

Request for Proposal

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

1. Introduction

The Rep Evaluation/Evaluators is responsible for the overseeing, evaluating and pool formation for the TCFIHA U11 – 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 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 April 1, 2026 After April 1 the committee will convene and review all submissions. The successful candidate will be contacted and work will commence July 2026

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@tricitiefemaleicehockey.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 and Team Genius
2. Min of 2 Evaluators for each ice time. Evaluators must be the same for all sessions within a division
3. Names and Experience of Evaluators
4. Skills and drills that will be used for evaluations
5. On ice Person for each skills session (2)
6. Tryout Dates are Friday August 28 through to September 15 and include Tiered C1 evaluations
7. This does not include goalie evaluations