



DERBY PUBLIC SCHOOLS

35 Fifth Street
Derby, Connecticut 06418

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Facilities Manager

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BID SHEET

Derby Public Schools

Athletic Trainer Services

November 6, 2015 @110AM

SELECT PHYSICAL THERAPY 2 Ivy Brook Rd, Shelton, CT
Name and address of Company 06484

\$25,000.⁰⁰ For 1000 hours 2015-16 School Year (PARTIAL YEAR)

Total Costs/Fees for services to be provided

[Provide details on separate sheet for: a) services included; b) services excluded; c) hourly rates for services not covered in proposal; d) any additional costs proposed by the supplier]

\$ 25,000.⁰⁰

Contact person: JOHN GILMOUR

The bid is provided to the Derby Board of Education, to provide complete the work as outlined in the "scope of work" and per attached specifications. It is understood that this price includes all insurance requirements and the specified completion requirements set forth in the "scope of work"

Authorized Signature

11/4/15

Date



November 4, 2015

Derby Public School
35 Fifth Street
Derby, CT 06418

To Whom It May Concern,

Select Physical Therapy is pleased to be able to provide a proposal for the RFP on the athletic training service for Derby Public Schools and understands the information in RFP. As you are aware, athletic trainers are a very important part of a high school's athletic program. Select Physical Therapy has been providing athletic training services to high schools for over 25 years and our commitment to athletics is second to none, as we are the largest providers of athletic training services in Connecticut. Over the years it has been a pleasure working with Derby High School in providing athletic training services. We provided the athletic training services for 2 years from 2002-2004. It would be a pleasure to return to the school and provide athletic training services again.

Enclosed you will find Select Physical Therapy's proposal for Athletic Training Services at Derby High School. The proposal includes all requested services related to providing athletic training coverage to Derby High School. This proposal for 40 hours per week for 25 weeks for an estimated 1000 hours for coverage of the remainder of the 2015-16 school year. Our services will include coverage of all home varsity events, plus coverage of away varsity football (if applicable), coverage of other athletic events is based on the schedule as well as management of the athletic training room. We understand that the athletic schedule varies and will vary weekly and by the season. We will do our best to cover it and be flexible with hours so there are no additional charges. The fee for this service is \$25,000 for 2015-16. Going forward for similar services for a full year based on 40 hours per week for 40 weeks with a total of 1600 hours our fee would be \$40,000 annually for 2016-17 and 2017-18. It is understood that the RFP is just asking for services for this year. However, we have included additional years to show that Select Physical Therapy is planning on a long term relationship with Derby Public Schools, this is our goal.

Staffing for this new position will be initiated with a national search once the bid has been awarded and contracting has begun. Fees for services would be prorated based on the start date. Our staff would have their national athletic training certification and either is eligible or have a current state license for athletic training. We provide training and support to our staff with orientation/ongoing training, sports medicine coordinator and center management oversight along ongoing continuing education.

Select Physical Therapy has made this as competitive as possible and hopes you see the value gained over other competitors. Select Physical Therapy has an office located in Shelton at 2 Ivy Brook Road and looks forward to growing the sports medicine program along with Derby Public Schools and further developing a strong relationship with the Derby community.

Respectfully,



John Gilmour MA, ATC
Regional Director of Sports Medicine
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**DERBY PUBLIC SCHOOLS
SPORTS MEDICINE
PROPOSAL
2015/2016**

This is a contracted service provided by Select Physical Therapy. A Certified Athletic Trainer will be present at Derby High School combined for 40 hours per week.

The Athletic Trainer would serve as Head Athletic Trainer at Derby High School and provide all such athletic training duties, within their 40 hour work week deemed appropriate by the Athletic Director and Athletic Trainer. The duties are listed in the enclosed Athletic Trainer description. These responsibilities range from the administration of the training room to on the field coverage.

Fall Coverage (not applicable based on start date for the school year of 2015-16):

August 17 – August 21 Conditioning week (based on football team schedule)

August 22 – November 27 Fall Season Coverage

Game Coverage of: All Home Varsity Sports along with coverage of away varsity football, and athletic training room management.

Contracted cost: 2015-16 -- \$2,000 2016-17 -- \$13,000 2017-18 -- \$13,000

Winter Coverage:

November 23 – March 11 Winter Season Coverage

Monday – Friday Times to change to accommodate games

Game coverage of: All Home Varsity Sports and athletic training room management.

Contracted cost: 2015-16 -- \$14,000 2016-17 -- \$14,000 2017-18 -- \$14,000

Spring Coverage:

March 14 – June 12 Spring Season Coverage

Game coverage of: All Home Varsity Sports and athletic training room management.

Contracted cost: 2015-16 -- \$13,000 2016-17 -- \$13,000 2017-18 -- \$13,000

Total Yearly Cost: 2015-16 -- \$25,000 2016-17 -- \$40,000 2017-18 -- \$40,000

Seasonal sports medicine educational seminars are offered by Select Physical Therapy to coaches, staff and parents who are interested in learning what the role of a sports medicine professional is, and also topics related to sports medicine such as conditioning of high school athletes. American Red Cross recertification provided annually at an additional per person fee.

Additional Event coverage – If there are additional games which need to be covered such as tournaments or special events, the Athletic Director will notify the Athletic Trainer and the games will be covered at an additional fee of \$45.00 per hour per Athletic Trainer.

SELECT PHYSICAL THERAPY ATHLETIC TRAINING SERVICES

A typical day at Derby High School for our Certified Athletic Trainer:

- 1:00 PM – 2:00 PM Administrative duties (ADM)
- 2:00 PM – 3:00 PM Pre-practice & Game preparation of athletes (TR)
- 3:00 PM – 3:30 PM Injury Assessment & Treatment (TR)
- 3:30 PM – 6:00 PM On-field coverage of games & practices (OF)
- 6:00 PM – 7:00 PM Follow-up care & calls to parents/medical (ADM)

Training Room Responsibilities (TR)

- Supervision of athletic training room with “daily” presence at the school
- Injury Assessment, recognition and injury prevention
- Treatment and rehabilitation that can be provided in the training room
- Communication between parents, coaches and other medical providers
- Referrals for required medical and rehabilitation
- Practice and game preparation such as taping and protective equipment
- Equipment safety (fitting, education, and maintenance instruction)

On-field and game coverage responsibilities (OF)

- Assess athletic injuries and provide on-field first aid
- Allow for a safe return to play by performing on-field care
- Establish procedures for medical emergency
- Communicate with coaching and medical staff regarding playing status

Administrative responsibilities (ADM)

- Maintain accurate records of athletic injuries, treatment, MD follow up and insurance needs
- Maintain inventory and ordering of athletic training room equipment and supplies
- Purchase necessary athletic training room supplies (school covers cost of supplies)
- Concussion management including ImPACT testing (school covers cost of ImPACT)
- Supervise training room in a professional manner (school is responsible for quality facilities)
- Professional appearance of athletic training room with educational information
- Update emergency files, medical history of athletes oversight of RIO's and other reporting
- Establish emergency management plan with annual practice drills
- Red Cross - CPR and First Aid training
- Administer student athletic training program
- Seasonal injury report statistics



CONNECTICUT SCHOOLS SERVED BY SELECT PHYSICAL THERAPY

American School for the Deaf	Plainville High School
Avon Old Farms	Renbrook School
Bassick High School	Rockville High School
Berlin High School	Suffield High School
Bridgeport Central High School	Simsbury High School
Bristol Central High School	Southington High School
Bristol Eastern High School	Stratford High School
Bulkeley High School	Terryville High School
Bunnell High School	Tolland High School
Canton High School	Trumbull High School
Coginchaug High School	Warren Harding High School
Cromwell High School	Weaver High School
Crosby High School	Wilby High School
Danbury High School	Windsor High School
East Hartford High School	Xavier High School
E. O. Smith High School	<u>COLLEGE AFFILIATIONS</u>
Fairfield Ludlowe High School	Central Connecticut State University
Fairfield Warde High School	Sacred Heart University
Hartford Public High School	Trinity College
Kennedy High School	University of Connecticut
Masuk High School	<u>PROFESSIONAL AFFILIATIONS</u>
New Milford High School	CFC AZUL Connecticut Soccer Team
Northwest Catholic High School	<u>ON-SITE PYHSICAL THERAPY LOCATIONS</u>
Newington High School	Avon Old Farms School
Old Saybrook High School	Trinity College



HOW SELECT PHYSICAL THERAPY HELPS YOU IN THE INJURY GAME

