



**SPECIAL ADMINISTRATIVE BOARD OF THE TRANSITIONAL SCHOOL
DISTRICT OF THE CITY OF ST. LOUIS**

RFP TITLE: Athletic Trainer Services

RFI #: 001-1314

DATE OF ISSUANCE: April 28th, 2014

FINAL QUESTIONS DUE DATE: May 8th, 2014

BID DUE DATE: May 22, 2014 at 10:00 AM CST

SUBMIT TO:
Purchasing Office of the St. Louis Public Schools
Second Floor – Cashier’s Window
801 North 11th Street
St. Louis, Missouri 63101

Number of copies required: (2) marked “Copies”, (1) marked “Original”, and (1) copy on electronic CD. It is recommended that each original and copy have tabs corresponding to the required sections listed in this RFP, as appropriate. Original and copies are to be submitted in 3-ring binders or binding of some fashion.

Request For Information

Athletic Trainers Services Providers

Synopsis:

This is not a solicitation, but rather a Request For Information (RFI). The Saint Louis Public Schools District (SLPS) is seeking information from providers with the capacity to provide comprehensive Athletic Trainer Services for the **SLPS Public High League**.

Providers are being asked to provide information relative to the requirements of comprehensive Athletic Trainer Service program for an Interscholastic High School Athletic Program (**Public High League**) that accommodates the following:

- 1) Total Number of High Schools: **13**
- 2) Total Number of Participants (Athletes): **2,982**
- 3) Number of Athletic Facilities:
 - a. **Baseball = 1**
 - b. **Basketball = 8**
 - c. **Football = 7**
 - d. **Cross Country = 0**
 - e. **Soccer = 6**
 - f. **Softball = 0**
 - g. **Tennis = 1**
 - h. **Track = 2**
 - i. **Volleyball = 11**
 - j. **Wrestling = 11**

4) Number of participants per campus / per sport: **See Attachment A**

5) Schedule of Public High League 2014 – 2015 Games: **See Attachment B**

Example of list of information (*not an exhaustive list*) we are seeking:

- 1) Number of Athletic Trainers per sport offering, per campus
- 2) Athletic Trainer hours per day for covering fall sports including Varsity Home and Away games?
- 3) Athletic Trainer hours per day for covering Winter sports including Varsity Home and Away games?
- 4) Athletic Trainer hours per day for covering spring sports including Varsity Home and Away games?
- 5) Type of Duties performed by Athletic Trainers
 - a. Athletic Training Room coverage?
 - b. Injury Prevention Program development?
 - c. Recognizing and treatment of Injuries?
 - d. Rehabilitation of injuries?
 - e. Record Keeping of Athletic Injuries?
 - f. Advisement on the needs and purchases of Athletic supplies and equipment?

Interested parties are responsible for adequately marketing proprietary or competition sensitive information contained in their response. SLPS does not intend to award a contract on the basis of this RFI or to otherwise pay for the information submitted in response to this RFI.

Interested parties are requested to provide information on their ability to

satisfy any or all of the requirements outlined above. SLPS is interested in contractors past performance on similar projects, industry standards and overall capability to successfully develop, implement and manage Athletic Training Services for an Interscholastic High Schools Athletics program.

This RFI is for planning purposes only and shall not be considered as an invitation for bid, request for quotation, request for proposal, or as an obligation on the part of SLPS to acquire any services.

Responses to this RFI will be treated as information only. No entitlement to payment of direct or indirect costs or charges by SLPS will arise as a result of contractor submission of responses to this announcement or SLPS use of such information.

NOTICE TO RESPONDENTS:

Copies of this RFI 001-1314 for the **Athletic Trainer Services** (this "RFI") may be obtained from the District's website at www.slps.org under "Site Shortcuts", "Purchasing / RFPs", or from the Purchasing Department, St. Louis Public Schools, 801 North 11th Street, St. Louis, MO 63101.

All questions regarding this RFI shall be made electronically via e-mail in writing and directed to Rick Schaeffer at rick.schaeffer@slps.org. The subject of the e-mail shall be "QUESTION – **RFI 001-1314**".