



# 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 a pre-season independent assessment of the youth basketball players. The results of these assessments will be used as input to (a) select players to participate in the travel program and (b) facilitate the team formation process for the house league programs.

### Pre-Season Evaluations Requirements:

- Contractor shall provide a staffing plan to run each of the evaluation sessions
- Contractor shall provide the following evaluation stations:
  - Vertical Jump – raw scores only
  - Layups – raw scores and qualitative assessment (shooting form)
  - Speed Assessment – raw scores only
  - Dribbling – raw scores only
  - Free Throws – raw scores and qualitative assessment (shooting form)
  - 3v3 Scrimmage Station – qualitative assessment of basketball skills
  - **5v5 Scrimmage Station – qualitative assessment for 5<sup>th</sup>-8<sup>th</sup> only (travel levels)**
- Contractor shall develop a scoring methodology and present to the SLB board for approval
- Contractor shall compile raw scores and deliver a ranking of players per grade level
- Contractor shall deliver Player Rankings electronically:
  - No later than 5:00pm EDT on Wednesday, October 4, 2017 for the Initial Evals.
  - No later than 5:00pm EDT on Wednesday, October 18, 2017 for the Octoevals.
  - No later than 5:00pm EST on Wednesday, November 22, 2017 for High School evals.
- SLB/MLBL will coordinate volunteer for all registration and provide each player with a unique tryout number. Players will be divided by conference and assigned a conference letter as part of the tryout number (e.g. “E300” and “W300” where the “E” and “W” designates conferences)
- SLB/MLBL will provide the gym(s) for the evaluation sessions. MLBL will finalize gym schedule and provide to Contractor by September 1, 2017.
- Schedules are subject to school availability and may require last-minute location changes. Contractor shall provide a POC to coordinate last-minute schedule changes. SLB/MLBL will do its best to provide ample notifications with a minimum three hour notification on location changes. All gym locations will be within the Dulles South area (Freedom and Champe school districts)



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Projected number of participants by age group:

Grade Level	Boys	Girls
3 <sup>rd</sup> Grade	170-200	40-60
4 <sup>th</sup> Grade	170-200	50-75
5 <sup>th</sup> Grade	170-200	60-80
6 <sup>th</sup> Grade	170-200	60-80
7 <sup>th</sup> Grade	170-200	60-80
8 <sup>th</sup> Grade	150-180	40-60
9 <sup>th</sup> Grade	50-80	N/A
10 <sup>th</sup> Grade	40-70	N/A
11 <sup>th</sup> Grade	30-60	N/A
12 <sup>th</sup> Grade	20-50	N/A

## Proposed Evaluation Schedule

Initial Evaluations: (See attached excel spreadsheet for detailed proposed schedule)

- Saturday, September 23, 2017 between 1:30pm and 9:30pm (Grades 3-8)
- Sunday, September 24, 2017 between 1:00pm and 7:00pm (Grades 5-8)
- Saturday, September 30, 2017 between 1:30pm and 9:15pm (Grades 3-8)

Make Up Evaluation Date:

- Saturday, October 14, 2017 between 1:30pm and 4:15pm (Grades 3-8)

High School House Evaluations:

- Sunday, November 12, 2017 between 2:00pm and 5:00pm (Grades 9-12)
- Saturday, November 18, 2017 between 4:00pm and 6:00pm (Grades 9-12)

## Due Date and Submission Instructions

Completed Offers should be submitted no later than **5:00 PM EST, Friday, August 18, 2017**. Offers must be submitted electronically, to [info@mlblhoops.com](mailto:info@mlblhoops.com)

## 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



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## Payment

MLBL will consider offers with up to a 50% deposit upon contract ratification and with the balance due payable 10 business days after delivery of scoring and team recommendations. MLBL will consider a payment schedule with deliverable payments after the Initial session, Make Up Session and High School Session

## Proposed Detailed Schedule

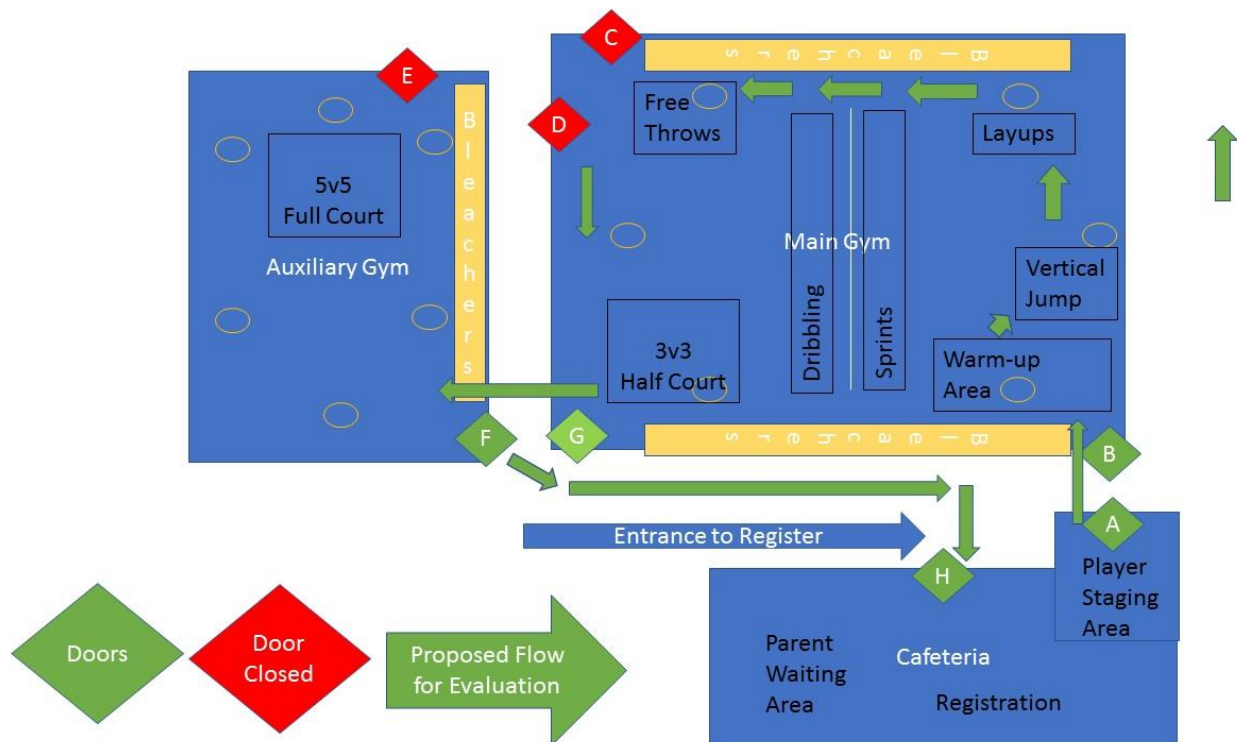
Included in this RFP is the Pre-Season Detailed Schedule excel spreadsheet which details the times for each of the age groups and the stations.

## Other Details:

All of the registration/check-in will take place in the cafeteria. The parents will be instructed to wait in the parent waiting area in the cafeteria and will not be permitted in the gyms. Coaches will be permitted to evaluate players from the designated bleacher areas.

Baskets will be lowered to 9' for the 3<sup>rd</sup> grade evaluations and 9'6" for the 4<sup>th</sup> grade evaluations. All other evaluations will take place on a 10' basket. SLB/MLBL and Freedom HS will provide portable baskets to be used for the 3<sup>rd</sup> and 4<sup>th</sup> grade age groups.

## Proposed Evaluation Layout at Freedom High School Main/Aux/Cafeteria for Evaluations





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## Other Considerations

SLB/MLBL will consider the following in each of the offeror's proposals:

- Alternative drills to the evaluation stations
- Contractor's input on the layout and evaluation flow
- Input on the registration process
- Input in the identification of the players

## 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.