



Request for Proposal (RFP)

Provincial Soccer & Futsal Infrastructure Assessment & Strategic Roadmap

Issuing Organization:	Newfoundland and Labrador Soccer Association (NLSA)
RFP Issue Date:	July 9, 2026
Proposal Submission Deadline:	August 14, 2026
Project Completion Target:	March 2027
Primary Contact:	Charlie Reid, Execution Director, procurement@nlsa.ca

1. Project Overview & Context

The Newfoundland and Labrador Soccer Association (NLSA) is seeking competitive proposals from qualified consulting firms, sports infrastructure specialists, or urban planning agencies to conduct a comprehensive Provincial Soccer & Futsal Infrastructure Assessment.

The sport of soccer is experiencing unprecedented growth across the province, driven by changing demographics, intense grassroots enthusiasm, and the global momentum of major international tournaments. Simultaneously, Futsal is rapidly emerging as a critical pillar for year-round technical development and community engagement, especially given Newfoundland and Labrador's challenging winter climate and short outdoor season.

Currently, a lack of standardized facility data across our diverse regions—spanning major urban centers like the Avalon Peninsula to remote, rural, and coastal communities—hinders our ability to scale sustainably. The final deliverable of this project will be a highly visual, data-backed Strategic Report that will serve two primary purposes:

1. **Funding Advocacy:** To act as the definitive business case for securing public and private capital infrastructure grants from municipal, provincial, and federal governments (including Atlantic Canada Opportunities Agency frameworks).
2. **Strategic Growth:** To guide municipal recreation planning, optimize indoor/outdoor facility allocation, and eliminate geographic barriers to play.

2. Scope of Work & Key Deliverables

The selected proponent will be expected to execute a multi-phase assessment across five core pillars:

Pillar 1: Inventory, Condition & Utilization Audit

- **Asset Mapping:** Create a GIS-coded digital inventory of all outdoor soccer pitches (natural grass, hybrid, synthetic turf) and indoor spaces (indoor turf facilities, multi-sport fieldhouses, school gymnasiums used for soccer/futsal) across NL.
- **Condition Assessment:** Evaluate the physical state of assets, specifically accounting for the impact of harsh Atlantic winter weather (e.g., turf lifespan, drainage issues, sub-base degradation, lighting quality, accessibility compliance, and ancillary amenities like changerooms).
- **Utilization Study:** Measure true capacity vs. actual booking hours. Identify bottlenecks in prime-time slots and underutilized "dead zones" in community facility schedules.

Pillar 2: Regional Gap Analysis

- **Demographic Overlay:** Layer current population density and 10-year growth projections against the physical facility inventory.
- **Access Equity:** Calculate travel-time matrices to identify under-served rural, suburban, and coastal communities.
- **Standard Metric Establishment:** Define a realistic benchmark metric tailored to Newfoundland and Labrador's unique geography (e.g., "1 synthetic turf field per X,XXX residents" or "Target travel time under XX minutes").

Pillar 3: Futsal Readiness Assessment

- **Hardwood/Gymnasium Audit:** Identify existing indoor multi-sport courts capable of hosting sanctioned futsal training and match play.
- **Barrier Identification:** Analyze friction points preventing futsal growth, such as restrictive school board rental policies, lack of proper line markings, non-compliant safety run-offs, or scheduling conflicts with winter ice sports/other indoor activities.
- **Retrofit Blueprint:** Provide cost-effective recommendations for adapting existing community centers and school gymnasiums into high-quality futsal hubs.

Pillar 4: Community & Stakeholder Consultation

- **Engagement:** Conduct surveys, virtual town halls, and targeted focus groups with NLSA staff, member clubs, league operators, match officials, municipal recreation departments, and local schools.
- **User Experience Mapping:** Capture qualitative data regarding player safety, financial barriers to field rentals, and specific geographic winter training pain points.

Pillar 5: Regional Executive Reports & Final Advocacy Roadmap

- **Localized Insights:** In addition to the province-wide master plan, generate concise, high-impact **Community Reports** for specific sub-regions/zones (e.g., Avalon, Eastern, Central, Western, and Labrador). These micro-reports must be packaged so local clubs can hand them directly to their local town councils to advocate for field space and indoor time.
- **The Funding Blueprint:** A prioritized capital expenditure (CapEx) roadmap classifying needs into Short-Term (1–2 years), Medium-Term (3–5 years), and Long-Term (5+ years), complete with high-level order-of-magnitude cost estimates.

3. Proposal Submission Requirements

Proponents must submit their proposal digitally in PDF format to **Charlie Reid** (procurement@nlsa.ca). To ensure equitable evaluation, please structure your response as follows:

- **Executive Summary:** A brief overview of your firm’s unique approach to handling Newfoundland and Labrador’s distinct geographical landscape.
- **Methodology & Work Plan:** A detailed breakdown of how you will collect, validate, and analyze both the quantitative asset data and qualitative stakeholder input.
- **Project Timeline:** A detailed schedule (Gantt chart preferred) showing key milestones, reflection points, and draft review loops.
- **Team Qualifications & Relevant Experience:** Profiles of the key personnel who will work on this file. Include case studies of past sports infrastructure assessments, municipal master plans, or Atlantic Canada recreation studies.
- **Financial Proposal:** A fixed, all-inclusive budget broken down by project phase and deliverables. Include any anticipated travel or data-acquisition costs.

4. Evaluation Criteria

Proposals will be evaluated out of a total score of **100 points** based on the following matrix:

Evaluation Weight	Criteria Category	Description
30%	Methodology & Approach	Clarity, depth, and innovation of the proposed data collection and regional analysis framework across expansive geographic zones.
25%	Experience & Qualifications	Proven track record in sports infrastructure planning, GIS mapping, and community recreation consulting.
25%	Financial Value	Cost-effectiveness of the proposal relative to the depth of data and deliverables promised.
20%	Stakeholder Engagement Strategy	The quality and inclusivity of the plan to consult with diverse grassroots clubs, municipalities, and schools across the province.

5. Timeline & Key Milestone Framework

The project schedule flows from the June 29 launch date to wrap up before the spring season planning cycle.

- **July 9th – July 24, 2026: RFP Launch & Question Period**
RFP is publicly posted. Proponents may submit written requests for clarification regarding regional boundaries or existing baseline data to Charlie Reid.
- **August 14, 2026: Submission Deadline & Evaluation**
Proposals are reviewed by the NLSA evaluation committee. Shortlisted firms may be invited to virtual interviews. Contract awarded by end of August 2026.
- **Sept – Dec 2026: Data Collection & Auditing**
Physical facility site visits, GIS inventory compilation, utilization log analysis, and stakeholder engagement surveys launch across all regions.
- **Jan – Feb 2027: Gap Analysis & Draft Reports**
Delivery of preliminary findings, regional gap maps, and draft Community Reports for initial internal NLSA review.
- **March 2027: Final Strategic Roadmap Delivery**
Submission of the finalized, graphic-designed master report, regional reports, and the executive funding advocacy presentation deck for government outreach.

6. Terms and Conditions

- The NLSA reserves the right to reject any or all proposals received or to cancel this RFP at any time without liability.
- All data collected during this project will become the exclusive intellectual property of the NLSA.
- Any costs incurred by the proponent in preparing or submitting a response to this RFP are entirely the responsibility of the proponent.