

Request for Proposal

Title: TCFIHA Rep Evaluations
Contact: Natasha Breland (Peter Aragon)
Email: 2ndvp@tricityfemaleicehockey.ca

1. Introduction

The Rep Evaluation/Evaluators is responsible for the overseeing, evaluating and pool formation for the TCFIHA U13 – U18 divisions. The role will work closely with the TCFHA evaluation committee and report to the BOD

The candidates are expected to have previous evaluating experience, current coaching certifications and up to date Criminal record checks.

Qualified candidates should possess strong communication and organizational skills as well as a knowledge of minor hockey rules and regulations.

TCFIHA is a member association of and subject to the rules and regulations of:

*PCAHA

*BC Hockey

*Hockey Canada

2. Invitation

The Association, by its volunteer elected Executive, invites qualified parties (each a candidate) to submit a competitive proposal for TCFHA Rep Evaluations.

The work is to commence upon awarding of contract.

3. Submission Instructions

Timeline

The closing time for submissions is 11:59 pm on July 10th, 2024. After July 10th the committee will convene and review all submissions. The successful candidate will be contacted and the work will begin late July 2024.

Delivery of proposals

Proposals must be submitted electronically by way of email to the contact person
Late proposals will not be considered unless approved by the president

Contact Person for this RFP

Natasha Breland

2ndvp@tricityfemaleicehockey.ca

4. Proposal Submission form and contents

Expectations

The candidate is expected to:

Provide a Total for the contract with a breakdown of rates for:

1. Contact Person – Point of contact for evaluations
2. 3 Evaluators for each ice time. Must be the same for each session
Names and Experience of Evaluators
3. Skills and drills that will be used for evaluations
4. On ice Person for each skills session (2)
5. Dates are Sunday Aug 25 9 – 1 hour skill sessions. Aug 26, 27, 28 and 29. 3 – 1.25 hours of either game or skills per evening starting at 5 pm
6. At the end of the session on Aug 28, formation of top 24 – 26 pool is to be completed and shared.