

# **REQUEST FOR PROPOSAL: Athletic Therapy/Medical Services for 2025 and 2026 Ontario Championships Events**

The Ontario Volleyball Association (OVA) is excited to announce its Request for Proposal (RFP) process for Athletic Therapy/Medical Services for the upcoming 2025 and 2026 editions of Ontario Championships.

## **Who Can Apply?**

- Any organization with certified first responders who have experience in dealing with emergency care, acute injury assessment & management, concussion management, as well as return to activity protocols.
- Certified Athletic Therapists are preferred for Ontario Championships as 95% of the injuries are sport specific.
- Those who can show proof of Athletic therapy liability insurance

## **Overview of Requirements for Hired Field Coverage Team**

- Provide on-site medical and preventative services (athletes only) for all athletes,
- Provide first aid treatment for coaches, staff and spectators in attendance, if required.
- Manage the OVA Concussion protocols on site to aid the organization with removal from play and return to play guidelines
- Fill out OVA accident report forms to hand into OVA organizers post event
- Review and be familiar with the OVA Event Emergency Action Plan

## **Daily Wave Schedule**

Ontario Championships operates on a morning and afternoon wave schedule where teams are assigned to either the morning or afternoon wave of play.

- Day 1 and 2 have AM and PM waves.
  - o AM wave matches begin at 7:30am.
  - o Half of the morning teams will be on site as of 6:30am for warmups.
  - o All morning teams will be departing the facilities by 3pm as their matches are completed.
  - o PM wave matches begin at 3pm.
  - o PM wave teams will be arriving as of 2pm to get ready for their matches as courts open for the afternoon wave.
  - o All PM teams will be out of the building by 11pm
- Day 3 is playoff day and there is no wave schedule.

- The first round of matches begins at 7:30am with teams arriving as of 6:30am to warm up.
- Teams will be arriving up until the 3<sup>rd</sup> round of play at 11:00AM to start their playoff run.
- These matches are single elimination, with team numbers dropping significantly at the venue after 12:00pm.

**Event Dates:**

**2025 Ontario Championships (24 courts at RIM Park – 2001 University Ave E, Waterloo, ON)**

- Event 1: April 4<sup>th</sup>-6<sup>th</sup>, 2025 – 183 teams
  - 3 courts in place at Conestoga College
  - 24 courts in play at RIM Park
  - Each wave will have approximately 92 teams in play
- Event 2: April 11<sup>th</sup>-13<sup>th</sup>, 2025 – 180 teams
  - 3 courts in place at Conestoga College
  - 24 courts in play at RIM Park
  - Each wave will have approximately 90 teams in play
- Event 3: April 17<sup>th</sup>-19<sup>th</sup>, 2025 – 164 teams
  - Each wave will have approximately 82 teams in play
- Event 4: April 20<sup>th</sup>-22<sup>nd</sup>, 2025 – 159 teams
  - Each wave will have approximately 80 teams in play
- Event 5: April 25<sup>th</sup>-27<sup>th</sup>, 2025 – 182 teams
  - 3 courts in place at Conestoga College
  - 24 courts in play at RIM Park
  - Each wave will have approximately 90 teams in play

**2026 Ontario Championships (56 Courts at Enercare Centre – 100 Princes' Blvd #1, Toronto, ON)**

- Event 1: April 16<sup>th</sup>-18<sup>th</sup>, 2026 – Max of 448 teams per event
  - 56 courts in play
  - Each wave of play will have approximately 224 teams in play.
- Event 2: April 19<sup>th</sup>-21<sup>st</sup>, 2026
  - 56 courts in play
  - Each wave of play will have approximately 224 teams in play.
- Event 3: April 23<sup>rd</sup>-25<sup>th</sup>, 2026
  - 56 courts in play

- Each wave of play will have approximately 224 teams in play.

### **Organizational Requirements:**

- 2025 Ontario Championships (RIM Park events only)
  - 6 Athletic Therapists on site at all times (6:30am – 11:00pm on normal competition days + 6:30am-6:30pm on playoff days) to place at two stationary first aid rooms and have one roving team.
  - Adequate medical supplies, including (and not limited to):
    - Two wheelchairs
    - Athletic tape
    - First Aid materials
    - Two treatment tables
    - 1 Trauma Kit
    - 1 Response Kit
    - 1 AED
    - Oxygen Kits - Placements to be determined on site. Kits with Oxygen and fracture trauma management equipment
- 2026 Ontario Championships (Enercare Centre, Toronto, ON)
  - 12 Athletic Therapists on site at all times (6:30am – 11:00pm on normal competition days + 6:30am-6:30pm on playoff days)
  - Adequate medical supplies, including (and not limited to):
    - Two to three wheelchairs
    - Athletic tape
    - First Aid materials
    - Two treatment tables
    - 1 Trauma Kit
    - 1 Response Kit
    - 1 AED
    - Oxygen Kits - Placements to be determined on site. Kits with Oxygen and fracture trauma management equipment

In your proposal, please outline the following information:

1. Medical Staff Plan submitted to OVA representative, including (and not limited to):
  - Number of response teams and ATs or medics
  - # of courts each response team is assigned to
  - Lead Therapist/Medical Supervisor name and contact details

- Concussion protocol (as it aligns with Ontario Volleyball's Concussion Policy)
2. Outline of Medical Team Equipment
    - a. Additional supplies being brought
  3. Full quote for services, including:
    - a. Hourly cost per Athletic Therapist/Medical Staff
    - b. Additional Supplies/Cost
    - c. Additional cost to support team (if necessary) I.e. hotel room or parking fees paid
  4. Value Added Services can also be listed I.e. if your team can provide a medical doctor to be on site for concussion assessments.

### **Proposal Submission**

Due date: January 31, 2025, by 12:00PM EST

Please submit your proposal to Jacob Barker [jbarker@ontariovolleyball.org](mailto:jbarker@ontariovolleyball.org) in PDF or Word format.

### **Questions?**

Any questions can be directed to Jacob Barker via the email listed above.