

# City of Gainesville Tennis Parks



# Abdoulaye Toure

Certified USPTA Professional-1 Tennis Coach

TLCG Tennis, LLC

# USPTA Professional 1 Certification

- Highest rating on the USPTA Certification Exam
- Awarded by scoring in the 90<sup>th</sup> percentile on the USPTA Certification Exam
- Minimum of three years experience as a teaching professional
- Over 22 years of age
- Able to develop lesson programs, manage pro shop operations and tennis facility, and direct activities
- Able to handle employee relations tasks such as hiring, developing budgets, directing communications and serving as an integral part of the professional management team.

# Abdoulaye Toure

## Professional Experience:

### Assistant Head Pro

#### ***Jonesville Tennis Club, Jonesville, Florida (June 2010 to today)***

- Directing the training of more than 50 players on a weekly basis.
- Working up to 30 hours per week.

### Assistant Pro

#### ***Westside Tennis Park, Gainesville, Florida (October 2002 - November 2010)***

- Directed the training of more than 60 people on a weekly basis.
- Worked up to 45 hours per week during the year.
- Coached up to 30 students, 30 hours per week during the summer camps in the years of 2007 and 2008.

#### ***Fort King, Ocala, Florida (June 2001 - October 2001)***

- Directed the summer training of 40 students.
- Worked 30 hours per week.
- Traveled with the students to all the week-end tournaments.

### Head Coach

#### ***Boys Varsity of Santa Fe High (January to April of 2005 and 2006)***

- Directed the training of the team players.
- Worked more than 10 hours per week.

### Counselor

#### ***University of Florida Gator Tennis Summer Camp (2005 and 2007)***

- Directed the coaching of up to 10 students during five weeks.
- Worked up to 20 hours per week for four weeks.
- Supervised their tournament performance during the fifth week.

### Director of Tennis

#### ***Le Tennis Pour Tous (Tennis for All) (June 1992 – August 1999)***

- Contributed to the creation, implementation and expansion of the program.
- In coordination with the city of Nouakchott, Mauritania.
- Managed more than 12 coaches and 600 students.
- Coached personally close to 80 students.
- Worked up to 40 hours per week during the summer months.

### Assistant Coach

#### ***JGM Laurent Tennis Camp (June to August in the years 1992 to 1995)***

- Managed the daily activities of the program.
- Coached up to 40 students per week.
- Worked 40 hours per week.

## Education:

### **United States Professional Tennis Association**

USPTA Professional 1 Certification (June 2010).

### **Saint Leo University, Orange Park, Florida**

Bachelor's Degree in Business (2001).

### **Santa Fe College**

Associate of Arts Degree (1999).

### **Lycee Sigma 3 (High School)**

Baccalaureat ES (June 1995, degree in economics and social sciences).

## Skills and Accomplishments:

### **Languages:**

Fluent in: English, French and Arabic.

Good Command of: Spanish and Portuguese.

### **Titles:**

State Champion High Jump (1992).

State champion Triple Jump (1992).

Runner up State Champion Long Jump (1992).

National Champion Table Tennis (1991).

## Personal Interests

Travelling and experiencing different cultures and customs.

Reading and discussing French Literature.

Watching documentaries about astrophysics.

Following the Basketball and Football Seasons.

# Tennis Services Contract: Section II – +500 Players

K.3.6 The Proposer demonstrates a track record of success directing a municipal, county or school tennis program which serves at least five hundred players per year.

- K.4 The Contractor or Tennis Professional who will be in charge of overall operations shall devote his/her entire working time, skill, labor, and attention to his/her duties at said tennis facilities during the term of this Agreement.
- K.5 The Contractor or Tennis Professional who will be in charge of overall operations shall employ, at his or her own expense, a substitute acceptable to the City when the Contractor/Tennis Professional is out of town or away from said tennis facilities.
- K.6 The Contractor or Tennis Professional shall be available, at no cost to the City, for meetings or consultations with regards to tennis operations, the tennis Contract, or other matters pertaining to the operation of the tennis facilities in the City.
- K.7 The Contractor shall observe and assist in carrying out and effecting the enforcement of any and all rules and regulations promulgated and adopted by the City relating to the use of the tennis facilities by the patrons and the conduct of players and any other persons while on the premises.
- K.8 List any subcontractors as well as key employees (i.e. Assistant Pro, Tennis Pros used for teaching, etc.) to be used in performing the service herein. For each subcontractor proposed, specific experience and qualifications must be detailed.
- K.9 Proposers are responsible for inclusion of any and all letters of recommendation in their proposals.
- K.10 The Proposal should include an organizational chart which shows key staff members and their level of responsibility within the organization.

#### **BACKGROUND**


- A. Locations of Tennis Facilities in City Facilities
  - A.1 Westside Park, 1001 NW 34<sup>th</sup> Street (Joyce Oransky Tennis Center)
    - A.1.1 Eight (8) lighted hard-surface tennis courts



# Mr. Toure – Director of Over 600



many African countries. The objectives of "Le Tennis Pour Tous" were to give children from low income families a chance to practice sport and play Tennis on a regular basis and keep them away from juvenile delinquency. The program was started in coordination with the City of Nouakchott, MAURITANIA, and involved 4 youth and community centers with practices organized in two municipal facilities. In less than a year the Nouakchott program numbered more than 200 different players. The success of this initiative urged Mr. ABDOULAYE TOURE to duplicate the model in all the African countries where he or his family has resided. With the help of his father Dr. AMARA TOURE, Mr. ABDOULAYE TOURE has reached out to the International Olympic Committee for support in expanding these municipal programs. Following the same model, the program was launched in Cape Verde in 1999, in Chad Republic in 1994, and in Ivory Coast in 1996. Each one of these new programs served at least 150 players a year. By 1996, more than 600 players were enrolled in the program "Le Tennis Pour Tous". Mr. ABDOULAYE TOURE was directing the program for all four countries by personally travelling to the four sites where the program was taking place and keeping a direct relation with the program coordinators of each country.

  
MOUSSA AGEREY

**The standard should be liberally  
interpreted to create the most  
competition possible under the RFP**

# Tennis Services Contract: Section II - Liability

during hours outside of normal hours of operation and can involve any number of employees, equipment and vehicles.

## G.2 Standardization

G.2.1 The contractor shall provide the public with uniform and standard facilities with consistent standards of operation, including matching windscreens, nets, equipment and supplies.

G.2.2 The contractor shall not paint, decorate, or otherwise alter the facilities or any part thereof without first submitting written plans and specifications to the City in reasonable detail of any proposed alterations. Submissions must be hand-delivered to the office of the contract manager. The contractor may proceed with such alterations if not provided with written objection by the City within ten (10) business days of receipt of plans and specifications.

G.2.3 The contractor shall provide all furniture, benches, seating, shade structures, etc. for each tennis facility covered under the contract.

## G.3 Alachua County Schools

G.3.1 The Contractor will provide adequate tennis court space to Alachua County Schools for high school tennis team practices and matches.

G.3.2 When feasible, and when operations will not be adversely disrupted, the Contractor shall make adequate tennis court space available for use for tournaments hosted by Alachua County Schools.

G.3.3 The Contractor shall cooperate with the City in the establishment of any contractual, reciprocal, or interlocal agreements between the City and the School Board of Alachua County for use of City tennis facilities.

**G.4.1 The Contractor will register each participant and ensure that a City-authorized registration and waiver form is signed by each participant.**

G.5.1 Plan for interfacing with surrounding community.

G.5.2 Plan for youth programs, junior development, and underprivileged youth access plan.

G.5.3 Adult and Senior outreach programs.



# Tennis Services Contract: Section II - Recordkeeping

I.1.1 The contractor shall install and maintain such bookkeeping and accounting methods and methods of collection and disbursement of monies as shall be reasonably designated by the City.

H.3 Staffing Qualifications

I.2 Salaries and Expenses

I.1.2 The contractor shall ensure that all financial records and statements are kept and prepared in accordance with generally accepted accounting principles, as reasonably specified by the City.

site representation during all operating hours.

H.4.2 In addition to the hours above, the Contractor may schedule staff at other times during the week as necessary to cover tournaments, special events

shop sales including setting up vendor accounts, inventory, purchasing, tax reporting, pricing, and any other related functions.

I.2.3 The contractor shall purchase and maintain an inventory of items for sale

I.1.3 The contractor shall produce receipts for all material transactions for ease of auditing and record keeping.

H.4.7 The Contractor is responsible for setting hours and days of operations to maximize use and revenue saved to minimize costs and expenses, within the general timeframes and guidelines set by the City.

- a. The Contractor will post and inform the City of such hours and days.
- b. The Contractor will report changes to the City a minimum of two weeks before they go into effect.

H.4.8 The contractor shall be responsible for the purchase of point of sale displays and other merchandising materials.

I.3.4 The Contractor shall be responsible for the collection of sales tax for items sold in the pro shop. The Contractor shall be responsible for all sales tax reporting and payments.

## I. Financial Data

## I.4 Fees and Charges

### I.1 Financial Records/ Record Keeping

I.1.1 The contractor shall install and maintain such bookkeeping and accounting methods and methods of collection and disbursement of monies as shall be reasonably designated by the City.

I.4.1 The contractor shall have the flexibility to charge for programs, fees, lessons, tournaments and other events/ activities according to its marketing and business plans; provided, however, that the contractor shall not charge at a rate higher than those fees and charges contained in the Proposal, without the written consent and approval of the City.

I.4.2 The Contractor shall receive all monies for services, activities, and products conducted and/or purchased at the Facility.

# Tennis Services Contract: Section II – Monthly Reports

- E.7.6 The Contractor shall provide monthly financial reports to the City as requested or required, and shall include the following:
- a. Monthly income statements by program area (camps, lessons, tournaments, etc.)
  - b. Monthly expense statements by program area (camps, lessons, tournaments, etc.)

- E.7.7 The Contractor shall provide monthly operations reports to the City as requested or required, and shall include the following:
- a. Total # of participants for the month, and year-to-date.
  - b. Number of programs offered during the month
  - c. List of issues and concerns
  - d. Maintenance needs and maintenance performed
  - e. Number of memberships for the month, and year-to-date.
  - f. Court reservations and availability
  - g. Number of tennis lessons and instruction, including # of participants.
  - h. Number of special events offered, including # of participants
  - i. Number of tournaments offered, including # of participants
  - j. Number of clinics offered, including # of participants.

# Tennis Services Contract: Section II – Annual Reports

- E.7.8 The Contractor shall provide an annual report to the City in a format requested by the City's Contract Manager, and shall contain:
- a. A summary of the year's activities in the same format—and containing the same informational categories—as the monthly operations reports.
  - b. A summary of the year's financial activities in the same format—and containing the same informational categories—as the monthly financial reports.

- i. Number of tournaments offered, including # of participants
- j. Number of clinics offered, including # of participants.

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- a. A summary of the year's activities in the same format—and containing the same informational categories—as the monthly operations reports.
  - b. A summary of the year's financial activities in the same format—and containing the same informational categories—as the monthly financial reports.
- E.7.9 The Contractor shall be responsible for knowing and fulfilling all reporting requirements of the Tax Equity and Fiscal Responsibility Act of 1982 and all other federal, state and local laws, rules and regulations.
- E.7.10 The Proposal should contain a detailed description of the method to be used to ensure the accountability and internal controls for all revenues generated at the tennis facilities covered under this Agreement.

E.8 Office, Electronic Equipment and Office Supplies



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  - j. Number of clinics offered, including # of participants.

# Tennis Services Contract: Section II – Required Language

- b. All sign permits required must be obtained and paid for by the contractor.
- c. The contractor shall be responsible to the City for any and all damage caused by the installation and use of said signs and banners.
- d. Signs and banners may not contain advertising of alcohol or tobacco products.

- E.6.8 The contractor will be required to provide information on all tennis operations, programs and services to be included in the Recreation & Parks Department's program brochure(s).
- a. The contractor will be responsible for helping bear the cost of the brochure and mailing by paying for only the portion of the overall

E.6.9 The following language must be included and clearly stated on all promotional, marketing and advertising materials distributed by the tennis contractor: “This tennis program is coordinated in conjunction with the City of Gainesville Recreation & Parks Department.”

E.7.2 The Contractor shall submit an annual marketing and operating plan for each year, together with an operating budget, prior to December 31<sup>st</sup> of each year. The Contractor shall submit an annual capital budget (if applicable) for the City to review prior to March of each calendar year. The format and detail of the operating budget and capital budget shall be in a form specified by the City. Once operations commence, the Contractor shall operate the tennis facilities and related operations consistent with this Agreement.

E.7.3 The Contractor shall provide the City's contract manager or authorized representative access at all reasonable times to all electronic and hard data, books, records, correspondence, instructions, plans, drawings, receipts, vouchers, memorandums, registration or other participant databases, and any other print or electronic information describing or pertaining to the work under the Contract for the purpose of auditing and verifying costs of work, expenses, revenues or other financial or programmatic purposes.



# Tennis Services Contract: Section II – Annual Evaluation

b. The Contractor shall market tournament activities which may include advertisement, organization, arrangement of officials, equipment, tournament direction and awards.

B.2.7 General Play  
B.2.8 Camps and Special Sessions

b. The program will be evaluated yearly with the tennis contractor and representatives from the Recreation & Parks Department in regards to camp fees, expenses, effectiveness, length and location and number of children reached. The purpose of the evaluation is to make sure the programs are reaching the greatest number of youth in the community.

B.4 Tennis Membership Services

B.4.1 Court Reservation System/Court Assignment System

a. The contractor shall schedule tennis courts in such manner so that at each facility at least one (1) court is available for reservation and use by the general public at all times, irrespective of lessons, team practices or league play.

B.4.2 Membership Sales and Membership ID Cards

B.4.3 Activity Registration

B.4.4 Private Lessons

B.4.5 Organize Membership Activities

B.4.6 Organize Leagues/Tournaments for Members

B.4.7 Dispense Membership Information

B.5 Other Related Services

B.5.1 Promote tennis in Gainesville

B.5.2 Create new and innovative tennis programs for the City of Gainesville

# Tennis Services Contract: Section IV - Default

12. Inspection of Work. The contractor shall furnish the City's Contract Manager or his/her authorized representative with every reasonable opportunity for determining whether or not the program is performed in accordance with the requirements of this contract. The City's Contract Manager may appoint qualified persons to inspect the contractor's operations and equipment, and the contractor shall permit these authorized representatives to make such inspections at a reasonable time and place.
13. Subcontracting. The contractor may subcontract services to be performed hereunder with the prior approval of the City, which approval shall not be unreasonably withheld. No such approval will be construed as involving the City as a party of or to such contractor, or subjecting the City to liability of any kind to any subcontractor. No subcontract shall, under any circumstances, relieve the contractor of its liability and obligation under this contract; and despite any such contracting, the City shall deal through the contractor, and subcontractors will be dealt with as workers and representatives of the contractor.
14. Disputes. In the event of any controversy, claim or dispute as to the services and work performed or to be performed by the contractor, or the construction or operation of rights and liabilities of the parties under this contract arises, and such controversy, claim or

15. Event of Default. The occurrence of any one or more of the following events shall constitute a material default and breach of this Agreement by the contractor unless waived by the City:

Manager.

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c. The failure of the contractor to observe or perform any of the covenants, conditions, obligations or provisions of this Agreement to be observed or performed by the contractor.

arrangement under any law relating to bankruptcy; other than in connection with remedies exercised by a Mortgagee, the appointment of a trustee or receiver to

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