



FIND OUT MORE ABOUT US

WWW.COERFONTAINEFC.COM

SOUTH FLORIDA, USA



CITY OF LAUDERHILL

YOUTH TRAVEL SOCCER PROGRAM

PROPOSED BY
COERFONTAINE FC LLC

3872 NW 87TH WAY, CORAL SPRINGS, FL 33065

Chapter 1

PROPOSER'S QUALIFICATION STATEMENT

PRIMARY CONTACT

I Kevin Chin (Founder & Executive Director)

I Email **Kchin@coerfontainefc.com**

I Phone **954-937-4271**

I Drivers License No **C500-501-83-083-0**

SECONDARY CONTACT

I Andrew Scott (Business Operations Manager)

I Phone **954-993-3847**

COERFONTAINE FC LLC
OPERATING SINCE 2023
(2 YEARS)

TEKKERZ
PERFORMANCE
TRAINING LLC
FOUNDED 2017
(8 YEARS)

OPERATING
YOUTH SOCCER
CLUB SERVICES
SINCE 2021
(4 YEARS)

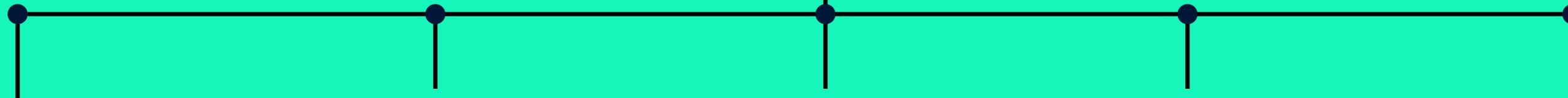
Performance History – No defaults, lawsuits, or public-entity crimes.

Bonding/Surety: N/A (service contract).

Certification: All information true and complete.

**Board of
Directors**

KEVIN CHIN
EXECUTIVE DIRECTOR & PRESIDENT (OWNER)



**ANDREW
SCOTT**
SECRETARY /
BUSINESS OPERATIONS MANAGER

**PATRICIA
TOMANON**
REGISTRAR

**DELE
OLUPONA**
HONORARY BOARD MEMBER

**CONSTANTINE
HATZIVASSILIOU**
HONORARY BOARD MEMBER

**OMAR
MCFARLEN**
HONORARY BOARD MEMBER

Licenses & Affiliations



Registered Florida LLCs (Active status on Sunbiz)



Broward County Business Tax Receipt



FYSA and US Club Soccer affiliations

Performance History – No defaults, lawsuits, or public-entity crimes.

Bonding/Surety: N/A (service contract).

Certification: All information true and complete.

**Broward
Tax Receipt**

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-357-4829
VALID OCTOBER 1, 2025 THROUGH SEPTEMBER 30, 2026

Business Name: COERFONTAINE FC LLC
Owner Name: KEVIN CHIN
Business Location: 3872 NW 87TH WAY
 CORAL SPRINGS
Business Phone: 954-937-4271

Receipt #: 343-355305
Business Type: SPORT SCHOOL/DIVE/BOX/AEROBIC (SPORTS CLUB)
Business Opened: 06/03/2025
State/County/Cert/Reg:
Exemption Code:

Rooms Seats Employees Machines Professionals

		For Vending Business Only					
		Number of Machines:		Vending Type:			
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid	
45.00	0.00	0.00	4.50	0.00	0.00	49.50	
Receipt Fee			45.00				

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS

**THIS BECOMES A TAX RECEIPT
 WHEN VALIDATED**

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

Mailing Address:
 COERFONTAINE FC LLC
 3872 NW 87TH WAY
 CORAL SPRINGS, FL 33065

Receipt # 05C-25-00000219
Paid 10/16/2025 49.50

2025 - 2026

Licenses & Affiliations

FYSA AND US CLUB SOCCER AFFILIATIONS



Florida Youth Soccer Association
 CLUB: FYSA Annual Reaffiliation Form 2025-2026

Patricia Tomanon (ID: 9292489)
 Coerfontaine FC (ID: 32539)

Status: Approved
 Jacqueline Cannon
 10/06/25 08:48 AM EDT

I understand this form is due by July 17th, 2025, and that ALL BOARD MEMBERS HAVE FULFILLED ALL RISK MANAGEMENT REQUIREMENTS before this date.

By check-marking this box, we agree TO FOLLOW ALL FEDERAL SAFESPORT MANDATES, including MANDATORY REPORTING to FYSA, the US Center for SafeSport, and local law enforcement.

By application this affiliate agrees to follow all of the rules of FYSA, US Youth, USSF and FIFA.*

I understand that most communication will be electronic and that it is imperative the Affiliate AOR, Treasurer, Registrar, President, and Referee Assignor, plus any administrators, are listed accurately in the GotSport account of the affiliate.

All affiliates are responsible to ensure that all administrative officers/BOD/personnel, and affiliated coaches, complete FYSA Risk Management.

Pass distribution will be solely the responsibility of the affiliate. Failure to do so may result in a temporary suspension of the affiliate's ability to use the online registration system.

All electronic transactions, such as initial registrations, releases, transfers, etc. are based upon the affiliate's having in its possession the written request from the parent or guardian of the player involved. The affiliate agrees to provide the original copy of the parent or guardian's written request, or any other requested document, to the FYSA office immediately upon request. All documents requested by the FYSA office must be received within 2 business days, or the transactions are subject to reversal, regardless of the consequences to any team or competition.

I understand that ALL players (Competitive, Recreation, In-House Recreation and TOPs must be registered to FYSA. Per Rule 102.1.3, as follows: 102.1 Affiliate Membership requires an application to be submitted by every Affiliate, full, recreational, or associate, annually for review and approval. By application for affiliation with FYSA, each applicant hereby agrees: 3. It is the intent of the organization by application that if granted affiliation, the member will register 100% of all players, coaches, administrators, and volunteers (who will have direct interface with its players) each year with FYSA.

For all players registered with FYSA, the affiliate will maintain on file, for a minimum of 2 years, a copy of the FYSA registration form signed by a parent or legal guardian. In the event the affiliate wishes to use an alternative document for registration, permission must be obtained from the FYSA Registrar, each season, prior to using the form. Affiliates may use an FYSA compliant online vendor, in which case the paper form is not required. However, it is the affiliate's responsibility to ensure that the online vendor uses the FYSA waiver in all registrations.

Affiliates are responsible for validating the player's DOB with the parents and the player, and must view the original birth certificate or passport. The name must be formatted exactly as presented on the age verification document.

Club Staff

The following staff must have fulfilled our risk management requirements: approved **Background Check, SafeSport, and Heads Up training** before your affiliation will be approved by the FYSA Board of Directors.

Users need to have a Title within their Role in your organization.

If the person does not show in the dropdown menus when filling out the Affiliation Form, it means they either:

1. Do not have a GotSport account linked to your Organization
2. Do not have a Title attached to their GotSport account linked to your Organization

Agent of Record

Patricia Tomanon - Agent of record
 patriciatomanon@gmail.com
 R/M Status Expired

President

Kevin Chin - President
 tekkerzperformancetraining@gmail.com
 R/M Status Expired

Treasurer

Andrew Scott - Treasurer
 coachdrewbball@gmail.com
 R/M Status Approved

Registrar

Patricia Tomanon - Registrar
 patriciatomanon@gmail.com
 R/M Status Expired

Optional Agents:

You can have up to two (2) Agents Listed, one must be your President. Agents must appear under your Administrative Staff List as agents, not AOR's.

Agent #1 (President) Name:

Kevin Chin - President
 tekkerzperformancetraining@gmail.com
 R/M Status Expired

Agent #2 Name:

-
 R/M Status N/A

Certified Referee Assignor

Gregory Kito - Referee Assignor
 gkito72@gmail.com
 R/M Status Expired

I certify our Referee Assignor is registered with FLSRC, Florida State Soccer Referee Committee, as a Certified Assignor.

Do you have a TOPs program?

No

If yes, who is your TOPs Representative?

-

R/M Status N/A

Rule 211.3:

Playing up (above a player's normal age group):

It is FYSA's policy that all players compete at a level they are capable of both physically and developmentally.

(1) Players up to 8U recreational age groups will be allowed to roster up two (2) years, provided they have parent permission and are approved by the Club Board of Directors. Players rostered to an 8U competitive team will be allowed to roster up to one (1) year.

(2) Players in the 9U to 14U age groups will be allowed to roster up to two (2) years

(3) Players in the 15U and older age groups will be allowed to roster up to any older age groups.

There will not be an approval process in place and no exceptions to the above guidelines will be granted. Roster rules will be set in FYSA's registration system to permit clubs to roster players that meet these guidelines. Failure to obtain proper permissions may result in the player being removed from the team's roster and sanctions against the team/club.

We agree to abide by Rule 211.3 outlined above.

Rule 206.3:

FYSA recognizes two types of team genders, girls and boys. Team gender is determined by the following: A. Teams with females only are girls' teams. B. All other teams are boys' teams.

We agree to build our teams as outlined in Rule 206.3 outlined above

ALL FIELDS USED MUST BE LISTED IN ORDER TO OBTAIN A CERTIFICATE OF LIABILITY. Approved and declared fields are available in the following drop-downs. If you do not see your fields available, add them to your organization in your GotSport account ([click here](#) for directions).

Home Field Declaration

Primary Field: Is your original affiliation designated field and cannot be changed without FYSA BOD approval.

Rule 101.9 Organizations may apply to FYSA for affiliation as either an affiliate or an associate affiliate as defined in Bylaw 1.3.1.1. A full affiliate shall be restricted to a limited location(s) and field(s) that shall be defined in the application to FYSA. Any change to the location(s) and field(s) must be approved by FYSA's BOD. A full affiliate may also sanction recreational play and tournaments within the scope of their affiliation.

Secondary Fields: Per by law 104.3, all fields used by the affiliate for games, practices or training must be declared annually.

Secondary Field 1

Miramar Regional Park
16801 Miramar Parkway , Miramar, FL

Secondary Field 2

..

Secondary Field 3

..

Secondary Field 4

..

Secondary Field 5

..

Secondary Field 6

..

Secondary Field 7

..

Secondary Field 8

Affiliation Payment

Please enter your credit card information to authorize FYSA to charge the \$135.00 to process your renewal of your Re-Affiliation. Thank you!

FYSA Notes:

Treasurer needs RM



Jacqui Cannon - Member
Services & Registration
Specialist

LIABILITY INSURANCE

ACORD		CERTIFICATE OF LIABILITY INSURANCE				DATE (MM/DD/YYYY) 10/20/2025	
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.							
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).							
PRODUCER The Hamrick Group P&C LLC DBA Coastal Wealth Ins 259 John Knox Rd Tallahassee FL 32303				CONTACT NAME: Rob Mullinax PHONE (A/C, No, Ext): (850) 294-5018 FAX (A/C, No): E-MAIL ADDRESS: rob@coastalwealthinsurance.com			
				INSURER(S) AFFORDING COVERAGE		NAIC #	
				INSURER A : Philadelphia Insurance Company		18058	
INSURED Coerfontaine FC LLC 3872 NW 87th Way Coral Springs FL 33065				INSURER B :			
				INSURER C :			
				INSURER D :			
				INSURER E :			
				INSURER F :			
COVERAGES		CERTIFICATE NUMBER: 25-26 Master		REVISION NUMBER:			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			PHPK2725790-000	10/17/2025	10/17/2026	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input checked="" type="checkbox"/> SEXUAL ABUSE / MOLESTATION						MED EXP (Any one person) \$ 0
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						PERSONAL & ADV INJURY \$ 1,000,000
	AUTOMOBILE LIABILITY						GENERAL AGGREGATE \$ 3,000,000
	<input type="checkbox"/> ANY AUTO						PRODUCTS - COMP/OP AGG \$ 3,000,000
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS					Sexual Abuse/Molestati \$ 1,000,000
	<input type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> UMBRELLA LIAB	<input type="checkbox"/> OCCUR					BODILY INJURY (Per person) \$
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					BODILY INJURY (Per accident) \$
	DED	RETENTION \$					PROPERTY DAMAGE (Per accident) \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						\$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N	N / A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
A	Accident Insurance			PHPA166665-000	10/17/2025	10/17/2026	E.L. DISEASE - POLICY LIMIT \$
							Medical Expense \$25,000
							AD and D \$50,000
							Accident Paralysis \$50,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)							
CERTIFICATE HOLDER				CANCELLATION			
				SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.			
				AUTHORIZED REPRESENTATIVE			
							

**Important
Questions
Asked**

Q1

Have you ever failed to complete work awarded to you?

NO

Q2

Have you personally inspected the proposed WORK and do you have a complete plan for its performance?

YES

**Important
Questions
Asked**

Q3

List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Proposer, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description the disposition of each such

COERFONTAINE FC HAS NO BANKRUPTCY PETITIONS FILED OR AGAINST ANY OF OUR PROPER, ITS PARENT OR SUBSIDIARIES OR PREDECES-SOR ORGANIZATIONS.

Q4

List and describe all criminal proceedings or hearings concerning business related offenses in which the Proposer, its principals or officers or predecessor organization(s) were defendants. Has the Proposer, its principals, officers or predecessor organization(s) been CONVICTED OF a Public Entity Crime, debarred or suspended from bidding by any government during the last five (5) years? If so, provide details?

COERFONTAINE FC HAS NONE

Q5

List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Proposer or its predecessor organizations(s) during the last (5) years. The list shall include all case names; case, arbitration or hearing identification numbers; the name of the project over which the dispute arose; and a description of the subject matter of the

COERFONTAINE FC HAS NONE

Chapter 2 _____

STATEMENT OF CAPABILITIES

Coerfontaine FC and Tekkerz Performance Training are a locally owned and operated youth soccer organization delivering comprehensive, year-round player development through a science-based methodology and proven coaching education system.

**8 +
YEARS**

of continuous operation
in South Florida

18   **PLAYERS**

invited to Inter Miami Academy
trials ***For two consecutive years***

**4
PLAYERS**

invited this current season
(2025-26) to guest play with Inter
Miami's Academy team.

Our program ***recognized for producing technically sound players*** and structured team environments.

DIVERSITY & INCLUSION

The most culturally diverse youth club in South Florida with players and staff representing Caribbean, Asian, and South American heritages (Jamaica, Haiti, Uganda, Philippines, Colombia, England).

This diversity creates an inclusive, community-reflective environment.

ADMINISTRATIVE STRENGTH

PlayMetrics club management platform centralizes registration, communications, scheduling, and financial tracking.

GotSport is used for FYSA and US Club registrations, ensuring transparency and compliance.

COACHING EDUCATION & SAFETY

Monthly technical clinics ensure curriculum consistency. All staff complete background checks and training per FYSA and City policy.

Liability coverage is \$3 million / \$1 million, with the City to be named additional insured upon award.

PROVEN TRACK RECORD OF EXCELLENCE

Coerfontaine FC and Tekkerz Performance Training have built a proven track record of excellence by consistently prioritizing what is best for each player's development.

Our programs emphasize technical mastery, tactical understanding, and character growth, creating an environment where athletes thrive on and off the field.

With multiple players invited to Inter Miami CF Academy trials for two consecutive years and teams competing successfully across South Florida, our consistent results reflect a deep commitment to long-term player development and professional program delivery.



COERFONTAINE FC METHODOLOGY

Our proven training methodology is deeply rooted in the world-renowned Coerver Coaching system, which emphasizes technical excellence, creativity, and intelligent decision-making.

Having served as a Regional Director for Coerver Coaching for three years, our founder integrated its player-centric principles into every aspect of Coerfontaine FC's development model.

This methodology focuses on building confident, skillful, and adaptable players through structured, progressive training that enhances individual technique while fostering teamwork, discipline, and a lifelong love for the game.



COMMUNITY ENGAGEMENT

Beyond the field, Coerfontaine FC is deeply committed to community impact and outreach. We actively collect and donate used soccer cleats, jerseys, and training gear to children in need in Jamaica, helping young athletes access the resources necessary to enjoy and grow in the sport.

This initiative reflects our belief that soccer is a universal language that unites and uplifts communities. By combining elite player development with social responsibility, Coerfontaine FC and Tekkerz Performance Training continue to build not only stronger athletes—but also stronger communities.

Letter of Recommendation for Coerfontaine FC

City of Lauderhill
Department of Parks and Recreation
5581 W. Oakland Park Blvd
Lauderhill, FL 33313

October 6, 2025

Re: Letter of Recommendation for Coerfontaine FC – City of Lauderhill Youth Travel Soccer Program Proposal

Dear Members of the Selection Committee,

It is my pleasure to provide this letter of recommendation for Coerfontaine FC, led by Kevin Chin, in support of their proposal to operate the City of Lauderhill's Youth Travel Soccer Program. As the South Florida Director for EDP (Elite Development Program), I have worked closely with Coerfontaine FC and have observed firsthand the professionalism, organization, and commitment to player development that define their program.

Coerfontaine FC has quickly established itself as one of the most respected youth soccer organizations in the region. Their teams consistently demonstrate technical excellence, discipline, and strong sportsmanship—values that reflect well on both the club and the communities they represent. Their administrative operations are efficient and compliant with all EDP and FYSA standards, and their leadership team is responsive, organized, and proactive in ensuring the best possible experience for players and families.

Under Kevin Chin's direction, Coerfontaine FC has built a culture focused on quality coaching, inclusivity, and holistic player development. The club's track record—highlighted by their success in regional competition and the advancement of players to elite programs such as the Inter Miami CF Academy—demonstrates their capability to deliver a truly comprehensive, high-performance soccer environment.

Based on my professional experience with their organization, I have full confidence that Coerfontaine FC possesses the expertise, integrity, and operational structure required to successfully manage the City of Lauderhill's youth travel soccer program. I am confident their proven approach will align perfectly with the City's vision of accessibility, excellence, and community impact through sport.

If you require additional information, feel free to contact me.

Sincerely,

Victor Sanchez
EDP Soccer
South Florida Director
vsanchez@edpsoccer.com
(M) 203-953-6892

Letter of Recommendation for Coerfontaine FC



October 6, 2025

City of Lauderhill
Department of Parks and Recreation
5581 W. Oakland Park Blvd
Lauderhill, FL 33313

Re: Letter of Recommendation for Coerfontaine FC – City of Lauderhill Youth Travel Soccer Program Proposal

Dear Members of the Selection Committee:

It is with great pleasure that I write this letter of recommendation for **Coerfontaine FC**, under the leadership of **Kevin Chin**, in support of their proposal to operate the **City of Lauderhill's Youth Travel Soccer Program**.

I have had the privilege of working with numerous clubs, coaches, and development programs throughout the Caribbean and the United States. Coerfontaine FC stands out as an organization that embodies professionalism, integrity, and a genuine commitment to developing young people through the game of soccer.

Coerfontaine FC has established a reputation for excellence in both player development and community engagement. Their training methodology is structured, modern, and rooted in technical development—producing players who are not only skilled but disciplined, intelligent, and respectful. The club's consistent success in league and tournament play, including victories over top professional academies such as **Orlando City SC**, is a testament to their standards and quality of coaching.

Beyond results on the field, Kevin Chin and his staff have demonstrated a deep commitment to accessibility and inclusion, ensuring opportunities for players from diverse backgrounds while maintaining a high-performance environment. Their professionalism, transparency, and organizational efficiency make them an ideal partner for any municipality seeking to elevate youth sports programming.

Letter of Recommendation for Coerfontaine FC



City of Sunrise, Florida
Office of Commissioner Latoya S. Clarke
10770 West Oakland Park Blvd
Sunrise, FL 33351

Date: October 16, 2025

To Whom It May Concern,

I am writing this letter in my official capacity as Commissioner of the City of Sunrise to express my full support and endorsement of Coerfontaine FC as a qualified and community-driven organization pursuing the City of Lauderdale's RFP 2025-055: Youth Travel Soccer Program.

Under the leadership of Kevin Chin, Owner and Director, and Andrew Scott, Operations Manager, Coerfontaine FC has consistently demonstrated an exceptional commitment to youth development, community engagement, and athletic excellence throughout Broward County. Their programs have provided structured training, academic mentorship, and competitive opportunities for hundreds of children, perfectly aligning with the objectives outlined in Lauderdale's proposal for a comprehensive youth soccer program serving ages U8-U19.

The organization's proven success in the City of Sunrise through summer camps, trainings, and community initiatives speaks volumes. They have effectively managed year-round travel soccer teams, youth development clinics, and tournaments that foster inclusivity and personal growth. Coerfontaine FC's emphasis on safety, education, and equal access for all players has made them a model program within our city.

Their leadership team's professionalism and strong collaboration with municipal departments, schools, and local partners have been invaluable to our community. I am confident that their proven structure and passion for youth sports will bring the same level of excellence and integrity to the City of Lauderdale's youth soccer program.

For these reasons, I am proud to recommend and fully support Coerfontaine FC's proposal submission for the Youth Travel Soccer Program RFP. They represent the highest standard of community partnership and player development. Please feel free to contact my office if additional information or confirmation is needed.

Respectfully,

A handwritten signature in black ink, appearing to read "Latoya S. Clarke".

Latoya S. Clarke
Commissioner, City of Sunrise

(954) 746-3250

lclarke@sunrisefl.gov

Chapter 3 _____

PROJECT APPROACH

PROGRAM OFFERINGS

Coerfontaine FC is a player development-driven soccer organization offering a comprehensive range of year-round programs that cater to athletes of all ages and skill levels. Our offerings include:

— **LAcademie**

Entry-level programs emphasizing fun, confidence-building, and technical fundamentals for ages 4-6 years old (operated by TEKKERZ).

— **Camps & Clinics:**

Specialty Tekkerz Performance Training-branded camps focused on technical mastery, speed of play, and position-specific skill enhancement.

— **Tournaments & Events**

Hosting of seasonal tournaments such as the Coerfontaine Cup and 9v9 youth showcases, drawing teams from across South Florida and beyond.

Our reputation as South Florida's #1 youth soccer academy allows us to attract top competitive teams locally and out of state.

Out of state teams brings revenue to local businesses such as gas stations, hotels, restaurants, pharmacies and many more.

— **Competitive Leagues (FYSA / EDP / NPL):**

High-performance teams that compete in state and regional competitions, providing clear pathways to college and professional opportunities.

— **Coach & Community Clinics:**

Free or low-cost clinics for local coaches and community youth to encourage grassroots participation and promote Lauderhill's long-term soccer growth.

PROGRAM OFFERINGS

Recreational Soccer Program

We recognize that recreational soccer is the foundation of the city's youth sports landscape, and our goal is to ensure every recreational player and family has an outstanding, positive experience. As part of this partnership, Coerfontaine FC and Tekkerz will provide the following at no cost to the City of Lauderhill Recreational Soccer Program

- Training cones
- Seasonal coaching workshops hosted 2 times per year
- TEKEKRZ Curriculum & Session Plan Booklet for Recreational Soccer

-
- Age-group specific training objectives
 - Weekly session templates for the entire season
 - Warm-up routines and technical exercises
 - Fun and engaging small-sided games
 - Sportsmanship and character-building themes

Parent Engagement Opportunities

Coerfontaine FC and Tekkerz will also support the city by educating parents on how to best help their children thrive in recreational soccer.

Parent engagement initiatives will include:

- **Seasonal parent workshops** (in-person or virtual)

Coerfontaine FC and Tekkerz will also support the city by educating parents on how to best help their children thrive in recreational soccer. Parent engagement initiatives will include:

- Healthy sideline behavior
- Creating a positive home environment for young athletes
- Supporting emotional development and confidence
- Understanding development stages and realistic expectations
- How to encourage fun, enjoyment, and long-term participation

HOURS OF OPERATION AND STAFFING PLAN

WEEKDAYS

Monday-Friday

5:00 PM – 9:00 PM

(Team Training)

WEEKENDS

Saturday-Sunday

10:00AM-4:00PM

*League games &
supplemental
sessions*

CAMPS

(Monday-Friday)

9:00 AM – 12:00

*During summer &
holiday breaks)*

STAFFING PLAN

Coerfontaine FC operates with a highly qualified staff that includes:

EXECUTIVE DIRECTOR / TECHNICAL DIRECTOR

Kevin Chin – oversees technical programming, facility use, and partnerships.

DIRECTOR OF COACHING (BOYS)

Felipe Rios – manages player development, coaching education and competitive scheduling.

DIRECTOR OF COACHING (GIRLS)

Patricia Tomanon – oversees the girls' program and camp

ASSISTANT DIRECTOR OF COACHING (BOYS)

James YoungHusband – assist the DOC with player development initiatives, scheduling and coaching education scheduling.

ADMINISTRATIVE STAFF

- Andrew Scott (Business Development),
- Vanessa Guevara (Club Admin),
- Ciera Flores (Assistant Club Admin & Field Scheduling)
- Lauren Rhodes (Merchandise & Equipment),
- Gregi Kito (Referee Assignor & FYSA Compliance)

ADMINISTRATIVE STAFF

- Crichton Mullings Accounting & Auditing Firm

*All coaches are **FYSA-licensed and background-screened** per SafeSport and US Soccer Federation standards.*

ORGANIZATIONAL CHART & STAFFING PLAN

Administrative Structure — Coerfontaine FC LLC

Name	Position / Role	Primary Responsibilities	Tenure with Organization
Kevin Chin	Executive Director	Provides overall strategic leadership, oversees operations, partnerships, and technical programming.	Since 2017
Andrew Scott	Business Operations Manager	Manages finances, budgeting, logistics, and business compliance functions.	Since 2018
Patricia Tomanon	Administrator & Registrar	Oversees player registration, compliance with governing bodies (FYSA, US Club Soccer), and administrative support.	Since 2017
Lauren Rhodes	Merchandise & Uniform Coordinator	Manages club merchandise, Shopify operations, uniform orders, and inventory control.	Since 2017
Ciera Flores	Field Scheduler	Coordinates field usage, practice schedules, and facility assignments.	Since 2020
Greg Kito	Referee Assignor	Oversees referee scheduling, assignments, and compliance with league standards.	Since 2020

ORGANIZATIONAL CHART & STAFFING PLAN

Technical Leadership — Coerfontaine FC Club

Name	Position / Role	Primary Responsibilities	Tenure with Organization
Kevin Chin	Technical Director	Oversees player development, curriculum design, and coaching education across all programs.	Since 2021
Patricia Tomanon	Girls Director of Coaching	Directs all girls' programming, coaching development, and player evaluations.	Since 2022
Felipe Rios	Boys Technical Director	Leads boys' competitive programs, team assignments, and technical curriculum.	Since 2021

MARKETING & OUTREACH STRATEGY

Our marketing strategy focuses on **community, integration, visibility, and brand alignment** with the City of Lauderhill's youth and recreation objectives.

COMMUNITY OUTREACH

Free open house clinics and workshops for local families

DIGITAL MEDIA

We will take advantage of our social media accounts that provide us with over **13,000 followers, over 350k views per month and over 10,000 interactions** providing us convenient and effective communication to the surrounding community.

VISIBILITY FOR LAUDERHILL

Branded Lauderhill logo placement on Coerfontaine FC uniforms and banners, reinforcing the City's commitment to youth development.

SAMPLE PROGRAMMING CALENDAR

MONTH	PROGRAM	DESCRIPTION
■ July–August	CFC Preseason Camp	Five-week intensive technical camp preparing
■ September–December	Fall League Season	Competitive league play for all age groups
■ December	Winter Clinics	Focused technical and futsal-style indoor sessions.
■ January–May	Spring League Season	Continuation of competitive play with tournament participation.
■ June–July	Tekkerz Summer Development Camp	Player-centric program focused on skill refinement and physical conditioning.

CURRICULUM AND PLAYER DEVELOPMENT PHILOSOPHY

U7–U12

Learning to Train:

Building discipline, attentiveness, personality, technical mastery, confidence, and creativity on the ball.

U13–U15

Learning to Compete

Teaching tactical understanding, teamwork, and resilience.

U16–U19

Learning to Win

Preparing players for high-performance environments such as college, MLS Next, and professional academies.

Our Tekkerz Performance Training curriculum emphasizes:

Technical excellence (first touch, dribbling, passing, shooting)

Tactical awareness (decision-making, possession, spatial control)

Physical conditioning (agility, endurance, injury prevention)

Psychological growth (confidence, discipline, resilience)

All training adheres to **US Soccer's Player Development Framework and SafeSport** compliance, ensuring the highest standards of professionalism and player safety.

SUMMARY

Our approach combines proven technical methodology, structured operational planning, and deep community partnerships to ensure Coerfontaine FC not only develops elite-level players but also enriches the City of Lauderhill's soccer culture for years to come.

**Program Administration
& Scheduling**

**10-MONTH
SEASON**

(Aug-Dec, Jan-May)

**4 TRAINING
DAYS/WEEK**

Monday-Thursday
5pm-9pm

weekend matches
10 AM-4 PM.

 Scheduling & attendance
managed in **PlayMetrics.**

Player / Parent Communication & Customer Service



Dedicated administrative team with **94 % player retention rate**.



24-hour response standard for inquiries.



Transparent policies for fees, refunds, & scholarships.

Staff Supervision & Training



Monthly technical sessions led by Technical Director Felipe Rios (USSF B License).



Quarterly coach evaluations and player development reviews.

Challenges & Resolutions

Experience at Miramar and Sunrise Surf demonstrated our ability to resolve field capacity and scheduling conflicts through centralized systems and clear communication with municipal partners

Chapter 4

RELEVANT EXPERIENCE

Licenses & Affiliations

CLIENT / PARTNER	ROLE	DURATION	OUTCOME / NOTES
Coerfontaine FC (Youth Travel Soccer Program)	Program Operator	2020 – 2024	Grew youth soccer program from 36 players in 2021 to currently 160+ players U8–U14.
Sunrise Surf FC	Affiliate Partner	2023 – 2024	Improved competitive performance in Pre-ECNL and NPL.
Inter Miami CF Academy Trials	Development Partner	Ongoing	18 players invited 2023–24 for official trials.
Weston Cup & Showcase	Tournament Competitor Annual	Annual	Multiple top-four finishes.
Tekkerz Performance Training Camps	Organizer	2017 – Present	1,000 + athletes trained region-wide.

Chapter 5

SCOPE OF WORK RESPONSE

Coerfontaine FC will deliver the City's scope in full alignment with FYSA and US Club standards:

MARKETING & TRYOUTS

Design and host City-approved tryouts annually; produce digital and print materials.

PLAYER EVALUATION

Individual Development Plans each season.

SCHEDULING & COORDINATION

Organize training, league & tournament games, and referee assignments (Greg Kito, Assignor).

FINANCIAL MANAGEMENT

Maintain accurate accounting, quarterly financial reports, and legal compliance.

STAFFING

Recruit, train, and evaluate coaches and administrative staff.

COACH EDUCATION

Recruit, train, and evaluate coaches and administrative staff.

PARENT ENGAGEMENT

Quarterly meetings and educational sessions.

COLLABORATION

Work with City departments and local businesses for mutual benefit and community integration.

REGISTRATION

Player and team registration via PlayMetrics and GotSport.

COMPLIANCE

Detail policy and procedures manual covering

- 1)Reporting procedures
- 2)Concussion protocol
- 3)Concussion awareness & management
- 4)Abuse prevention policy
- 5)Sexual abuse reporting procedure
- 6)EAP (Emergency Action Plan)

Chapter 6

COST PROPOSAL

Coerfontaine FC Lauderhill – FY 2026-2027 Operating Budget

(City of Lauderhill RFP No. 2026-014)

9

**Competitive
travel teams
(U8–U15)**

84

**Registered
participants**

72

**Estimated
Home Games**

10 MONTHS

**Season Length
(Aug – May)**

TRAINING SCHEDULE

- Monday–Thursday: **5 PM – 9 PM +**
- weekend matches: **10AM–5:00 PM**

**Revenue
Summary**

CATEGORY	AMOUNT(\$)	NOTES
Club Tuition Revenue	219,116	Player tuition collected through PlayMetrics and GotSport
Uniform Sales	35,700	\$470 per player – includes game and training
Corporate Sponsorship / Fundraising	--	To be developed in coordination with City and community partners
TOTAL REVENUE	254,816	

Recurring Annual Expenses

ITEM	DESCRIPTION	AMOUNT(\$)
City Field Fee	\$200 × 84 players	16,800
League Registration (EDP/FCL)	Team entry fees	3,350
Coaches Compensation	8–9 head coaches @ avg. \$10,000 (7v7 & 9v9, \$20,000 11v11)	80,000
Goalkeeper Trainer	Specialized keeper development	10,000
Referee Fees	72 home games	10,800
Professional Development	Monthly coach education and technical workshops	1,000
Background Checks	10 staff @ \$85	850

Recurring Annual Expenses

ITEM	DESCRIPTION	AMOUNT(\$)
Referee Assignor (Greg Kito)	\$15 × 72 games	1,080
Uniform Kits (Supplemental)	\$245 × 84 players (partial club cost)	20,580
Advertising / Marketing	Flyers, banners, digital outreach (City-approved)	2,000
Scholarships	Financial aid for Lauderhill residents	22,643
Club Liability Insurance	\$3M / \$1M GL + participant accident coverage	3,000
FYSA Player Cards	\$30 × 84 players	2,520
Field Lining / Maintenance	Paint, layout, field marking	2,000

Recurring Annual Expenses

EXPENSE ITEM	DESCRIPTION	AMOUNT(\$)
Tryout Expenses	Facilities, equipment, media	1,000
Accounting / Financial Reporting	Quarterly reports and audits	4,000
Technical Director	Curriculum oversight & staff development	5,000
Lauderhill Resident – Referee Fee Assistance	Covers referee expenses	7,000
Administrator / Registrar	Player registration, billing, parent support	5,000
Miscellaneous Expenses	Supplies and operational	2,000
Website Maintenance (Monday Digital)	Hosting and content management	1,000

**Recurring Annual
Expenses**

EXPENSE ITEM	DESCRIPTION	AMOUNT(\$)
PlayMetrics Club System	Software subscription	1,008
Team Accounts (PlayMetrics)	\$60 × 9 teams	540
Stripe Processing Fees	2.9% + \$0.30 per transaction	6,599
Total Recurring Expenses		214.770

**Total Start-up
Expenses**

EXPENSE ITEM	DESCRIPTION	AMOUNT(\$)
Pugg Pop-Up Goals (12)	3 sets for small-sided training	500
Cones and Markers	30 large + 30 medium	250
FCL Bond Fee	League bond	500
ECNL / RL Bond Fee	Competitive league deposit	1,000
Total Recurring Expenses		2,250

Total Program Expenses

CATEGORY	AMOUNT (\$)
■ Annual Operating Expenses	214,770
■ Start-Up Expenses	2,250
■ Total Start-Up Expenses	217,020

**Financial
Summary**

ITEM	AMOUNT (\$)
■ Total Revenue	254,816
■ Total Expenses	217,020
■ Annual Surplus / (Deficit)	+ 37,796

TUITION STRUCTURE & RESIDENT BENEFITS

Coerfontaine FC offers competitive tuition rates that are comparable to other leading youth soccer programs in South Florida, ensuring accessibility and high value for families.

- U7–U10: **\$2,399 per Player**
- U11–U12: **\$2,999 per Player**
- U13+ : **\$3150 per Player**

NOTE

As part of our partnership commitment, **all Lauderhill residents participating in our program will receive their full uniform package free of cost**, reinforcing our dedication to community inclusion and affordability.

Tuition Includes:

- All training sessions
- All league fees
- Referee fees (Lauderhill residents ONLY)
- Evaluations, admin, coaching education

Hummel Uniform Package Provided through Hummel:

- 3 training kits
- Home & away kits
- Branded backpack

Retail value: **\$470**

Fiscal Sustainability & Community Impact

The Coerfontaine FC Lauderhill program operates with **no cost to the City** and maintains a **self-sustaining model through** tuition, uniform sales, and community sponsorships.

The projected **\$37,796** annual surplus will be reinvested to fund scholarships, enhance coaching education, and improve training equipment and facilities, making our Lauderhill location more attractive to qualified coaches and players, strengthening the sustainability and success of the program.

Chapter 7 _____

PERSONNEL & MANAGEMENT

**Executive
Board**

KEVIN CHIN
EXECUTIVE DIRECTOR

ANDREW SCOTT
BUSINESS OPERATIONS MANAGER

VANESSA GUEVARA
ASSISTANT CLUB
ADMIN

LAUREN RHODES
MERCHANDISE & UNIFORM
MANAGER

CIERRA FLORES
FIELD COORDINATOR

GREG KITO
REFEREE ASSIGNOR

KEVIN CHIN
TECHNICAL DIRECTOR

PATRICIA TOMANON
GIRLS DIRECTOR
OF COACHING

FELIPE RIOS
BOYS DIRECTOR
OF COACHING

JAMES YOUNGHUSBAND
GIRLS COACH

GABRIEL AYERBE
BOYS COACH

CHARLES BWANIKA
BOYS COACH

RYAN SOLLE
BOYS COACH

WALLACE COKE
BOYS COACH

JADEN CHIN
ASSISTANT BOYS COACH

KEY PERSONNEL CREDENTIALS

KEVIN CHIN

Founder / President

- Bachelors Degree in Business Administration Florida International University
- US Soccer Federation B License
- 8 + years youth development leadership.
- COERVER Southeast Regional Director (Broward & Dade) 2019-2021
- COERVER Coaching Youth Diploma I & II

FELIPE RIOS

Director of Coaching

- Bachelors in Exercise Science Florida Atlantic University
- US Soccer Federation C License
- 5+ years experience in academy and travel soccer operations
- COERVER Coaching Youth Diploma I,II

PATRICIA TOMANON

Director of Coaching

- Bachelors in Sports and Fitness Florida International University
- US Soccer Federation C License
- 5+ years experience in academy and travel soccer operations
- Experienced with FYSA and US Club Soccer registrations
- COERVER Coaching Youth Diploma I,II

ANDREW SCOTT

Business Operations Manager / Treasurer.

- Former 3SSB Adidas Director for NBA veteran Brandon Knight's TEAM KNIGHT
- 17+ years experience in travel and high school basketball coaching
- Currently the basketball coach of Chaminade-Madonna High School (formerly coached at Somerset Academy Chapel Trail, Archbishop McCarthy High, American Heritage Plantation & Westpine Middle)
- Over 46 former players currently playing in NCAA Division 1
- 5 current NBA players; over 6 current overseas players
- Experienced with FYSA and US Club Soccer registrations

KEY PERSONNEL CREDENTIALS

OMAR MCFARLEN

Honorary Board Member / Advisor

- Founder ARC Electrical
- Acting General Manager JFF (Jamaica Football Federation)

DR. BAMIDELE OLUPONA

Honorary Board Member / Advisor

- Award Winning Podiatrist, Podiatric Physician & Surgeon

CONSTANTINE HATZIVASSILIOU

Honorary Board Member / Advisor

- Partner - Certuity
- Foundation Board Member for St. Thomas Aquinas High School
- Trustee with the Boca Raton Chamber of Commerce
- Chairman of The Breakers Men's Association.

Chapter 8

REQUIRED ATTACHMENTS



Youth Travel Soccer Program

REQUEST FOR PROPOSALS
RFP NO.: 2025-055

Visit us online at:
www.lauderhill-fl.gov
<https://lauderhill.ionwave.net/>

Proposal Opens: October 20, 2025

Date Issued: September 28, 2025

REQUEST FOR PROPOSALS

NOTICE IS HEREBY GIVEN that the City of Lauderhill is seeking proposals for the following work as detailed:

RFP NUMBER: 2025-055
Youth Travel Soccer Program

The City of Lauderhill will accept sealed proposals until **1:45 P.M. EST, October 20, 2025**, via IonWave at <https://lauderhill.ionwave.net/>. Proposals received after 1:45 P.M. will not be considered.

The intent of this solicitation is to secure a qualified and experienced contractor to design, promote, administer, and operate comprehensive Youth Travel Soccer Programs and Activities for the City of Lauderhill. The selected contractor will be responsible for delivering year-round, structured soccer programming for youth ages U8-U19, ensuring accessibility, fairness, and compliance with all applicable regulations. This will be a three-year agreement with two one-year renewal options.

The full Statement of Work is available on and after **September 28, 2025**, on IonWave <https://lauderhill.ionwave.net/>. Vendors who obtain solicitation documents from sources other than IonWave are advised that their solicitation package may be incomplete. All addendums will be posted and distributed via IonWave by the Finance/Purchasing Department.

Questions regarding this RFP may be submitted via the IonWave question tab. The final date for questions will be ten (10) days before the proposal due date. Questions received after this date will not be answered.

All proposers must register with the City online at www.colvendor.com.

Proposers agree to extend identical pricing, terms, and goods to other governmental entities. Any agency wishing to utilize these services will enter into a separate contract with the successful proposer for its specific requirements.

The Public Entity Crimes Affidavit, Foreign Entity Laws Affidavit, and the Anti-Human Trafficking Affidavit must be completed and submitted as part of the proposal.

In accordance with **Section 287.05701, Florida Statutes**, the City of Lauderhill will not consider or request documentation related to a vendor's social, political, or ideological interests when determining vendor responsibility.

The City Commission of the City of Lauderhill reserves the right to reject any and all proposals, waive informalities or irregularities, and accept or reject any part of a proposal in the best interest of the citizens of Lauderhill. The successful bidder will be required to enter into a contract with the City.

CITY OF LAUDERHILL

SWilliams

Stacian Williams
City of Lauderhill
5581 W. Oakland Park Blvd
Lauderhill, FL 33313

Advertised Dates: September 28, 2025 and October 5, 2025

Table of Contents

Item	Description
Section 1	Definitions
Section 2	Scope of Services
Section 3	Term
Section 4	Inquiries
Section 5	Submittal Information: How, When & Where
Section 6	Evaluation Methodology
Section 7	Selection
Section 8	Rejection Criteria
Section 9	Waivers
Section 10	Insurance Requirement
Section 11	General Conditions
Section 12	Submittal Package

Attachments:

Attachment	Description
A	Proposer's Qualification Statement
B	Non-Collusive Affidavit
C	Cost Schedule
D	Drug-Free Workplace
E	Signature Page/Certification
F	List of Subcontractors
G	References/Verification Form
H	Acknowledgement of Addendum
I	Anti-Human Trafficking Affidavit

**STATEMENT OF NON-PARTICIPATION
RFP NO.: 2025-055
Youth Travel Soccer Program**

Note: If you do not intend to submit a bid/proposal for this item/service, please complete this form and attach it to IonWave.

We/I do not wish to participate in this proposal for the following reason (please check one):

- Specifications Proprietary
- Cannot Supply at This Time
- We Do Not Carry This Item
- We Do Not Provide This Service
- Unable to Meet Specifications
- Unable to Meet Bond Requirements
- Other: _____

Please keep us on your bid list for future projects:

- Yes
- No

Signature: _____
Name of Company: _____
Address: _____

SECTION 1 – DEFINITIONS

Whenever the following terms appear in the Proposal, the intent and meaning shall be interpreted as follows:

- 1.1 **City:** The City of Lauderhill, Florida.
- 1.2 **Contract:** The written agreement for the performance of the Scope of Work entered into between the City and the successful Proposer.
- 1.3 **Contract Administrator:** The Purchasing and Contracts Manager, or any employee expressly designated in writing by the City Manager, who is the representative of the City concerning the Contract Documents.
- 1.4 **Evaluation/Selection Committee:** City staff and/or outside consultants assigned to evaluate the submitted proposals.
- 1.5 **Proposer:** Any individual, firm, or corporation submitting a proposal for this project, acting directly or through a duly authorized representative. For the purpose of this Agreement, Proposer shall be synonymous with Bidder.
- 1.6 **Proposal:** Any term used interchangeably with "Bid," retaining the same meaning.
- 1.7 **Purchasing Office:** The Purchasing Division, Department of Finance, City of Lauderhill.
- 1.8 **Provider, Bidder, Contractor, Successful Proposer, Vendor, or Consultant:** The Proposer receiving an award as a result of this Request for Proposal. These terms may be used interchangeably while retaining the same meaning.
- 1.9 **Qualifications/Proposal:** Any offer(s) submitted in response to this Request for Proposal.
- 1.10 **Request for Proposal (RFP) or Proposal:** This Request for Proposal, including all Exhibits, Attachments, and any addenda or change orders issued by the Purchasing Division.
- 1.11 **Subcontractor/Subconsultant:** Any person, firm, entity, or organization other than the employees of the successful Proposer who contracts with the Proposer to furnish labor or labor and materials in connection with the Work or Services.

1.12 Work, Services, Program, Project, or Engagement: All tasks required to be performed by the successful Proposer in accordance with the Scope of Work and the Terms and Conditions of this RFP.

1.13 Piggybacking: An agreement that allows the City to use the contract of another governmental entity with a specific vendor, ensuring that the City's standard contractual requirements are incorporated.

1.14 Local Vendor Bids: This bid is reserved for participation by local vendors in accordance with the City of Lauderhill Code. A vendor can receive no more than three set-aside bid award contracts in a fiscal year. Vendors who have received at least one local vendor bid award contract in each of three consecutive fiscal years will not be eligible to participate in local vendor bids for the following fiscal year. If the bid prices from local vendors are not economically competitive, the procurement may be canceled.

SECTION 2 – SCOPE OF SERVICES

Marketing, Promotion & Registration

- Design, advertise, and administer team tryouts annually.
- Provide the City with promotional materials including flyers, brochures, and banners. All materials must be pre-approved by the City prior to distribution.
- Provide a comprehensive, itemized rate schedule indicating all participant fees. Rates must be reviewed and approved by the City prior to publication or collection.
- Maintain an online registration system accessible to the City, including registration with SFUYSA, FYSA, USYS, GOTSOCER, or other applicable bodies.
- Provide the City, at the close of registration, with a complete participant roster, including signed City-approved release forms and liability waivers.
- Provide documentation demonstrating that programs are open to the public and fees are consistently and fairly applied.

Program Delivery & Operations

- Provide structured soccer programming for U8-U19 age groups, including practice and league/tournament play.
- Ensure programming is scheduled and delivered a minimum of 4 days per week, year-round.
- Coordinate participation in local, state, and national leagues and tournaments (e.g., SFUYSA, FLUGSA, FYSA).
- Provide all scheduling and planning needed to ensure smooth operation of the program.
- Offer at least 10 need-based travel soccer scholarships annually to City of Lauderhill residents.

- Coordinate with the City on field usage schedules and facility access.

Staffing & Training

- Recruit, train, and supervise all coaching staff, administrators, and assistants.
- Ensure a minimum adult-to-child supervision ratio of 1:12 for all activities (practices, games, and travel).
- Conduct age-specific coaches' clinics annually.
- Provide qualified personnel for all program activities, including certified coaches and administrative staff.
- Ensure all staff complete background checks as required by FYSA and the City of Lauderhill.

Equipment & Safety

- Provide all equipment and supplies necessary to operate the program, including soccer balls, cones, pinnies, uniforms, and practice gear.
- Submit and implement a written Emergency Action Plan (EAP) for inclement weather, injuries, missing children, illnesses, and other emergencies.
- Carry and maintain general liability insurance, including participant accident coverage, naming the City as an additional insured.

Customer Service & Complaints

- Handle all customer inquiries and complaints in accordance with City protocol.
- Maintain a professional, responsive customer service process and provide documentation of resolution for all complaints when requested.

Financial & Compliance Reporting

- Pay for all associated personnel costs including instructors, officials, coaches, and assistants.
- Provide the City with quarterly bank statements and any other records as requested to ensure transparency of program finances.
- Secure and compensate any personnel required for safe and effective program delivery.
- Cooperate with any audits, reviews, or evaluations conducted by the City.
- Participate in performance evaluations or participant satisfaction surveys as required by the City.

Legal & Administrative Requirements

- Comply with all federal, state, and local laws, including non-discrimination, child safety, and employment regulations.
- Maintain and provide proof of insurance, permits, and licenses necessary to operate.
- The City reserves the right to terminate the agreement if the Contractor fails to fulfill the obligations outlined in this Scope of Work.

SECTION 3 – TERM

The City anticipates awarding a three (3) year contract, with the option for two (2) additional one-year renewals, to the contractor who submits the best overall proposal based on the City's evaluation criteria outlined in Section 7. The City reserves the right, at its sole discretion, to award or not award a contract for these services. Failure to meet deadlines or satisfactorily complete work may result in termination of any future obligations of the City to the contractor.

In the event the services are scheduled to end due to contract expiration, the contractor shall continue services upon the City's request, as authorized by the awarding authority. The extension period shall not exceed ninety (90) days beyond the existing contract's expiration date. Compensation during the extension period will be at the current rate in effect when the extension is invoked.

SECTION 4 - INQUIRIES/AVAILABILITY

Inquiries concerning Proposal Submittals should be made in writing via IonWave.

Solicitation documents may be obtained by downloading them from IonWave at <https://lauderhill.ionwave.net/>.

IMPORTANT: Contact with personnel of the City of Lauderhill, other than the Purchasing Manager or designated representative, regarding this Request for Proposals (RFP) may result in the proposer being eliminated from the selection process.

SECTION 5 - SUBMITTAL INFORMATION: HOW, WHEN & WHERE

- Proposals must be submitted via IonWave at <https://lauderhill.ionwave.net/>.
- Proposals must be signed in ink by an authorized officer of the proposing firm who is legally authorized to enter into a contractual relationship on behalf of the Proposer.
- Submission of the Proposal by the Proposer will be considered an Offer to perform the required services.

- Proposers certify that prices, terms, and conditions in their Proposal will be firm for a period of ninety (90) days from the bid opening date unless otherwise stated by the City.
- Proposals cannot be withdrawn before the expiration of ninety (90) days. After that period, withdrawals may only be made with written notification to the City.
- Prices must be firm with no escalator clauses unless specified by the City.

SECTION 6 - EVALUATION METHODOLOGY

Evaluation Criteria

A contract will be awarded to the Proposer whose proposal is judged by the City of Lauderhill to be in its best interest and whose proposal satisfies the overall project specifications and other factors, including but not limited to:

Evaluation Criteria	Max Points
Ability of Professional Personnel	25
Past Performance	20
Approach to Proposed Project	20
References and Evaluations	15
Price	20
Local Vendor	10
Total	110

Evaluation Methodology

Proposals will be evaluated and scored by the City's Evaluation Committee based on the following weighted criteria:

Evaluation Criteria	Max Points
Ability of Professional Personnel	25
Past Performance	20
Approach to Proposed Project	20
References and Performance Evaluations	15
Price	20
Local Lauderhill Business Preference	10
Total	110

1. Ability of Professional Personnel (Max Points: 25)

Proposers must describe the qualifications and relevant experience of the **Director of Coaching** and all key personnel likely to be assigned to this project. Submit the following:

- Organization chart and staffing plan showing assigned personnel roles and tenure with the firm.
- Resumes of the Director of Coaching and all key personnel.
- Qualifications and relevant experience of any proposed sub-consultants.

Director of Coaching – Minimum Qualifications:

- **Licensure:** USSF "C" License or equivalent (e.g., NSCAA or foreign license). Preferred: "B" License or higher.
- **Playing Experience:** College-level or equivalent.
- **Coaching Experience:**
 - Preferred: Prior experience as a Director of Coaching.
 - Minimum: 10 years of youth coaching experience OR 5 years as a Head Coach at the college or professional level.
- **Managerial Experience:** Minimum of 3 years managing or overseeing a youth soccer program or higher-level program (high school, college, or professional).

2. Past Performance (Max Points: 20)

Describe the firm's experience with projects of comparable nature, scope, complexity, and duration within the past five (5) years for the Prime and any proposed sub-consultants. Include:

- Project name
- Location
- Completion date (month/year)
- Firm's role and responsibilities
- Names and roles of key project personnel
- Challenges faced and how they were resolved
- References: name, title, organization, address, phone, and email

Note: Emphasis should be placed on projects related to **youth sports or soccer development**.

3. Approach to Proposed Project (Max Points: 20)

Describe your firm's overall approach to delivering the required services. Include the following:

- Program offerings (e.g., leagues, tournaments, camps, clinics).
- Hours of operation and staffing plan.
- Marketing and outreach strategy.
- Sample schedules or programming calendar.
- Curriculum or player development philosophy (if applicable).

4. References and Performance Evaluations (Max Points: 15)

Provide:

- At least three (3) references not tied to a specific project (e.g., league organizers, municipalities, parent organizations).
- Any available formal performance evaluations or scorecards from previous clients or governing bodies.

5. Price (Max Points: 20)

Submit a detailed cost proposal that includes:

- Hourly rates for all staff roles.
- Pricing models for proposed programs.
- Administrative fees or other costs.
- Cost-benefit explanation or justification.

6. Local Lauderhill Business Preference (Max Points: 10)

Proposers with an official business address within the City of Lauderhill at the time the RFP is released will receive up to **ten (10) preference points**.

SECTION 7 - SELECTION PROCEDURE

An Evaluation Committee appointed by the City of Lauderhill will be responsible for recommending the most qualified Proposers to the City Commission for selection. The Committee may request additional or clarifying information from any Proposer. The Committee may also, at its discretion, request oral presentations to further evaluate the qualifications of Proposers.

The City reserves the right to award the contract to one Proposer, split the award among multiple Proposers, or not make an award at all.

IMPORTANT: An award will only be deemed final when the agreement has been fully executed by both parties. Until then, the City reserves the right to revoke any award without penalty or obligation.

SECTION 8 - REJECTION CRITERIA

A proposal will be considered non-responsive if any of the following criteria exist (this list is not all-inclusive):

- Failure to submit the required documents or complete the necessary forms.
- Submission of a proposal after the due date and time.
- Failure to meet minimum qualifications as outlined in the RFP.
- Inaccurate or misleading information provided in the proposal.
- Non-compliance with the RFP terms and conditions.

All questions and instructions, including the questions in the Qualifications Package, have not been properly completed.

The instructions, order, and matrixes in the Proposal Package have not been properly followed.

The RFP response Package is found to have concealed or contained false and/or misleading information.

The City did not receive the RFP Package prior to the submittal deadline. Your firm is not licensed with the Florida Secretary of State to do business in Florida. **You must submit a State of Florida Certificate of Status for your firm.**

Executed Non-Collusive/and or Drug Free Workplace Affidavits are not submitted with the response.

The Proposal signature page and certification is not properly executed.

SECTION 9 - WAIVERS

The City in its sole discretion, reserves the right to reject any and all proposals, accept any proposal or any combination of proposals or waive any minor irregularity or technicality in proposals received and may, at its sole

discretion, request a re-proposal, when in its sole judgment, it will best serve public interest.

SECTION 10 - INSURANCE REQUIREMENTS

The Contractor shall furnish proof of insurance requirements as indicated below. The coverage is to remain in force at all times during the contract period. The following minimum insurance coverage is required. The City is to be added as an "additional insured" with relation to General Liability Insurance. This MUST be written in the description section of the insurance certificate, even if you have a check-off box on your insurance certificate. Any costs for adding the City as "additional insured" will be at the contractor's expense.

The City of Lauderhill shall be given notice 30 days prior to cancellation or modification of any stipulated insurance. The insurance provided will give 10 days' notice for non-payment of premium. The insurance provided shall be endorsed or amended to comply with this notice requirement. In the event that the insurer is unable to accommodate, it shall be the responsibility of the Contractor to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested and addressed to the Purchasing Division.

The Contractor's insurance must be provided by an A.M. Best's "A-" rated or better insurance company authorized to issue insurance policies in the State of Florida, subject to approval by the City's Risk Manager. Any exclusions or provisions in the insurance maintained by the contractor that precludes coverage for work contemplated in this RFP shall be deemed unacceptable, and shall be considered breach of contract.

Any firm performing work on behalf of the City of Lauderhill must provide Workers' Compensation insurance. Exceptions and exemptions can only be made if they are in accordance with Florida Statute. For additional information, contact the Department of Financial Services, Worker's Compensation Division at (850) 413-1601 or on the web at <http://www.fldfs.com>

Commercial General Liability Insurance
Covering premises-operations, products-completed operations, independent contractors and contractual liability.

Limits: Combined single limit bodily injury/property damage
\$1,000,000.

This coverage should include, but not limited to:

- a. Coverage for the liability assumed by the contractor under the indemnity provision of the contract.
- b. Coverage for Premises/Operations
- c. Personal and Advertising Injury Liability
- d. Products/Completed Operations
- e. Broad Form Contractual Liability

Covering all owned, hired, and non-owned automobile equipment, and other vehicles used by the successful Proposer in the performance of the work with the following limits of liability:

Limits: Combined single limit bodily injury/property damage
\$1,000,000

Professional Liability (Errors & Omissions)

Limits: \$2,000,000 per occurrence

This coverage should include, but not limited to:

- a. Coverage for the liability assumed by the contractor under the indemnity provision of the contract.
- b. Coverage for Premises/Operations
- c. Products/Completed Operations
- d. Broad Form Contractual Liability

Automobile Liability Insurance

Covering all owned, hired, and non-owned automobile equipment, and other vehicles used by the successful proposer in the performance of the work with the following limits of liability:

Limits: Bodily injury \$500,000 each person,
\$500,000 each occurrence
Property damage \$100,000 each occurrence

Professional Liability (Errors & Omissions)

Limits: \$2,000,000 per occurrence

A copy of ANY current Certificate of Insurance should be included with your proposal.

In the event that you are the successful proposer, you will be required to provide a certificate naming the City as an "additional insured" for General Liability.

Certificate holder should be addressed as follows:
City of Lauderhill
Finance Department
5581 West Oakland Park Blvd.
Lauderhill, FL 33311

SECTION 11 - GENERAL CONDITIONS

1. Licensing:

The Proposer (other than governmental agencies) must provide a copy of its occupational license with Broward County to verify that it is fully licensed and certified to perform the type of work in the State of Florida at the time of submittal of the RFP.

Not-for-Profit agencies must provide an IRS 501(c)(3) letter with their submittal.

2. Venue:

All contracts shall be governed by the laws of the State of Florida, and venue shall be in Broward County, Florida.

3. Expenses:

Neither the City nor its representatives shall be liable for any expenses incurred in connection with the preparation of a response to this RFP. All expenses in the preparation of this RFP are the sole responsibility of the Proposer. All submittals should be prepared to provide a straightforward and concise description of the respondent's qualifications and ability to meet the requirements of the RFP.

4. Interpretations:

All Proposers shall carefully examine the Proposal Documents. Any ambiguities or inconsistencies shall be brought to the attention of the City in writing prior to the opening of Proposals. Failure to do so will constitute acceptance of any subsequent decisions made by the City. Any questions regarding the intent, meaning, or interpretations of the Proposal Documents must be requested in writing and received by the City at least fourteen (14) days prior to the Proposal opening. Inquiries should be addressed to the Purchasing Manager.

Note: No person is authorized to provide oral interpretations or make oral changes to the Proposal. All clarifications or modifications will be issued in writing via Addenda to the proposal and provided to all

Proposers. Receipt of all addenda must be acknowledged by the Proposers in the designated section of the Proposal Form.

5. Public Entity Crimes:

Pursuant to F.S. 287.133, as amended:

A person or affiliate placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal on a contract to provide goods or services to a public entity, nor submit a proposal for construction or repair of a public building or public work, or on leases of real property to a public entity. They may not be awarded or perform work as a Contractor, Supplier, Subcontractor, or Consultant under any contract with a public entity and may not transact business with any public entity for a period of 36 months from the date of being placed on the convicted vendor list.

6. Assignment:

Any Purchase Order or Contract issued pursuant to this RFP and the funds that may become due hereunder are not assignable, in whole or in part.

7. Indemnification:

The Proposer agrees to protect, defend, indemnify, and hold harmless the City, its employees, representatives, and elected officials from any and all claims and liabilities, including all attorney's fees and court costs, arising from any negligence, recklessness, or intentional misconduct of the Proposer, its employees, or agents, in connection with this Agreement.

The Proposer will not be required to indemnify the City for actions resulting solely from the wrongful acts or omissions of the City or its representatives.

The Proposer agrees that 1% of the total compensation paid for the performance of this Agreement shall be the specific consideration for indemnifying the City.

8. Proposals to Remain Open:

All proposals shall remain open for the number of days specified in the special provisions or, if none, for ninety (90) days after the proposal opening. The City, at its discretion, may release any proposal prior to the expiration of this period.

9. Annual Appropriation:

Any contract issued is conditional upon the City appropriating funding to implement the contract.

10. Employees:

Employees of the Contractor shall be under the sole direction of the Contractor and not considered employees or agents of the City. The Contractor shall supply competent employees. The City reserves the right to require the Contractor to remove any employee or subcontractor deemed careless, incompetent, insubordinate, or otherwise objectionable at no additional cost to the

City or increase in contract price. The Contractor is responsible for the actions of its employees.

11. Additional Terms and Conditions:

No additional terms and conditions submitted with the proposal shall be considered or have any effect unless agreed to in writing by the City. The conditions in the Proposal Documents are the only ones applicable to the proposal, and the Proposer's authorized signature on the Proposal Form attests to this.

12. Deletion/Oversight/Misstatement:

Any deletion, oversight, or misstatement in the specifications does not release the Proposer from the responsibility of supplying complete and operational units, including all necessary appurtenances for unrestricted operation, as determined by the City.

13. Withdrawal of an Offer:

An Offer shall remain irrevocable unless withdrawn as per the procedure outlined below.

A proposal may only be withdrawn by written communication delivered to the Purchasing Office prior to the solicitation closing date and time. The Proposer must present certification proving they are authorized to act on behalf of the firm when such communication is made.

An Offer may also be withdrawn after 180 days from the Solicitation Closing Date and Time, prior to the recommendation for award, by submitting a written request to the Purchasing Office. The letter must be on the company letterhead, signed by an authorized agent, and include the reason for withdrawal.

SECTION 12 - SUBMITTAL PACKAGE

Proposers must submit this portion of the Request for Proposal as their Qualifications Package. Information must be presented in the exact order outlined below, with numbered tabs separating each section. Failure to follow this format may result in the proposal being deemed non-responsive.

TAB #1 - Proposer's Qualification Statement

Insert completed Attachment "A" - Proposer's Qualification Statement.

TAB #2 – Statement of Capabilities

Provide a narrative that explains why your firm is best qualified to deliver the required services. Highlight expertise in youth sports management, travel soccer programming, and community engagement.

TAB #3 – Proposal / Project Approach

1. Provide an outline of the project team, organizational structure, and roles of all key personnel.
2. Describe your methodology for managing the contract, including:
 - o Program administration and scheduling
 - o Player/parent communication processes
 - o Customer service and complaint resolution
 - o Training, supervision, and performance management of staff
 - o Any challenges encountered in similar projects and how they were resolved

TAB #4 – Relevant Experience

List at least the last five (5) comparable contracts completed by your firm. Include:

- o Client name, address, and phone number
- o Project manager and key staff assigned
- o Role of your firm (prime or subcontractor)
- o Description of services provided and outcomes
- o Challenges faced and resolutions
- o Contract start and end dates

TAB #5 – Scope of Work Response

Demonstrate your understanding of the City's Scope of Services. Provide strategies, quality controls, and program delivery methods that show your capability to successfully manage a youth travel soccer program.

TAB #6 – Cost Proposal

Insert completed Attachment "C" – Cost Schedule. Provide a detailed, itemized cost proposal, including program fees, staffing, and administrative costs.

TAB #7 – Personnel & Management

Provide resumes of key personnel, including the Director of Coaching, with required licenses and certifications. Include an organizational chart showing staffing and reporting structure.

TAB #8 – Required Attachments

Insert the following completed forms and documentation:

- Attachment "B" – Non-Collusive Affidavit
- Attachment "C" – Cost Schedule
- Attachment "D" – Drug-Free Workplace Certification
- Attachment "E" – Signature Page / Certification
- Attachment "F" – List of Subcontractors
- Attachment "G" – References / Verification Form
- Attachment "H" – Acknowledgement of Addenda
- Attachment "I" – Anti-Human Trafficking Affidavit
- Certificate of Insurance
- Applicable Licenses

ATTACHMENT A
PROPOSER'S QUALIFICATIONS STATEMENT

PROPOSER shall furnish the following information. Failure to comply with this requirement will render Bid non-responsive and shall cause its rejection. Additional sheets shall be attached as required.

PROPOSER'S Name and Principal Address:

FE COERFONTAINE FC LLC
3872 NW 87TH WAY
LOCAL SPRINGS, FL 33065.

Contact Person's Name and Title:

KEVIN CHEN

PROPOSER'S Telephone and Fax Number:

954-937-4271

PROPOSER'S Email:

KCHEN@COERFONTAINEFC.COM.

PROPOSER'S License Number:

39-2670429 / DL C500-501-83-083-0

(Please attach certificate of competency and/or state registration.)

PROPOSER'S Federal Identification Number: 39-2670429

Number of years your organization has been in business, in this type of work: 2

Names and titles of all officers, partners or individuals doing business under trade name:

KEVIN CHEN - PRESIDENT. PATRECEA TOMANON -
REGISTRAR. ANDREW SCOTT - SECRETARY. DR. BAMEDELE OLUPOWA
- HONORARY BOARD MEMBER. OMAR MCLARLEN - HONORARY BOARD MEMBER.
CONSTANTINE HATZIVASSILOU - HONORARY BOARD MEMBER.

The business is a: Sole Proprietorship Partnership
Corporation

Name, address, and telephone number of surety company and agent who will provide the required bonds on this contract:

NA.

Have you ever failed to complete work awarded to you. If so, when, where and why?

NO

Have you personally inspected the proposed WORK and do you have a complete plan for its performance?

YES

Will you subcontract any part of this WORK? If so, give details including a list of each sub-contractor(s) that will perform work in excess of ten percent (10%) of the contract amount and the work that will be performed by each subcontractor(s).

NO.

The foregoing list of subcontractor(s) may not be amended after award of the contract without the prior written approval of the Contract Administrator, whose approval shall not be reasonably withheld.

List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Proposer, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description the disposition of each such petition.

List and describe all successful Bond claims made to your surety (ies) during the last five (5) years. The list and descriptions should include claims against the bond of the Proposer and its predecessor organization(s).

NA.

List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Proposer or its predecessor organizations(s) during the last (5) years. The list shall include all case names; case, arbitration or hearing identification numbers; the name of the project over which the dispute arose; and a description of the subject matter of the dispute.

NONE.

List and describe all criminal proceedings or hearings concerning business related offenses in which the Proposer, its principals or officers or predecessor organization(s) were defendants.

NONE.

Has the Proposer, its principals, officers or predecessor organization(s) been CONVICTED OF a Public Entity Crime, debarred or suspended from bidding by any government during the last five (5) years? If so, provide details.

NONE.

The PROPOSER acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by CITY in awarding the contract and such information is warranted by PROPOSER to be true. The discovery of any omission or misstatement that materially affects the PROPOSER'S qualifications to perform under the contract shall cause the CITY to reject the Bid, and if after the award, to cancel and terminate the award and/or contract.

KEVIN CHEN

By

Kevin Chen
(Signature)

**ATTACHMENT B
NON-COLLUSIVE AFFIDAVIT**

STATE OF Florida

COUNTY OF Broward

Kevin Chin being first duly sworn deposes and says that:

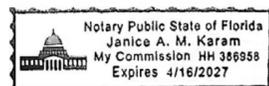
BIDDER is owner and executive director, BIDDER is fully informed, respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham Bid;

Neither the said BIDDER nor any of its officers, partners, owners, agents, representative, employees or parties in interest, including this affidavit, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other BIDDER, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communications, or conference with any BIDDER, firm, or person to fix the price or prices in the attached Bid or any other BIDDER, or to fix any overhead, profit, or cost element of the Bid Price or the Bid Price of any other BIDDER, or to secure through any collusion conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract; The price of items quoted in the attached Bid are fair and proper and are not tainted by collusion, conspiracy, connivance, or unlawful agreement on the part of the BIDDER or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

By Kevin Chin
Subscribed and sworn to before me this 20th day of October, 2025.

Notary Public (Signature) Janice A. M. Karam
My Commission Expires: 4-16-2027



**ATTACHMENT C
COST SCHEDULE**

**ATTACHMENT D
CONFIRMATION OF DRUG-FREE WORKPLACE**

In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibitions.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or Contractual services that are under Bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employee that, as a condition of working on the commodities or Contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any State, for a violation occurring in the workplace no later than five (5) days after the conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

A signed copy of your Drug-Free Workplace Policy must be attached to this signed copy and submitted with the Bid Documents.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Kevin Chin
Vendor's Signature

ATTACHMENT E
SIGNATURE PAGE

The undersigned attests to his (her, their) authority to submit this Submittal and to bind the firm(s) herein named to perform as per agreement. Further, by signature, the undersigned attests to the following:

1. The Proposer is financially solvent and sufficiently experienced and competent to perform all of the work required of the Proposer in the Contract;
2. The facts stated in the Proposer's response pursuant to Request for Submittals, instructions to Proposer and Specifications are true and correct in all respects;
3. The Proposer has read and complied with, and submits their proposal agreeing to all of the requirements, terms and conditions as set forth in the Request for Proposals.
4. The Proposer warrants all materials supplied by it are delivered to the CITY of Lauderhill, Florida, free from any security interest, and other lien, and that the Proposer is a lawful owner having the right to supply the same and will defend the conveyance to the CITY of Lauderhill, Florida, against all persons claiming the whole or any part thereof.
5. Proposer understands that if a team is short listed and selected to make oral presentations to the selection committee and/or CITY, only the team members evaluated in the written submissions may present at the oral presentations. Any changes to the team at the oral presentations will result in that team's disqualification.
6. The undersigned certifies that if the firm is selected by the City the firm will negotiate in good faith to establish an agreement.
7. Proposer understands that all information listed above may be checked by the City of Lauderhill and Proposer authorizes all entities or persons listed above to answer all questions. Proposer hereby indemnifies the City of Lauderhill and the persons and entities listed above and holds them harmless from any claim arising from such authorization or the exercise thereof, including the dissemination of information pursuant thereto.

Submitted on this 20TH day of OCTOBER, 2025
(If an individual, partnership, or non-incorporated organization)

Witness Andrew Scott Company COBERTMONTAINE FC LLC
Printed Secretary, Business Operations By KEVIN CHEN, EXECUTIVE DIRECTOR.
Title Manager Printed Name, Title

(If a corporation, affix seal) _____
Company _____
By _____
Printed Name, Title _____
Attested by Secretary _____
Printed Name, Title _____
Incorporated under the laws of the State of Florida.

CERTIFICATE
(For Partnership)

I HEREBY CERTIFY that a meeting of the partners of _____, a Partnership under the laws of the State of _____ held on _____, 20____, the following resolution was duly passed and adopted:

"RESOLVED, that _____ as _____ of the Partnership, is hereby authorized to execute the Bid Form dated _____, 20____, between the City of Lauderhill, Florida, and this Partnership, and that the execution thereof, attested by the _____ of the Partnership be the official act and deed of this Partnership."

I further certify that said resolution is now in full force and effect.

By _____
Attested by Secretary Andrew Scott Printed Name,
Title _____
Incorporated under the laws of the State of Florida
CERTIFICATE
(For Partnership)
I HEREBY CERTIFY that a meeting of the partners of _____, a Partnership under the laws of the State of _____ held on _____, 20____, the following resolution was duly passed and adopted:
"RESOLVED, that _____ as _____ of the Partnership, is hereby authorized to execute the Bid Form dated _____, 20____, between the City of Lauderhill, Florida, and this Partnership, and that the execution thereof, attested by the _____ of the Partnership be the official act and deed of this Partnership."
I further certify that said resolution is now in full force and effect.
IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____, 20____.

(Signature) _____

(Title) _____
STATE OF FLORIDA
COUNTY OF _____
Sworn to and subscribed before me on this ____ day of _____, 20____ by who is personally known to me or who has presented the following type of identification: .

Signature of Notary Public, State of Florida

Notary seal (stamped in black ink)
OR
Printed, typed or stamped name of Notary and Commission Number
CERTIFICATE
(For Corporation)
I HEREBY CERTIFY that a meeting of the Board of Directors of COBERTMONTAINE FC LLC, a corporation under the laws of the State of _____

FLORIDA held on 20th OCTOBER, 2025, the following resolution was duly passed and adopted:

"RESOLVED, that KEVIN CHID, as EXECUTIVE DIR. PRESIDENT of the Corporation, is hereby authorized to execute the Bid Form dated 25th OCTOBER, 2025, between the City of Lauderhill, Florida, and this Corporation, and that the execution thereof, attested by the Secretary of the Corporation and with corporate seal affixed, shall be the official act and deed of this Corporation".

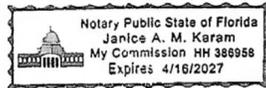
I further certify that said resolution is now in full force and effect. IN WITNESS WHEREOF, I have hereunto set my hand this 20th day of OCTOBER, 2025.

Kevin Chid
Secretary ~~TO~~ PRESIDENT / EXECUTIVE DIRECTOR

STATE OF FLORIDA
COUNTY OF BROWARD

Sworn to and subscribed before me on this 20th day of OCTOBER, 2025 by who is personally known to me or who has presented the following type of identification: FL DL C500-SS1-83-083-0

Janice A.M. Karam
Signature of Notary Public, State of Florida



Notary seal (stamped in black ink)
OR

Printed, typed or stamped name of Notary and Commission Number
JANICE A.M. KARAM
#11 386958
Exp. 4.16.2027

**ATTACHMENT F
LIST OF SUBCONTRACTORS**

The Proposal shall list below the names and business address of each subcontractor who will perform Work under this Proposal in excess of one-half of one percent of the Contractor's Total Proposal Price, and shall also list the portion of the Work that will be done by such subcontractor. The listing of more than one subcontractor for each item of Work to be performed with the words "and/or" will not be permitted. Failure to comply with this requirement will render the Proposal as non-responsive and may cause its rejection.

Work to Be Performed	% Total Contract	Contractor License No. if Applicable	Subcontractor Name/Address
<u>NONE</u>			<u>NONE</u>

**ATTACHMENT H
ACKNOWLEDGEMENT OF ADDENDUM**

RFP 2025-055
TITLE YOUTH TRAVEL SOCCER PROGRAM

Acknowledgement is hereby made of the following Addenda received since issuance of Specifications:

Addendum No. NA -Dated _____

Addendum No. NA -Dated _____

Addendum No. NA -Dated _____

Name of Vendor's Service Contact:
COERFONTAINE FL LLC

Address: 3872 NW 89TH WAY, CORAL SPRINGS, FL 33065

Signature Kevin Chid Date 10/20/2025

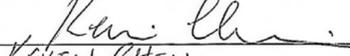
This page must be submitted with RFP. Failure to provide the requested documents may result in your proposal being deemed Non-Responsive.

**ATTACHMENT I - AFFIDAVIT OF COMPLIANCE WITH ANTI-HUMAN
TRAFFICKING LAWS**

Pursuant to Section 787.06(13) of the Florida Statutes, the undersigned, on behalf of Entity, hereby affirms under penalty of perjury the following:

1. Entity does not engage in the use of coercion for labor or services as defined in Section 787.06, Florida Statutes, relating to "Human Trafficking."
2. The undersigned is duly authorized to execute this affidavit on behalf of the Entity, and affirms that the statements made herein are true and correct under penalty of perjury.

Dated this 20TH day of OCTOBER, 2025.

Signed: 

Name: KEVIN CHEN

Title: EXECUTIVE DIRECTOR / PRESIDENT

Entity: COCK FOUNTAIN PC LLC

CONCLUSION



We thank you for your time and look forward to discussing next steps

**Electronic Articles of Organization
For
Florida Limited Liability Company**

L25000260675
FILED 8:00 AM
June 03, 2025
Sec. Of State
mhhitchcock

Article I

The name of the Limited Liability Company is:
COERFONTAINE FC LLC

Article II

The street address of the principal office of the Limited Liability Company is:
3872 NW 87TH WAY
CORAL SPRINGS, FL 33065-2075
CORAL SPRINGS, FL. US 33065

The mailing address of the Limited Liability Company is:
3872 NW 87TH WAY
CORAL SPRINGS, FL 33065-2075
CORAL SPRINGS, FL. US 33065

Article III

The name and Florida street address of the registered agent is:
KEVIN A CHIN
3872 NW 87TH WAY
CORAL SPRINGS, FL 33065-2075
CORAL SPRINGS, FL. 33065

Having been named as registered agent and to accept service of process for the above stated limited liability company at the place designated in this certificate, I hereby accept the appointment as registered agent and agree to act in this capacity. I further agree to comply with the provisions of all statutes relating to the proper and complete performance of my duties, and I am familiar with and accept the obligations of my position as registered agent.

Registered Agent Signature: KEVIN CHIN

Article IV

The name and address of person(s) authorized to manage LLC:

Title: EXEC
KEVIN CHIN
3872 NW 87TH WAY
CORAL SPRINGS, FL. 33065 UN

L25000260675
FILED 8:00 AM
June 03, 2025
Sec. Of State
mhhitchcock

Article V

The effective date for this Limited Liability Company shall be:

06/03/2025

Signature of member or an authorized representative

Electronic Signature: KEVIN CHIN

I am the member or authorized representative submitting these Articles of Organization and affirm that the facts stated herein are true. I am aware that false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s.817.155, F.S. I understand the requirement to file an annual report between January 1st and May 1st in the calendar year following formation of the LLC and every year thereafter to maintain "active" status.

Date of this notice: 06-13-2025

Employer Identification Number:
39-2670429

Form: SS-4

Number of this notice: CP 575 G

COERFONTAINE FC LLC
KEVIN A CHIN SOLE MBR
3872 NW 87TH WAY
CORAL SPRINGS, FL 33065

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 39-2670429. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Taxpayers request an EIN for their business. Some taxpayers receive CP575 notices when another person has stolen their identity and are opening a business using their information. If you did **not** apply for this EIN, please contact us at the phone number or address listed on the top of this notice.

When filing tax documents, making payments, or replying to any related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

A limited liability company (LLC) may file Form 8832, *Entity Classification Election*, and elect to be classified as an association taxable as a corporation. If the LLC is eligible to be treated as a corporation that meets certain tests and it will be electing S corporation status, it must timely file Form 2553, *Election by a Small Business Corporation*. The LLC will be treated as a corporation as of the effective date of the S corporation election and does not need to file Form 8832.

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at www.irs.gov. If you do not have access to the Internet, call 1-800-829-3676 (TTY/TDD 1-800-829-4059) or visit your local IRS office.



I understand this form is due by July 17th, 2025, and that ALL BOARD MEMBERS HAVE FULFILLED ALL RISK MANAGEMENT REQUIREMENTS before this date.

By check-marking this box, we agree TO FOLLOW ALL FEDERAL SAFESPORT MANDATES, including MANDATORY REPORTING to FYSA, the US Center for SafeSport, and local law enforcement.

By application this affiliate agrees to follow all of the rules of FYSA, US Youth, USSF and FIFA.*

I understand that most communication will be electronic and that it is imperative the Affiliate AOR, Treasurer, Registrar, President, and Referee Assignor, plus any administrators, are listed accurately in the GotSport account of the affiliate.

All affiliates are responsible to ensure that all administrative officers/BOD/personnel, and affiliated coaches, complete FYSA Risk Management.

Pass distribution will be solely the responsibility of the affiliate. Failure to do so may result in a temporary suspension of the affiliate's ability to use the online registration system.

All electronic transactions, such as initial registrations, releases, transfers, etc. are based upon the affiliate's having in its possession the written request from the parent or guardian of the player involved. The affiliate agrees to provide the original copy of the parent or guardian's written request, or any other requested document, to the FYSA office immediately upon request. All documents requested by the FYSA office must be received within 2 business days, or the transactions are subject to reversal, regardless of the consequences to any team or competition.

I understand that ALL players (Competitive, Recreation, In-House Recreation and TOPs must be registered to FYSA. Per Rule 102.1.3, as follows: 102.1 Affiliate Membership requires an application to be submitted by every Affiliate, full, recreational, or associate, annually for review and approval. By application for affiliation with FYSA, each applicant hereby agrees: 3. It is the intent of the organization by application that if granted affiliation, the member will register 100% of all players, coaches, administrators, and volunteers (who will have direct interface with its players) each year with FYSA.

For all players registered with FYSA, the affiliate will maintain on file, for a minimum of 2 years, a copy of the FYSA registration form signed by a parent or legal guardian. In the event the affiliate wishes to use an alternative document for registration, permission must be obtained from the FYSA Registrar, each season, prior to using the form. Affiliates may use an FYSA compliant online vendor, in which case the paper form is not required. However, it is the affiliate's responsibility to ensure that the online vendor uses the FYSA waiver in all registrations.

Affiliates are responsible for validating the player's DOB with the parents and the player, and must view the original birth certificate or passport. The name must be formatted exactly as presented on the age verification document.

Club Staff

The following staff must have fulfilled our risk management requirements: approved **Background Check, SafeSport, and Heads Up training** before your affiliation will be approved by the FYSA Board of Directors.

Users need to have a Title within their Role in your organization.

If the person does not show in the dropdown menus when filling out the Affiliation Form, it means they either:

1. Do not have a GotSport account linked to your Organization
 2. Do not have a Title attached to their GotSport account linked to your Organization
-

Agent of Record

Patricia Tomanon - Agent of record
patriciatomanon@gmail.com
R/M Status Expired

President

Kevin Chin - President
tekkerzperformancetraining@gmail.com
R/M Status Expired

Treasurer

Andrew Scott - Treasurer
coachdrewbball@gmail.com
R/M Status Approved

Registrar

Patricia Tomanon - Registrar
patriciatomanon@gmail.com
R/M Status Expired

Optional Agents:

You can have up to two (2) Agents Listed, one **must** be your President. Agents **must** appear under your Administrative Staff List as agents, not AOR's.

Agent #1 (President) Name:

Kevin Chin - President
tekkerzperformancetraining@gmail.com
R/M Status Expired

Agent #2 Name:

-

R/M Status N/A

Certified Referee Assignor

Gregory Kito - Referee Assignor
gkito72@gmail.com
R/M Status Expired

I certify our Referee Assignor is registered with FLSRC, Florida State Soccer Referee Committee, as a Certified Assignor.

Do you have a TOPs program?

No

If yes, who is your TOPs Representative?

-

R/M Status N/A

Rule 211.3:

Playing up (above a player's normal age group):

It is FYSA's policy that all players compete at a level they are capable of both physically and developmentally.

(1) Players up to 8U recreational age groups will be allowed to roster up two (2) years, provided they have parent permission and are approved by the Club Board of Directors. Players rostered to an 8U competitive team will be allowed to roster up to one (1) year.

(2) Players in the 9U to 14U age groups will be allowed to roster up to two (2) years

(3) Players in the 15U and older age groups will be allowed to roster up to any older age groups.

There will not be an approval process in place and no exceptions to the above guidelines will be granted. Roster rules will be set in FYSA's registration system to permit clubs to roster players that meet these guidelines. Failure to obtain proper permissions may result in the player being removed from the team's roster and sanctions against the team/club.

We agree to abide by Rule 211.3 outlined above.

Rule 206.3:

FYSA recognizes two types of team genders, girls and boys. Team gender is determined by the following: A. Teams with females only are girls' teams. B. All other teams are boys' teams.

We agree to build our teams as outlined in Rule 206.3 outlined above

ALL FIELDS USED MUST BE LISTED IN ORDER TO OBTAIN A CERTIFICATE OF LIABILITY. Approved and declared fields are available in the following drop-downs. If you do not see your fields available, add them to your organization in your GotSport account ([click here](#) for directions).

Home Field Declaration

Primary Field: Is your original affiliation designated field and cannot be changed without FYSA BOD approval.

Rule 101.9 Organizations may apply to FYSA for affiliation as either an affiliate or an associate affiliate as defined in Bylaw 1.3.1. 1. A full affiliate shall be restricted to a limited location(s) and field(s) that shall be defined in the application to FYSA. Any change to the location(s) and field(s) must be approved by FYSA's BOD. A full affiliate may also sanction recreational play and tournaments within the scope of their affiliation.

Secondary Fields: Per by law 104.3, all fields used by the affiliate for games, practices or training must be declared annually.

Secondary Field 1

Miramar Regional Park
16801 Miramar Parkway , Miramar, FL

Secondary Field 2

, ,

Secondary Field 3

, ,

Secondary Field 4

, ,

Secondary Field 5

, ,

Secondary Field 6

, ,

Secondary Field 7

, ,

Secondary Field 8

Affiliation Payment

Please enter your credit card information to authorize FYSA to charge the \$135.00 to process your renewal of your Re-Affiliation. Thank you!

FYSA Notes:

Treasurer needs RM



Jacqui Cannon - Member
Services & Registration
Specialist



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/20/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Hamrick Group P&C LLC DBA Coastal Wealth Ins 259 John Knox Rd Tallahassee FL 32303		CONTACT NAME: Rob Mullinax PHONE (A/C, No, Ext): (850) 294-5018 E-MAIL ADDRESS: rob@coastalwealthinsurance.com FAX (A/C, No):	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Philadelphia Insurance Company	NAIC # 18058
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	
INSURED Coerfontaine FC LLC 3872 NW 87th Way Coral Springs FL 33065			

COVERAGES

CERTIFICATE NUMBER: 25-26 Master

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			PHPK2725790-000	10/17/2025	10/17/2026	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
	<input checked="" type="checkbox"/> SEXUAL ABUSE / MOLESTATION						MED EXP (Any one person)	\$ 0
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						PERSONAL & ADV INJURY	\$ 1,000,000
	AUTOMOBILE LIABILITY						GENERAL AGGREGATE	\$ 3,000,000
	<input type="checkbox"/> ANY AUTO						PRODUCTS - COMP/OP AGG	\$ 3,000,000
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS					Sexual Abuse/Molestati	\$ 1,000,000
	<input type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> UMBRELLA LIAB	<input type="checkbox"/> OCCUR					BODILY INJURY (Per person)	\$
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					BODILY INJURY (Per accident)	\$
	DED	RETENTION \$					PROPERTY DAMAGE (Per accident)	\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY							\$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> N/A				PER STATUTE	OTH-ER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT	\$
A	Accident Insurance			PHPA166665-000	10/17/2025	10/17/2026	E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
							Medical Expense	\$25,000
							AD and D	\$50,000
							Accident Paralysis	\$50,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

U.S. SOCCER



NATIONAL C COACHING LICENSE

IS HEREBY GRANTED TO

Felipe Rios

Date Issued: Dec 08, 2025

A handwritten signature in black ink, appearing to read 'Didier Chambaron', written over a horizontal line.

DIDIER CHAMBARON | DIRECTOR OF COACHING EDUCATION

A handwritten signature in black ink, appearing to read 'Cindy Parlow Cone', written over a horizontal line.

CINDY PARLOW CONE | PRESIDENT

A handwritten signature in black ink, appearing to read 'JT Batson', written over a horizontal line.

JT BATSON | CEO / SECRETARY GENERAL

MEMBER OF **FIFA**





Youth Travel Soccer Program

**REQUEST FOR PROPOSALS
RFP NO.: 2025-055**

Visit us online at:
www.laudershill-fl.gov
<https://laudershill.ionwave.net/>

Proposal Opens: October 20, 2025

Date Issued: September 28, 2025

REQUEST FOR PROPOSALS

NOTICE IS HEREBY GIVEN that the City of Lauderhill is seeking proposals for the following work as detailed:

RFP NUMBER: 2025-055 Youth Travel Soccer Program

The City of Lauderhill will accept sealed proposals until **1:45 P.M. EST, October 20, 2025**, via IonWave at <https://lauderhill.ionwave.net/>. Proposals received after 1:45 P.M. will not be considered.

The intent of this solicitation is to secure a qualified and experienced contractor to design, promote, administer, and operate comprehensive Youth Travel Soccer Programs and Activities for the City of Lauderhill. The selected contractor will be responsible for delivering year-round, structured soccer programming for youth ages U8–U19, ensuring accessibility, fairness, and compliance with all applicable regulations. This will be a three-year agreement with two one-year renewal options.

The full Statement of Work is available on and after **September 28, 2025**, on IonWave <https://lauderhill.ionwave.net/>. Vendors who obtain solicitation documents from sources other than IonWave are advised that their solicitation package may be incomplete. All addendums will be posted and distributed via IonWave by the Finance/Purchasing Department.

Questions regarding this RFP may be submitted via the IonWave question tab. The final date for questions will be ten (10) days before the proposal due date. Questions received after this date will not be answered.

All proposers must register with the City online at www.colvender.com.

Proposers agree to extend identical pricing, terms, and goods to other governmental entities. Any agency wishing to utilize these services will enter into a separate contract with the successful proposer for its specific requirements.

The Public Entity Crimes Affidavit, Foreign Entity Laws Affidavit, and the Anti-Human Trafficking Affidavit must be completed and submitted as part of the proposal.

In accordance with **Section 287.05701, Florida Statutes**, the City of Lauderhill will not consider or request documentation related to a vendor's social, political, or ideological interests when determining vendor responsibility.

The City Commission of the City of Lauderhill reserves the right to reject any and all proposals, waive informalities or irregularities, and accept or reject any part of a proposal in the best interest of the citizens of Lauderhill. The successful bidder will be required to enter into a contract with the City.

CITY OF LAUDERHILL

SWilliams

Stacian Williams
City of Lauderhill
5581 W. Oakland Park Blvd
Lauderhill, FL 33313

Advertised Dates: September 28, 2025 and October 5, 2025

Table of Contents

Item	Description
Section 1	Definitions
Section 2	Scope of Services
Section 3	Term
Section 4	Inquiries
Section 5	Submittal Information: How, When & Where
Section 6	Evaluation Methodology
Section 7	Selection
Section 8	Rejection Criteria
Section 9	Waivers
Section 10	Insurance Requirement
Section 11	General Conditions
Section 12	Submittal Package

Attachments:

Attachment	Description
A	Proposer's Qualification Statement
B	Non-Collusive Affidavit
C	Cost Schedule
D	Drug-Free Workplace
E	Signature Page/Certification
F	List of Subcontractors
G	References/Verification Form
H	Acknowledgement of Addendum
I	Anti-Human Trafficking Affidavit

STATEMENT OF NON-PARTICIPATION
RFP NO.: 2025-055
Youth Travel Soccer Program

Note: If you do not intend to submit a bid/proposal for this item/service, please complete this form and attach it to IonWave.

We/I do not wish to participate in this proposal for the following reason (please check one):

- Specifications Proprietary
 - Cannot Supply at This Time
 - We Do Not Carry This Item
 - We Do Not Provide This Service
 - Unable to Meet Specifications
 - Unable to Meet Bond Requirements
 - Other: _____
-

Please keep us on your bid list for future projects:

- Yes
 - No
-

Signature: _____
Name of Company: _____
Address: _____

SECTION 1 – DEFINITIONS

Whenever the following terms appear in the Proposal, the intent and meaning shall be interpreted as follows:

1.1 **City:** The City of Lauderhill, Florida.

1.2 **Contract:** The written agreement for the performance of the Scope of Work entered into between the City and the successful Proposer.

1.3 **Contract Administrator:** The Purchasing and Contracts Manager, or any employee expressly designated in writing by the City Manager, who is the representative of the City concerning the Contract Documents.

1.4 **Evaluation/Selection Committee:** City staff and/or outside consultants assigned to evaluate the submitted proposals.

1.5 **Proposer:** Any individual, firm, or corporation submitting a proposal for this project, acting directly or through a duly authorized representative. For the purpose of this Agreement, Proposer shall be synonymous with Bidder.

1.6 **Proposal:** Any term used interchangeably with "Bid," retaining the same meaning.

1.7 **Purchasing Office:** The Purchasing Division, Department of Finance, City of Lauderhill.

1.8 **Provider, Bidder, Contractor, Successful Proposer, Vendor, or Consultant:** The Proposer receiving an award as a result of this Request for Proposal. These terms may be used interchangeably while retaining the same meaning.

1.9 **Qualifications/Proposal:** Any offer(s) submitted in response to this Request for Proposal.

1.10 **Request for Proposal (RFP) or Proposal:** This Request for Proposal, including all Exhibits, Attachments, and any addenda or change orders issued by the Purchasing Division.

1.11 **Subcontractor/Subconsultant:** Any person, firm, entity, or organization other than the employees of the successful Proposer who contracts with the Proposer to furnish labor or labor and materials in connection with the Work or Services.

1.12 Work, Services, Program, Project, or Engagement: All tasks required to be performed by the successful Proposer in accordance with the Scope of Work and the Terms and Conditions of this RFP.

1.13 Piggybacking: An agreement that allows the City to use the contract of another governmental entity with a specific vendor, ensuring that the City's standard contractual requirements are incorporated.

1.14 Local Vendor Bids: This bid is reserved for participation by local vendors in accordance with the City of Lauderhill Code. A vendor can receive no more than three set-aside bid award contracts in a fiscal year. Vendors who have received at least one local vendor bid award contract in each of three consecutive fiscal years will not be eligible to participate in local vendor bids for the following fiscal year. If the bid prices from local vendors are not economically competitive, the procurement may be canceled.

SECTION 2 – SCOPE OF SERVICES

Marketing, Promotion & Registration

- Design, advertise, and administer team tryouts annually.
- Provide the City with promotional materials including flyers, brochures, and banners. All materials must be pre-approved by the City prior to distribution.
- Provide a comprehensive, itemized rate schedule indicating all participant fees. Rates must be reviewed and approved by the City prior to publication or collection.
- Maintain an online registration system accessible to the City, including registration with SFUYSA, FYSA, USYS, GOTSOCER, or other applicable bodies.
- Provide the City, at the close of registration, with a complete participant roster, including signed City-approved release forms and liability waivers.
- Provide documentation demonstrating that programs are open to the public and fees are consistently and fairly applied.

Program Delivery & Operations

- Provide structured soccer programming for U8-U19 age groups, including practice and league/tournament play.
- Ensure programming is scheduled and delivered a minimum of 4 days per week, year-round.
- Coordinate participation in local, state, and national leagues and tournaments (e.g., SFUYSA, FLUGSA, FYSA).
- Provide all scheduling and planning needed to ensure smooth operation of the program.
- Offer at least 10 need-based travel soccer scholarships annually to City of Lauderhill residents.

- Coordinate with the City on field usage schedules and facility access.

Staffing & Training

- Recruit, train, and supervise all coaching staff, administrators, and assistants.
- Ensure a minimum adult-to-child supervision ratio of 1:12 for all activities (practices, games, and travel).
- Conduct age-specific coaches' clinics annually.
- Provide qualified personnel for all program activities, including certified coaches and administrative staff.
- Ensure all staff complete background checks as required by FYSA and the City of Lauderhill.

Equipment & Safety

- Provide all equipment and supplies necessary to operate the program, including soccer balls, cones, pinnies, uniforms, and practice gear.
- Submit and implement a written Emergency Action Plan (EAP) for inclement weather, injuries, missing children, illnesses, and other emergencies.
- Carry and maintain general liability insurance, including participant accident coverage, naming the City as an additional insured.

Customer Service & Complaints

- Handle all customer inquiries and complaints in accordance with City protocol.
- Maintain a professional, responsive customer service process and provide documentation of resolution for all complaints when requested.

Financial & Compliance Reporting

- Pay for all associated personnel costs including instructors, officials, coaches, and assistants.
- Provide the City with quarterly bank statements and any other records as requested to ensure transparency of program finances.
- Secure and compensate any personnel required for safe and effective program delivery.
- Cooperate with any audits, reviews, or evaluations conducted by the City.
- Participate in performance evaluations or participant satisfaction surveys as required by the City.

Legal & Administrative Requirements

- Comply with all federal, state, and local laws, including non-discrimination, child safety, and employment regulations.
- Maintain and provide proof of insurance, permits, and licenses necessary to operate.
- The City reserves the right to terminate the agreement if the Contractor fails to fulfill the obligations outlined in this Scope of Work.

SECTION 3 – TERM

The City anticipates awarding a three (3) year contract, with the option for two (2) additional one-year renewals, to the contractor who submits the best overall proposal based on the City's evaluation criteria outlined in Section 7. The City reserves the right, at its sole discretion, to award or not award a contract for these services. Failure to meet deadlines or satisfactorily complete work may result in termination of any future obligations of the City to the contractor.

In the event the services are scheduled to end due to contract expiration, the contractor shall continue services upon the City's request, as authorized by the awarding authority. The extension period shall not exceed ninety (90) days beyond the existing contract's expiration date. Compensation during the extension period will be at the current rate in effect when the extension is invoked.

SECTION 4 - INQUIRIES/AVAILABILITY

Inquiries concerning Proposal Submittals should be made in writing via IonWave.

Solicitation documents may be obtained by downloading them from IonWave at <https://lauderhill.ionwave.net/>.

IMPORTANT: Contact with personnel of the City of Lauderhill, other than the Purchasing Manager or designated representative, regarding this Request for Proposals (RFP) may result in the proposer being eliminated from the selection process.

SECTION 5 - SUBMITTAL INFORMATION: HOW, WHEN & WHERE

- Proposals must be submitted via IonWave at <https://lauderhill.ionwave.net/>.
- Proposals must be signed in ink by an authorized officer of the proposing firm who is legally authorized to enter into a contractual relationship on behalf of the Proposer.
- Submission of the Proposal by the Proposer will be considered an Offer to perform the required services.

- Proposers certify that prices, terms, and conditions in their Proposal will be firm for a period of ninety (90) days from the bid opening date unless otherwise stated by the City.
 - Proposals cannot be withdrawn before the expiration of ninety (90) days. After that period, withdrawals may only be made with written notification to the City.
 - Prices must be firm with no escalator clauses unless specified by the City.
-

SECTION 6 - EVALUATION METHODOLOGY

Evaluation Criteria

A contract will be awarded to the Proposer whose proposal is judged by the City of Lauderhill to be in its best interest and whose proposal satisfies the overall project specifications and other factors, including but not limited to:

Evaluation Criteria	Max Points
Ability of Professional Personnel	25
Past Performance	20
Approach to Proposed Project	20
References and Evaluations	15
Price	20
Local Vendor	10
Total	110

Evaluation Methodology

Proposals will be evaluated and scored by the City's Evaluation Committee based on the following weighted criteria:

Evaluation Criteria	Max Points
Ability of Professional Personnel	25
Past Performance	20
Approach to Proposed Project	20
References and Performance Evaluations	15
Price	20
Local Lauderhill Business Preference	10
Total	110

1. Ability of Professional Personnel (Max Points: 25)

Proposers must describe the qualifications and relevant experience of the **Director of Coaching** and all key personnel likely to be assigned to this project. Submit the following:

- Organization chart and staffing plan showing assigned personnel roles and tenure with the firm.
- Resumes of the Director of Coaching and all key personnel.
- Qualifications and relevant experience of any proposed sub-consultants.

Director of Coaching – Minimum Qualifications:

- **Licensure:** USSF "C" License or equivalent (e.g., NSCAA or foreign license). Preferred: "B" License or higher.
- **Playing Experience:** College-level or equivalent.
- **Coaching Experience:**
 - Preferred: Prior experience as a Director of Coaching.
 - Minimum: 10 years of youth coaching experience OR 5 years as a Head Coach at the college or professional level.
- **Managerial Experience:** Minimum of 3 years managing or overseeing a youth soccer program or higher-level program (high school, college, or professional).

2. Past Performance (Max Points: 20)

Describe the firm's experience with projects of comparable nature, scope, complexity, and duration within the past five (5) years for the Prime and any proposed sub-consultants. Include:

- Project name
- Location
- Completion date (month/year)
- Firm's role and responsibilities
- Names and roles of key project personnel
- Challenges faced and how they were resolved
- References: name, title, organization, address, phone, and email

Note: Emphasis should be placed on projects related to **youth sports or soccer development**.

3. Approach to Proposed Project (Max Points: 20)

Describe your firm's overall approach to delivering the required services. Include the following:

- Program offerings (e.g., leagues, tournaments, camps, clinics).
- Hours of operation and staffing plan.
- Marketing and outreach strategy.
- Sample schedules or programming calendar.
- Curriculum or player development philosophy (if applicable).

4. References and Performance Evaluations (Max Points: 15)

Provide:

- At least three (3) references not tied to a specific project (e.g., league organizers, municipalities, parent organizations).
- Any available formal performance evaluations or scorecards from previous clients or governing bodies.

5. Price (Max Points: 20)

Submit a detailed cost proposal that includes:

- Hourly rates for all staff roles.
- Pricing models for proposed programs.
- Administrative fees or other costs.
- Cost-benefit explanation or justification.

6. Local Lauderhill Business Preference (Max Points: 10)

Proposers with an official business address within the City of Lauderhill at the time the RFP is released will receive up to **ten (10) preference points**.

SECTION 7 - SELECTION PROCEDURE

An Evaluation Committee appointed by the City of Lauderhill will be responsible for recommending the most qualified Proposers to the City Commission for selection. The Committee may request additional or clarifying information from any Proposer. The Committee may also, at its discretion, request oral presentations to further evaluate the qualifications of Proposers.

The City reserves the right to award the contract to one Proposer, split the award among multiple Proposers, or not make an award at all.

IMPORTANT: An award will only be deemed final when the agreement has been fully executed by both parties. Until then, the City reserves the right to revoke any award without penalty or obligation.

SECTION 8 - REJECTION CRITERIA

A proposal will be considered non-responsive if any of the following criteria exist (this list is not all-inclusive):

- Failure to submit the required documents or complete the necessary forms.
- Submission of a proposal after the due date and time.
- Failure to meet minimum qualifications as outlined in the RFP.
- Inaccurate or misleading information provided in the proposal.
- Non-compliance with the RFP terms and conditions.

All questions and instructions, including the questions in the Qualifications Package, have not been properly completed.

The instructions, order, and matrixes in the Proposal Package have not been properly followed.

The RFP response Package is found to have concealed or contained false and/or misleading information.

The City did not receive the RFP Package prior to the submittal deadline. Your firm is not licensed with the Florida Secretary of State to do business in Florida. **You must submit a State of Florida Certificate of Status for your firm.**

Executed Non-Collusive/and or Drug Free Workplace Affidavits are not submitted with the response.

The Proposal signature page and certification is not properly executed.

SECTION 9 - WAIVERS

The City in its sole discretion, reserves the right to reject any and all proposals, accept any proposal or any combination of proposals or waive any minor irregularity or technicality in proposals received and may, at its sole

discretion, request a re-proposal, when in its sole judgment, it will best serve public interest.

SECTION 10 - INSURANCE REQUIREMENTS

The Contractor shall furnish proof of insurance requirements as indicated below. The coverage is to remain in force at all times during the contract period. The following minimum insurance coverage is required. The City is to be added as an "additional insured" with relation to General Liability Insurance. This MUST be written in the description section of the insurance certificate, even if you have a check-off box on your insurance certificate. Any costs for adding the City as "additional insured" will be at the contractor's expense.

The City of Lauderhill shall be given notice 30 days prior to cancellation or modification of any stipulated insurance. The insurance provided will give 10 days' notice for non-payment of premium. The insurance provided shall be endorsed or amended to comply with this notice requirement. In the event that the insurer is unable to accommodate, it shall be the responsibility of the Contractor to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested and addressed to the Purchasing Division.

The Contractor's insurance must be provided by an A.M. Best's "A-" rated or better insurance company authorized to issue insurance policies in the State of Florida, subject to approval by the City's Risk Manager. Any exclusions or provisions in the insurance maintained by the contractor that precludes coverage for work contemplated in this RFP shall be deemed unacceptable, and shall be considered breach of contract.

Any firm performing work on behalf of the City of Lauderhill must provide Workers' Compensation insurance. Exceptions and exemptions can only be made if they are in accordance with Florida Statute. For additional information, contact the Department of Financial Services, Worker's Compensation Division at (850) 413-1601 or on the web at <http://www.fldfs.com>

Commercial General Liability Insurance

Covering premises-operations, products-completed operations, independent contractors and contractual liability.

Limits: Combined single limit bodily injury/property damage
\$1,000,000.

This coverage should include, but not limited to:

- a. Coverage for the liability assumed by the contractor under the indemnity provision of the contract.
- b. Coverage for Premises/Operations
- c. Personal and Advertising Injury Liability
- d. Products/Completed Operations
- e. Broad Form Contractual Liability

Covering all owned, hired, and non-owned automobile equipment, and other vehicles used by the successful Proposer in the performance of the work with the following limits of liability:

Limits: Combined single limit bodily injury/property damage
\$1,000,000

Professional Liability (Errors & Omissions)

Limits: \$2,000,000 per occurrence

This coverage should include, but not limited to:

- a. Coverage for the liability assumed by the contractor under the indemnity provision of the contract.
- b. Coverage for Premises/Operations
- c. Products/Completed Operations
- d. Broad Form Contractual Liability

Automobile Liability Insurance

Covering all owned, hired, and non-owned automobile equipment, and other vehicles used by the successful proposer in the performance of the work with the following limits of liability:

Limits: Bodily injury \$500,000 each person,
\$500,000 each occurrence
Property damage \$100,000 each occurrence

Professional Liability (Errors & Omissions)

Limits: \$2,000,000 per occurrence

A copy of ANY current Certificate of Insurance should be included with your proposal.

In the event that you are the successful proposer, you will be required to provide a certificate naming the City as an "additional insured" for General Liability.

Certificate holder should be addressed as follows:
City of Lauderdale
Finance Department
5581 West Oakland Park Blvd.
Lauderhill, FL 33311

SECTION 11 - GENERAL CONDITIONS

1. Licensing:

The Proposer (other than governmental agencies) must provide a copy of its occupational license with Broward County to verify that it is fully licensed and certified to perform the type of work in the State of Florida at the time of submittal of the RFP.

Not-for-Profit agencies must provide an IRS 501(c)(3) letter with their submittal.

2. Venue:

All contracts shall be governed by the laws of the State of Florida, and venue shall be in Broward County, Florida.

3. Expenses:

Neither the City nor its representatives shall be liable for any expenses incurred in connection with the preparation of a response to this RFP. All expenses in the preparation of this RFP are the sole responsibility of the Proposer. All submittals should be prepared to provide a straightforward and concise description of the respondent's qualifications and ability to meet the requirements of the RFP.

4. Interpretations:

All Proposers shall carefully examine the Proposal Documents. Any ambiguities or inconsistencies shall be brought to the attention of the City in writing prior to the opening of Proposals. Failure to do so will constitute acceptance of any subsequent decisions made by the City. Any questions regarding the intent, meaning, or interpretations of the Proposal Documents must be requested in writing and received by the City at least fourteen (14) days prior to the Proposal opening. Inquiries should be addressed to the Purchasing Manager.

Note: No person is authorized to provide oral interpretations or make oral changes to the Proposal. All clarifications or modifications will be issued in writing via Addenda to the proposal and provided to all

Proposers. Receipt of all addenda must be acknowledged by the Proposers in the designated section of the Proposal Form.

5. Public Entity Crimes:

Pursuant to F.S. 287.133, as amended:

A person or affiliate placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal on a contract to provide goods or services to a public entity, nor submit a proposal for construction or repair of a public building or public work, or on leases of real property to a public entity. They may not be awarded or perform work as a Contractor, Supplier, Subcontractor, or Consultant under any contract with a public entity and may not transact business with any public entity for a period of 36 months from the date of being placed on the convicted vendor list.

6. Assignment:

Any Purchase Order or Contract issued pursuant to this RFP and the funds that may become due hereunder are not assignable, in whole or in part.

7. Indemnification:

The Proposer agrees to protect, defend, indemnify, and hold harmless the City, its employees, representatives, and elected officials from any and all claims and liabilities, including all attorney's fees and court costs, arising from any negligence, recklessness, or intentional misconduct of the Proposer, its employees, or agents, in connection with this Agreement.

The Proposer will not be required to indemnify the City for actions resulting solely from the wrongful acts or omissions of the City or its representatives.

The Proposer agrees that 1% of the total compensation paid for the performance of this Agreement shall be the specific consideration for indemnifying the City.

8. Proposals to Remain Open:

All proposals shall remain open for the number of days specified in the special provisions or, if none, for ninety (90) days after the proposal opening. The City, at its discretion, may release any proposal prior to the expiration of this period.

9. Annual Appropriation:

Any contract issued is conditional upon the City appropriating funding to implement the contract.

10. Employees:

Employees of the Contractor shall be under the sole direction of the Contractor and not considered employees or agents of the City. The Contractor shall supply competent employees.

The City reserves the right to require the Contractor to remove any employee or subcontractor deemed careless, incompetent, insubordinate, or otherwise objectionable at no additional cost to the

City or increase in contract price. The Contractor is responsible for the actions of its employees.

11. **Additional Terms and Conditions:**

No additional terms and conditions submitted with the proposal shall be considered or have any effect unless agreed to in writing by the City. The conditions in the Proposal Documents are the only ones applicable to the proposal, and the Proposer's authorized signature on the Proposal Form attests to this.

12. **Deletion/Oversight/Misstatement:**

Any deletion, oversight, or misstatement in the specifications does not release the Proposer from the responsibility of supplying complete and operational units, including all necessary appurtenances for unrestricted operation, as determined by the City.

13. **Withdrawal of an Offer:**

An Offer shall remain irrevocable unless withdrawn as per the procedure outlined below.

A proposal may only be withdrawn by written communication delivered to the Purchasing Office prior to the solicitation closing date and time. The Proposer must present certification proving they are authorized to act on behalf of the firm when such communication is made.

An Offer may also be withdrawn after 180 days from the Solicitation Closing Date and Time, prior to the recommendation for award, by submitting a written request to the Purchasing Office. The letter must be on the company letterhead, signed by an authorized agent, and include the reason for withdrawal.

SECTION 12 - SUBMITTAL PACKAGE

Proposers must submit this portion of the Request for Proposal as their Qualifications Package. Information must be presented in the exact order outlined below, with numbered tabs separating each section. Failure to follow this format may result in the proposal being deemed non-responsive.

TAB #1 – Proposer's Qualification Statement

Insert completed Attachment "A" – Proposer's Qualification Statement.

TAB #2 – Statement of Capabilities

Provide a narrative that explains why your firm is best qualified to deliver the required services. Highlight expertise in youth sports management, travel soccer programming, and community engagement.

TAB #3 – Proposal / Project Approach

1. Provide an outline of the project team, organizational structure, and roles of all key personnel.
 2. Describe your methodology for managing the contract, including:
 - o Program administration and scheduling
 - o Player/parent communication processes
 - o Customer service and complaint resolution
 - o Training, supervision, and performance management of staff
 - o Any challenges encountered in similar projects and how they were resolved
-

TAB #4 – Relevant Experience

List at least the last five (5) comparable contracts completed by your firm. Include:

- o Client name, address, and phone number
 - o Project manager and key staff assigned
 - o Role of your firm (prime or subcontractor)
 - o Description of services provided and outcomes
 - o Challenges faced and resolutions
 - o Contract start and end dates
-

TAB #5 – Scope of Work Response

Demonstrate your understanding of the City's Scope of Services. Provide strategies, quality controls, and program delivery methods that show your capability to successfully manage a youth travel soccer program.

TAB #6 – Cost Proposal

Insert completed Attachment "C" – Cost Schedule. Provide a detailed, itemized cost proposal, including program fees, staffing, and administrative costs.

TAB #7 – Personnel & Management

Provide resumes of key personnel, including the Director of Coaching, with required licenses and certifications. Include an organizational chart showing staffing and reporting structure.

TAB #8 – Required Attachments

Insert the following completed forms and documentation:

- Attachment "B" – Non-Collusive Affidavit
- Attachment "C" – Cost Schedule
- Attachment "D" – Drug-Free Workplace Certification
- Attachment "E" – Signature Page / Certification
- Attachment "F" – List of Subcontractors
- Attachment "G" – References / Verification Form
- Attachment "H" – Acknowledgement of Addenda
- Attachment "I" – Anti-Human Trafficking Affidavit
- Certificate of Insurance
- Applicable Licenses

**ATTACHMENT A
PROPOSER'S QUALIFICATIONS STATEMENT**

PROPOSER shall furnish the following information. Failure to comply with this requirement will render Bid non-responsive and shall cause its rejection. Additional sheets shall be attached as required.

PROPOSER'S Name and Principal Address:

~~FE~~ COERFONTAINE FC LLC
3872 NW 87TH WAY
CORAL SPRINGS, FL 33065.

Contact Person's Name and Title:

KEVIN CHEN

PROPOSER'S Telephone and Fax Number:

954-937-4271

PROPOSER'S Email:

KCHEN@COERFONTAINEFC.COM.

PROPOSER'S License Number:

39-2670429. / DL C500-501-83-083-0

(Please attach certificate of competency and/or state registration.)

PROPOSER'S Federal Identification Number: 39-2670429

Number of years your organization has been in business, in this type of work: 2

Names and titles of all officers, partners or individuals doing business under trade name:

KEVIN CHEN - PRESIDENT. PATRECIA TOMIANON -
REGISTRAR. ANDREW SCOTT - SECRETARY. DR. BAMEDELE OLYPONAH
- HONORARY BOARD MEMBER. OMAR MCHARLEN - HONORARY BOARD MEMBER.
CONSTANTINE HATZIVASSILIOU - HONORARY BOARD MEMBER.

The business is a: Sole Proprietorship Partnership
Corporation

Name, address, and telephone number of surety company and agent who will provide the required bonds on this contract:

NA.

Have you ever failed to complete work awarded to you. If so, when, where and why?

NO

Have you personally inspected the proposed WORK and do you have a complete plan for its performance?

YES

Will you subcontract any part of this WORK? If so, give details including a list of each sub-contractor(s) that will perform work in excess of ten percent (10%) of the contract amount and the work that will be performed by each subcontractor(s).

NO.

The foregoing list of subcontractor(s) may not be amended after award of the contract without the prior written approval of the Contract Administrator, whose approval shall not be reasonably withheld.

List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Proposer, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description the disposition of each such petition.

List and describe all successful Bond claims made to your surety (ies) during the last five (5) years. The list and descriptions should include claims against the bond of the Proposer and its predecessor organization(s).

NA.

List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Proposer or its predecessor organizations(s) during the last (5) years. The list shall include all case names; case, arbitration or hearing identification numbers; the name of the project over which the dispute arose; and a description of the subject matter of the dispute.

NONE.

List and describe all criminal proceedings or hearings concerning business related offenses in which the Proposer, its principals or officers or predecessor organization(s) were defendants.

NONE.

Has the Proposer, its principals, officers or predecessor organization(s) been CONVICTED OF a Public Entity Crime, debarred or suspended from bidding by any government during the last five (5) years? If so, provide details.

NONE.

The PROPOSER acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by CITY in awarding the contract and such information is warranted by PROPOSER to be true. The discovery of any omission or misstatement that materially affects the PROPOSER'S qualifications to perform under the contract shall cause the CITY to reject the Bid, and if after the award, to cancel and terminate the award and/or contract.

By KEVEN CHEN
Ken Chen
(Signature)

**ATTACHMENT B
NON-COLLUSIVE AFFIDAVIT**

STATE OF Florida

COUNTY OF Broward

Kevin Chin being first duly
sworn deposes and says that:

BIDDER is owner and executive director, BIDDER is fully informed,
respecting the preparation and contents of the attached Bid and of all pertinent
circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham Bid;

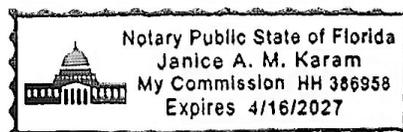
Neither the said BIDDER nor any of its officers, partners, owners, agents,
representative, employees or parties in interest, including this affidavit, have in any way
colluded, conspired, connived or agreed, directly or indirectly, with any other BIDDER,
firm or person to submit a collusive or sham Bid in connection with the Contract for
which the attached Bid has been submitted; or to refrain from bidding in connection
with such Contract; or have in any manner, directly or indirectly, sought by agreement
or collusion, or communications, or conference with any BIDDER, firm, or person to fix
the price or prices in the attached Bid or any other BIDDER, or to fix any overhead,
profit, or cost element of the Bid Price or the Bid Price of any other BIDDER, or to
secure through any collusion conspiracy, connivance, or unlawful agreement any
advantage against (Recipient), or any person interested in the proposed Contract;
The price of items quoted in the attached Bid are fair and proper and are not tainted by
collusion, conspiracy, connivance, or unlawful agreement on the part of the BIDDER or
any other of its agents, representatives, owners, employees or parties in interest,
including this affidavit.

By Kevin Chin

Subscribed and sworn to before me this 20th day of October, 2025.

Notary Public (Signature) JANICE AM KARAM

My Commission Expires: 4-16-2027



**ATTACHMENT C
COST SCHEDULE**

ATTACHMENT D
CONFIRMATION OF DRUG-FREE WORKPLACE

In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibitions.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or Contractual services that are under Bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employee that, as a condition of working on the commodities or Contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any State, for a violation occurring in the workplace no later than five (5) days after the conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

A signed copy of your Drug-Free Workplace Policy must be attached to this signed copy and submitted with the Bid Documents.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.



Vendor's Signature

**ATTACHMENT E
SIGNATURE PAGE**

The undersigned attests to his (her, their) authority to submit this Submittal and to bind the firm(s) herein named to perform as per agreement. Further, by signature, the undersigned attests to the following:

1. The Proposer is financially solvent and sufficiently experienced and competent to perform all of the work required of the Proposer in the Contract;
2. The facts stated in the Proposer's response pursuant to Request for Submittals, instructions to Proposer and Specifications are true and correct in all respects;
3. The Proposer has read and complied with, and submits their proposal agreeing to all of the requirements, terms and conditions as set forth in the Request for Proposals.
4. The Proposer warrants all materials supplied by it are delivered to the CITY of Lauderhill, Florida, free from any security interest, and other lien, and that the Proposer is a lawful owner having the right to supply the same and will defend the conveyance to the CITY of Lauderhill, Florida, against all persons claiming the whole or any part thereof.
5. **Proposer understands that if a team is short listed and selected to make oral presentations to the selection committee and/or CITY, only the team members evaluated in the written submissions may present at the oral presentations. Any changes to the team at the oral presentations will result in that team's disqualification.**
6. The undersigned certifies that if the firm is selected by the City the firm will negotiate in good faith to establish an agreement.
7. Proposer understands that all information listed above may be checked by the City of Lauderhill and Proposer authorizes all entities or persons listed above to answer all questions. Proposer hereby indemnifies the City of Lauderhill and the persons and entities listed above and holds them harmless from any claim arising from such authorization or the exercise thereof, including the dissemination of information pursuant thereto.

Submitted on this 20TH day of OCTOBER, 2025
(If an individual, partnership, or non-incorporated organization)

Witness
Andrew Scott
Printed
Secretary, Business Operations
Title Manager

Company
COUVERTAINE FC LLC
By
KEVIN CHEN, EXECUTIVE DIRECTOR.
Printed Name, Title

(If a corporation, affix seal)

Company

Attested by Secretary

By

Printed Name, Title

Incorporated under the laws of the State of Florida.

CERTIFICATE
(For Partnership)

I HEREBY CERTIFY that a meeting of the partners of _____, a Partnership under the laws of the State of _____ held on _____, 20____, the following resolution was duly passed and adopted:

"RESOLVED, that _____ as _____ of the Partnership, is hereby authorized to execute the Bid Form dated _____, 20____, between the City of Lauderhill, Florida, and this Partnership, and that the execution thereof, attested by the _____ of the Partnership be the official act and deed of this Partnership."

I further certify that said resolution is now in full force and effect.

By _____
Attested by Secretary Andrew Scott _____ Printed Name,
Title

Incorporated under the laws of the State of Florida _____.

CERTIFICATE

(For Partnership)

I HEREBY CERTIFY that a meeting of the partners of _____, a Partnership under the laws of the State of _____ held on _____, 20____, the following resolution was duly passed and adopted:

"RESOLVED, that _____ as _____ of the Partnership, is hereby authorized to execute the Bid Form dated _____, 20____, between the City of Lauderhill, Florida, and this Partnership, and that the execution thereof, attested by the _____ of the Partnership be the official act and deed of this Partnership."

I further certify that said resolution is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____, 20____.

(Signature)

(Title)

STATE OF FLORIDA

COUNTY OF _____

Sworn to and subscribed before me on this ____ day of _____, 20____ by who is personally known to me or who has presented the following type of identification: .

Signature of Notary Public, State of Florida

Notary seal (stamped in black ink)

OR

Printed, typed or stamped name of

Notary and Commission Number

CERTIFICATE

(For Corporation)

I HEREBY CERTIFY that a meeting of the Board of Directors of COALFONTAINE FC LLC, a corporation under the laws of the State of _____

FLORIDA held on 20th OCTOBER, 2025, the following resolution was duly passed and adopted:

"RESOLVED, that KEVIN CHID, as EXECUTIVE DIR. PRESIDENT of the Corporation, is hereby authorized to execute the Bid Form dated 20th OCTOBER, 2025, between the City of Lauderhill, Florida, and this Corporation, and that the execution thereof, attested by the Secretary of the Corporation and with corporate seal affixed, shall be the official act and deed of this Corporation".

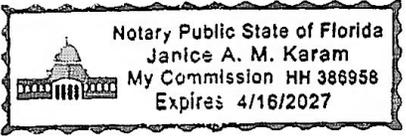
I further certify that said resolution is now in full force and effect. IN WITNESS WHEREOF, I have hereunto set my hand this 20th day of OCTOBER, 2025.

[Signature]
~~Secretary~~ PRESIDENT / EXECUTIVE DIRECTOR

STATE OF FLORIDA
COUNTY OF BROWARD

Sworn to and subscribed before me on this 20th day of OCTOBER, 2025 by who is personally known to me or who has presented the following type of identification: FL DL C500-561-83-083-0

[Signature] JANICE A.M. KARAM
Signature of Notary Public, State of Florida



Notary seal (stamped in black ink)
OR

Printed, typed or stamped name of Notary and Commission Number JANICE A.M. KARAM
HH 386958
Exp. 4.16.2027

ATTACHMENT H
ACKNOWLEDGEMENT OF ADDENDUM

RFP 2025-055
TITLE YOUTH TRAVEL SOCCER PROGRAM.

Acknowledgement is hereby made of the following Addenda received since issuance of Specifications:

Addendum No. NA -Dated _____

Addendum No. NA -Dated _____

Addendum No. NA -Dated _____

Name of Vendor's Service Contact:
COERFONTAINE FL LLC

Address: 3872 NW 87TH WAY, CORAL SPRINGS, FL 33065

Signature Ken Shi Date 10/20/2025.

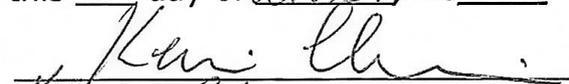
This page must be submitted with RFP. Failure to provide the requested documents may result in your proposal being deemed Non-Responsive.

**ATTACHMENT I - AFFIDAVIT OF COMPLIANCE WITH ANTI-HUMAN
TRAFFICKING LAWS**

Pursuant to Section 787.06(13) of the Florida Statutes, the undersigned, on behalf of Entity, hereby affirms under penalty of perjury the following:

1. Entity does not engage in the use of coercion for labor or services as defined in Section 787.06, Florida Statutes, relating to "Human Trafficking."
2. The undersigned is duly authorized to execute this affidavit on behalf of the Entity, and affirms that the statements made herein are true and correct under penalty of perjury.

Dated this 20TH day of OCTOBER 2025.

Signed: 

Name: KEVIN CHEN.

Title: EXECUTIVE DIRECTOR / PRESIDENT.

Entity: COEK FOUNTAINE PC LLC.

U.S. SOCCER



NATIONAL B COACHING LICENSE

IS HEREBY GRANTED TO

Kevin Chin

Date Issued: Dec 19, 2024

A stylized, handwritten signature in black ink, consisting of a large, sweeping initial 'D' followed by a long horizontal line.

DIDIER CHAMBARON | DIRECTOR OF COACHING EDUCATION

A handwritten signature in black ink, appearing to read 'Cindy Cone' in a cursive style.

CINDY PARLOW CONE | PRESIDENT

A handwritten signature in black ink, appearing to read 'JT Batson' in a cursive style.

JT BATSON | CEO / SECRETARY GENERAL

MEMBER OF **FIFA**



Concacaf



October 6, 2025

City of Lauderhill

Department of Parks and Recreation
5581 W. Oakland Park Blvd
Lauderhill, FL 33313

Re: Letter of Recommendation for Coerfontaine FC – City of Lauderhill Youth Travel Soccer Program Proposal

Dear Members of the Selection Committee:

It is with great pleasure that I write this letter of recommendation for **Coerfontaine FC**, under the leadership of **Kevin Chin**, in support of their proposal to operate the **City of Lauderhill’s Youth Travel Soccer Program**.

I have had the privilege of working with numerous clubs, coaches, and development programs throughout the Caribbean and the United States. Coerfontaine FC stands out as an organization that embodies professionalism, integrity, and a genuine commitment to developing young people through the game of soccer.

Coerfontaine FC has established a reputation for excellence in both player development and community engagement. Their training methodology is structured, modern, and rooted in technical development—producing players who are not only skilled but disciplined, intelligent, and respectful. The club’s consistent success in league and tournament play, including victories over top professional academies such as **Orlando City SC**, is a testament to their standards and quality of coaching.

Beyond results on the field, Kevin Chin and his staff have demonstrated a deep commitment to accessibility and inclusion, ensuring opportunities for players from diverse backgrounds while maintaining a high-performance environment. Their professionalism, transparency, and organizational efficiency make them an ideal partner for any municipality seeking to elevate youth sports programming.

I offer my full endorsement of Coerfontaine FC's proposal and I am confident that their leadership will bring great value to the City of Lauderhill's youth soccer landscape.

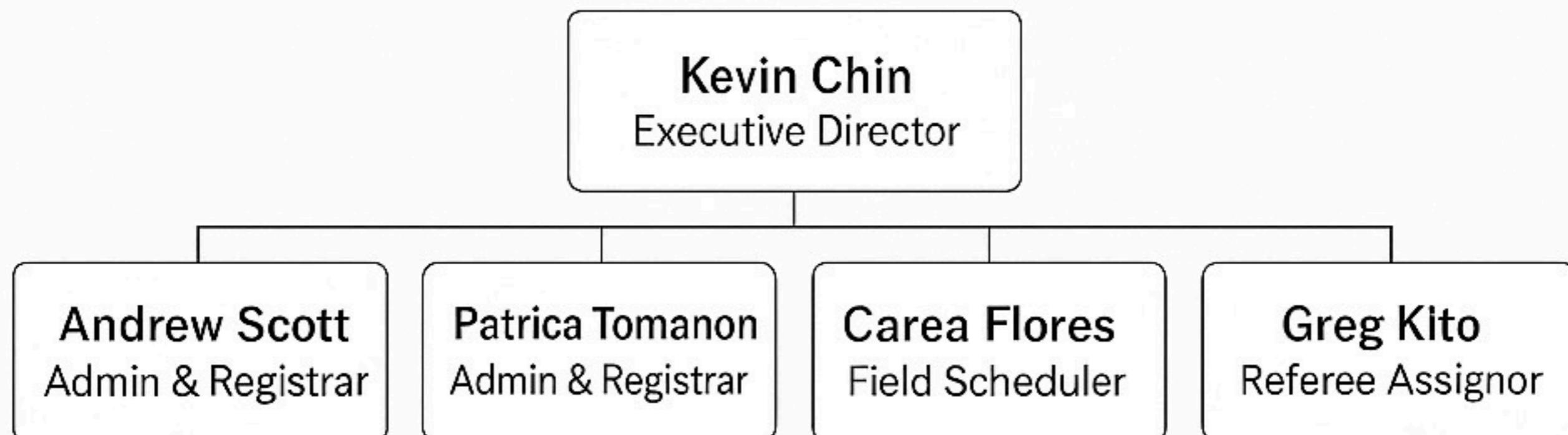
Please feel free to contact me directly at omcfarlane@arcelectricfl.com or **(954) 675-4233** should you require additional information.

Sincerely,

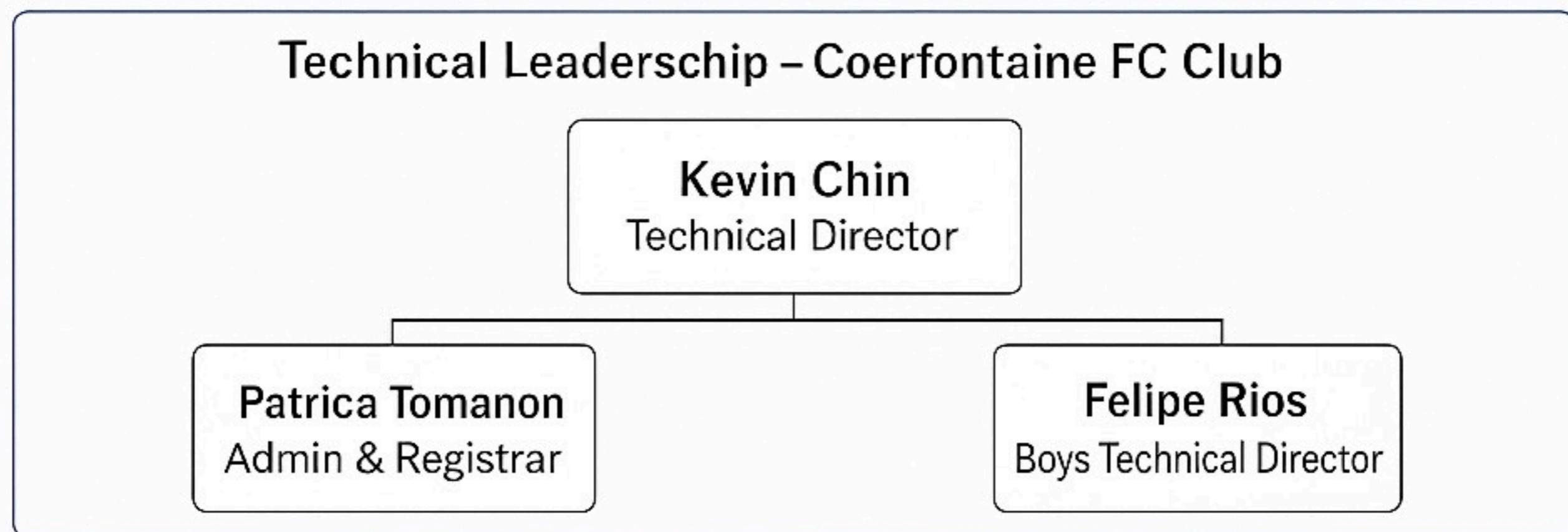


Omar McFarlane
President
Arc Electric, Inc.

Administrative Structure – Coerfontaine FC CLLC



Technical Leadership – Coerfontaine FC Club



U.S. SOCCER



NATIONAL C COACHING LICENSE

IS HEREBY GRANTED TO

Patricia Tomanon

Date Issued: Dec 08, 2025

A stylized, handwritten signature in black ink, consisting of a large, sweeping initial 'D' followed by a long horizontal line.

DIDIER CHAMBARON | DIRECTOR OF COACHING EDUCATION

A handwritten signature in black ink, appearing to read 'Cindy Cone' in a cursive style.

CINDY PARLOW CONE | PRESIDENT

A handwritten signature in black ink, appearing to read 'JT Batson' in a cursive style.

JT BATSON | CEO / SECRETARY GENERAL

MEMBER OF **FIFA**



Concacaf



City of Sunrise, Florida

Office of Commissioner Latoya S. Clarke

10770 West Oakland Park Blvd

Sunrise, FL 33351

Date: October 16, 2025

To Whom It May Concern,

I am writing this letter in my official capacity as Commissioner of the City of Sunrise to express my full support and endorsement of Coerfontaine FC as a qualified and community-driven organization pursuing the City of Lauderdale's RFP 2025-055: Youth Travel Soccer Program.

Under the leadership of Kevin Chin, Owner and Director, and Andrew Scott, Operations Manager, Coerfontaine FC has consistently demonstrated an exceptional commitment to youth development, community engagement, and athletic excellence throughout Broward County. Their programs have provided structured training, academic mentorship, and competitive opportunities for hundreds of children, perfectly aligning with the objectives outlined in Lauderdale's proposal for a comprehensive youth soccer program serving ages U8–U19.

The organization's proven success in the City of Sunrise through summer camps, trainings, and community initiatives speaks volumes. They have effectively managed year-round travel soccer teams, youth development clinics, and tournaments that foster inclusivity and personal growth. Coerfontaine FC's emphasis on safety, education, and equal access for all players has made them a model program within our city.

Their leadership team's professionalism and strong collaboration with municipal departments, schools, and local partners have been invaluable to our community. I am confident that their proven structure and passion for youth sports will bring the same level of excellence and integrity to the City of Lauderdale's youth soccer program.

For these reasons, I am proud to recommend and fully support Coerfontaine FC's proposal submission for the Youth Travel Soccer Program RFP. They represent the highest standard of community partnership and player development. Please feel free to contact my office if additional information or confirmation is needed.

Respectfully,

A handwritten signature in black ink, appearing to read "Latoya S. Clarke". The signature is fluid and cursive, with a blue dot at the end of the final stroke.

Latoya S. Clarke

Commissioner, City of Sunrise

 (954) 746-3250

 lclarke@sunrisefl.gov

TAB #6 – COST PROPOSAL (ATTACHMENT C)

Coerfontaine FC Lauderhill – FY 2026-2027 Operating Budget
(City of Lauderhill RFP No. 2025-055 | Youth Travel Soccer Program)

Program Overview

- **Teams:** 9 competitive travel teams (U8–U15)
 - **Players:** 84 registered participants
 - **Program Length:** 10 months (August–May)
 - **Training Schedule:** Monday–Thursday 5:00 PM–9:00 PM | Weekend Games 10:00 AM–5:00 PM
 - **Estimated Home Games:** 72
-

Revenue Summary

Category	Amount (\$)	Notes
Club Tuition Revenue	219,116	Player tuition collected through PlayMetrics and GotSport
Uniform Sales	35,700	\$425 per player – includes game and training kits
Corporate Sponsorship / Fundraising	—	To be developed in coordination with City and community partners

Total Revenue **254,816**

Recurring Annual Expenses

Item	Description	Amount (\$)
City Field Fee	\$200 × 84 players	16,800
League Registration (EDP / FCL)	Team entry fees	3,350
Coaches Compensation	8–9 head coaches @ avg. \$10,000 each	80,000
Goalkeeper Trainer	Specialized keeper development	10,000
Referee Fees	72 home games	10,800
Professional Development	Monthly coach education and technical workshops	1,000
Background Checks	10 staff @ \$85	850
Referee Assignor (Greg Kito)	\$15 × 72 games	1,080
Uniform Kits (Supplemental)	\$245 × 84 players (partial club cost)	20,580

Advertising / Marketing	Flyers, banners, digital outreach (City-approved)	2,000
Scholarships	Financial aid for Lauderhill residents	22,643
Club Liability Insurance	\$3M / \$1M GL + participant accident coverage	3,000
FYSA Player Cards	\$30 × 84 players	2,520
Field Lining / Maintenance	Paint, layout, field marking	2,000
Tryout Expenses	Facilities, equipment, media	1,000
Accounting / Financial Reporting	Quarterly reports and audits	4,000
Technical Director	Curriculum oversight & staff development	5,000
Boys DOC (U8–U13)	Site coordinator and player development oversight	7,000
Director of Operations	Administration and logistics	5,000
Administrator / Registrar	Player registration, billing, parent support	5,000
Miscellaneous Expenses	Supplies and operational needs	2,000

Website Maintenance (Monday Digital)	Hosting and content management	1,000
PlayMetrics Club System	Software subscription	1,008
Team Accounts (PlayMetrics)	\$60 × 9 teams	540
Stripe Processing Fees	2.9% + \$0.30 per transaction	6,599
Total Recurring Expenses		214.770

Start-Up / Capital Expenses

Item	Description	Amount (\$)
Pugg Pop-Up Goals (12)	3 sets for small-sided training	500
Cones and Markers	30 large + 30 medium	250
FCL Bond Fee	League bond	500
ECNL / RL Bond Fee	Competitive league deposit	1,000
Total Start-Up Expenses		2,250

Total Program Expenses

Category	Amount (\$)
Annual Operating Expenses	214,770
Start-Up Expenses	2,250
Total Expenses	217,020

Financial Summary

Category	Amount (\$)
Total Revenue	254,816
Total Expenses	217,020
Annual Surplus / (Deficit)	+ 37,796

Tuition Structure & Resident Benefits

Coerfontaine FC offers competitive tuition rates that are **comparable to other leading youth soccer programs in South Florida**, ensuring accessibility and high value for families.

- **U7–U9:** \$2,399 per player
- **U10–U12:** \$2,799 per player
- **U13 and older:** \$2,999 per player

Tuition includes all training sessions, league games, and **referee fees** for our Lauderhill location. Uniform packages, provided through **Hummel**, include **three training kits, home and away game kits, and a branded backpack**, retailing for **\$425 per player**.

As part of our partnership commitment, **all Lauderhill residents participating in our program will receive their full uniform package free of cost**, reinforcing our dedication to community inclusion and affordability.

Fiscal Sustainability & Community Impact

The **Coerfontaine FC Lauderhill** program operates with no cost to the City and maintains a **self-sustaining model** through tuition, uniform sales, and community sponsorships. The projected **\$37,796 annual surplus** will be reinvested to fund scholarships, enhance coaching education, and improve training equipment and facilities, making our Lauderhill location more attractive to qualified coaches and players, strengthening the sustainability and success of the program.

City of Lauderdale – Youth Travel Soccer Program

RFP No. 2026-014

Proposer: Coerfontaine FC LLC

TAB #1 – Proposer’s Qualification Statement (Attachment A)

Company Names

- Coerfontaine FC LLC EIN 39-2670429
- Tekkerz Performance Training LLC EIN 82-3716288
Address: 3872 NW 87th Way, Coral Springs, FL 33065

Primary Contact

Kevin Chin – Founder & Executive Director
Email Kchin@coerfontainefc.com Phone 954-937-4271

Secondary Contact

Andrew Scott – Business Operations Manager
Phone 954-993-3847

Years in Operation

- Tekkerz Performance Training LLC – Founded 2017 (8 years)
- Coerfontaine FC LLC – Operating since 2023 (2 years)
- Operating Youth Soccer Club Services since 2021 (4 years)

Ownership / Board of Directors

- Kevin Chin – Executive Director & President (Owner)
- Andrew Scott – Secretary / Business Operations Manager
- Patricia Tomanon – Registrar / Director of Coaching Girls

- Dr. Dele Olupona – Honorary Board Member
- Omar Mcfarlen – Honorary Board Member
- Constantine Hatzivassiliou - Honorary Board Member

Licenses & Affiliations

- Registered Florida LLCs
- Broward County Business Tax Receipt
- FYSA and US Club Soccer affiliations

Have you ever failed to complete work awarded to you. If so, when, where and why? NO

Performance History – Coerfontaine FC LLC and Tekkerz Performance Training LLC has no defaults, lawsuits, no bankruptcies, no run loss or public-entity crimes.

Bonding/Surety: N/A (service contract).

Certification: All information true and complete.

Have you personally inspected the proposed WORK and do you have a complete plan for its performance? YES

Will you subcontract any part of this WORK? If so, give details including a list of each sub-contractor(s) that will perform work in excess of ten percent (10%) of the contract amount and the work that will be performed by each subcontractor(s).? No

List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Proposer, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description the disposition of each such petition. Coerfontaine FC has no bankruptcy petitions filed or against any of our proposers, its parent or subsidiaries or predecessor organizations.

List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Proposer or its predecessor organizations(s) during the last (5) years. The list shall include all case names; case, arbitration or hearing identification numbers; the name of the project over which the dispute arose; and a description of the subject matter of the dispute? None

List and describe all criminal proceedings or hearings concerning business related offenses in which the Proposer, its principals or officers or predecessor organization(s) were defendants. Has the Proposer, its principals, officers or predecessor organization(s) been CONVICTED OF a Public Entity Crime, debarred or suspended from bidding by any government during the last five (5) years? If so, provide details? None

TAB #2 – Statement of Capabilities

Coerfontaine FC and Tekkerz Performance Training are a locally owned and operated youth soccer organization delivering comprehensive, year-round player development through a science-based methodology and proven coaching education system.

Experience & Proven Results

- 8 + years of continuous operation in South Florida.
- For two consecutive years (2023-24 & 2024-25), 18 players have been invited to Inter Miami Academy trials.
- Program recognized for producing technically sound players and structured team environments.
- 4 players invited this season (2025-26) to guest play with Inter Miami's Academy team.

Diversity & Inclusion

The most culturally diverse youth club in South Florida with players and staff representing Caribbean, Asian, and South American heritages (Jamaica, Haiti, Uganda, Philippines, Colombia, England). This diversity creates an inclusive, community-reflective environment.

Administrative Strength

PlayMetrics Club Management platform centralizes registration, communications, scheduling, and financial tracking. GotSport is used for FYSA and US Club Soccer registrations, ensuring transparency and compliance.

Coaching Education & Safety

Monthly technical clinics ensure curriculum consistency. All staff complete background checks and training per FYSA and City policy.

Liability coverage is \$3 million / \$1 million, with the City to be named additional insured upon award.

Proven Track Record of Excellence

Coerfontaine FC and Tekkerz Performance Training have built a proven track record of excellence by consistently prioritizing what is best for each player's development. Our programs emphasize technical mastery, tactical understanding, and character growth, creating an environment where athletes thrive on and off the field. With multiple players invited to Inter Miami CF Academy trials for two consecutive years and teams competing successfully across South Florida, our consistent results reflect a deep commitment to long-term player development and professional program delivery.

Coerfontaine FC Methodology

Our proven training methodology is deeply rooted in the world-renowned Coerver Coaching system, which emphasizes technical excellence, creativity, and intelligent decision-making. Having served as a Regional Director for Coerver Coaching for three years, our founder integrated its player-centric principles into every aspect of Coerfontaine FC's development model. This methodology focuses on building confident, skillful, and adaptable players through structured, progressive training that enhances individual technique while fostering teamwork, discipline, and a lifelong love for the game.

Community Engagement

Beyond the field, Coerfontaine FC is deeply committed to community impact and outreach. We actively collect and donate used soccer cleats, jerseys, and training gear to children in need in Jamaica, helping young athletes access the resources necessary to enjoy and grow in the sport. This initiative reflects our belief that soccer is a universal language that unites and uplifts communities. By combining elite player development with social responsibility, Coerfontaine FC and Tekkerz Performance Training continue to build not only stronger athletes—but also stronger communities.

TAB #3 – Proposal / Project Approach

3. Approach to Proposed Project (Max Points: 20)

A. Program Offerings

Coerfontaine FC is a player development–driven soccer organization offering a comprehensive range of year-round programs that cater to athletes of all ages and skill levels. Our offerings include:

- **LAcademie:** Entry-level programs emphasizing fun, confidence-building, and technical fundamentals for ages 4-6 years old (Operated by TEKKERZ)..
- **Competitive Leagues (FYSA / EDP / NPL):** High-performance teams that compete in state and regional competitions, providing clear pathways to college and professional opportunities.
- **Tournaments & Events:** Hosting of seasonal tournaments such as the *Coerfontaine Cup* and 9v9 youth showcases, drawing teams from across South Florida and beyond. Our reputation as South Florida's #1 youth soccer academy allows us to attract top

competitive teams locally and out of state. Out of state teams brings revenue to local businesses such as gas stations, hotels, restaurants, pharmacies and many more.

- **Camps & Clinics:** Specialty Tekkerz Performance Training–branded camps focused on technical mastery, speed of play, and position-specific skill enhancement.
- **Coach & Community Clinics:** Free or low-cost clinics for local coaches and community youth to encourage grassroots participation and promote Lauderhill’s long-term soccer growth.
- **Recreational Soccer Partnership:** In addition to operating our competitive youth soccer and futsal programming, Coerfontaine FC and Tekkerz Performance Training are committed to strengthening and elevating the **City of Lauderhill’s Recreational Soccer Program**. We recognize that recreational soccer is the foundation of the city's youth sports landscape, and our goal is to ensure every recreational player and family has an outstanding, positive experience. As part of this partnership, Coerfontaine FC and Tekkerz will provide the following at no cost to the City of Lauderhill Recreational Soccer Program
 - Training cones
 - Seasonal coaching workshops hosted 2 times per year
 - TEKEKRZ Curriculum & Session Plan Booklet for Recreational Soccer
 - Age-group specific training objectives
 - Weekly session templates for the entire season
 - Warm-up routines and technical exercises
 - Fun and engaging small-sided games
 - Sportsmanship and character-building themes
- **Parent Engagement Opportunities:** Coerfontaine FC and Tekkerz will also support the city by educating parents on how to best help their children thrive in recreational soccer. Parent engagement initiatives will include:
- **Seasonal parent workshops** (in-person or virtual)
 - Guidance on:
 - Healthy sideline behavior
 - Creating a positive home environment for young athletes
 - Supporting emotional development and confidence
 - Understanding development stages and realistic expectations
 - How to encourage fun, enjoyment, and long-term participation

B. Hours of Operation and Staffing Plan

Hours of Operation:

- **Weekdays (Monday-Friday):** 5:00 PM – 9:00 PM (Team training)
- **Weekends (Saturday & Sunday):** 10:00 AM – 4:00 PM (League games and supplemental sessions)
- **Camps:** 9:00 AM – 12:00 PM (Monday–Friday during summer and holiday breaks)

Staffing Plan:

Coerfontaine FC operates with a highly qualified staff that includes:

- **Executive Director / Technical Director:** Kevin Chin – oversees technical programming, facility use, and partnerships.
- **Director of Coaching (Boys):** Felipe Rios – manages player development, coaching education and competitive scheduling.
- **Assistant Director of Coaching (Boys):** James YoungHusband - assist the DOC with player development initiatives, scheduling and coaching education
- **Director of Coaching (Girls):** Patricia Tomanon – oversees the girls' program and camp coordination.
- **Administrative Staff:**
 - Andrew Scott (Business Development)
 - Vanessa Guevara (Club Admin)
 - Ciera Flores (Assistant Club Admin & Field Scheduling)
 - Lauren Rhodes (Merchandise & Equipment)
 - Gregi Kito (Referee Assignor & FYSA Compliance)
- **Accounting & Auditing:** Crichton Mullings Accounting & Auditing Firm
- **Certified Coaching Staff:** All coaches are FYSA-licensed and background-screened per **SafeSport** and **US Soccer Federation** standards.

Organizational Chart & Staffing Plan

I. Administrative Structure – Coerfontaine FC LLC

Name	Position / Role	Primary Responsibilities	Tenure with Organization
Kevin Chin	Executive Director	Provides overall strategic leadership, oversees operations, partnerships, and technical programming.	Since 2017
Andrew Scott	Business Operations Manager	Manages finances, budgeting, logistics, and business compliance functions.	Since 2018
Patricia Tomanon	Administrator & Registrar	Oversees player registration, compliance with governing bodies (FYSA, US Club Soccer), and administrative support.	Since 2018
Lauren Rhodes	Merchandise & Uniform Coordinator	Manages club merchandise, Shopify operations, uniform orders, and inventory control.	Since 2021
Ciera Flores	Field Scheduler	Coordinates field usage, practice schedules, and facility assignments.	Since 2022
Greg Kito	Referee Assignor	Oversees referee scheduling, assignments, and compliance with league standards.	Since 2020

II. Technical Leadership – Coerfontaine FC Club

Name	Position / Role	Primary Responsibilities	Tenure with Club
Kevin Chin	Technical Director	Oversees player development, curriculum design, and coaching education across all programs.	Since 2021
Patricia Tomanon	Girls Director of Coaching	Directs all girls' programming, coaching development, and player evaluations.	Since 2022
Felipe Rios	Boys Technical Director	Leads boys' competitive programs, team assignments, and technical curriculum.	Since 2021

C. Marketing and Outreach Strategy

Our marketing strategy focuses on **community integration, visibility, and brand alignment** with the City of Lauderhill's youth and recreation objectives.

- **Community Outreach:** Free open house clinics and workshops for local families and players.
- **Digital Media:** We will take advantage of our social media accounts that provide us with over 13,000 followers, over 300k views per month and over 15k interactions per month providing us convenient and effective communication to the surrounding community.
- **Visibility for Lauderhill:** Branded Lauderhill logo placement on Coerfontaine FC uniforms and banners, reinforcing the City's commitment to youth development.

D. Sample Programming Calendar

Month	Program	Description
-------	---------	-------------

July–August	CFC Preseason Camp Series	Five-week intensive technical camp preparing players for the season.
September–December	Fall League Season	Competitive league play for all age groups (U7–U19).
December	Winter Clinics	Focused technical and futsal-style indoor sessions.
January–May	Spring League Season	Continuation of competitive play with tournament participation.
June–July	Tekkerz Summer Development Camp	Player-centric program focused on skill refinement and physical conditioning.

E. Curriculum and Player Development Philosophy

Coerfontaine FC’s training model is built around three long-term development phases:

1. **U7–U12 – Learning to Train:** Building discipline, attentiveness, personality, technical mastery, confidence, and creativity on the ball.
2. **U13–U15 – Learning to Compete:** Teaching tactical understanding, teamwork, and resilience.
3. **U16–U19 – Learning to Win:** Preparing players for high-performance environments such as college, MLS Next, and professional academies.

Our **Tekkerz Performance Training** curriculum emphasizes:

- Technical excellence (first touch, dribbling, passing, shooting)
- Tactical awareness (decision-making, possession, spatial control)
- Physical conditioning (agility, endurance, injury prevention)
- Psychological growth (confidence, discipline, resilience)

All training adheres to **US Soccer’s Player Development Framework** and **SafeSport compliance**, ensuring the highest standards of professionalism and player safety.

Summary

Our approach combines proven technical methodology, structured operational planning, and deep community partnerships to ensure Coerfontaine FC not only develops elite-level players but also enriches the City of Lauderhill's soccer culture for years to come.

Program Administration & Scheduling

- 10-month season (Aug–Dec, Jan–May).
- 5 training days per week, **Mon–Friday, 5 PM–9 PM**, weekend matches **10 AM–4 PM**.
- Scheduling and attendance managed in PlayMetrics.

Player / Parent Communication & Customer Service

- Dedicated administrative team
- 96 % player retention rate.
- Transparent policies for fees, refunds, and scholarships.
- 24 hour response time
- Monthly club new letters

Staff Supervision & Training

- Monthly technical sessions led by Technical Director Kevin Chin (USSF B License, Coerver Coaching Diploma I & II).
- Fall and Spring coach evaluations and player development reviews.

Challenges & Resolutions

Experience at Miramar and Sunrise Surf demonstrated our ability to resolve field capacity and scheduling conflicts through centralized systems and clear communication with municipal partners.

TAB #4 – Relevant Experience

Client / Partner

Role

Duration

Outcome / Notes

Coerfontaine FC (Youth Travel Soccer Program)	Program Operator	2021 – 2024	Grew youth soccer program from 36 players in 2021 to currently 160+ players U8–U14.
Sunrise Surf FC	Affiliate Partner	2025-Ongoing	Improved competitive performance in Pre-ECNL and NPL.
Inter Miami CF Academy Trials	Development Partner	Ongoing	18 players invited 2024–25 for official trials. Over 10 former CFC / Tekkerz alumni selected by Inter Mami
Inter Miami Tournaments	Tournament Competitor	Annual	Winners of Freedom Cup Qualifiers 2024. Winners Inter Miami Youth International Cup 2024. Winners of Inter Miami Dreams Cup 2025.
Tekkerz Performance Training Camps	Organizer	2017 – Present	1,000 + athletes trained region-wide.

TAB #5 – Scope of Work Response

Coerfontaine FC will deliver the City’s scope in full alignment with FYSA and US Club standards:

- **Marketing & Tryouts:** Design and host City-approved tryouts annually; produce digital materials.
- **Registration:** Player and team registration via PlayMetrics and GotSport.
- **Staffing:** Recruit, train, and evaluate coaches and administrative staff..
- **Coach Education:** Monthly technical workshops and performance reviews.
- **Scheduling & Coordination:** Organize training, league games, and referee assignments (Greg Kito, Assignor).
- **Player Evaluation:** Individual Development Plans each season.
- **Parent Engagement:** Two meetings and educational sessions.

- **Collaboration:** Work with City departments and local businesses for mutual benefit and community integration.
- **Financial Management:** Maintain accurate accounting, quarterly financial reports, and legal compliance.
- **Compliance:** Detail policy and procedures manual covering
 - Reporting procedures
 - Concussion protocol
 - Concussion awareness & management
 - Abuse prevention policy
 - Sexual abuse reporting procedure
 - EAP (Emergency Action Plan)

TAB #6 – COST PROPOSAL (ATTACHMENT C)

Coerfontaine FC Lauderhill – FY 2026-2027 Operating Budget

(City of Lauderhill RFP No. 2026-014 | Youth Travel Soccer Program)

Program Overview

- **Teams:** 9 competitive travel teams (U8–U15)
- **Players:** 84 registered participants
- **Program Length:** 10 months (August–May)
- **Training Schedule:** Monday–Thursday 5:00 PM–9:00 PM | Weekend Games 10:00 AM–5:00 PM
- **Estimated Home Games:** 72

Revenue Summary

Category	Amount (\$)	Notes
Club Tuition Revenue	219,116	Player tuition collected through PlayMetrics and GotSport
Uniform Sales	35,700	\$470 per player – includes game and training kits
Corporate Sponsorship / Fundraising	—	To be developed in coordination with City and community partners
Total Revenue	254,816	

Recurring Annual Expenses

Item	Description	Amount (\$)
City Field Fee	\$200 × 84 players	16,800
League Registration (EDP / FCL)	Team entry fees	3,350
Coaches Compensation	8–9 head coaches @ avg. \$10,000 (7v7 & 9v9, \$20,000 11v11)	80,000
Goalkeeper Trainer	Specialized keeper development	10,000

Referee Fees	72 home games	10,800
Professional Development	Monthly coach education and technical workshops	1,000
Background Checks	10 staff @ \$85	850
Referee Assignor (Greg Kito)	\$15 × 72 games	1,080
Uniform Kits (Supplemental)	\$245 × 84 players (partial club cost)	20,580
Advertising / Marketing	Flyers, banners, digital outreach (City-approved)	2,000
Scholarships	Financial aid for Lauderhill residents	22,643
Club Liability Insurance	\$3M / \$1M GL + participant accident coverage	3,000
FYSA Player Cards	\$30 × 84 players	2,520
Field Lining / Maintenance	Paint, layout, field marking	2,000
Tryout Expenses	Facilities, equipment, media	1,000
Accounting / Financial Reporting	Quarterly reports and audits	4,000

Technical Director	Curriculum oversight & staff development	5,000
Boys DOC (U8–U13)	Site coordinator and player development oversight	7,000
Director of Operations	Administration and logistics	5,000
Administrator / Registrar	Player registration, billing, parent support	5,000
Miscellaneous Expenses	Supplies and operational needs	2,000
Website Maintenance (Monday Digital)	Hosting and content management	1,000
PlayMetrics Club System	Software subscription	1,008
Team Accounts (PlayMetrics)	\$60 × 9 teams	540
Stripe Processing Fees	2.9% + \$0.30 per transaction	6,599
Total Recurring Expenses		214.770

Start-Up / Capital Expenses

Item	Description	Amount (\$)
------	-------------	-------------

Pugg Pop-Up Goals (12)	3 sets for small-sided training	500
Cones and Markers	30 large + 30 medium	250
FCL Bond Fee	League bond	500
ECNL / RL Bond Fee	Competitive league deposit	1,000
Total Start-Up Expenses		2,250

Total Program Expenses

Category	Amount (\$)
Annual Operating Expenses	214,770
Start-Up Expenses	2,250
Total Expenses	217,020

Financial Summary

Category	Amount (\$)
Total Revenue	254,816
Total Expenses	217,020
Annual Surplus / (Deficit)	+ 37,796

Tuition Structure & Resident Benefits

Coerfontaine FC offers competitive tuition rates that are **comparable to other leading youth soccer programs in South Florida**, ensuring accessibility and high value for families.

- **U7–U10:** \$2,399 per player
- **U11–U12:** \$2,999 per player
- **U13 and older:** \$3,150 per player

Tuition includes all training sessions, league games, and **referee fees** for Lauderhill residents ONLY.. Uniform packages, provided through **Hummel**, include **three training kits, home and away game kits, and a branded backpack**, retailing for **\$470 per player**.

As part of our partnership commitment, **all Lauderhill residents participating in our program will receive their full uniform package free of cost**, reinforcing our dedication to community inclusion and affordability.

Fiscal Sustainability & Community Impact

The **Coerfontaine FC Lauderhill** program operates with no cost to the City and maintains a **self-sustaining model** through tuition, uniform sales, and community sponsorships. The projected **\$37,796 annual surplus** will be reinvested to fund scholarships, enhance coaching education, and improve training equipment and facilities, making our Lauderhill location more

attractive to qualified coaches and players, strengthening the sustainability and success of the program.

TAB #7 – Personnel & Management

Organizational Chart

President → Director of Coaching → Head Coaches / Assistant Coaches → Administrative Team

Key Personnel & Credentials

- **Kevin Chin** – Founder / President
 - Bachelors Degree in Business Administration Florida International University
 - US Soccer Federation B License
 - 8 + years youth development leadership.
 - COERVER Southeast Regional Director (Broward & Dade) 2019-2021
 - COERVER Coaching Youth Diploma I & II

- **Felipe Rios** – Director of Coaching
 - Bachelors in Exercise Science Florida Atlantic University
 - US Soccer Federation C License
 - 5+ years experience in academy and travel soccer operations
 - COERVER Coaching Youth Diploma I & II

- **Patricia Tomanon** – Director of Coaching
 - Bachelors in Sports and Fitness Florida International University
 - US Soccer Federation C License
 - 5+ years experience in academy and travel soccer operations
 - Experienced with FYSA and US Club Soccer registrations
 - COERVER Coaching Youth Diploma I & II

Andrew Scott – Business Operations Manager

- Former 3SSB Adidas Director for NBA veteran Brandon Knight's TEAM KNIGHT
- 17+ years experience in travel and high school basketball coaching
- Currently the basketball coach of Chaminade-Madonna High School (formerly coached at Somerset Academy Chapel Trail, Archbishop McCarthy High, American Heritage Plantation & Westpine Middle)
- Over 46 former players currently playing in NCAA Division 1
- 5 current NBA players; over 6 current overseas players
- Experienced with FYSA and US Club Soccer registrations

- Omar Mcfarlen - Honorary Board Member / Advisor
 - Founder ARC Electrical
 - Acting General Manager JFF (Jamaica Football Federation)
 - Constantine Hatzivassiliou - Honorary Board Member / Advisor
 - Partner - Certuity
 - Foundation Board Member for St. Thomas Aquinas High School
 - Trustee with the Boca Raton Chamber of Commerce
 - Chairman of The Breakers Men's Association.
 - Dr. Bamidele Olupona - Honorary Board Member / Advisor
 - Award Winning Podiatrist, Podiatric Physician & Surgeon

 - Additional Coaching Staff:
 - Charles Bwanika - Currently sitting D license
 - Javier Rodriguez - US Soccer Federation D License
 - James YoungHusband - UEFA C License
 - Wallace Coke - US Soccer C License
 - Hantz Bennett - US Soccer D License
-

TAB #8 – Required Attachments (Will provide these documents for inclusion)

- Attachment B – Non-Collusive Affidavit
- Attachment C – Cost Schedule
- Attachment D – Drug-Free Workplace Certification
- Attachment E – Signature Page / Certification
- Attachment F – List of Subcontractors (Ref Assignor, Videographer if used)
- Attachment G – References / Verification Form
- Attachment H – Acknowledgement of Addenda
- Attachment I – Anti-Human Trafficking Affidavit
- Certificate of Insurance (\$3 M / \$1 M GL, City as Additional Insured)

- Broward County Occupational License & Florida Sunbiz Registration
- Resumes of Key Personnel (Chin, Rios, Scott, Tomanon)

City of Lauderhill
Department of Parks and Recreation
5581 W. Oakland Park Blvd
Lauderhill, FL 33313

October 6, 2025

Re: Letter of Recommendation for Coerfontaine FC – City of Lauderhill Youth Travel Soccer Program Proposal

Dear Members of the Selection Committee,

It is my pleasure to provide this letter of recommendation for Coerfontaine FC, led by Kevin Chin, in support of their proposal to operate the City of Lauderhill's Youth Travel Soccer Program. As the South Florida Director for EDP (Elite Development Program), I have worked closely with Coerfontaine FC and have observed firsthand the professionalism, organization, and commitment to player development that define their program.

Coerfontaine FC has quickly established itself as one of the most respected youth soccer organizations in the region. Their teams consistently demonstrate technical excellence, discipline, and strong sportsmanship—values that reflect well on both the club and the communities they represent. Their administrative operations are efficient and compliant with all EDP and FYSA standards, and their leadership team is responsive, organized, and proactive in ensuring the best possible experience for players and families.

Under Kevin Chin's direction, Coerfontaine FC has built a culture focused on quality coaching, inclusivity, and holistic player development. The club's track record—highlighted by their success in regional competition and the advancement of players to elite programs such as the Inter Miami CF Academy—demonstrates their capability to deliver a truly comprehensive, high-performance soccer environment.

Based on my professional experience with their organization, I have full confidence that Coerfontaine FC possesses the expertise, integrity, and operational structure required to successfully manage the City of Lauderhill's youth travel soccer program. I am confident their proven approach will align perfectly with the City's vision of accessibility, excellence, and community impact through sport.

If you require additional information, feel free to contact me.

Sincerely,

Victor Sanchez
EDP Soccer
South Florida Director
vsanchez@edpsoccer.com
(M) 203-953-6892