

**SWEET HOME CENTRAL SCHOOL DISTRICT
OF AMHERST AND TONAWANDA**

M E M O R A N D U M

TO: Michael V. Ginestre, Superintendent of Schools
FROM: Donald G. Feldmann, Director of Finance and Plant Services
DATE: March 22, 2022
RE: Athletic Trainer RFP

DF
MVG
3/22/24

Background:

Proposal specifications for the Athletic Trainer services were developed from obtaining specifications from Marcy Gerlach, HS Trainer and Marissa Dauria, Athletic Director. Documents were mailed to three contractors (Excelsior, UB/MD Orthopaedics, Orthopaedic Surgery PC) and posted in the Amherst and Ken-Ton Bee. These documents detailed the responsibilities of our district along with the responsibilities of the contractor for the upcoming school year in addition to the next two school years. A scope of services designed specifically for our district's athletic program was outlined. One bid was received.

Bid Tabulation:

The table below summarizes the bid results:

YEAR	EXCELSIOR COST
2022-23	\$30/hour
2023-24	\$30.50/hour
2024-25	\$31/hour

The District estimates the need for Athletic Training services at the maximum following levels for the three interscholastic seasons each year.

Fall – 300 Hours

Winter – 450 Hours

Spring – 330 Hours

TOTAL HOURS PER YEAR: 1,080

Recommendation:

Excelsior is an established local company and has been the district's athletic program trainer for the last thirteen years. Our Athletic Department has a strong relationship with Excelsior, which has allowed for the expansion of our athletic training program making it the best in the region. Excelsior also offers Excelsior Express which is an urgent care center that enables us to have access to immediate care for sport related injuries seven days a week along with having direct access to x-ray, MRI, physical therapy, casting and orthotics. My recommendation is to award the Athletic Trainer RFP to **Excelsior** in the amount of **\$32,400 for the 2022-23 school year; \$32,940 for the 2023-24 school year; and \$33,480 for the 2024-25 school year.** The award of each year is dependent upon the inclusion and approval of the budget as well as an annual performance review of Excelsior by our Athletic Director.