

RICHARD D. PASTER, CHAIRMAN
THE AMERICAN LEGION
DEPARTMENT OF MASSACHUSETTS
ATHLETIC COMMITTEE
24 ADAMS STREET
QUINCY, MA 02169
(617) 472-3424



"For God and Country"

Memo

To: Department of Massachusetts American Legion Baseball Teams

From: Department Athletic Committee Chairman

Date: September 12, 2018

Re: 2019 Department Junior Baseball Championship Tournament

Notice is hereby given that the Committee is soliciting bids for the 2019 Final Eight Team Double Elimination Department Junior Baseball Tournament. Bids will be accepted from any team in the Department through November 15, 2018. Thereafter, if no Bids are received, or if the Committee in the exercise of its sole discretion determines that it is in the best interest of the Program, it may extend the period. Teams wishing to bid may do so by identifying the field they intend to use, the amount of their bid and by having this Memorandum executed by their Post Commander. The Committee reserves the right to accept or reject any bid at its sole and absolute discretion for any reason or for no reason. This Memorandum shall be construed as a solicitation for offers from bidders willing to enter into a binding contract with the Committee to act as the host for the above mentioned Tournament. The Committee will not be bound until it receives a fully executed contract from the successful bidder in a form satisfactory to the Committee's legal counsel and has signified its approval by delivering said contract to the bidder executed by a duly authorized representative. Please indicate on the bid whether or not Internet access is available from the field.

_____ hereby submits the following bid to host the above mentioned
(Name of Post)

Tournament to be held at _____ :
(Name and location of field)

1. Successful bidder is to determine which if any sources of income it wishes to utilize and will retain all proceeds derived therefrom.
2. The bidder will submit written evidence together with this bid for its permission to use their baseball field and related facilities including the scoreboard and field illumination system for the duration of the Tournament scheduled to commence on Saturday, July 27, 2019 through Wednesday, July 31, 2019, including such additional days as may be necessary to complete the Tournament in the event of inclement weather or other circumstances requiring postponement of games. In addition, the bidder will submit written evidence of its permission to use at least one practice field during the above mentioned duration of the Tournament. Written evidence shall include copies of any and all necessary licenses and/or permits required for the use of the field, the scoreboard and lighting system. All costs associated with field usage to be bidder's responsibility.
3. The successful bidder will be responsible to reserve and provide at its expense a total of 15 double bed rooms for the Tournament (3 rooms per day) at a local hotel satisfactory to the Tournament Director to be used at his discretion commencing on Friday, July 26, 2019 and continuing continuously through Wednesday July 31, 2019. In the event the Tournament can not be completed on July 31, 2019, the successful bidder may be required to provide additional double bed rooms for duration of the Tournament. The Tournament Director will use his best efforts to keep the number of rooms utilized each day of the Tournament to a minimum. Copies of the hotel reservations are to be furnished to the Committee Chairman no later than June 1, 2019.
4. The successful bidder will use its best efforts to locate sufficient local lodgings to accommodate a minimum of three teams (18 players and 3 coaches) and to negotiate the lowest possible price therefor, but shall have no financial responsibility to pay for such lodgings. The successful bidder will also use its best efforts to locate and alert other local lodgings of the Tournament dates and obtain rate, reservation and availability information. Said information is to be furnished to the Committee Chairman no later than June 1, 2019.
5. The successful bidder will provide the Tournament Director with sufficient free passes to the Tournament for members of the Department Athletic Committee and its invited guests no later than July 1, 2019.
6. The successful bidder will provide at its expense a score board operator, public address announcer and an official scorer for all Tournament games who will provide pitch count information to the Tournament Director.
7. The successful bidder will provide at its expense sufficient ground crew personnel and management thereof to prepare and maintain the field in first class playing condition throughout the Tournament, including control of on site irrigation and lighting systems. The successful bidder will also maintain sufficient manpower and drying material on hand to return the field to playable condition in the event of inclement weather. The successful bidder will identify the head grounds keeper on or before June 1, 2019 and make him available to meet on site with the Tournament Director prior to the commencement of the Tournament in order to inspect the condition of the premises. The head grounds keeper will report directly to the Tournament Director.
8. The successful bidder will provide a restricted viewing area for collegiate coaches together with a minimum of 50 copies of the rosters of each team participating in the Tournament stapled together to form an information packet for distribution to coaches as well as a restricted viewing area in close proximity to the field for the Tournament Director and his designees. The successful bidder will provide at its expense a cooler with sufficient cold non alcoholic drinks and water for the Athletic Committee and the umpire crews during all Tournament Games.
9. The successful bidder will provide at its expense sanitary facilities at the field and insure that all portable facilities are cleaned and maintained daily throughout the Tournament. The successful bidder will provide the Department Athletic Committee Chairman with written evidence that it has contracted for such services on or before June 1, 2019.

10. The successful bidder will provide at its expense a Color Guard for opening ceremonies to be conducted prior to the commencement of the Host Team's first game of the Tournament.
11. The Department will supply up to 10 dozen Diamond D1 MA baseballs, the successful bidder will provide sufficient Diamond D1 MA baseballs to complete the Tournament at its expense and will deliver them to the Tournament Director on Friday, July 26, 2019. The successful bidder will be responsible to have sufficient ball chasers on duty for all games in order to retrieve foul balls and home runs. All such balls will be returned to the Tournament Director.
12. The successful bidder will be responsible to pay each umpire working each Tournament game (3 per game) the fee established by the Department Athletic Committee immediately prior to the commencement of each game.
13. The successful bidder will provide at its expense on site emergency medical services throughout the Tournament by an emergency medical technician or trainer with immediate ambulatory services available if necessary. The successful bidder will provide the Department Athletic Committee Chairman written evidence that it has contracted for such services no later than June 1, 2019.
14. The successful bidder will provide an on-site coordinator at all times during the Tournament who will report directly to the Tournament Director with the authority to address all matters outlined herein.
15. The successful bidder will provide at its expense sufficient police presence at the premises in order to preserve public safety and good order throughout the Tournament.
16. The successful bidder will have souvenir T-shirts identifying the 8 teams in the Tournament available for sale throughout the Tournament.
17. The successful bidder will have a fully stocked and staffed concession stand for the sale of, at a minimum, hamburgers, hot-dogs and cold drinks open during all games throughout the Tournament.
18. The successful bidder will pay the sum of \$500.00 to the Committee as consideration for it being awarded the host of the 2019 Tournament payable as follows: An initial deposit of \$200.00 as consideration to accompany and bind the bid, the remaining portion of the bid is due on or before the commencement of the final game of the Tournament.
19. The successful bidder will agree to be responsible to the Committee for any and all costs and expenses, including reasonable attorney's fees, occasioned by its default of any provision of this Agreement.
20. The successful bidder must agree that no alcoholic beverages will be provided for sale nor will consumption of such beverages be allowed at Tournament facilities during the Tournament.
21. Bidder may write in additional consideration for its bid: _____

Executed as a sealed instrument on this _____ day of _____.

Post Commander

Post Adjutant