



TO: All Arena Managers and/or Municipalities in Newfoundland and Labrador

FROM: Marcus Power, Manager, Development & High-Performance, Hockey NL

DATE: November 20, 2024

**SUBJECT: Bid Proposals to Host the Hockey Newfoundland and Labrador High Performance Program (HPP) Provincial Summer Camps**

On behalf of Hockey Newfoundland and Labrador (Hockey NL) I would like to inform you that we are now accepting bids from venues to host the 2025 – 2027 HPP Provincial Summer Hockey Camps.

These camps showcase the top 12- to 15-year-old females and 13- to 15-year-old males in the province and are the final stages of the identification process for our provincial teams. The High-Performance Program was initiated by Hockey Canada in 1981 to develop and prepare players for international competition such as the now popular World Juniors, Men's and Women's Worlds and of course the pinnacle Olympics. Since then, our program in this province has grown to a magnitude of some 600 players participating yearly and an annual budget of \$200,000. The biggest part of this program is the Summer Provincial Camp averaging 194 players and their parents participating in an extensive program over a 4-day period. Hockey NL has recognized the site selection process for this camp as a priority and we want to make sure venues and communities are appropriate for us to deliver a first-class event.

The bid guidelines and standards are included in this package for your review. This is an opportunity to promote your community, utilize venues during low demand seasons, and create program spin offs.

**If you are interested in submitting a proposal to host this event, please forward your bid to the Hockey NL branch office by 4:00 pm December 20, 2024, or by email to [mpower@hockeynl.ca](mailto:mpower@hockeynl.ca).**

**Hockey NL Office**  
4 Harris Avenue, Suite B, P.O. Box 176  
Grand Falls-Windsor, NL  
A2A 2J4  
Email: [mpower@hockeynl.ca](mailto:mpower@hockeynl.ca)

Sincerely,

Marcus Power  
Manager, Development & High-Performance  
Hockey NL



## HOCKEY NEWFOUNDLAND AND LABRADOR HIGH PERFORMANCE PROGRAM SUMMER PROVINCIAL CAMP SITE GUIDELINES AND STANDARDS

### 1. **ARENA:**

- a. Exclusive ice rentals for minimum of 7 days to maximum of 8 days @12 hours per day on one ice pad and up to 14-16 hours for double ice pad usage.  
Detailed ice layout is available on pages 4 & 5.

### Example for 2025-2027:

#### **Single Ice Pad examples (8 Days):**

- 2025 July 31<sup>st</sup> to August 8<sup>th</sup>  
2026: August 6<sup>th</sup> to August 14<sup>th</sup> (Ice time to start August 7<sup>th</sup>)
- 2027: August 5<sup>th</sup> to August 13<sup>th</sup> (Ice time to start August 6<sup>th</sup>)  
*\*Please note 2025 is the Canada Summer Games and we have been requested to avoid August 8<sup>th</sup> to August 25<sup>th</sup>, 2025.*

#### **Double Ice Pad date examples are below (7 Days):**

- 2025: July 31<sup>st</sup> to August 7<sup>th</sup>
- 2026: August 6<sup>th</sup> to August 13<sup>th</sup> or August 13<sup>th</sup> to August 20<sup>th</sup> (Ice time to start August 7<sup>th</sup> or August 14<sup>th</sup>)
- 2027: August 5<sup>th</sup> to August 12<sup>th</sup> or August 12<sup>th</sup> to August 19<sup>th</sup> (Ice time to start August 6<sup>th</sup> or August 13<sup>th</sup>)  
*\*Please note 2025 is the Canada Summer Games and we have been requested to avoid August 8<sup>th</sup> to August 25<sup>th</sup>, 2025.*

- b. **Dressing room facilities:** 7 rooms exclusive rights Single ice pad rental. 8 rooms exclusive rights for Double ice pad rental.
- c. **Medical Room:** Designated medical room to set-up tables, office for trainers.
- d. **Equipment Area:** Designated space for equipment set-up i.e. Skate sharpener, water coolers, trainer equipment.
- e. **Baggage Storage Area:** Designated area to store empty hockey bags, will allow for more space inside dressing rooms during camp.
- f. **Space for dry land training** (indoor and/or outdoor). Suitable area for 40 players to perform warm up and cool downs. Need to accommodate indoor area at all times during camp in case of bad weather. Fitness Testing will also take place here.
- g. **Classroom:** Space suitable for lectures and daily off ice sessions and presentations. Meetings to accommodate 40-75 individuals. 2 rooms set-up at all times for duration of camp. Rooms with audio and visual already set up would be considered asset.
- h. **Coaches Room:** Designated room for coaching staff. 1 for single ice pad rental, 2 for double ice pad rental.
- i. **Meal Room:** Details outlined on page 3.

**Please include all proposed rates and taxes.**

## **2. ACCOMODATIONS:**

A hotel/accommodation agreement is suggested to be in place prior to bid being awarded. Accommodations can be either on site, walking distance or nearby by the arena. If the arena is **not** on site or within walking distance to the accommodations site, Transportation services must be included in the bid proposal. The accommodations may be subcontracted by the municipality and/or arena and all costs/rates will be included in the respective bid package.

Minimum requirement would be for **single ice pad bid**: 10-120 players and 20 approx. staff. per individual camp @ 4 nights for the first camp. 80-90 players and 20 approx. staff. per individual camp @ 4 nights for the second camp.

Minimum requirement would be for **double ice pad bid**: 110-120 players and 20 approx. staff. per individual camp @ 4 nights for the first camp. 80-90 players and 20 approx. staff. per individual camp @ 3 nights for the second camp.

If breakfast is to be included with accommodations, please note this and if so, breakfast can be removed from the meal structure outlined below.

## **3. MEALS:**

It is required that meals be provided during the Summer High Performance Program. If the arena has a cafeteria/restaurant, please include in the bid proposal all costs associated with meals. Breakfast, Lunch and Dinner. Include proposed costs associated with each meal based on minimum requirement 90 players and 20 staff per camp.

130-140 individuals per camp #1 @ 3 Full meal days (B, L, D) and on last day finish with breakfast only. Camp #2 will be 100-110 individuals @ 3 Full meal days (B, L, D) and on last day finish with breakfast only.

## **EVALUATION CRITERIA:**

Proposals will be evaluated on the following criteria not limited to and in no order of importance. Experience with related events (please list); costs for ice time, accommodations and meals and venue amenities. Lowest tender is not necessarily the successful tender.

## **4. OTHER:**

Any other information, brochures, amenities may be submitted with the bid and please indicate the contact person for all correspondence. The successful venue will be required to authorize written agreements to contract.

***Deadline- December 20, 2024***

**EXAMPLE ICE REQUIREMENTS:**

This is an example schedule to base the estimated use and cost of ice. Please note meeting rooms will be required throughout each camp for full days.

**Single Ice Pad Example: (Double Ice Pad Example - Page 5)**

*Below is based on single ice pad usage.*

**Dates & Camp Example:** July 31<sup>st</sup> to August 8<sup>th</sup>

**Camp: July 31<sup>st</sup> to August 4<sup>th</sup>:** Male Under 14 & Under 15

**August 4<sup>th</sup> to August 8<sup>th</sup>:** Female Under 14 & Under 16

**July 31<sup>st</sup>**

- Check-in and gear drop off.
- Player and Parent Orientation, no ice required.

**August 1<sup>st</sup> to August 3<sup>rd</sup>**

- 8:00 am – 12:00 pm
- 1:00 pm – 4:00 pm
- 5:00pm – 10:00 pm

**August 4<sup>th</sup> (Check out. Female group checks in late afternoon)**

- 9:00 am – 1:00 pm
- 5:00 pm- 10:00 pm

**August 5<sup>th</sup> to August 7<sup>th</sup>**

- 8:00 am – 12:00 pm
- 1:00 pm – 4:00 pm
- 5:00pm – 10:00 pm

**August 8<sup>th</sup> (Check out. All staff and players depart)**

- 8:00 am – 1: 00 pm

## **Double Ice Pad Example:**

*Below is based on double ice pad usage.*

**Dates & Camp Example:** July 31<sup>st</sup> to August 7<sup>th</sup>

**Camp: July 31<sup>st</sup> to August 4<sup>th</sup>:** Male Under 14 & Under 15

**August 4<sup>th</sup> to August 7<sup>th</sup>:** Female Under 14 & Under 16

### **July 31<sup>st</sup>**

- Check-in and gear drop off.
- Player and Parent Orientation, no ice required.

### **August 1<sup>st</sup> to August 3<sup>rd</sup>**

- 8:00 am – 12:00 pm
- 1:00 pm – 4:00 pm
- 5:00pm – 10:00 pm

### **August 4<sup>th</sup> (Check out. Female group checks in late afternoon)**

- 9:00 am – 1:00 pm
- 5:00 pm- 10:00 pm

### **August 5<sup>th</sup> to August 6<sup>th</sup>**

- 8:00 am – 12:00 pm
- 1:00 pm – 4:00 pm
- 5:00pm – 10:00 pm

### **August 7<sup>th</sup> (Check out. All staff and players depart)**

- 8:00 am – 1:00 pm