

**City of East Point Contracts and Procurement Department  
Attention: Tron D. Jones, Contract Specialist  
1526 East Forrest Avenue, Suite 400  
East Point, Georgia 30344  
Email: tdjones@eastpointcity.org. Fax: (404) 270-7824  
RE: REQUEST FOR QUOTES NO. 2019-1700  
Youth Baseball Officials Services**

**Scope of Services for RFQ – Youth Baseball Officials Services**

The City of East Point is seeking qualified firms to provide Umpire Services for the Parks and Recreation Department.

**MINIMUM PROVIDER QUALIFICATIONS / REQUIREMENTS**

To participate in this solicitation, Prospective Providers must have, at a minimum, of five (5) years of experience in providing professional umpiring services. The successful past performance or the successful current performance of similar Contracts for other governments and / or government entities shall be considered a plus.

If the Provider is a Georgia-based corporation, the corporation, prior to Contract execution with the City, shall submit documentary evidence from the Secretary of State that the Corporation is in good standing and that the corporation is authorized to transact business in the State of Georgia.

If the Provider is a foreign, non-Georgia-based, corporation, the corporation, prior to Contract execution with the City shall submit a Certificate of Authority and documentary evidence from the Georgia Secretary of State of good standing which reflects that the corporation is authorized to do business in the State of Georgia.

The prospective provider will provide all requested umpiring services for the project. The prospective provider, either with its own forces or those of a sub-consultant, shall have the ability to provide all requested services.

**Scope of Services**

East Point Parks and Recreation Department is requesting official quotes for it's youth baseball league. Games for the league are expected to begin April 6, 2019. We are requesting quotes for officials for the following number of games;

- Tee Ball – 60 games with One Umpire
- 8U – 72 games with One Umpire
- 10U – 84 games with Two Umpires
- 12U – 60 games with Two Umpires
- 14U – 48 games with Two Umpires

The project deliverables shall include:  
Providing Umpiring Services

**Please submit a proposal with Lump Sum \$ \_\_\_\_\_**

**Right to Reject Quotations**

The City reserves the right to accept or reject any or all written quotations received under this **Request for Quotations**, or to eliminate any or all Contractors **Selected Provider** responding to this **Request for Quotations** from further consideration for award, and to duly notify any and all such **Selected Provider** of the City's determination in the manner deemed most convenient by the City.

The City reserves the right to reject any written quotations that are submitted by a Contractor **Selected Provider** using a form and / or format other than the form and / or format stipulated in the **Scope of Work Scope of Services** and / or provided by the City, or an application that is in any way or manner incomplete, illegible, irregular or non-compliant in nature, and to duly notify any and all such Contractors **Selected Provider** of the City's determination in the manner deemed most convenient by the City.

**Right to Eliminate Non-Qualified Selected Provider from Award Consideration**

The City reserves the right to eliminate from award consideration any or all Contractors **Selected Provider** who submit an incomplete and / or inadequate written quotation response or who are not responsive to any and / or all of the requirements stipulated in the attached **Scope of Work, Scope of Services** and to duly notify any and all such Contractors **Selected Provider** of the City's determination in the manner the City deems most convenient.

**Right to Cancel Request for Quotations**

This **Request for Quotations** does not obligate the City to select a Contractor **Selected Provider** and / or to procure and / or to contract **Selected Provider** for any goods and / or services whatsoever.

**Time/Date**

No later than **12:00 noon on Monday, April 1, 2019**

**Thursday, April 4, 2019 no later than 3:30 PM**

**Event**

Deadline to Submit Inquires and Requests for Clarification

Request for Quote/ Proposal **Request for Quotes**

The City reserves the right to cancel this Request for Quotations, with or without the substitution of another **Request for Quotations**, and, if so desired, to terminate the process in its entirety at any time. Cancellation of this **Request for Quotations** may occur with or without cause and with or without prior notification. Cancellation of this **Request for Quotations**, with or without substitution, shall not result in any liability to any Contractor **Selected Provider** for any reason whatsoever.