Contract Overview	
Contract Type	New Sole Source Contract
Contract Title	Basketball Officials Services
Method of Procurement	Sole Source
	Pursuant to FCPS Regulation 3860 and Virginia High School League (VHSL) rules, FCPS is required to use only VHSL-certified officials. Per the VHSL Directory (https://www.vhsl.org/officials/), Cardinal Basketball Officials Association Inc is the only VHSL-certified basketball officials Services that can cover Northern Virginia.
Contract #	4400014355
Vendor Name	Cardinal Basketball Officials Association Inc

Contract Summary	
Description of Services	The Contractor provides officiating services for basketball games across FCPS' 25 comprehensive high schools that are members of the Virginia High School League for regular and post season basketball games.
Contract Start Date	Date of contract execution following School Board Approval at a Regular Meeting.
Contract End Date	June 30, 2029
Initial Term of Contract	Three (3) Years
Contract Renewals	Two (2) three-year
Total Contract Value	$970,970
Annual Value	$323,657
Funding Source	School Operating
Pricing Structure	Firm fixed fee per game and a fixed booking percentage
Contract Terms	FCPS standard contract terms apply, with negotiated revisions to several administrative, legal and compliance related provisions.

Strategic Alignment	
Sponsor	Geovanny Ponce, chief of schools
Strategic Plan Goal	☐ Goal 1 - Strong Start: PreK-12 ☐ Goal 2 - Safe, Supported, Included, and Empowered ☐ Goal 3 - Academic Growth and Excellence ☑ Goal 4 - Equitable Access and Opportunity ☐ Goal 5 - Leading for Tomorrow's Innovation
Department	Student Activities and Athletic Programs
Description of Need	FCPS Regulation 3860 governs the administration and financing of all extracurricular activities, including high school athletics. This regulation acts as the local mandate that reinforces a critical requirement set by the Virginia High School League (VHSL) rules: the exclusive use of officially VHSL-certified officials. The certification process verifies that officials are properly trained and qualified, ultimately ensuring the fair and safe conduct of all interscholastic high school athletic competitions. FCPS requires officiating services for basketball games across FCPS' 25 comprehensive high schools that are members of the Virginia High School League that compete in regular and post season basketball games.
Background Information	In accordance with FCPS Regulation 3860 and VHSL mandates, all high school athletic competitions require certified VHSL officials. FCPS has worked with this vendor for over two decades as they are the only provider of VHSL-certified basketball officials that can cover Northern Virginia. The Total Contract Value and Annual Value are as follows: Year 1 $308,000 Year 2 $323,400 Year 3 $339,570 Total Contract Value (TCV) = $970,970 TCV/Initial Term of Contract (3 years) = Annual Value $323,657 The calculation is based on a 5% annual increase applied over the three (3) year initial contract term. The cost per official per game and the booking fee percentage are standard across northern Virginia. The booking fee percentage is an administrative fee based on the final season contracted officiating fees. The booking fee percentage was: FY25 $12,360 and in FY26 $12,280.

Prior Contract Information	
Method of Procurement	Sole Source
Vendor	Cardinal Basketball Officials Association Inc
Annual Spend	$294,595

Compliance and Reviews			
Cybersecurity Review	☑ Yes	☐ No	☐ Not applicable
IT Review	☑ Yes	☐ No	☐ Not applicable
Legal Review	☑ Yes	☐ No	☐ Not applicable
Risk Management Review	☑ Yes	☐ No	☐ Not applicable