

**Department of Materials Management
Procurement Unit
MONTGOMERY COUNTY PUBLIC SCHOOLS
45 W. Gude Drive, Suite 3100
Rockville, Maryland 20850**

May 2, 2022

NOTICE TO BIDDERS

**The following are questions and responses regarding
RFP No. 4360.2, Certified Athletic Trainer Program in
Montgomery County Public Schools**

Question 1: During the previous contract and RFP, the required 20-30 hours of weekly Athletic Training services adequately covered all needs. Can you please clarify why the program needs have increased to 30-35 hours weekly?

Answer: MCPS is requesting enhanced coverage and services that include an ATC onsite afterschool and Saturdays, as needed to allow for event coverage and additional hours in the training room for rehabilitation and injury management. This will also allow for additional coverage for practices. This additional coverage will allow for enhanced services for student-athletes, for example the implementation of heat acclimatization protocols, per updated guidance and law.

Question 2: 3.1/3.4/10.1 – We understand what regular season refers to, however some of your language is confusing in these referenced sections. Can you please define each?

3.1 “ATCs shall provide coverage for practices, conditioning sessions, and home regular season and playoff contests for their designated MCPS high school according to the comprehensive athletic schedule issued annually in early-August by MCPS and the Maryland Public Secondary Schools Athletic Association. ATCs will also provide coverage for summer conditioning and school-sponsored skill development activities.”

Answer: This includes coverage for all regular season and playoff contests, including centralized competitions. This would include all events hosted at an MCPS facility. Centralized sites will be assigned after vendors have been awarded and will proportionately reflect the number of schools serviced.

3.4 G - *“Assistance at countywide, MCPS, and regional championship contests and competitions.”*

Answer: ATCs will be assigned to work these events, as needed. This is included as part of the contract (not billed separately). A sample systemwide schedule is available for review. Previously these events were billed separately. Now they are included in the enhanced contract.

10.1 *“...services at all home regular season and county/region/district playoff contests, along with coverage at practices and summer activities, consistent with section 3.2.”*

Answer: See previous response. Contract is for all services at the school, including playoffs. The only events that are not covered are optional school tournaments/invitationals, which are billed at \$35/hour and state championship events in which the MPSSAA provides ATC services, per the state association contract. All other services are covered under this contract.

Question 3: 11.0 – Can you clarify season order now that summer hours are included? Will the annual billing period go: Summer/Fall/Winter/Spring or Fall/Winter/Spring/Summer?

Answer: Fall/Winter/Spring/Summer – summer will include July, a week in August, and the month of June annually.

Question 4: 11.0 – This should be 12.0 correct? ‘Contract Termination’

Answer: Correct, this is a typographical error. 11.0 was duplicated.

Question 5: 17.0 – Can you please clarify correct days to correlate with calendar dates? This with 19.0.

Answer In 17.0 SCHEDULE OF EVENTS, proposals are due Wednesday, May 11, 2022 at 2:00pm, not Monday.

Question 6: Do we need to schedule an appointment for package drop off?

Answer: You do not need to schedule an appointment. If you are dropping off in lieu of mailing by a third party, the offices are open M-F 7:30am until 4:00pm. You will also be able to obtain a receipt that the package was delivered on time.

Question 7: Would we be able to select the schools or would they be grouped?

Answer: MCPS will assign schools based on the requests and availability of vendors, per the selection criteria.

Angela McIntosh Davis, CPPB, team leader, Procurement Unit

Please indicate your acceptance of this notice by signing below and returning with your RFP or under separate cover.

Accepted:

Name and Title

Company Name