REQUEST FOR PROPOSAL

Strength in Numbers Project
B.C. Amateur Sport Information Management System Replacement
December 2025

OVERVIEW AND BACKGROUND

viaSport BC Society (viaSport) is an independent not-for-profit organization and a legacy entity of the Vancouver 2010 Olympics and Paralympic Games, operating as the provincial government's lead agency responsible for promoting and developing amateur sport in British Columbia.

For 15+ years viaSport has collected, stored and analyzed a substantial part of BC's amateur sport sector data, enabling informed decision-making, policy development and strategic planning.

Created over a decade ago, viaSport's information management systems are outdated and no longer meet the sport sector's fast-evolving information needs. viaSport is seeking an experienced technology partner to design, implement, and support a modern, secure, and scalable solution that will transform how British Columbia's amateur sport sector captures, shares, and leverages information – setting a robust digital foundation for the province's next decade of sport development.

viaSport invites technology partners to propose innovative and integrated solutions that advance our reporting, analytics and information-sharing capabilities. Ideal submissions will demonstrate an integrated information ecosystem with automated and advanced analytics, including potential AI-enabled features. We welcome creative solutions that empower users, break down silos, and promote collaboration across the B.C. amateur sports sector.

viaSport welcomes responses from a range of partners, including product companies, data and analytics firms, research and innovation labs, and consortia that combine technology, data science, and sector expertise. Proposals that responsibly leverage open-source technologies, open standards, and interoperable APIs are accepted where they strengthen sustainability, transparency, and sector-wide value.

Beyond replacing legacy systems, this project is an opportunity to create a foundational digital layer for amateur sport in B.C. – a shared data and information platform that will shape how participation, funding, equity, and impact are understood for years to come. We are seeking a partner who can help viaSport responsibly embrace modern data management, interoperable APIs, automation, and AI-enabled insights. The goal is to move from static reports to living, trusted data assets that can power future programs, applications, and innovations across the entire sport ecosystem.

PURPOSE

We seek an experienced partner who can provide a solution that:

- Is cloud-hosted, modular, and scalable delivered as a managed service (e.g., SaaS or platform-based solution)
- Replaces viaSport's current data collection systems, the BC Activity Reporter (BCAR) and the BC Sport Information System (BCSI).
- Elevates data analytics and reporting to support policy development, reporting compliance, sector evaluation, funding allocations and sport impact assessments.
- Enhances the user experience through a convenient, user-friendly, and effective data reporting and submission system for sport organizations.
- Improves viaSport's administrative data collection and reporting processes, data warehousing and governance.
- Offers sustainability and scalability in cost, maintenance, quality, and function.
- Provide innovative, modern and integrated solutions for reporting, analytics, and information sharing needs for viaSport and B.C. amateur sport organizations.

SCOPE OF SERVICES

The selected vendor will perform the following services:

- Data Submission and Reporting Web Portal – Develop, configure and implement a secure, robust and UX-driven reporting and data submission website portal.
- Data Warehousing – Provide data storage/warehousing for viaSport's historical and ongoing data collection, reporting and analytics efforts.
- Data Migration – Map, import, and validate historical data from legacy systems.
- Platform Design and Customization – Provision cloud environment, security and access model, system architecture, and process automations.
- Testing & Quality Assurance – Conduct system security and user acceptance testing; resolve defects.
- Training and Onboarding – Deliver training and onboarding resources to the sector and administrator operational hand-off.
- Context: historical data is 20+ million rows of data and we see growth of about 1M rows per year, in addition we have object storage (primarily documents in the hundreds per year)

EXPERTISE REQUIRED

- Demonstrated delivery of large-scale SaaS information management platforms.
- Proven security and technical expertise in alignment with Canadian privacy statutes (such as PIPA / PIPEDA and SOCII / ISO 27001 or equivalent industry standards)
- Experience migrating legacy data sets and implementing role-based governance.
- Experience providing services to B.C. amateur sport sector, Provincial Sport Organizations, or similar non-profit or public organizations.
- Familiarity with amateur-sport, non-profit, or public-sector reporting environments (desirable).

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- An executive summary (≤3 pages).
- Estimated project budget and pricing model, with a breakdown of core elements, including factors that would affect timeline and pricing model.
- Agency/company/organization profile
- Identification of any partners or subcontractors required and their roles.
- One or more case studies and impact of similar work, preferably Canadian NPO / Public Sector clients.
- Opportunity to include in-kind services, products or value-add contributions.

PROPOSAL EVALUATION

- The fit of the firm to viaSport's needs & sector context
- Quality and feasibility of system solution
- Timeline and delivery schedule
- Capability and experience
- Cost and value of services
- Service levels and responsiveness

Short-listed vendors may be invited to a virtual presentation before final selection.

Criteria	Information details
Vendor fit to viaSport's needs	Details of your company: 1) Incorporation date, company size (number of staff), location, organization and structure as it is relevant to this RFP. 2) A statement of your proposed solution, summarizing the key differentiators and benefits to viaSport for selecting your company.

Service approach and responsiveness	Ability to meet system functions outlined in the system requirements addendum Description, key concerns, and schedule alignment *of Scope of Services* items:
	1) Data Submission & Reporting Web Portal
	    a. UX Strategy and approach
	    b. Technology stack (e.g., front end, middleware, authentication service) and the benefits
	2) Data Warehousing
	    a. Hosting solution, tenancy model, data residency and regulatory alignment
	    b. Back, recovery and encryption standards
	3) Data Migration
	    a. Detailed migration methodology including mapping, cleansing, validation, and roll back
	    b. Process and tooling to ensure migration audit trail and success
	    c. Data Quality targets/standards and defect-handling workflow
	4) Platform Design and Customization
	    a. Possible cloud provider services
	    b. Development and customization process (i.e., Development – Testing – Production)
	5) Testing and Quality Assurance
	    a. Approach and plan to QA (e.g., performance and security testing)

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	b. Approach and strategy to User Acceptance Testing
	6) Training and Onboarding
	    a. Audience-based training approach and delivery modules
	    b. Available resources and sample training materials
	    c. Help-desk and ticketing model if applicable

Capabilities and experience	Provide: 1) Demonstrated success and experience with information management system implementation. 2) Identification of any partners or subcontractors needed, their specific responsibilities, oversight mechanisms and continuity of services. 3) List of services provided to non-profit, charity, amateur sport sector or public clients. 4) One or more case studies of comparable projects – preferably with Canadian non-profit or public-sector clients. 5) Description of how the solution uses automation and/or AI to improve data quality, analytics, and user experience 6) If AI is used, approach to responsible AI, including transparency, privacy, bias mitigation, and human-in-the-loop decision-making 7) Use of open standards, APIs, and (where appropriate) open-source components to support interoperability and long-term viability
Cost and value of services	Present: 1) Transparent pricing model 2) Detailed estimation of cost breakdown (e.g., labor, software/licensing, hardware) 3) Factors that would trigger cost adjustments and describe your approach to change management 4) Description and breakdown of any in-kind services, or value-add contributions, and optional add-ons

CONTACT AND PROPOSAL SUBMISSION

For RFP questions and submissions, email to **innovation@viasport.ca**.

Submission Deadline is January 9, 2026
Shortlisted vendors will be notified by January 31, 2026