

PROFESSIONAL SERVICES AGREEMENT

This Professional Service Agreement (the "**Agreement**") is made on June 10, 2020, by and between **Central DuPage Physician Group d/b/a Northwestern Medicine Regional Medical Group**, an Illinois not-for-profit corporation (the "RMG") and **Community Unit School District 200** (the "School District") (RMG and School District individually, a "**Party**" and collectively, the "**Parties**").

WHEREAS, on April 23, 2020, the School District solicited proposals for athletic trainer services; and

WHEREAS, on May 5, 2020, RMG submitted its proposal to provide these services to the School District the School District selected RMG as the lowest responsive and responsible bidder;

NOW THEREFORE, in consideration of the mutual promises contained herein and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **RECITALS.** The recitals above are incorporated herein by reference.

2. **DESCRIPTION OF SERVICES.** RMG shall provide services to the School District in accordance with all terms and conditions contained in the attached **Exhibit A**, Description of Services and Payment Provisions, and in the attached **Exhibit B**, Request for Proposal, including Addendum One which was issued on April 30, 2020 (collectively, the "Services"). To the extent of any conflict between this Agreement and an exhibit, this Agreement controls. To the extent of any conflict between exhibits, Exhibit A controls.

2A. RMG is hereby relieved of the following obligations as provided in Exhibit B, Specifications, Section 11: The obligation to obtain a third-party bond; and the obligation to procure insurance with a Best rating of "A-", the Parties acknowledging that RMG is self-insured.

3. **TERM.** The initial term of this Agreement (the "**Initial Term**") shall commence on **July 1, 2020** and expire on **June 30, 2023**. Unless sooner terminated as provided herein, after the Initial Term and at the end of each Renewal Term (as hereinafter defined), if any, this Agreement will automatically be renewed for additional terms of one (1) year each (the "**Renewal Term**"). As used herein, the "**Term**" of this Agreement shall mean the Initial Term and all Renewal Terms.

4. **RMG'S OBLIGATIONS.** RMG shall assign sufficient and qualified employees and contractors to provide the Services. At all times hereunder, RMG shall require its employed physicians to: (i) maintain a valid and unlimited license to practice medicine in the State of Illinois; (ii) maintain in good standing state and federal registrations to prescribe and dispense controlled substances; (iii) be certified to provide services to Medicare and Medicaid beneficiaries; and (iv) be board certified or board eligible in his or her specialty while performing services hereunder. In addition, RMG shall require its employed athletic trainers to maintain a valid license to practice athletic training in the State of Illinois.

5. **COMPLIANCE.** In rendering services hereunder, RMG shall ensure that its employees and contractors will comply with: (i) rules, regulations, policies and procedures of

RMG; (ii) generally recognized standards of professional ethics; (iii) federal, state and local laws and regulations; (iv) the requirements of the Joint Commission; (v) applicable standards of care; and (vi) applicable standards established from time to time by third party payors.

6. **COMPENSATION.** School District shall pay RMG for the Services in accordance with the payment terms identified on the attached Exhibit A. RMG shall submit an invoice to School District for Services provided and School District shall pay each properly submitted invoice within thirty (30) days of receipt.

7. **RELATIONSHIP OF PARTIES.** It is understood by the Parties that RMG is an independent contractor with respect to the School District, and not an employee of the School District. RMG has sole control over the manner, means, and methods used to provide Services. The School District will not pay to, withhold for, or provide any fringe benefits, including health insurance benefits, paid vacation, nor any other employee benefits to or for the benefit of RMG. RMG has no authority to assume or create any obligation or responsibility, express or implied, on behalf of or in the name of the School District.

8. **TERMINATION.**

(a) **Termination Without Cause.** Either Party may terminate this Agreement without cause upon ninety (90) days' prior written notice of termination to the other Party, or immediately, upon notice, if the other party becomes insolvent; terminates its business; files or is the subject of a bankruptcy petition; or is the subject of any debtor relief action.

(b) **Immediate Termination by Either Party.** Either Party may immediately terminate this Agreement by notifying the other Party in writing if, due to an interpretation of an existing law or regulation, or the issuance of any new laws or regulations, there is reason to believe that the arrangement described in this Agreement is no longer supportable, or that there is a reasonable expectation that the arrangement as described in this Agreement would, upon review by a regulatory agency or other authoritative third party, be deemed to be inconsistent with either Party's applicable legal obligations. In addition, a Party may terminate this Agreement immediately if the other Party becomes insolvent; terminates its business; files or is the subject of a bankruptcy petition; or is the subject of any debtor relief action.

(c) **Effect of Termination.** Termination of this Agreement shall not release or discharge the Parties from any obligation, debt or liability under this Agreement which shall have previously accrued and remain to be performed upon the date of termination.

9. **PROFESSIONAL LIABILITY INSURANCE.** RMG shall maintain, in full force and effect throughout the Term, adequate professional liability insurance covering any acts or omissions of its employed physicians and athletic trainers in connection with the provision of any professional medical and/or athletic training services pursuant to this Agreement, with minimum annual limits equal to One Million and 00/100 Dollars (\$1,000,000.00) per occurrence and Three Million and 00/100 Dollars (\$3,000,000.00) in the aggregate. Upon request, RMG shall provide written evidence of such coverage to School District.

10. **INDEMNIFICATION.** Each Party shall defend, indemnify, and hold harmless the other and its board members, officers, administrators, shareholders, partners, members,

affiliates, directors, officers, employees, volunteers and agents (collectively, the “**Indemnified Persons**”) against all claims, demands, costs (including reasonable attorney’s fees), expenses, liabilities, and losses which may arise in connection with this Agreement as the result of negligent acts or omissions by the indemnifying Party, its agents or employees, and to the extent arising from the indemnifying Party’s breach of this Agreement. Each Party shall provide to the other prompt written notice of any and all potential or pending claims or suits arising from any act or omission by the first Party, its agents or employees that may directly or indirectly affect the other Party’s Indemnified Persons.

11. **STUDENT MEDICAL RECORDS.** School District shall maintain all medical records and patient charts in accordance with all applicable regulatory standards. All medical records of students of School District shall be the property of School District subject always to the rights of the respective students. Notwithstanding the foregoing, the Parties acknowledge that if needed for reasonable purposes, including for treatment purposes or defense of a claim, RMG may, after receiving the express approval of School District, which consent shall not be unreasonably withheld, retain copies of medical records and patient charts relating to Services provided pursuant to this Agreement. In addition, the Parties expressly agree and understand that RMG may see certain students as private patients, and that such patient records are not property of School District. In such cases, ownership and control of records shall be determined in accordance with Illinois law.

12. **COMPLIANCE WITH PATIENT PRIVACY LAWS.** If School District will have access to any Personally Identifiable Health Information, as that term is defined in the federal Health Insurance Portability and Accountability Act and its implementing regulations, the Parties shall separately execute a Business Associate Agreement.

13. **NO THIRD-PARTY BENEFICIARY.** This Agreement is entered into solely for the benefit of the contracting parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.

14. **NOTICES.** All notices made hereunder shall be made in writing to the parties and addresses set forth hereafter or at such other place as the respective party may provide from time to time. Notices are effective upon receipt, or upon mailing by certified mail, return receipt requested, accompanied by mailing of the same notice by regular U.S. mail to that party.

School District: Community Unit School District 200
Attention: Lisa Maher
130 West Park Avenue
Wheaton, Illinois 60189

With a copy to: Samuel B. Cavnar
Robbins Schwartz
55 W. Monroe #800
Chicago, IL 60603

RMG: Northwestern Medicine Regional Medical Group
Attention: President
25 N. Winfield Road

Winfield, IL 60190

With a copy to: Northwestern Memorial HealthCare
Office of General Counsel
211 E. Ontario, Suite 1800
Chicago, IL 60611
Attention: Senior Vice President and General Counsel

15. **WAIVER.** Failure to insist upon strict compliance with any of the terms, covenants, or conditions of this Agreement shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of the right or power at all or any other times.

16. **COUNTERPARTS.** This Agreement may be executed in any number of counterparts each of which shall be deemed to be an original.

17. **SEVERABILITY.** In the event any one or more of the provisions contained in this Agreement shall be invalid, illegal, or unenforceable in any respect, such provision shall be deemed severed from this Agreement, and the validity, legality, or enforceability of the remaining provisions of this Agreement or any other application thereof shall not be affected or impaired thereby, and shall, therefore, remain in effect.

18. **GOVERNING LAW.** This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois.

19. **AUTHORITY TO EXECUTE.** The Parties hereby warrant and represent to each other that: (i) the persons executing this Agreement on behalf of each Party have been properly authorized to do so by their respective corporate authorities; (ii) each Party has the full and complete right, power and authority to enter into this Agreement and to agree to the terms, provisions and conditions set forth in this Agreement; (iii) that all legal actions needed to authorize the execution, delivery and performance of this Agreement have been taken by each Party; and (iv) that neither the execution of this Agreement nor the performance of the obligations assumed by each Party will (a) result in a breach or default under any other agreement or obligation of each Party or (b) violate any statute, law, restriction, court order or agreement to which each Party may be subject.

20. **ENTIRE AGREEMENT AND AMENDMENT.** This Agreement and any written addendum to it executed in writing by the parties constitute(s) the entire contract between the Parties, supersedes any agreement previously entered into between the Parties regarding the general and specific subject matter hereof and may be changed, modified or amended only by mutual written agreement executed by the Parties.

[Remainder of page intentionally blank.]

Executed on the date last written below, by and between:

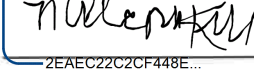
**COMMUNITY UNIT SCHOOL
DISTRICT 200**

By: 

Title: Asst. Supt.

Date: 6/10/2020

**D/B/A NORTHWESTERN MEDICINE
REGIONAL MEDICAL GROUP**

By: 
2EAEC22C2CF448E...

Title: VP Operations

Date: 06-11-2020

EXHIBIT A

Description of Services and Payment Provisions

I. SCOPE OF SERVICES

RMG shall provide athletic training services through National Athletic Trainers Association certified athletic trainers to students of School District on a schedule mutually agreed upon by the Parties. Athletic training services may include, but shall not be limited to, the following:

- On-site recognition, evaluation and immediate treatment of injury and illness with appropriate referrals for follow-up care
- Development of injury and illness prevention strategies
- Facilitation of rehabilitation and reconditioning
- Promotion of safe and appropriate practice, competition and treatment facilities
- Advise on the selection, fit, function and maintenance of athletic equipment
- Development and implementation of a comprehensive emergency action plan
- Identification of potential psychosocial pathologies frequently associated with athletes and refer for management and follow-up care as appropriate
- Establishment of protocols regarding environmental conditions
- Provision of nutritional counseling and education
- Consultation with parents/guardians of student athletes as reasonably requested

II. PAYMENT PROVISIONS

- Summer Football Athletic Training Services
 - RMG shall provide athletic training services as requested during the summer football programs at Wheaton Warrenville South High School (“**WWS**”) and Wheaton North High School (“**WN**”) on a schedule mutually agreed upon by the Parties.
 - School District shall pay RMG an hourly rate of **Fifteen and 00/100 Dollars (\$15.00)** for services provided by athletic trainers in support of the summer football programs.
 - Athletic training hours provided in support of School District’s summer football programs shall be distinct and separate from those hours related to the school year athletic training services described below.
- High School Athletic Training Services during the School Year
 - School District shall pay RMG an hourly rate of **Fifteen and 00/100 Dollars (\$15.00)** for the provision of athletic training services as outlined above at WWS and WN for those athletic programs identified on the attached Schedule A-1.
 - RMG shall be available to provide a minimum of two thousand eight hundred (2,800) athletic training hours during each school year (July 1 – June 30) at WWS. Notwithstanding the foregoing, these minimums shall not apply during the COVID19 national emergency period. Upon the President of the United

States declaring an end to the COVID-19 national emergency period, these minimums shall be reinstated effective immediately. The minimums shall be pro-rated accordingly if the national emergency period ends in the middle of the School Year.

- RMG shall be available to provide a minimum of four hundred (400) athletic training hours during each school year (July 1 – June 30) at WN. In addition, RMG shall make available up to an additional one thousand three hundred (1,300) athletic training hours to WN during the school year upon WN's request. Notwithstanding the foregoing, these minimums shall not apply during the COVID-19 national emergency period. Upon the President of the United States declaring an end to the COVID-19 national emergency period, these minimums shall be reinstated effective immediately. The minimums shall be pro-rated accordingly if the national emergency period ends in the middle of the School Year.
- Middle School Athletic Training Services
 - RMG shall provide athletic training services at events at Hubble Middle School as mutually agreed upon by the Parties, not to exceed five (5) events per school year.
 - School District shall pay RMG an hourly rate of Fifteen and 00/10 Dollars (\$15.00) for services provided by athletic trainers at the events specified above. Any changes to the dates and/or schedules described above must be mutually agreed upon by the Parties.
- Other Athletic Training Services
 - RMG may provide athletic training services to School District in addition to those described above upon mutual written agreement of the Parties. Such additional athletic training services shall be billed to School District at an hourly rate of Fifteen and 00/100 Dollars (\$15.00).
- Fees for all Services rendered hereunder may be billed in fifteen (15) minute increments.

SCHEDULE A-1

FALL: Football
 Soccer - Boys
 Cross Country - Boys
 Cross Country - Girls
 Volleyball - Girls
 Tennis - Girls
 Golf - Boys
 Golf - Girls
 Swimming and Diving - Girls
 Cheerleading
 Dance

WINTER: Basketball - Boys
 Basketball - Girls
 Wrestling
 Gymnastics - Girls
 Swimming and Diving - Boys
 Cheerleading
 Dance
 Indoor Track and Field - Boys
 Indoor Track and Field - Girls

SPRING: Track and Field - Boys
 Track and Field - Girls
 Baseball
 Softball
 Tennis - Boys
 Soccer - Girls
 Volleyball - Boys
 Badminton
 Gymnastics - Boys
 Lacrosse - Girls
 Lacrosse - Boys

EXHIBIT B

Athletic Trainer Request for Proposal (see attached)

4829-0697-0303, v. 1 – FINAL 2020 06 08

Community Unit School District 200

Administration & School Service Center



ATHLETIC TRAINER SERVICES

REQUEST FOR PROPOSAL

INSTRUCTIONS

The Board of Education of COMMUNITY UNIT SCHOOL DISTRICT 200 ("District:") will receive proposals for Athletic Trainer Services until **Tuesday, May 5, 2020 at 11:00 a.m.**

Proposals are to be addressed to: Lisa Maher, Director of Business Services, Community Unit School District 200, 130 W. Park Avenue, Wheaton, Illinois, 60189, and are to be enclosed in a sealed envelope clearly marked, "**Sealed Proposal – ATHLETIC TRAINER SERVICES.**"

The Board of Education reserves the right to reject any or all proposals, in whole or in part, or to accept that proposal which is in the best interest of the COMMUNITY UNIT SCHOOL DISTRICT 200. Award of Contract shall be based on the fees charged, experience, reputations and the financial stability of the contractor as well as compliance with the format, terms and conditions of this proposal. A contract will be awarded only after a formal notice is given to a vendor as determined by the Board of Education. The Board of Education reserves the right to waive any and all formalities.

GENERAL CONDITIONS

1. Proposals shall be submitted on the forms provided with these specifications. Proposals shall be in a sealed envelope properly marked with the title of proposal, date and time of opening, and delivered to the COMMUNITY UNIT SCHOOL DISTRICT 200, Attention: Lisa Maher, 130 W. Park Avenue, Wheaton, Illinois, 60189 on or before **11:00 a.m. on Tuesday, May 5, 2020.**
2. No proposal received after the date and time specified will be considered. The bidder assumes the risk of any delay in the handling or delivery of mail. Proposals may be withdrawn by letter prior to the time and date established for the opening of proposal

3. All proposals shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the proposals as submitted. Should a bidder find any discrepancies in or omissions from any of the documents, or be in doubt as to their meanings, he shall advise the COMMUNITY UNIT SCHOOL DISTRICT 200, Lisa Maher at Lisa.Maher@cusd200.org, who will issue the necessary clarifications to all prospective bidders by means of addenda. Any such clarification requests must be received by CUSD200 no later than three (3) business days before proposals are due.
4. The submission of a proposal by a contractor will be construed as an indication that he is fully informed as to the extent and character of the service required and can offer the services satisfactorily in compliance with the specifications.
5. No employee of the COMMUNITY UNIT SCHOOL DISTRICT 200 is to be extended any form of gratuity in connection with this bid.
6. In accordance with Illinois law, once the proposals have been opened, such proposals may not be modified in any way without the written approval of COMMUNITY UNIT SCHOOL DISTRICT 200. All bidders will be bound by any and all math calculations, misquotes or mistakes of any kind once the proposals have been opened. Once a proposal has been accepted, it may not be modified or rescinded without the approval of COMMUNITY UNIT SCHOOL DISTRICT 200.
7. The School District will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements.
8. It shall be mandatory that the contractor will not discriminate against any employee for employment upon any grounds prohibited by the human rights act (chapter 68, section 1-001, et. Seq., Ill Rev. Stat.) and further that he will comply with all provisions of the human rights act including, but not limited to, rules and regulations of the Illinois Human Rights Commission.
9. Bidders must submit a list of References (pg. 3) and Contractor Information Form (pg. 10), along with Proposal Form (pg. 9).
10. No Bid Bond or Performance Bond is required.

REFERENCES

SCHOOL DISTRICT/COMPANY: _____

ADDRESS: _____

CONTACT PERSON: _____

TELEPHONE #: _____

SCHOOL DISTRICT/COMPANY: _____

ADDRESS: _____

CONTACT PERSON: _____

TELEPHONE #: _____

SCHOOL DISTRICT/COMPANY: _____

ADDRESS: _____

CONTACT PERSON: _____

TELEPHONE #: _____

PROPOSAL SPECIFICATIONS

1. **SCOPE:** Provide National Athletic Trainers Association Certified Athletic Trainers (ATC) to Wheaton North High School and Wheaton Warrenville South High School. District will guarantee a minimum of 3,200 contract hours per year – 2,800 at Wheaton Warrenville South High School, and 400 at Wheaton North High School. Additional hours (up to 1,300) may be added for Wheaton North High School during the term of this contract to replace in-house staffing. In addition to the guaranteed minimum, other services may be requested by the District (including, but not limited to, Middle School athletic training services) and will be billed at the hourly rate submitted in the proposal. An hourly rate is required in the bid proposal, which is for all services.

The contract is for a three (3) year term, with the hourly rate remaining the same for three (3) years. The three (3) year term begins on July 1, 2020 and ends on June 30, 2023. One-year contract extensions may be negotiated for an additional two (2) years, at a rate mutually agreed upon between the District and contractor, not to exceed the Consumer Price Index of the most recent tax levy.

Athletic training services will include, but shall not be limited to, the following:

- A. On-site recognition, evaluation and immediate treatment of injury and illness with appropriate referrals for follow-up care
- B. Development of injury and illness prevention strategies
- C. Facilitation of rehabilitation and reconditioning
- D. Promotion of safe and appropriate practice, competition and treatment facilities
- E. Advise on the selection, fit, function and maintenance of athletic equipment
- F. Development and implementation of a comprehensive emergency action plan
- G. Identification of potential psychosocial pathologies frequently associated with athletes and refer for management and follow-up care as appropriate
- H. Establishment of protocols regarding environmental conditions
- I. Provision of nutritional counseling and education
- J. Consultation with parents/guardians of student athletes as reasonably requested

2. Requirements of Contract:

- A. Recommend procedures for the prevention, assessment and treatment of student athletic injuries.
 - B. Recommend rehabilitation on student athletic injuries.
 - C. Assist in referral to health care providers.
 - D. Assist in coordinating pre-season evaluations and physicals for student athletes.
 - E. Attend at-home competitive athletic school-sponsored events and student athletic practice seasons as requested by school. ATC shall be available to provide emergency care and first aid at such events until the arrival of emergency medical technicians, paramedics, physicians, or other health care providers.
 - F. In the event that a practice or event is changed (school not in session, bad weather, etc.), the school will notify the ATC of this change as soon as possible.
 - G. The School District shall cooperate in providing adequate space for the services provided by the ATC.
 - H. If requested, conduct clinics for the coaching staff on the handling of athletic injuries.
 - I. Consult with parents/guardians of student athletes as reasonably requested.
 - J. Prepare medical kits and water containers for the home teams and teams that travel. Water and ice containers need to be prepared for visiting teams.
 - K. Monitor weather conditions for all outside teams during inclement weather.
3. The School agrees to provide appropriate support for the development of a student athletic training program.
 4. The School shall be solely responsible for determining the times of practice and for scheduling all athletic programs. The Athletic Director at each school will determine Game/Event coverage.
 5. The required services are for student athletics listed in Attachment A. School and the successful contractor shall mutually agree upon events and hours in excess of specified events and hours. Additional hours of service shall be paid at the per hour rate accepted and awarded for this contract.
 6. The compensation to be paid by the school to the contractor will cover all the

expenses of the contractor's athletic trainers, except when the school requests the contractor's athletic trainers to participate in an out-of-town athletic event requiring travel and/or overnight lodging. In such situations, the school shall provide and pay the direct costs of such additional expenses as they are incurred by or on behalf of the contractor's athletic trainers.

7. District 200 shall provide all supplies needed by the ATC in connection with rendering services hereunder. The ATC will advise the school as to the supplies and equipment needed for the program. The school shall reimburse the successful contractor for any supplies provided by the ATC in conjunction with services rendered under this Agreement.
8. The school will make quarterly payments throughout the school year. Additional hours of service and reimbursement of supply expenses will be paid in accordance with Board of Education practices.
9. Coverage by the ATC of practices and events that occur during holidays and school vacations shall be reasonably agreed upon by the school and the ATC.
10. The contractor agrees to indemnify and hold the School District, its officers, directors, trustees, board members, employees and/or agents harmless from any and all costs, expenses, damages, losses, claims, judgments, demands or liabilities of any kind (including reasonable attorneys' fees) resulting from the contractor's performance under this agreement, which the School District, its officers, directors, trustees, board member, employees and/or agents are required to pay third parties in connection with the school, except any liabilities of any kind resulting from actions or omissions of the contractor, its officers, directors, members, employees and/or agents.
11. The Contractor shall provide the Board a certificate verifying that the following insurance coverages are in full force and effect: The Contractor shall provide Workers' Compensation Insurance (statutory limits); Third Party Bond in the amount of at least \$2,500 per employee of the Contractor; Property damage insurance of at least \$1,000,000 per occurrence; and Bodily damage and personal injury insurance of at least \$2,000,000 per occurrence and \$3,000,000 aggregate through an insurance carrier duly licensed by the State of Illinois with a Best rating of "A-" or higher. Community Unit School District 200 and its Board of Education must be listed as additional insureds.
12. Contractor agrees not to assign, transfer or subcontract any of its burdens, duties or obligations under this agreement without the prior written permission of the School Board.
13. This agreement shall be governed by and shall be construed and enforced in accordance with the laws of the state of Illinois, without regard to the application of its conflict of laws and rules.

14. Contractor agrees to provide (ATC) athletic trainers duly certified in the state that shall be employees of, or under contract with the contractor. Evidence of certification of each athletic trainer used in connection with this agreement will be provided to the school upon request. The successful contractor shall be responsible for the payment of all compensation and for providing all employment support and benefits, including Workers' Compensation coverage, for the athletic trainers.
15. Contractor will provide a physician for all football games and must include documentation of this in the bid reply.
16. The period of the initial contract shall be for three (3) years, and one-year contract extensions may be negotiated for an additional two (2) years, at a rate mutually agreed upon, not to exceed the Consumer Price Index. Initial contract will begin on July 1, 2020 and expire on June 30, 2023. District reserves the right to cancel the contract with cause by giving a thirty-day (30) notice at any time throughout the contract period.
17. Bidders shall provide the hourly cost for a three-year contract period on proposal forms for this contract.
18. The athletic training services would in no way substitute for those of a physician. The athletic trainer would make recommendations if requested by the athlete or parent.
19. Contractor will authorize Community Unit School District #200 to conduct criminal background and fingerprint checks on all athletic trainers assigned to Community Unit School District #200 schools pursuant to Illinois School Code: 105ILCS 5/10-21.9. Expenses related to all background checks and fingerprinting shall be paid by the contractor.
20. Contractor will provide a list of references, which may be contacted to secure quality of service.
21. The District would encourage contractors to provide a consistent personnel placement within the buildings, if preferred by building administration.

ATTACHMENT A

Event and Practice Coverage for the following sports:

FALL: Football
 Soccer - Boys
 Cross Country - Boys
 Cross Country - Girls
 Volleyball - Girls
 Tennis - Girls
 Golf - Boys
 Golf - Girls
 Swimming and Diving - Girls
 Cheerleading
 Dance

WINTER: Basketball - Boys
 Basketball - Girls
 Wrestling
 Gymnastics - Girls
 Swimming and Diving - Boys
 Cheerleading
 Dance
 Indoor Track and Field - Boys
 Indoor Track and Field - Girls

SPRING: Track and Field - Boys
 Track and Field - Girls
 Baseball
 Softball
 Tennis - Boys
 Soccer - Girls
 Volleyball - Boys
 Badminton
 Gymnastics - Boys
 Lacrosse - Girls
 Lacrosse - Boys

PROPOSAL FORM
ATHLETIC TRAINER SERVICES

We propose to provide National Athletic Trainers Association Certified Athletic Trainers (ATC) to Wheaton North High School, Wheaton Warrenville South High School, and other schools/events as needed, in accordance with the Request for Proposal and specifications for the sum stated below:

Hourly rate for athletic trainer services as described in proposal specifications for a three (3) year contract period - beginning July 1, 2020 and ending June 30, 2023

\$ _____/hour

Company Name of Bidder _____

Address _____

City, State, Zip Code _____

Contact _____

Signature _____

Title _____

Date _____ Telephone No. _____ Fax No. _____

Email Address _____

CONTRACTOR INFORMATION

THIS FORM MUST BE COMPLETED AND SIGNED AND ACCOMPANY THE BID TO COMMUNITY UNIT SCHOOL DISTRICT 200.

In compliance with sub-section (c) of Section 10.20.44 of the School Code (105 ILCS 5/10-20.44, as a potential vendor for Community Unit School District 200, please answer yes or no for the following questions:

Minority owned YES NO

Female owned YES NO

Business owned by persons with disabilities, as defined in the Business Enterprise for Minorities, Females and Persons with Disabilities Act YES NO

Locally owned YES NO

Signature _____

Printed Name and Title _____

Company _____

Address _____

City, State, Zip _____

Date _____ Phone _____ Fax _____

Community Unit School District 200

Administration & School Service Center

Addendum #1 Athletic Trainer Services Proposal

4/30/2020



Following are a list of questions from vendors that require answers and/or clarifications:

1. **Question:** *Hours – how many athletic trainers are you looking for to fulfill the 3200 hours? What is the current model in terms of number of contracted ATs?*

Answer: Per the proposal specifications, a minimum number of hours are guaranteed. With these hours, it is expected that one (1) trainer will be at Wheaton North High School and two (2) trainers at Wheaton Warrenville South High School.

2. **Question:** *Summer – is there any summer coverage involved?*

Answer: The high schools have summer rec coverage.

3. **Question:** *Submittal – with the shelter in place order in effect, will you take a digital copy of our proposal sent via email or does it need to be mailed?*

Answer: It needs to be mailed to the address listed in the Instructions.

4. **Question:** *With no public opening, will you make all bidders aware of the bids submitted by other companies?*

Answer: Yes

5. **Question:** *What is the District's timeline on making a decision?*

Answer: The plan is to take a recommendation to our Board for approval on May 13th.

Bidder acknowledges receipt of Addendum #1. Please sign and date this page and return signed acknowledgement with submission of proposal or respond via email to the sender. Thank you.

Name: _____ Date _____

Company: _____

6. **Question:** *Is this an open bid?*

Answer: Any proposals received by the due date will be opened and recorded. Results will be made available as necessary.

7. **Question:** *I understand this states for a min of 3200 contract hours. Does that mean staffing would be 1.5 ATC at South and a .5 ATC at North?*

Answer: It depends on the hours. See Answer to #1 above.

8. **Question:** *Are there any other staffed ATC from the district or will the provider be the sole provider of ATC's?*

Answer: Wheaton North has 1.0 head trainer and 1.0 assistant trainer for the 2020-21 school year supported by the District. For WW South, the provider will be the sole provider of ATC's.

9. **Question:** *How much time was requested at the middle school for ATC services last year?*

Answer: There was none in FY20.

10. **Question:** *Who is the current team physician?*

Answer: A physician is supplied by our current contractor, per the terms of the contract.

11. **Question:** *Can we provide an annual fee instead of hourly fee?*

Answer: No

12. **Question:** *Is there an option to drop off the proposal vs. mailing it?*

Answer: Since the School Services Center (SSC) office is closed due to COVID-19, we will allow vendors to drop off proposals between 9:00 – 11:00 a.m. on Tuesday, May 5, 2020 at 130 W. Park Ave., Wheaton, IL 60189. Vendors need to email Lisa Maher at lisa.maher@cusd200.org in advance to alert her of exact time vendor will be at SSC so she is able to meet them at designated door.

Bidder acknowledges receipt of Addendum #1. Please sign and date this page and return signed acknowledgement with submission of proposal or respond via email to the sender. Thank you.

Name: _____ Date _____

Company: _____