



# Request for Proposal Horse Camp – Summer Program

## Overview

The Village of Fraser Lake is seeking submissions for individuals or organizations to provide summer horsemanship instruction for their summer recreation program. The summer program runs from July 1 – August 25<sup>th</sup> 2017. The terms and conditions of the agreement are all negotiable.

Respondents to this Request for Proposal should provide the following information in their submission:

- Name and contact information
- A summary of the certified instructor`s experience of the proponent
- A brief description of the proposed programs according to age and ability
- A brief overview of the community benefits or benefits to the local economy associated with your proposal

Submissions will be received via mail or personal delivery in a private envelope addressed to Jennel Harder until 4:30 pm, June 5, 2017.

## RFP Details

| Prospect name   | RFP deadline        | RFP number            |
|---|---------------------|-----------------------|
| HORSE CAMP  | June 5, 2017        | 01-2017               |
| Request summary   |                     |                       |
| Horse Camp Programs for the Village Of Fraser Lake’s Funsational Summer Recreational Program. |                     |                       |
| Decision date   | Recreation Director | Contact Email         |
| June 7 <sup>th</sup> 2017   | Jennel Harder       | jharder@fraserlake.ca |

| Roles and responsibilities |  |
|----------------------------|--|
| Role                       | Responsibilities   |
| Certified Horse Instructor | <ul style="list-style-type: none"> <li>• Instruct and provide safe horsemanship guidelines and practices in a fun and friendly manner.</li> <li>• Commitment to service and the community members both in the delivery and quality of the instruction offered.</li> <li>• Must be able to provide a guarantee of contract delivery of the classes or instruction upon which was agreed.</li> <li>• Provide appropriate support staff to aid in the delivery of program.</li> <li>• Provide class summary detailing objectives and course requirement for individual age groups.</li> </ul> |