



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 who are trying out for our travel program. The results of these assessments will be used as input to finalize the travel teams.

Pre-Season Evaluations Requirements:

- Contractor shall provide a staffing plan with the following coverage:
 - Appropriate amount of staff to run each of the evaluation sessions based on number of participants
 - Staff who will be assigned to evaluate a particular age group, and who will be in attendance at both of that age group's sessions to evaluate
- Contractor shall provide a detailed plan for the drill schedule and practice plan for each of the travel tryout sessions
- Contractor shall develop a scoring methodology and present to the SLB board for approval
- Contractor shall provide a detailed report following the evaluation sessions by 5:00pm on Friday, October 20, 2017 with the following:
 - List of players evaluated
 - Determination of the athlete's travel-worthiness on a scale of 1-5 with 5 being the top
 - Recommendation for each athlete as follows:
 - "A" team or top level travel talent
 - "B" team or intermediate level travel talent
 - "C" team or lower level travel talent
 - "H" indicating player should be placed in the House League
- SLB/MLBL will coordinate volunteer for all registration and provide each player with a unique tryout number.
- SLB/MLBL will provide the gym(s) for the evaluation sessions. MLBL will finalize gym schedule and provide to Contractor by October, 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	
	# of Players	# of Teams	# of Players	# of Teams
5 th Grade	45-55	2-3 teams	25-35	1-2 teams
6 th Grade	40-50	2-3 teams	20-30	1-2 teams
7 th Grade	40-50	2-3 teams	20-30	1-2 teams
8 th Grade	40-50	2-3 teams	20-30	1-2 teams

Proposed Travel Tryout Schedule

The Evaluations will take place as follows:

- Saturday, October 14 from 4:00pm – 9:00pm at Freedom High School Main & Aux
- Sunday, October 15 from 1:00pm – 6:00pm at Freedom High School Main & Aux
- Monday, October 16 from 6:15pm – 9:30pm at Cardinal Ridge Elementary
- Tuesday, October 17 from 6:15pm – 9:30pm at Cardinal Ridge Elementary
- Wednesday, October 18 from 6:15pm – 9:30pm at Cardinal Ridge Elementary
- Thursday, October 19 from 6:15pm – 9:45pm at Cardinal Ridge Elementary

Proposed Travel Tryout Schedule by Age Group:

Age Group	Session 1	Session 2
5 th Grade Boys	Saturday, October 14, 2017 5:00pm – 7:00pm @ Freedom	Tuesday, October 17, 2017 6:15pm – 8:00pm @ Cardinal R
6 th Grade Boys	Sunday, October 15, 2017 2:00pm – 4:00pm @ Freedom	Thursday, October 18, 2017 6:15pm – 8:00pm @ Cardinal R
7 th Grade Boys	Sunday, October 15, 2017 4:00pm – 6:00pm @ Freedom	Wednesday, October 18, 2017 7:45pm – 9:30pm @ Cardinal R
8 th Grade Boys	Saturday, October 14, 2017 7:00pm – 9:00pm @ Freedom	Monday, October 16, 2017 7:45pm – 9:30pm @ Cardinal R
5 th Grade Girls	Sunday, October 15, 2017 1:00pm – 3:00pm @ Freedom	Wednesday, October 18, 2017 6:15pm – 7:45pm @ Cardinal R
6 th Grade Girls	Saturday, October 14, 2017 4:00pm – 6:00pm @ Freedom	Monday, October 16, 2017 6:15pm – 7:45pm @ Cardinal R
7 th Grade Girls	Saturday, October 14, 2017 6:00pm – 8:00pm @ Freedom	Tuesday, October 17, 2017 8:00pm – 9:30pm at Cardinal R
8 th Grade Girls	Sunday, October 15, 2017 3:00pm – 5:00pm @ Freedom	Thursday, October 18, 2017 8:00pm – 9:30pm at Cardinal R



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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

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

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

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

Athletes are required to attend a minimum of one of the two sessions, and are encouraged to attend both sessions. Contractor should assume that not every player will be at both sessions and should take that into consideration when preparing the evaluation drills.

Evaluation Process

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

Contract Execution

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