



South Loudoun Basketball



Background

South Loudoun Basketball SLB, currently operating as Mercer-Lunsford Basketball League (MLBL) is a nonprofit organization run by volunteers of the Dulles South community. We are an independent organization which has been sanctioned by the Loudoun County Department of Parks, Recreation and Community Services (PRCS) to operate within the Dulles South community. SLB/MLBL and PRCS partner to provide a winter basketball program using the Loudoun County Public School facilities within the Champe HS and Freedom HS school districts.

Statement of Work

SLB/MLBL is seeking a contractor to provide basketball training programs for our 2nd grade teams. Below are the requirements for the training:

- Contractor shall include a proposed training plan for each of the training sessions
- Contractor shall tailor training for 50-minute sessions for up to 35 players per session.
- Contractor shall plan for all sessions to be teaching different fundamental skills. All 4 sessions should be different as to maintain player interest.
- Contractor shall propose a staffing plan for the training sessions
- Contractor shall incorporate the team's coaches into the training plan and training sessions
- SLB/MLBL will provide an Elementary Gym with four baskets for the sessions
- SLB/MLBL will be responsible for assigning teams to training sessions
- SLB/MLBL will instruct players to bring their own basketball

Schedule:

- Training sessions will be scheduled on the following Saturdays:
 - Saturday, November 18, 2017
 - Saturday, December 2, 2017
 - Saturday, January 6, 2018
 - Saturday, February 3, 2018
 - **Snow Date: Saturday, March 3, 2018**
- Proposed session schedule shall be:
 - Session 1: 8:30am – 9:20am
 - Session 2: 9:30am – 10:20am
 - Session 3: 10:30am – 11:20am
 - Session 4: 11:30am – 12:20pm
 - Session 5: 12:30pm – 1:20pm
 - Session 6: 1:30pm – 2:20pm
- Sessions will be 3-4 teams each. We estimate a total of 16-20 teams participating this season.



South Loudoun Basketball



Due Date and Submission Instructions

Completed Offers should be submitted no later than **5:00 PM EST, Friday, September 1, 2017**. Offers must be submitted electronically, to info@mlblhoops.com

Offerors should submit their proposals on a per-session basis. SLB/MLBL reserves the right to select multiple vendors to conduct specific training dates. SLB/MLBL will consider discount pricing for a single offeror to conduct all four sessions, so offerors have the option to submit individual clinic pricing as well as pricing for all four sessions at a discounted rate.

Evaluation Criteria

The following will be used by the SLB Executive Committee to evaluate the proposal, listed in order of importance:

1. Contractor's Staffing and Execution Plan
2. Contractor's Previous Experience
3. Price

Payment

Payment: Contractor shall bill SLB/MLBL for an initial (50%) deposit upon ratification of contract with the final payment due 15 days upon completion of the clinics. SLB/MLBL will consider a payment schedule with deliverable payments after each session.

Evaluation Process

Proposals will be distributed to the SLB/MLBL Executive Committee (5 persons) for review and comment. The Executive Committee members may solicit other Board Members to review and provide input. The President will hold a review session with the Executive Committee who will come to consensus on the received proposals. The decision of the Executive Committee is final. Upon request, bidders can request a debrief from

Contract Execution

The SLB/MLBL President will execute the contract with the selected vendor.