



AHSAA

ALABAMA HIGH SCHOOL ATHLETIC ASSOCIATION

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April 3, 2018

Mr. Todd Nix, Director
Community Services Director
City of Florence
2830 Darby Drive
Florence, AL 35630

Dear Todd:

We are pleased to offer you and your city an opportunity to bid and submit a Request for Proposal (RFP) for a championship event for the AHSAA. We have a proven history of bringing revenue to cities who host our events, whether it is through hotel rooms for participants, coaches, fans, or parents, shopping revenue, restaurant sales and/or site-seeing, we bring a substantial and positive economic impact.

This RFP process is for our Regional Softball event. This event brings 56 teams to your city, along with fans, supports groups (pep bands, cheerleaders, etc.), as well as parents, grandparents, etc.

Enclosed is a copy of the RFP and deadline dates. Should you have any questions, and I assume you will, please feel free to give me a call (334-263-6994 office or 334-399-5862 cell). I will be happy to try and answer any and all questions you may have.

I look forward to hearing from you soon.

Gratefully,

Denise Ainsworth, CAA
Assistant Director

DA/cjd

Enclosure

Room Block:

Team Room Blocks to be filled by online rooming list provided by coaches prior to event with cutoff date assigned by hotel.

Parent Room block to be filled by individual call-in reservations and agreed upon price to be available through cutoff date, agreed upon before signage of contract.

Hotel Concessions:

1/30 comp room ratio based on parent room block and team rooms

Complimentary suite for executive director of the AHSAA

Complimentary king and/or double room for AHSAA staff (up to 8 rooms)

No attrition clause

Complimentary- one meeting room

Double Points

Free internet in all staff rooms

Provided by AHSAA:

- A. Trophies and awards
- B. Tickets for the event
- C. Certified Trainers
- D. AHSAA staff member on- site
- E. Pass Gate information (Scanners, AHSAA Approved Credentials Board and sign-in notebook)
- F. Corporate logos and signage

Please respond by:

April 30, 2018

Send Information to:

AHSAA

c/o Denise Ainsworth, Assistant Director

P.O. Box 242367

7325 Halcyon Summit Drive

Montgomery, AL 36117

Office Phone: 334-263-6994

Direct Phone: 334-387-1021

Office Fax: 334-387-0076

Email: dainsworth@ahsaa.com



**ALABAMA HIGH SCHOOL ATHLETIC ASSOCIATION
REQUEST FOR PROPOSAL
Regional Softball**

Host: Alabama High School Athletic Association (AHSAA)

Possible Dates: May 9-11, 2019

May 7-9, 2020

May 6-8, 2021

May 12-14, 2022

TBD

Event Profile: The Alabama High School Athletic Association Regional Softball Tournament is an exciting event for our member schools. This event will draw competitive high school teams, their families and friends for three (3) days of competition.

Organization Profile: The AHSAA founded in 1921, is a private agency organized by its member schools to control and promote their athletic programs.

The purpose of the AHSAA is to regulate, coordinate and promote the interscholastic athletic programs among its member schools, which include public, private and parochial institutions. Currently there are 411 senior high members and 333 junior high and middle school members with more than 150,000 student participating in the program.

Major aims of the AHSAA are to serve the needs of its member schools in conducting their interscholastic athletic programs and to assist member schools in reaching the educational objectives as established by their school systems.

Attendee Profile: Parents, grandparents, siblings and friends of those girls involved in the competition. Historically, average of 2-4 per participant.

History of Number of Participants:

The AHSAA Regional Softball Tournaments historically have 12,000 plus combined attendance at the four (4) sites. In addition, 56 teams will be competing with over 1,100 participating.

Property type(s) needed:

Complex with a minimum of 6 regulation softball fields

Hotel rooms to accommodate players, coaches, fans and AHSAA staff.

The AHSAA expects to be notified of any changes in management or ownership, or the remodeling of existing facilities that may interfere in any way with the organization's use of the hotel. Such change may be grounds for AHSAA cancellation of this agreement, without penalty.

Specific needs to be furnished by site of event:

- A. Restrooms, water, lights, heat/air as needed
- B. Custodial Services
- C. Gate Personnel (Ticket sellers, ticket takers and pass gate)
- D. Adequate Uniform Security
- E. Ambulance and EMT
- F. High Speed internet
- G. Copy Machine
- H. Concession operations (Note: NO ALCOHOL IS ALLOWED TO BE SOLD DURING THE DURATION OF THE TOURNAMENT)
- I. Parking (not to exceed \$5.00 per day)
- J. Volunteers for state meet and tournament office
- K. Hospitality for Workers, AHSAA Staff and Officials
- L. Hotel Room for AHSAA Tournament Director (if necessary; for up to 5 nights)
- M. Hotel Rooms for AHSAA Staff and Athletic Trainers (Up to eight (8) per night) for up to ten (5) nights
- N. Reserved parking for AHSAA Staff (5)
- O. Area for AHSAA T-Shirt Vendor with electrical power
- P. Sound system for entire facility
- Q. Regulation scoreboards, water coolers, ice, cups for each dugout
- R. Secure dressing area for officials
- S. Official Scorer for each game
- T. Pass Gate with gate workers for Coaches and Team entry
- U. Pass Gate with gate workers for AHSAA Coaches
- V. Public Address Announcer (approved by AHSAA)
- W. Scoreboard/Clock Operators
- X. Statistics Crew
- Y. Media Room with internet/WiFi access
- Z. Meeting area for coaches meeting

Host Stipend: The City of Florence agrees to provide \$10,000 financial support to the AHSAA per contract year, upon completion of the event.

Guest Room Requirements: Rate sensitive group-need flat single/double room rate. Guaranteed rate must be available at time of signed contract. Reservations are individual call-in and an AHSAA Rooming list of staff and VIP's. Staff and VIP's to be housed in the same hotel (separate from student-athletes) with complimentary rooms for AHSAA Staff and/or reduced rate rooms for VIP's, mutually agreed upon before signage of contract.