

## **Bid Title: Athletic Trainer Services**

### **Introduction:**

USD 439 - Sedgwick Public Schools is currently soliciting proposals for Athletic Trainer Services. The purpose of this solicitation is to produce a clear detailing of the services required for support of the District's student athletes in their participation in interscholastic sports.

USD 439 Sedgwick Public Schools will receive sealed proposals at the District Office, 400 W 4<sup>th</sup>, Sedgwick, KS 67135 until **12:00 PM., January 26, 2021**, at which time proposals received will be publicly opened and read, all in accordance with bid instructions, specifications and/or terms and conditions attached hereto or as shown below.

### **General Terms and Conditions:**

- The bid will be award to one contractor.
- The District reserves the right to reject any or all proposals as may be in the best interest of the District.
- Bidders shall make all investigations necessary to thoroughly inform themselves regarding the delivery of services, materials and equipment as required by the solicitation.
- The terms and conditions of the Request for Proposal, the resulting contract or activities based upon this Request for Proposal shall be construed in accordance with the laws of Harvey County, Kansas. Wherever differences exist between Federal and State statutes or regulations affecting this procurement, interpretation shall be in the direction of that which is most beneficial to the interests of the District.
- Bidders are advised that the District endorses the participation and utilization of local contractors in its purchasing effort.

The Superintendent will work with the Administration and Activities Director of the District to respond to all inquiries and will render an official interpretation of the question in writing. The District shall not be responsible for verbal interpretations offered by employees of the District who are not agents of the District's Purchasing Department.

**Contact:** Larry Roth, Superintendent (316) 772-5783 email: lroth@usd439.com

## **Athletic Trainer Services**

The District is seeking proposals for Certified Athletic Trainer having experience and qualifications representing public school districts. Services will include:

- Evaluation, treatment, and/or consultation of injuries sustained by the District's secondary students during school athletic events and practices, application of first aid and recommendation for exercise and physical measures for minor injuries.
- Maintain accurate records of all athletic injuries reported by school students as occurring during school athletic events and all rehabilitation procedures administered by the Athletic Trainer.
- Coordinate and provide Athletic Training and Sports Medicine Services and/or on-call\* services for High School and Junior High Students during the following USD 439 – Sedgwick Public School events through the regular season and post-season playoffs: Spring varsity, junior varsity, freshman, and sub-state varsity home practices for the following sports: football, volleyball, cross country, basketball, baseball, softball, track, and golf.

(\* For purposes of this Agreement, "on-call" means available for consultation through cell phone, video conference, or other appropriate means.)

The successful proposer shall provide coverage at all District athletic events set forth in this section in accordance with an acceptable schedule as agreed upon by the parties. When multiple District events are scheduled at the same time, the successful proposer shall cause an Athletic Trainer to be present at the most injury-prone event, as determined by the successful proposer in consultation with the District's athletic director, and/or to be available by cell phone to the District coaches at the other scheduled games(s) or practice(s).

The successful proposer:

- Will be a Kansas State Board of Healing Arts - Licensed Athletic Trainer.
- Provide consultation, if warranted, for opposing teams.
- Coverage for all contact summer camps held approved by USD 439.
- Instruct and assist coaching staffs in the proper fitting of athletic equipment for all levels of student athletes, in accordance with KSHSAA guidelines.
- Scheduling of basic life support training for coaches if needed including AED and first aid.
- Provide baseline concussion screenings for all high school student athletes, including incoming freshmen, transfer students, or newly participating student athletes. These screenings are provided at no cost to student athletes and at no additional cost to District.
- Provide emergency action plans for District high school main facilities, and provide first-response medical services and coordination with EMT/ambulance during athletic events, if needed.

- Provide nutritional and dietary information specifically designed for teen student athletes, and coordination with school nurses on whole-person care of student athletes
- Allow USD 439 Sedgwick High School student athletic trainers to follow and observe while providing services under this Agreement, on an as-needed basis.

USD 439 Sedgwick Public Schools agrees to provide the following Services in accordance with terms expressed herein:

- Provide Reimbursement for Liability Insurance not to exceed \$750.
- Provide Athletic Trainer with a secure lockable office or place to work and necessary equipment and supplies, including internet connectivity.
- Provide successful proposer with a written schedule for District Sports practice and games in advance of each sport season. Provide successful proposer at least one-week written notice, if possible, of rescheduled games and practices in order to secure coverage.
- The District will designate the successful proposer as official and exclusive athletic training and sports medicine provider of Sedgwick Public Schools.
- Allow the successful proposer to conduct a health fair on District premises for District staff, parents and guardians and coaches.
- Allow the successful proposer to present information at school events with coaches, parents and staff, such as back to school nights and team meetings.

**FEES**

- I. During the Term and any Renewal Term of this Agreement, USD 439 shall pay the successful proposer a fixed fee of \_\_\_\_\_ (\$\_\_\_\_\_) for services during the 20-21 spring semester beginning \_\_\_\_\_ and ending \_\_\_\_\_.
- II. One Payments of \$\_\_\_\_\_ is due each semester.

Should this Agreement terminate for any reason, the successful proposer shall be due a pro rata payment based on the number of days based on 365 calendar days and the total payment of \$\_\_\_\_\_ minus any payments already made.

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**To be completed by Bidder:**

Proposal Prices

Annual Fixed Fee for Services as required by these terms, conditions and scope of work  
\$ \_\_\_\_\_ per year

Indicate earliest start date for delivery of services: \_\_\_\_\_

For what period of time can these prices be guaranteed? \_\_\_\_\_

I HEREBY AGREE TO FURNISH THE SERVICES ON WHICH PRICES ARE QUOTED ABOVE IN ACCORDANCE WITH ALL TERMS AND CONDITIONS PREVIOUSLY LISTED AND ANY ATTACHED SPECIFICATIONS.

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

TITLE: \_\_\_\_\_ FIRM: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_