



South Muskoka Minor Hockey Association

Muskoka Lumber Arena
56 Salmon Dr
Bracebridge, ON, P1L 0M9
P1L 0M9

Request for Proposals (RFP) for Hockey Development

Services RFP-2024-02

1. Introduction

South Muskoka Minor Hockey Association (SMMHA) is a not for profit minor hockey association is seeking proposals from qualified hockey development companies to provide fee based services for player development. Our goal is to enhance the skills and performance of our players across various age groups and skill levels. This RFP outlines the requirements for submission, the selection process, and the terms of the contract.

2. Scope of Work

The selected company will be responsible for delivering high-quality hockey development programs tailored to different age groups and skill areas. Services should include, but are not limited to:

- Skating
- Stickhandling
- Shooting
- Defensive skills
- Agility
- Strength
- Goaltending
- Checking
- Power Skating
- Other

3. Proposal Requirements

Proposals should include the following information:

A. Company Information

1. Company name and contact information.
2. Company background and experience in hockey development.
3. Qualifications/Training of key staff involved in the program.
4. Insurance, WSIB, first aid/trainer training, and staff clearances such as Vulnerable Sector Check (VSS/VSC)

B. Program Details

1. Age groups covered (U8, U9, U11, U13, U15, U18).
2. Specific skills and training focus areas.
3. Group size and number of trainers to be provided
4. Detailed program structure and methodology.
5. Anything SMMHA needs to provide

SMMHA Player Development is looking to offer 2 streams of training. One offering would be separate ice time (the Association will cover the ice rental), where a group of players will sign up to attend and focus on specific training, we can support you with some volunteer coaches to assist in moving pucks. The second offering will be in practice with a complete team (15-18 players plus goalies), these sessions would have the assistance of the team coach/assistant coach and trainer.

C. Fee Structure

1. Detailed fee structure for each program offered.
2. Any additional costs or fees associated with the services.
3. Ice rental will be provided by the association and could be in the following facilities (Bracebridge, Lake of Bays, Gravenhurst, MacTier, Port Carling and Bala)

D. Donations and Contributions

1. List of services or goods the company is willing to donate to SMMHA as part of their proposal.
2. As a Not for Profit Organization we are working on a limited budget and there is value in working for us with exposure to our 400+ registrants.
3. A sponsor package is also available and attached for consideration.

E. References

1. List of references from previous clients or associations.

F. Draft Contract

1. A draft contract outlining terms and conditions, including liability, insurance, and termination clauses, if one other than the draft attached is preferable.

4. Submission Guidelines

Proposals must be submitted in electronic format (PDF) to the contact person listed below before August 23, 2024. Late submissions will not be considered.

Contact Person:

Chris Ledsham
Director, Player Development
South Muskoka Minor Hockey Association
playerdevelopmentsmmha@gmail.com

705.644.3911

5. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- Experience and qualifications of the company and staff.
- Quality and comprehensiveness of the proposed program.
- Fee structure, donations and overall cost/benefit.
- Availability to contribute services or goods to SMMHA.
- References and past performance.

6. Selection Process

The selection process will involve:

1. Initial review of submitted proposals.
2. Shortlisting of potential candidates.
3. Interviews or presentations by shortlisted companies, if needed.
4. Final selection and contract negotiation.

Please note that SMMHA is not looking for a sole source solution and multiple companies may be selected based on their experience, overall cost/benefit and availability.

7. Conclusion

We look forward to receiving your proposal and working together to enhance the development of

our players. For any questions or clarifications, please contact.
Sincerely,



Chris Ledsham
Director, Player Development

South Muskoka Minor Hockey Association

playerdevelopmentsmha@gmail.com
705.644.3911

Attachments:

- Draft Contract
- Donation/Sponsorship Opportunity

Please ensure that all required information is included in your submission to facilitate a thorough evaluation.