



College Station Independent School District

Success...each life...each day...each hour

MEMORANDUM

To: Dr. Eddie Coulson, Superintendent
From: Glynn Walker, Deputy Superintendent
Date: August 9, 2013
Subject: RFP # 13-011 Health and Wellness Programs
Agenda Item: C-2
Board Priority/
District Goal: Priority 3, Goal 4

Background

The purpose of this Request for Proposal (RFP) #13-011 Health and Wellness Program is to maximize health and wellness opportunities for district employees, by minimizing employee cost and creating availability of school facilities for this program. This RFP was emailed, advertised and posted on the district website according to state bid laws and local policy. Eleven vendors received email notice of this RFP. Seven vendors responded as listed on Mr. Pantel's attached memo, and the RFP was opened on July 17, 2013.

The scoring committee consisted of CSISD employees from campuses and administration. Aerofit Health and Wellness Centers received the highest score from the committee on the evaluation matrix. Their proposal offers a variety of options including group exercise and personal training classes at CSISD and Aerofit facilities.

Recommendation

It is recommended that the Board of Trustees of the College Station Independent School District award RFP #13-011 to Aerofit Health and Wellness Centers effective August 15, 2013 through July 31, 2014, with the option to extend for two additional one-year periods.

A handwritten signature in black ink, appearing to read "Glynn Walker", is written over the printed name and title.

GLYNN WALKER
Deputy Superintendent for
Human Resources and Business

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EDDIE COULSON, Ed.D.
Superintendent of Schools