



# Request for Proposals

The BC Speed Skating Association (BCSSA) is currently accepting proposals to deliver face-to-face BCSSA Academy programming at four locations around the province beginning May 2016. The BCSSA Academy is a multi-year project to develop BC speed skaters and coaches.

## **Mission**

To provide in-province programming, supplemental to existing club programming, consistent with Stage 1 on the Elite Athlete Pathway\*.

## **Vision**

Developing T2T and L2C-aged BCSSA club skaters will train and race regularly in quality environments within BC. The Academy training/racing environments will supplement existing club programming to strive towards meeting Stage 1 requirements for BCSSA skaters.

## **Values**

- **Quality** (training/racing environments)
- **Accessibility** (geographical and financial)
- **Accountability** (financial)
- **Development** (of human and equipment resources)

## **Outcome Goals**

1. By 2018-2019 season, a minimum of 10% of competitors at national competitions will be BCSSA skaters.
2. Increase the flag points earned by TEAM BC Speed Skating at the 2019 Canada Winter Games (as compared to the 2015 Canada Winter Games).

Year 2 of the Academy will occur during the 2016-2017 speed skating season (May 2016 to March 2017) at four designated locations around the province:

- Academy Lower Mainland (LM): Richmond Olympic Oval
- Academy Interior: Kamloops
- Academy Central: Prince George
- Academy North (long track programming): Pomeroy Sport Centre, Fort St John.

Each location will deliver approximately 35 hours of face-to-face programming hours. An additional 5 hours of programming will be made available to Academy participants via webinar. Webinar programming will be centrally coordinated by the BCSSA Academy Working Group.

\* Please see the [Elite Athlete Pathway Overview](#) document for details

## **Project Scope/Key Deliverables**

Applicants must deliver 35 hours of face-to-face programming (per location) from May 2016 to March 2017. Delivery will be individual to each location and is *proposed* to include:

<b>Academy LM</b>	<b>Academy Interior</b>	<b>Academy Central</b>	<b>Academy North</b>
May 2016 testing/ dryland camp (Pacific Sport testing protocol)	May 2016 testing/ dryland camp (Pacific Sport testing protocol)	May 2016 testing/ dryland camp (Pacific Sport testing protocol)	May 2016 testing/ dryland camp (Pacific Sport testing protocol)
~3 Friday night time trials	September 2016 kick-start camp (coordinated with existing camp(s))	September 2016 kick-start camp (coordinated with existing camp(s))	Early December 2016 1-day camp (in conjunction with FSJ LT Interclub)
3-5 Sunday sessions (coordinated with local Interclubs)	Mini relay camps at the conclusion of local Interclubs	Mini relay camps at the conclusion of local Interclubs	3-4 day Holiday camp, including sanctioned time trials
	3-5 weekend and/or ProD day sessions	3-5 weekend and/or ProD day sessions	Late January 2017 1-day camp (in conjunction with BCLT)

Programming will be provided by qualified personnel through a combination of:

- On-ice speed skating programming (training and/or racing) supervised by a qualified speed skating Coach/Coaching Team
- Off-ice speed skating dryland programming supervised by a qualified speed skating Coach/Coaching Team
- Off-ice supplemental programming supervised by qualified personnel (e.g. Strength & Conditioning Coaches, Yoga Instructors, Gymnastics Coaches etc.)
- Off-ice testing supervised by a qualified speed skating Coach/Coaching Team and/or other qualified personnel
- Speed skating equipment maintenance support and education provided by a designated Equipment Manager.

Applicants may submit a proposal to provide qualified personnel only or may submit a package proposal, including providing venue and/or equipment. In the case where the proposal uniquely provides qualified personnel, the applicant must be willing to work with the BCSSA Academy Working Group to secure suitable venue rentals, equipment rentals and additional personnel as required. In the case of a package proposal, including proposed delivery dates (coordinating with local speed skating schedules and venue availability) will be considered an asset. Proposals covering multiple locations will also be entertained.

The applicant will be expected to maintain a working relationship with the BCSSA Academy Working Group and will provide verbal/written reports as requested throughout the season. The applicant will also be expected to coordinate with local club coaches to ensure programming is complementary to existing club programming.

## **Personnel Required Experience/Qualifications**

### Qualified Speed Skating Coach/Coaching Team

- Lead by a speed skating coach fully certified in the National Coaching Certification Program (NCCP) at a minimum of Level 3 or Competition Development
- All coaches must have at least 3 years experience coaching T2T-aged skaters or older
- Must be willing to undergo a Criminal Record Check (if successful applicant)

### Other Qualified Personnel

- Must hold current certification/license/registration in their respective fields (e.g. Strength & Conditioning Coaches, Yoga Instructors, Gymnastics Coaches etc.)
- Previous experience working with speed skaters is an asset
- Must be willing to undergo a Criminal Record Check (if successful applicant)

### Equipment Manager

- Formal speed skating equipment training (e.g. NCCP Professional Development Courses, apprenticeships with Regional/National Training Centre Equipment Technicians etc.) is an asset
- Minimum 2 years experience maintaining speed skating equipment
- Must be willing to undergo a Criminal Record Check (if successful applicant).

## **Budget**

The submitted proposal, whether individual or packaged, should include an estimated budget matching the appropriate deliverables as listed above. Where applicable, personnel travel costs (i.e. if personnel are not local to the venue) must be included. All costs must be itemized and any contracted/outsourced organizations must be identified.

## **Evaluation Process and Timelines**

Proposals must be submitted, in writing, to [ted.houghton@shaw.ca](mailto:ted.houghton@shaw.ca) by Friday April 29th, 2016. Proposals will be evaluated by the BCSSA Academy Working Group between May 2nd and May 4th. Proposals will be evaluated on the following criteria:

- Composition of personnel, including personnel experience/qualifications
- Package proposal (if applicable), including quality of proposed venue(s)/equipment and proposed dates
- Submitted budget
- Testimonials and/or examples of previous relevant experience.

Notification of the successful applicant will occur no later than May 6th. Notification to applicants who were not selected will occur no later than May 6th.