | | | 1 | | |
| Bricks to hold down floor | | 4 | | | 4 | | |
| Door mat | 1 | 1 | 1 | 1 | 1 | | |
| Mesh Wall Kit - single/4 walls | 1 | 1 | | 1 | 1 | | |
| Mesh Wall Kit- Double/6 walls | | | 1 | | | | |
| 10 x 10 Pop-Up | 2 | 1 | 2 | 2 | 3 | 4 (*) | 1 |
| Pop-Up #s Assigned | 3,4 | 12 | 2, 10 | 8,9 | from Registration | 5,6,7,11 | 1 |

Pop-up numbers are assigned to each reststop

11 - Water Tree and Hoses

All of the small parts are already in the orange water tool bucket



The other reststops do not need a water tree or hoses

| Water Tree & Hoses | Uvas Reservoir | Henry Coe | San Martin | Gilroy Hot Springs | Christmas Hill Park | Gilroy High School |
|--------------------------------|----------------|-----------|------------|--------------------|---------------------|--------------------|
| water tree, with 16x16 block | | | | | 1 | |
| Total hose length needed, feet | | | | | 140 | |
| Roller, with 150 ft hose | | | | | 1 | |
| Tub, with hoses | | | | | 2 | |
| orange bucket with parts | | | | | 1 | |

12 – Buckets & Utensils



Food/Utensil buckets are preloaded, and just need to be delivered to each reststop.



| Buckets & Utensils | Uvas Reservoir | Henry Coe | San Martin | Gilroy Hot Springs | Christmas Hill Park | Gilroy High School |
|--|----------------|-----------|------------|--------------------|---------------------|--------------------|
| Utensils need to be put into the UTENSILS bucket first | | | | | | |
| Bucket - UTENSILS - pre loaded | 1 | 1 | 1 | 1 | 1 | |
| WASTE Water Bucket | 1 | 1 | 1 | 1 | 1 | |
| Bucket - to Haul WATER | 1 | 3 | 1 | 1 | 1 | |
| Hot Water Dispenser | 1 | 1 | 1 | 1 | | |
| Plastic Tub - Large (empty) | 1 | 1 | 1 | 1 | 1 | |
| | | | | | | |

12A - Utensil Bucket Contents



| Utensil Bucket | Uvas Reservoir | Henry Coe | San Martin | Gilroy Hot Springs | Christmas Hill Park | Gilroy High School | Total |
|---------------------------|----------------|-----------|------------|--------------------|---------------------|--------------------|-------|
| Thermometer for ice chest | 1 | 1 | 1 | 1 | 1 | | 5 |
| Yellow teaspoon measure | 1 | 1 | 1 | 1 | 1 | | 5 |
| Kitchen Knives | 6 | 6 | 6 | 6 | 6 | | 30 |
| Scissors | 2 | 2 | 2 | 2 | 1 | | 9 |
| Sandwich spreaders | 6 | 4 | 6 | 4 | 4 | | 24 |
| Rubber spatulas/scrapers | 6 | 4 | 6 | 4 | 4 | | 24 |
| Can Opener | 1 | 1 | 2 | 1 | 1 | | 6 |
| Gatorade Stirrer | 2 | 2 | 2 | 2 | 2 | | 10 |
| scoop for crushed ice | 1 | 1 | 1 | 1 | 1 | | 5 |
| small wooden block | 1 | 1 | 1 | 1 | 1 | | 5 |

13 TB Photo Banner, Finish Line, Help Desk

| TB Photo Banner & Help Desk | |
|--|--------------|
| white plastic tables | 3 |
| Box for Help Desk | 1 |
| Photo banner, 8ft x 4" diam. Tube | 1 |
| Frame, 8ft PVC poles | 4 |
| box of small signs | 1 |
| Finish Line | |
| white plastic table (5' x 3') | 2 |
| metal poles, 10 ft long | bundle of 11 |
| wooden supports, 4ft long | 6 |
| Striped bag with blue flexible tubes | 1 bag |
| purple bag with flexible tubes | 1 bag |
| Double-brick wood base | 8 |

Box of cow bells

Leave in truck, unload at
Christmas Hill Park



14 - Igloos & Ice Chests



Crushed ice
20 lbs



Block ice
10 lbs



Each igloo gets one
block of ice
(leave plastic on)



Ice chests might first go to food
chair, to be filled with wraps and
potatoes.



| Igloos & Ice Chests | Uvas Reservoir | Henry Coe | San Martin | Gilroy Hot Springs | Christmas Hill Park | Gilroy High School | Total |
|----------------------------------|----------------|-----------|------------|--------------------|---------------------|--------------------|-------|
| Igloo - 5 Gallon | 10 | 5 | 12 | 7 | 4 | | 38 |
| Ice Chests | 5 | 4 | 5 | 4 | 7 | | 25 |
| Long wooden stirrer for Lemonade | | | | | 1 | | 1 |

- Put a block of ice inside each igloo. Leave the plastic on for now
- Crushed ice goes to Food, to keep potatoes and wraps cold

14A Christmas Hill Park Lemonade Stand Supplies



15 - Bins and Wooden Supports



| Bins & Wooden Supports | Uvas Reservoir | Henry Coe | San Martin | Gilroy Hot Springs | Christmas Hill Park |
|---|----------------|-----------|------------|--------------------|---------------------|
| wooden Food Box Support | 4 | 4 | 4 | 4 | |
| wooden Support for 4 Food Bins | 2 | 2 | 2 | 1 | |
| Box, Food Service - 4 Bins | 2 | 2 | 2 | 1 | |
| Box, Food Service - 4 Dispensers and Base | 1 | 1 | 2 | 1 | |
| Box Number, Bins | 1,5 | 2,3 | 6, 7 | 4 | |
| Box Number, Dispensers | 5 | 2 | 1, 6 | 4 | |

Box numbers are assigned to each reststop. *Henry Coe (#2,3) already has theirs.

16 – Tables, Traffic Cones, and Bottled Water



| Tables / Cones / Water | Uvas Reservoir | Henry Coe | San Martin | Gilroy Hot Springs | Christmas Hill Park | Gilroy High School | Total |
|-------------------------|----------------|-----------|-------------------------------|-------------------------------|---------------------|--------------------|-------|
| 6 Ft. Tables, Rental | 10 | 6 | 12 | 8 | 4 (*) | 0 | 36 |
| Traffic Cones (Rental) | 20 | 2 | 16 | 6 | 10 | 20 | 74 |
| Ice - 10 lbs. Block | 20 | 15 | 20 | 10 | 5 | 0 | 70 |
| Ice - 16 lbs. crushed | 8 | 4 | 8 | 4 | 12 | 0 | 36 |
| Bottled Water, 1 Gallon | 156 | 6 | They will buy their own (200) | They will buy their own (100) | 0 | 0 | 162 |
| Bottled Water Returned | | | | | | | |