



Park Hill School District

Building Successful Futures • Each Student • Every Day

Athletic Trainer Services

Request for Proposal

Effective July 6, 2020

RFP Due Date: June 30, 2020

Published June 24, 2020

Interviews: July 1, 2020

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Section 1 – Requirements

1. Park Hill School District (PHSD) reserves the right to reject any and all proposals and to award the contract in the manner that best suits their needs.
2. Electronic samples of all contracts and agreements should accompany your proposal.
3. **Key Dates:** The Following table outlines the key dates and events in this RFP process (all times specified in this document are Central Time Zone):

| Date | Description |
|---------------|---|
| June 24, 2020 | RFP Available |
| June 26, 2020 | Questions Due via email by 3:00 PM |
| June 29, 2020 | Answers to questions distributed to all vendors |
| June 30, 2020 | Deadline for Receipt of Proposals by 3:00 PM |
| July 1, 2020 | Interviews |
| July 1, 2020 | Selection Completed |
| July 6, 2020 | Effective Date of Service |

4. Copies of your complete proposal must be received electronically by the date outlined in the Key Dates table at the following address:
wooldridgea@parkhill.k12.mo.us.
5. All communications concerning this Request for Proposal should be directed to
wooldridgea@parkhill.k12.mo.us.
6. It is understood that **the lowest price proposed will not guarantee an award recommendation.**
7. After receipt of the results of the proposal, PHSD will complete its evaluation and recommend for award the responsible proposer(s) judged to provide the best value to the PHSD.

Section 2 – Introduction and Background Information

Employer History & Overview

Park Hill School District is located at 7703 NW Barry Rd, Kansas City, MO, 64153. The district is comprised of eleven elementary schools, four middle schools, two high schools, LEAD innovation studio, an aquatic center, and two education centers. There are approximately 1,600 benefit eligible employees made up of certified and classified staff. PHSD serves approximately 12,000 students.

Primary Objectives of Request for Proposal (Per Exhibit A of previous contract)

STAFF and SERVICES:

High School Services:

The professional services of an Athletic Trainer will be provided as listed below:

- a. Phone injury triage by Certified Athletic Trainer throughout all sporting seasons
- b. Daily injury clinic at school (Monday-Friday)
- c. Additional daily coverage for athlete rehabilitation / strength training
- d. ImPACT concussion program
 1. Baseline testing for all athletes
 11. Post-injury testing for all athletes (Additional fees will be incurred for required physician office visits.)
 111. Priority physician scheduling (same or next day appointments, excluding weekends)
 - 1v. Education as needed on ImPACT program, concussion prevention and treatment, for coaches, athletes, and/or parents
- e. Priority therapy and physician scheduling for any sports injury that needs further attention
- f. Coverage for all home and away varsity and junior varsity football games
- g. Daily coverage of all football practices, including pre-season camp
- h. Coverage of home and away men' s and women's varsity basketball games
 1. Coverage of home men' s and women's junior varsity basketball games
 - J. Coverage of home men' s and women' s varsity spring sports
- k. Coverage for special events as agreed upon by the Athletic Director and the Athletic Trainer, contingent on Athletic Trainer's availability
- I. Physician game coverage for varsity sports as agreed upon by the Athletic Director and the Heartland Sports Medicine Physician.

Middle School Services:

Athletic trainer to be on site at every home football game, and every home basketball tournament for boys and girls. We also want the ability to schedule our athletes to get treatment at their feeder high school starting the 2020/21 school year. With four middle schools, we will need two athletic trainers to be able to cover all games and tournaments. There will be dates when football games will overlap and the basketball tournaments are all held in the same week in December.

2020/21 Trainer Commitment

| | | |
|--|----------------|------------------------------|
| Congress/ Plaza Football | Fall (Sep-Oct) | 2 Home games |
| Lakeview/ Walden Football | Fall (Sep-Oct) | 3 Home games |
| Plaza Girls A Basketball Tournament Winter | | |
| 1 week in Dec | 3 Nights- | 4 games each night |
| Congress Girls B Basketball Tournament Winter | | |
| 1 week in Dec | 3 Nights- | 4 games each night |
| Lakeview/Walden Boys A Basketball Tournament Winter | | |
| 1 week in Dec | 3 Nights- | 4 games each night locations |
| (All 3 basketball tournaments will be on the same 3 nights) | | |
| Congress/Lakeview/Plaza/Walden Track | | |
| 4 meets at each location plus 1 District meet at a High School | | |
| Total: 25 evening commitments | | |

All Levels require School to provide the following during the ten of this Agreement:

- Suitable room/space at the school to be used as an athletic training room
- Such equipment and supplies as may be reasonably necessary for the provision of athletic training services
- Transportation for athletic trainer or mileage reimbursement at the current IRS reimbursement rate for coverage of away sporting events
- Orientation for athletic trainers on relevant School policies
- Prominent locations for SLNC to display signage and be represented in event programs, PA announcements, and School website as the School's sports medicine provider, all as reasonably agreed by the parties.

Section 3 – General Information Request

In answering the following questions, please do not refer to your proposal. Please respond directly to each question.

1. If your proposal does not comply with the specifications in any way, please explain all deviations in detail.
2. Please indicate who will have overall responsibility for the Client account. Include name, title, address, telephone number(s), years with your company, and a brief resume.
3. Please describe the Athletic Training Team that would service the Client account. Include name, title, address, telephone number, a brief resume and area of responsibility for each member of the team.
4. Describe any performance guarantees that you will put in place.