

**City of Choctaw
Request for Proposal
Youth Baseball/Softball League and/or Tournaments**

I. Introduction

The City of Choctaw Parks and Recreation Division ("City") has established criteria for a Youth/Adult Baseball/Softball Request for Proposal (RFP) document. The City is seeking proposals from all qualified organizations to provide youth baseball/softball leagues and/or tournaments during 2016. Examples of possible leagues and/or tournaments offered could be:

1. Spring Youth Baseball league and Girls Youth Softball League offered simultaneously between the months of March and June. (Playing on Monday, Tuesday, Wednesday, and Thursday evenings)
2. Fall Youth Baseball league and Girls Youth Softball League offered simultaneously between the months of September to November. (Playing on Monday, Tuesday, Wednesday, and Thursday evenings)
3. Youth Baseball Tournaments offered from March to November. (Playing on Friday, Saturday and Sundays)
4. Youth Softball Tournaments offered from March to November. (Playing on Friday, Saturday and Sundays)
5. Adult Softball League/Tournaments offered from March to November. (Leagues playing Monday – Thursday, and tournaments Friday, Saturday, and Sunday)

II. City Philosophy

The City believes in the overall benefits of participation in organized youth sport leagues and programs. Participation in sports plays a valuable role in the development of the youth of Choctaw and surrounding areas. Participation in youth recreational leagues and tournaments has proven to build self-esteem, promote teamwork, develop the body as well as the mind and is an integral part of the maturation process, all which contributes to the overall quality of life in Choctaw and surrounding communities. The City will strive to assist youth/adult sports leagues/tournaments providers in offering quality organized youth/adult sports programs, facilities, and services while maintaining a safe, wholesome environment for children.

III. Youth/Adult Sports League Provider Requirements

Each youth sports league/tournaments provider must meet certain standardized minimum requirements in order to provide youth sports leagues/tournaments to the community. These requirements include:

- Each recognized youth sports league provider must operate as a non-profit organization.
- Each youth sports league provider must have published bylaws that provide for the election of board members and officers, as well as overall governance of the organization/association.
- Recreation should be the primary focus of all youth sports league providers. It is considered beneficial to afford some higher-level of play within each youth/adult sports league.
- Ensure adult supervision is present in an official capacity for every YOUTH league practice, official league game, and tournament game.

- Encourage staff, coaches, and parents to conduct themselves as positive role models exemplifying proper sportsmanship, cooperation and appropriate behavior. The YOUTH sports league provider will validate the quality of adult leadership by requiring statewide criminal background checks of all head coaches, board members, and any other person acting in an official capacity with the youth sports league provider directly overseeing children. Background checks are valid for a one year period.
- The youth/adult sports league/tournament provider will relinquish control of the concession stand, and will not sell any drink, or food items on the Park grounds.
- The youth/adult sports league/tournament provider must operate year round. Organization's that are awarded the use of the Bouse Sports Complex may subcontract to other organizations to run leagues/tournaments, with approval from the City of Choctaw.
- Ensure fiscal responsibility by establishing and operating according to generally accepted accounting principles and practices. All income derived from the use of City owned or leased facilities shall be used solely to defray costs and expenses of legitimate activities.

IV. Submittals

The proposal should include, but not limited to, the following information:

Section 1

The organization interested in operating a youth/adult baseball/softball association should provide the name of the organization; names of individuals associated with the proposal, their title(s), mailing address, phone number, and email address.

- Brian Crawford Memorial – 501c3 20-2974760
Kenneth R. Crawford
President
1308 Castle Creek
Shawnee, OK 74804
405-642-9592
Kenneth@BrianCrawfordMemorial.com

Section 2

The organization should provide organizational structure and league and/or tournament overview. This includes information such as:

- Organizational Leadership – Board/Organizational chart
 - Brian Crawford Memorial – 501c3 20-2974760
Kenneth R. Crawford
President
1308 Castle Creek
Shawnee, OK 74804
405-642-9592
Kenneth@BrianCrawfordMemorial.com

- League Format and/or Tournament format
- For leagues – provide detailed plans for practices, game days. (Example – number of games and practices each team will have per season)
- **Spring league**
 - Eight fields operating for league play Monday, Tuesday and Thursday nights. Wednesday nights are normally not utilized for scheduled league games. Traditionally, Wednesday nights have been used as last option for rainout or weather related postponed games.
 - Age Division for softball – 5U/6U, 7U/8U, 9U/10U, 11U/12U
 - Age Division for baseball - 5U/6U, 7U/8U, 9U/10U, 11U/12U
 - 8 Teams per age division = 64 league teams
 - 10 players per team = 640 players
 - 21 league games per team (2 games per week) = 84 league games per age division
 - Park will be filled with games and no practice time availability anticipated (all depends on the number of teams playing league).
 - League schedule subject to change depending on the number of participating teams per age division
 - 4 April – 16 June

MONDAY NIGHT SPRING LEAGUE SCHEDULE

7U/8U BASEBALL					7U/8U SOFTBALL				
4-Apr	F1	F2	F3	F4	4-Apr	F5	F6	F7	F8
6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8	6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8
8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8	8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8
11-Apr					11-Apr				
6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8	6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8
8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8	8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8
18-Apr					18-Apr				
6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8	6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8
8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7	8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7
25-Apr					25-Apr				
6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7	6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7
8P	1 vs 8	2 vs 5	3 vs 6	4 vs 7	8P	1 vs 8	2 vs 5	3 vs 6	4 vs 7
2-May					2-May				
6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8	6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8
8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8	8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8
9-May					9-May				
6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8	6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8
8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8	8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8
16-May					16-May				
6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8	6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8
8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7	8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7
23-May					23-May				
6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8	6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8
8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8	8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8
6-Jun					6-Jun				
6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8	6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8
8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8	8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8
13-Jun					13-Jun				
6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8	6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8
8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7	8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7
20-Jun					20-Jun				
6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7	6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7

TUESDAY NIGHT SPRING LEAGUE SCHEDULE

11U/12U BASEBALL					11U/12U SOFTBALL				
5-Apr	F1	F2	F3	F4	5-Apr	F5	F6	F7	F8
6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8	6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8
8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8	8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8
12-Apr					12-Apr				
6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8	6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8
8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8	8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8
19-Apr					19-Apr				
6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8	6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8
8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7	8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7
26-Apr					26-Apr				
6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7	6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7
8P	1 vs 8	2 vs 5	3 vs 6	4 vs 7	8P	1 vs 8	2 vs 5	3 vs 6	4 vs 7
3-May					3-May				
6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8	6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8
8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8	8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8
10-May					10-May				
6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8	6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8
8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8	8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8
17-May					17-May				
6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8	6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8
8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7	8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7
24-May					24-May				
6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8	6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8
8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8	8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8
31-May					31-May				
6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8	6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8
8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8	8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8
7-Jun					7-Jun				
6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8	6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8
8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7	8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7
14-Jun					14-Jun				
6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7	6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7

THURSDAY NIGHT SPRING LEAGUE SCHEDULE

9U/10U BASEBALL					9U/10U SOFTBALL				
7-Apr	F1	F2	F3	F4	7-Apr	F5	F6	F7	F8
6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8	6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8
8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8	8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8
14-Apr					14-Apr				
6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8	6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8
8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8	8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8
21-Apr					21-Apr				
6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8	6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8
8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7	8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7
28-Apr					28-Apr				
6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7	6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7
8P	1 vs 8	2 vs 5	3 vs 6	4 vs 7	8P	1 vs 8	2 vs 5	3 vs 6	4 vs 7
5-May					5-May				
6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8	6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8
8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8	8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8
12-May					12-May				
6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8	6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8
8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8	8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8
19-May					19-May				
6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8	6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8
8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7	8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7
26-May					26-May				
6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8	6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8
8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8	8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8
2-Jun					2-Jun				
6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8	6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8
8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8	8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8
9-Jun					9-Jun				
6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8	6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8
8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7	8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7
16-Jun					16-Jun				
6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7	6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7

- **Fall League**

- Eight fields operating for league play Monday, Tuesday and Thursday nights. Wednesday nights are normally not utilized for scheduled league games. Traditionally, Wednesday nights have been used as last option for rainout or weather related postponed games.
- Age Division for softball – 5U/6U, 7U/8U, 9U/10U, 11U/12U
- Age Division for baseball - 5U/6U, 7U/8U, 9U/10U, 11U/12U
- 8 Teams per age division = 64 league teams
- 10 players per team = 640 players
- 14 league games per team (2 games per week) = 56 league games per age division
- Park will be filled with games and no practice time availability anticipated (all depends on the number of teams playing league).
- League schedule subject to change depending on the number of participating teams per age division
- September 12 – October 27

MONDAY NIGHT FALL LEAGUE SCHEDULE

7U/8U BASEBALL					7U/8U SOFTBALL				
12-Sep	F1	F2	F3	F4	12-Sep	F5	F6	F7	F8
6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8	6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8
8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8	8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8
19-Sep					19-Sep				
6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8	6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8
8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8	8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8
26-Sep					26-Sep				
6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8	6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8
8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7	8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7
03-Oct					03-Oct				
6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7	6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7
8P	1 vs 8	2 vs 5	3 vs 6	4 vs 7	8P	1 vs 8	2 vs 5	3 vs 6	4 vs 7
10-Oct					10-Oct				
6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8	6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8
8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8	8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8
17-Oct					17-Oct				
6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8	6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8
8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8	8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8
24-Oct					24-Oct				
6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8	6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8
8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7	8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7

TUESDAY NIGHT FALL LEAGUE SCHEDULE

11U/12U BASEBALL					11U/12UU SOFTBALL				
13-Sep	F1	F2	F3	F4	13-Sep	F5	F6	F7	F8
6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8	6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8
8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8	8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8
20-Sep					20-Sep				
6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8	6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8
8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8	8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8
27-Sep					27-Sep				
6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8	6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8
8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7	8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7
04-Oct					04-Oct				
6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7	6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7
8P	1 vs 8	2 vs 5	3 vs 6	4 vs 7	8P	1 vs 8	2 vs 5	3 vs 6	4 vs 7
11-Oct					11-Oct				
6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8	6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8
8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8	8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8
18-Oct					18-Oct				
6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8	6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8
8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8	8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8
25-Oct					25-Oct				
6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8	6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8
8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7	8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7

THURSDAY NIGHT FALL LEAGUE SCHEDULE

9U/10U BASEBALL					9U/10U SOFTBALL				
15-Sep	F1	F2	F3	F4	15-Sep	F5	F6	F7	F8
6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8	6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8
8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8	8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8
22-Sep					22-Sep				
8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8	8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8
29-Sep					29-Sep				
6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8	6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8
8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7	8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7
06-Oct					06-Oct				
6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7	6P	1 vs 8	2 vs 5	3 vs 6	4 vs 7
8P	1 vs 8	2 vs 5	3 vs 6	4 vs 7	8P	1 vs 8	2 vs 5	3 vs 6	4 vs 7
13-Oct					13-Oct				
6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8	6P	1 vs 2	3 vs 4	5 vs 6	7 vs 8
8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8	8P	1 vs 3	2 vs 4	5 vs 7	6 vs 8
20-Oct					20-Oct				
6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8	6P	1 vs 5	2 vs 6	3 vs 7	4 vs 8
8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8	8P	4 vs 5	1 vs 6	2 vs 7	3 vs 8
27-Oct					27-Oct				
6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8	6P	1 vs 4	3 vs 5	6 vs 7	2 vs 8
8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7	8P	2 vs 3	4 vs 6	5 vs 8	1 vs 7

- ***For Tournaments – provide plans for number of tournaments and how many games you are guaranteeing at each of them***
 - Weather dependent but it is possible to host 43 events annually from February – November but realistically 30 events is more likely excluding February, August and November.
 - Game guarantee will depend on the specific event. Events will vary from 2 – 5 game guarantees.
 - Double elimination tournaments will be a minimum of a 2-game guarantee but can be formatted with a 3-game guarantee depending on the number of teams and field space.
 - Pool play events depending on format will be a 3-game guarantee or 4-game guarantee.
 - State tournaments are usually a 2-game guarantee.
 - World Series events are usually a 5-game guarantee.
- ***Registration Process***
 - Multiple ways to register for league or event
 - Online registration via tournament website or sanctioning body national website
 - Mail in registration
 - Call in registration
- ***Provide proposed registration dates and deadlines for each season/tournament***
 - Spring & Fall League registration deadline should be approximately 2 weeks prior to the announced league start date.
 - Tournament registration deadline should set for the preceding Monday of the event but generally is extended to the Tuesday – Wednesday depending on the number of teams in that particular age division. Once your goal for the number of teams in any specific age division has been reached you close the registration for that age division and create a waiting list.
- ***Provide details of how the organization will handle the registration of participants and teams. (Example – online, walk-in, mail in, late registration, method of payment etc...)***
 - Multiple ways to register for league or event
 - Online registration via tournament website or sanctioning body national website
 - Mail in registration
 - Call in registration
 - Method of payment
 - Online
 - Mail in
 - Hand in at event – Last resort

- **Proposed start date and end date of each league/tournament**

- Spring League play should begin shortly after spring break 2016. I would propose April 4, 2016 - June 20, 2016. This is all subject to change depending on the number of teams signed up to play per age division.
- Fall League play should begin shortly after spring break 2016. I would propose September 12 – October 27, 2016. This is all subject to change depending on the number of teams signed up to play per age division.
- Tournament play could begin in February, depending on the weather, as teams are always willing to start earlier than March. The schedule could have as many as 39 Friday – Sunday events.

05-Feb-16 - 07-Feb-16	06-May-16 - 08-May-16	05-Aug-16 - 07-Aug-16
12-Feb-16 - 14-Feb-16	13-May-16 - 15-May-16	12-Aug-16 - 14-Aug-16
19-Feb-16 - 21-Feb-16	20-May-16 - 22-May-16	19-Aug-16 - 21-Aug-16
26-Feb-16 - 28-Feb-16	27-May-16 - 29-May-16	26-Aug-16 - 27-Aug-16
04-Mar-16 - 06-Mar-16	03-Jun-16 - 05-Jun-16	02-Sep-16 - 04-Sep-16
11-Mar-16 - 13-Mar-16	10-Jun-16 - 12-Jun-16	09-Sep-16 - 11-Sep-16
18-Mar-16 - 20-Mar-16	17-Jun-16 - 19-Jun-16	16-Sep-16 - 18-Sep-16
25-Mar-16 - 26-Mar-16	24-Jun-16 - 26-Jun-16	23-Sep-16 - 25-Sep-16
01-Apr-16 - 03-Apr-16	01-Jul-16 - 03-Jul-16	30-Sep-16 - 02-Oct-16
08-Apr-16 - 10-Apr-16	08-Jul-16 - 10-Jul-16	07-Oct-16 - 09-Oct-16
15-Apr-16 - 17-Apr-16	15-Jul-16 - 17-Jul-16	14-Oct-16 - 16-Oct-16
22-Apr-16 - 24-Apr-16	22-Jul-16 - 24-Jul-16	21-Oct-16 - 23-Oct-16
29-Apr-16 - 01-May-16	29-Jul-16 - 31-Jul-16	28-Oct-16 - 30-Oct-16

- **Grievance process**

- Any situation in regards to grievances will be resolved according to sanctioning body rules.

- **Staffing - League administrators, field monitors, officials, scorekeepers etc.**

- Kenneth Crawford and / or designated onsite officials or UIC
- Officials / umpires will be contracted out
- Scorekeepers will be a volunteer from each team. Official score keeper is always the home team score book.

- **Coaches - Background checks, training, certifications, etc.**

- Recommended National Alliance for Youth Sports for League Teams
 - Sanctioning League Association usually provide an in-depth background checks upon registering their team.
 - Volunteer screening and in-depth background checks are complex topics that every youth sports organization must address before volunteers are allowed to work with

children. The National Alliance for Youth Sports (NAYS) strongly encourages all youth sports organizations to perform background checks on their volunteers as part of the screening process. NAYS has worked with industry experts to develop background screening guidelines to help youth sports organizations with this process. Since background checks are just one part of the overall youth sports volunteer screening process, NAYS provides detailed information about the screening process, general guidelines that are important to be aware of and disqualifiers pertaining to youth sports volunteer background checks.

- Youth sports coaches, many of which are volunteers, are the foundation of youth sports in the U.S. Those who are trained and educated on the many different aspects involved with coaching kids are best prepared to provide participants with a fun-filled, safe and rewarding experience. The National Youth Sports Coaches Association (NYSCA) is the most widely used coach training program in the nation, having trained more than 3 million coaches since its inception in 1981. The NYSCA training is available online for coaches to complete at their convenience; and it's also offered on site in more than 3,000 communities nationwide. The training and membership fee is \$20.

- **Provide rules governing league and tournament play**

- USSSA – See attachment
- OK Kids – See attachment
- Other sanctioning governing bodies will be researched such as Youth Travel Sports, ASA, etc,

- **Provide bylaws for organization**

Brian Crawford Memorial
Bylaws of Brian Crawford Memorial
A NOT-FOR-PROFIT ORGANIZATION

MISSION

Brian Crawford Memorial Sports Complex will support Youth Sports. Our mission is to provide young athletes with athletic opportunities. The Memorial will enable youth kids the opportunity to participate locally in youth baseball & softball thru the ages of 15

ARTICLE I: NAME & ORGANIZED

The name of this organization shall be Brian Crawford Memorial and known herein and elsewhere as Brian Crawford Memorial organized 9-1-2010.

ARTICLE II: OBJECTIVES AND PURPOSE

Section 1 The primary objectives of Brian Crawford Memorial Sports Complex shall be as follows:
Encourage the growth and development of our athletes;

Provide financial support for projects which promote youth sports at a local level..

Support the continued growth and success of local community.

Disseminate information on programs and projects that will attract and involve a large, active group of parents of children of all ages.

Section 2 Brian Crawford Memorial is a Section 501(c)(3) designated organization and as such:

Said Brian Crawford Memorial is organized exclusively for charitable, and, educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code. No part of the gross earnings of Brian Crawford Memorial shall go to the benefit of, or be distributed to its members, trustees, officers, or other private persons, except that Brian Crawford Memorial shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II, hereof. No substantial part of the activities of Brian Crawford Memorial shall involve the carrying on of propaganda, or otherwise attempting to influence legislation, and Brian Crawford Memorial shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of opposition to any candidate for public office. Notwithstanding any other provision of these articles, the Organization shall not carry on any other activities not permitted to be carried on: (a) by an organization exempt from federal income tax under 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code; or (b) by an organization, contributions to which are deductible under section 170(c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code. The organization shall be non-commercial, non-sectarian, and non-partisan.

The name of the organization or the names of any members in their official capacities shall not be used to endorse or promote a commercial concern, or in connection with any partisan interest, or for any purpose not appropriately related to promotion of the objectives of this organization.

The organization shall not, directly or indirectly, participate or intervene (including the publishing or distribution of statements) in any political campaign on behalf of, or in opposition to, any candidate for public office.

Section 3

No member of this organization may divert any part of its income or assets to any member, donor, officer, employee, individual, corporation or organization, except in accordance with the approved annual budget.

ARTICLE III: MEMBERS

Section 1

The opportunity to become a member in this organization is extended to all members of youth sports programs and anyone interested in supporting youth programs. Membership shall be made without regard to race, color, creed or national origin.

Section 2

All members shall have equal rights to membership except that no person, be selected as a coach, be elected to office or be elected to the Board of Directors if he or she:

Owes money to the Association

Is on probation and/or removed from the Association for disciplinary actions stemming from un-sportsman-like or unethical conduct child abuse or endangerment, abuse of alcohol or illegal drugs, any other illegal actions or conduct.

Is not a current member and in good standing with the Association.

Has been convicted of a felony or under investigation of such.

Section 3

Disciplinary Actions - the Officers of the Board of Directors may vote to Discipline member or declare a member to not be in good standing with the Association for:

Infractions of or failure to adhere to The Official Rules of Brian Crawford Memorial.

Infractions of or failure to adhere to Brian Crawford Memorial bylaws.

Conduct or actions deemed to be inappropriate and/or not in the best interest of Brian Crawford Memorial bylaws, mission, and goals.

Disciplinary actions may be taken against members for infractions of the rules, guidelines, or regulations that occur during any league function including but not limited to: league games, tournaments, practice games, team practices, meetings, fund-raising activities, etc.

Disciplinary actions will be put into force once the board has deemed an infraction as occurred – which will result when more than one, non-partial witness comes forward with proof of infraction.

Disciplinary actions available are:

Probation- An individual declared to be on probation may continue to perform their duties as a coach, manager, score-keeper and attend games as a member as long as they adhere to all Brian Crawford Memorial Rules and Bylaws and discontinues the actions or behavior that resulted in their being placed on probation. Any further transgression will result in suspension (removal from the Association) if approved by a majority vote of the Board of Directors. Reinstatement in The Association can be attained only upon approval of a majority vote of the Board of Directors.

Removal from the Association (Suspension) - A member who is removed from the Association is forbidden to participate as a coach, manager, score-keeper, and umpire or in any other official or non-official capacity for a period to be determined by the Board of Directors. Reinstatement in the Association can be attained only upon approval of a majority of the Board of Directors.

Members not in Good Standing with the Association- Any member on probation or suspension is considered to not be in Good Standings with the Association and may not vote in any elections, run for or hold office until such time as their probation or suspension period has expired or is rescinded.

Notification of disciplinary action- Any member placed on probation, suspended and/or determined to not be in good standing with the Association shall be notified in writing by The Board of Directors as soon as if feasibly possible. The subject individual will also be notified in writing upon reinstatement.

ARTICLE IV: OFFICERS AND THEIR ELECTION

Section 1 Purpose of Officers (Board)

To Assist in providing parks, facilities, forming teams, and leagues for youth sports provided by this complex

To provide umpires, referees, make schedules, provide administration, and select coaches (based on previous coaching experience, and number of coaches needed), for the programs provided by this complex

Provide upkeep of all facilities of this complex,

Schedule all tournaments, activities, fund-raising, events that will ensure this facility thrives in our community – this shall be done through the board itself, or appointment or hiring of a complex director.

Enforce by-laws and Disciplinary procedures

Section 2 Officers and Their Election

The officers of this organization shall be President, Vice President and 3 board members.

Officers shall be elected to fill vacancies as needed by a majority vote of the current board.

Section 3 Vacancies

In case of a vacancy in the office of the president, vice-president shall ascend to the presidency.

A vacancy occurring in any other elected office shall be filled for the remainder of the term by a person elected by a majority vote of the officers, notice of such election having been given.

Section 4 Reason to Remove

By a two-thirds vote of Brian Crawford Memorial officers, an officer or board Member may be removed from office for failure to perform duties or for conduct (either word or deed) which is damaging to the stated purposes of Brian Crawford Memorial and its programs.

ARTICLE V: DUTIES OF OFFICERS

Section 1

At the close of their terms, all officers shall deliver to their successors or the president all official materials within fifteen (15) days following the meeting at which their successors assume their duties.

Section 2. The President shall:

Coordinate the work of the officers and committees of Brian Crawford Memorial in order that the objectives may be promoted;
Confirms that a quorum is present before conducting any business at any meeting of the organization;
Preside at all meetings of the organization;
Call a meeting of the officers for the purpose of selecting standing committee chairmen;
Appoint chairs of special committees, subject to the approval of the officers;
be authorized to approve payment of any budgeted expenditure below \$500 without prior board approval;
Be authorized to sign on all bank accounts (as one of the two authorized signatures required on all checks.)
Sit as an *ex officio* member on all committees except the nominating committee;
Represent Brian Crawford Memorial as an officer at any official school or town meeting;
Perform such other duties as may be prescribed in these Bylaws or assigned by the organization.

Section 3. The Vice President

Act as aide to the president and assume the duties of the president in his/her absence
Perform other duties as assigned by the president or organization.

Section 4. The Board Members shall:

Have custody of all the funds of the organization;
Keep books of account and records including bank statements, receipts, budgets, invoices, paid receipts and canceled checks for five years;
Make disbursements as authorized by the president, in accordance with the budget adopted by the organization.
Be authorized to sign on all Brian Crawford Memorial accounts; (as one of the two authorized signatures required on all checks.);
Present a financial statement at all meetings and at other times when requested by an officer of the Brian Crawford Memorial board.
Perform such other duties as may be prescribed by these Bylaws or assigned by the organization.
Keep an accurate record (meeting minutes) of all general membership meetings and all Officer meetings of this organization;
Provide copies of minutes for officers and voting meeting attendees at each meeting;
Have a current copy of the Bylaws all meetings;
Perform such other duties as may be prescribed in these Bylaws or assigned by the organization.
Be in charge of publishing all meeting times in the paper and advertising Brian Crawford Memorial fundraisers
Perform such other duties as may be prescribed by these Bylaws or assigned by the organization.

ARTICLE VI: OFFICER AND GENERAL MEETINGS

Section 1

The President shall set a meeting schedule for officers and general meetings. Meetings may be held as part of a scheduled event.

Officers meetings will be held monthly unless deemed not necessary once a month.

Section 2

A quorum to conduct business at a meeting shall a simple majority of the officers and of the organization.

Section 3

The first general membership meeting of Brian Crawford Memorial will be scheduled for November shall be known as Brian Crawford Memorial Annual Meeting, and shall be for the purpose of introducing the new officers, planning the year's activities, receiving reports of officers and committees, approving the annual budget, and for conducting any other business that may arise.

Section 4

Special meetings may be called by the President or Vice-President of the organization. The purpose of the meeting shall be stated in the call and shall be submitted in writing to both the Brian Crawford Memorial President and Vice President. Every effort should be made to ensure that at least three days notice is given.

ARTICLE VII: STANDING AND SPECIAL COMMITTEES

Section 1

The Officers may create such standing committees, as it may deem necessary to promote the objectives and carry on the work of the organization

Section 2

The newly elected president shall call a meeting of the officers for the purpose of selecting and/or approving standing committee chairs.

Section 3

The chair of each standing committee shall present a plan of work to the Brian Crawford Memorial officers for approval. No committee work shall be undertaken without the consent of the Brian Crawford Memorial officers.

Section 4

The President shall have the power to appoint special committees subject to the approval of the Officers.

Section 5

The President shall serve as *ex officio* members of all committees, except the organization's nominating committee.

ARTICLE IX: AMENDMENTS OF BYLAWS

These Bylaws may be amended by first presenting the proposed amendment(s) to Brian Crawford Memorial officers. The proposed amendment(s) must be approved by a two-thirds majority of the officers.

ARTICLE X: DISSOLUTION

Section 1

Upon dissolution, all the assets of Brian Crawford Memorial Organization shall be liquidated and funds held and expended by the Prague High School Athletic Department in accordance with the purposes of PHS High School guidelines until all such funds shall be entirely expended.

Section 2

If the Prague High School Athletic Department is unwilling or unable to accept the assets of the organization, upon dissolution of the organization, Brian Crawford Memorial assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by the State District Court of the County in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

In witness whereof, we have hereunto subscribed our names this

Kenneth R. Crawford , President 10-1-2010

The Champions, Multi-Sport Complex

ATTEST:

Rick Glasser , Vice President 10-1-2010

- **Mission Statement**

- Brian Crawford Memorial Sports Complex will support Youth Sports. Our mission is to provide young athletes with athletic opportunities. The Memorial will enable youth kids the opportunity to participate locally in youth baseball & softball thru the ages of 15

- ***Any other information that would be helpful in determining the qualifications, organizational skills, and resources of the applicants.***
 - Refer to Section 4

Section 3

Program Fees

- **Provide the city with an estimated cost per individual, per season for league/tournament participants:**
- **SPRING LEAGUE PLAY**
 - Cost per individual based on estimated maximum number of teams per age division, number of teams per age division and number of players per team. Keep in mind that all those factors are purely speculation that change from season to season and per sport. At best, an educated expectation can be provided with the following data.
 - Eight fields operating for league play Monday, Tuesday and Thursday nights. Wednesday nights are normally not utilized for scheduled league games. Traditionally, Wednesday nights have been used as last option for rainout or weather related postponed games.
 - Age Division for softball – 5U/6U, 7U/8U, 9U/10U, 11U/12U
 - Age Division for baseball - 5U/6U, 7U/8U, 9U/10U, 11U/12U
 - 8 Teams per age division = 64 league teams
 - 10 players per team = 640 players
 - 21 league games per team (2 games per week) = 84 league games per age division
 - 672 league games per season
 - 1,344 individual umpire fees to be paid (\$30 per game) = \$40,320.00
 - Most leagues operate the concession stand which helps offset player fees and umpire fees.
 - Optimum player signups generally part of a team signup instead of individual player signup.
- **FALL LEAGUE PLAY**
 - Cost per individual based on estimated maximum number of teams per age division, number of teams per age division and number of players per team. Keep in mind that all those factors are purely speculation that change from season to season and per sport. At best, an educated expectation can be provided with the following data.
 - Eight fields operating for league play Monday, Tuesday and Thursday nights. Wednesday nights are normally not utilized for scheduled league games. Traditionally, Wednesday nights have been used as last option for rainout or weather related postponed games.
 - Age Division for softball – 5U/6U, 7U/8U, 9U/10U, 11U/12U

- Age Division for baseball - 5U/6U, 7U/8U, 9U/10U, 11U/12U
- 8 Teams per age division = 64 league teams
- 10 players per team = 640 players
- 14 league games per team (2 games per week) = 56 league games per age division
- 336 league games per season
- 672 individual umpire fees to be paid (\$30 per game) = \$20,160.00
- Most leagues operate the concession stand which helps offset player fees and umpire fees.
- Optimum player signups generally part of a team signup instead of individual player signup.

Considering the above factors, at a minimum, individual player fees would need to be set at \$65.00 per player in order for the league to cover operating cost. Then you add in the following factors such as a usage fee, complex insurance (estimated over \$1,000.00), player insurance, background checks, scheduling league teams and umpires that add additional cost per player.

- Include the estimated number of individual participants per season/tournament.

- **TOURNAMENT PLAY**

- Eight fields operating tournament play Friday – Sunday
- Maximum of 64 teams per event.
- 10 players per team = 640 players
- 152 maximum number of games per event
- 304 umpire positions to be filled / compensated
- Entry fees on an average for this region range from “Free” to \$100.00 per team. Entry fees depend on the financial arrangement between complex and tournament director. With tournament directors that profit from concession sales offering free events, their income is based primarily off of concession sales. Those tournament directors that do not profit from concession sales generally have a higher tournament entry fee.
- Brian Crawford Memorial tournament entry fees for the past 11 years have been \$75.00 - \$195.00 depending on the age division.
- Events per season would depend on the number of tournaments that made or had enough teams to warrant hosting any particular age division.
- Advertisement alone does not guarantee a successful event as the success of the event depends on the tournament director’s reputation, consistency, and one that pays attention to the smallest of details to ensure that the weekend event runs smoothly for all teams and parties involved.
- The tournament director has a huge responsibility.
 - The success of the concession is determined by the number of teams the tournament director can keep coming back to the complex each weekend.
 - The success for economic impact and growth of new businesses to the area are a direct result of a successful tournament director.

- With no lodging within the immediate area the tournament director has a responsibility to all teams traveling from outside the region to secure reputable lodging at a fair price or they will not come.
- Weather dependent but it is possible to host 43 events annually from February – November but realistically 30 events is more likely excluding February, August and November.

Section 4

Provide any prior experience in operating and/or managing a youth/adult baseball/softball association or involvement in other youth sports associations including any references.

- The City of Choctaw and Bouse Sports Complex are in need of a reputable proven leader with outstanding management skills that will ensure the growth of the newly developed sports complex. I feel that I have the qualities and work ethic to lead, organize, operate and propel the City of Choctaw as a leader in providing outstanding league and tournament play for baseball, softball and any other sports for every level of completion. Each of those areas (Tournament Director, League Director and Concession Director) is very dependent on each other in order to have a successful event or season. I have great character and am very confident I can step in from the ground floor and organize, implement and build a program that the citizens of Choctaw can be proud of for years to come.
- Goal – To provide an outstanding public service for our community, youth, and supporters while hosting tournaments, league play and concession. To be recognized as the premier host of baseball / softball leagues, National World Series and State Tournament events for a multitude of sanctioning bodies.
- Vision – Great leaders have goals and a vision working towards those goals. Youth sports' is an evolving industry that is subject to change. A proven leader has the ability to evaluate the local and regional trends and work towards providing those desired services.
- Background – Since 2005 I have been planning for this moment of opportunity for myself and the Brian Crawford Memorial. My extensive research and compiling data have given me a clear picture and vision for a successful operation for a sports complex. My findings may be surprising to some but success depends on a multitude of factors. A complex operator is a wearer of different hats and should have experience in multiple areas.
- Goal orientated outside of financial gain - The why, will always be a crucial to success. My why is my son's memorial and it is more about working for the Brian Crawford Memorial than financial gain. What started as a hobby in the 1990's has prepared me for what I feel is my calling-- exceptional organizing skills in compiling data and putting that data to work towards the memorial.

- Beginning in 2010 - I began to become heavily involved with Shootout Baseball and constructed a Microsoft Access database to track information for teams that register for an event we hosted in Oklahoma. I have a information for a total of **6,580 teams** that have registered for one of our events via my website that I constructed and maintain to this date.
- 2012 through 2014 - I established a process to solicit further data concerning economic impact. At the time, with approximately 5,400 entries we had received 457 (8.46%) survey responses from head coaches concerning:
 - Teams – 457
 - Hotel Rooms – 4,432
 - Nights Stayed – 877
 - Incidentals Expenses - \$35,975.00
 - Non-Ball Expenses - \$32,980.00
 - Families – 1880
 - Overnight Visitors – 413
 - Day Visitors – 44
 - Incidentals x Families = \$159,441,200.00
 - Non-Ball x Families = \$146,167,360.00
 - GamePlan Oklahoma Formula (Nights x \$150) = \$583,029,600.00
 - GamePlan Oklahoma Formula (Day x \$85) = \$134,640.00
 - Total Overnight Visitors + Day Visitors = \$583,164,240.00
 - 99% of the survey's submitted by head coaches claim the number one reason they travel to a particular community / event is competition. Less than 1% of the surveys claim the facility as the main reason they travel.

- Experience

- I am a retired Firefighter from Tinker Air Force Base with nine of my twenty five years of outstanding service as a supervisor. I have a Bachelor of Science degree in Health Physical Education & Recreation from East Central University; over 25 years of experience with youth sports to include football, baseball, basketball and softball. I have exceptional skills in running every aspect of a recreational and competitive youth programs. I currently volunteer my services to benefit my son's 501c3 non-profit memorial (Brian Crawford Memorial) in helping organize youth leagues and tournaments.
- 1987 – Present - Website - Construct and implement website development, which is maintained and updated daily. This promotes youth sports on a National platform. I have the knowledge and

ability to provide every aspect of promoting the City of Choctaw, Bouse Sports Complex league and tournament play as well as soliciting and advertising for local community businesses.

- www.BrianCrawfordMemorial.com
 - www.ShootoutBaseball.com
 - www.BaseballHeaven.net
 - www.DaleYouthSports.com
 - Social Media – Twitter & facebook
- Microsoft Access Database - Construction and implementation of a Microsoft Access Database that will track valuable statistical Economic Impact data that will generate professional reports towards soliciting business opportunities for hotels, restaurants, etc... See attachment 1 for a comprehensive Economic Impact report developed for Shootout Baseball 2012-2014.
- 1987-2006 – Volunteered as a League Director, Tournament Director and website developer while my boys participated in youth baseball in Shawnee, OK.
- 2002-2003 – “Super League” – I organized and ran a competitive league with 8 of the top 12 teams in the State of Oklahoma that traveled to a central location to compete on a weekly basis. This provided great personal satisfaction, as I was able to foster an environment of team growth for everyone, instilling in all coaches and parents to set aside their number one priority of winning and working towards a common goal of development of skills while competing at the highest level. All teams went on to represent the State of Oklahoma in post season National events.
- 2004-2010 - President Deep Fork Valley Youth Football. Ability to lead 12 Associations (48 teams) towards common goals and foster growth. We increased from 48 teams to over 90 teams under my leadership. Recognizing and overcoming obstacles we developed into the premier provider of youth football in the State of Oklahoma. I was also responsible for our local community Association that had five of those teams. Our Association for those years raised over \$265,000.00. As a part of my umbrella of responsibility I was also tasked with every aspect of our concession stand. The potential income for the league could be estimated around \$4M. See Attachment “Football Account Statement”.
- 2012-2014 as a result of my efforts with youth sports events the economic impact is estimated at approximately \$631M for various communities that hosted our events. The requested survey information was provided by coaches on a volunteer basis with only 8% of the teams providing information. The formula was provided by GamePlan of Oklahoma. The data is documented using Microsoft Access Database that I built from scratch in hopes of providing realistic Economic

Impact data for Brian's Memorial. See attachment "Economic Impact" report developed for Shootout Baseball 2012-2014.

V. Insurance Requirements

Selected organization(s) will be required to obtain public liability insurance of the types and the amounts set forth below from an underwriter licensed to do business in the State of Oklahoma.

The insurance shall be the following types in the amounts not less than indicated:

1. Comprehensive General (Public) Liability or its equivalent, including \$500,000 each person, \$1,000,000 each occurrence, and property damage \$250,000 per occurrence of \$1,000,000 combined single limit for bodily injury and property damage.
2. On all insurance required, selected organization shall be required to name the City and their officers and employees as additional insured.

VI. Contract Term

The organization selected by the City to provide the services of youth/adult baseball/softball leagues and/or tournaments will be required to enter into an agreement with the City prior to offering their services. The term of the agreement for the organization selected to be the youth/adult sports provider for baseball/softball league and/or tournaments shall be for a period of one year commencing by a date to be determined by the City. The agreement may be terminated with or without cause by either party by giving thirty (30) days written notice to the other party.

VII. Evaluation Criteria

A review committee will judge the merit of proposals received in accordance with the requirements defined herein. Failure of applicant to provide in their proposal any information requested in this RFP may result in disqualification of the proposal. The sole objective of the review committee will be to select the baseball/softball league and/or tournament youth sports provider that presents the best overall program to the City of Choctaw and its surrounding communities.

A Youth/Adult Sports Facility agreement for youth baseball/softball and/or tournaments will be awarded (with City Council approval) based on the following evaluation criteria:

- A. Section 1 – 5%
- B. Section 2 – 45%
- C. Section 3 – 30%
- D. Section 4 – 20%

IX. Best and Final Offer

The City reserves the right to request a best and final offer from any or all organizations. The City reserves the right to reject any or all proposals, with or without cause, re-issue the RFP, or proceed in any manner determined to be in the best interest of the City.

Parks and Recreation Department

Request for Proposal

Proposal Title: RFP for Youth/Adult Baseball/Softball leagues/tournaments Provider

Questions Deadline: 10/18/2015 @ 2:00pm (local time)

Proposals Due: 10/23/2015 @ 2:00pm (local time)

Proposals for the services specified will be received by the City of Choctaw until the date and time as indicated above. Please submit one (1) original proposal and three (3) copies of the proposal in hard copy form only.

Mailing address: City of Choctaw

ATTN: Ryan Hill

2500 N. Choctaw Rd

Choctaw, OK 73020

Please label - Proposal for City of Choctaw – Youth/Adult Baseball/Softball Leagues/Tournaments provider”.

Late submissions will not be considered. Proposals received after the deadline will not be considered for the award of the agreement and will be returned unopened. Proposals must be submitted with the label as described above, and the respondent's name and address clearly indicated on the front of the envelope. Additional instructions for preparing a proposal are provided within. The City of Choctaw appreciates your time and effort in preparing a proposal.

Questions about the RFP: Ryan C. Hill

Parks and Recreation Director

405-281-6854

rhill@choctawcity.org