



College Station Independent School District

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

9304 ROCK PRAIRIE ROAD, COLLEGE STATION, TX. 77845
(979) 764-5408 * FAX (979) 694-5636

PURCHASING OFFICE

INTER-DEPARTMENTAL MEMO

DATE: April 6, 2021
TO: Amy Drozd, CFO
FROM: Carmella Shafer, Director of Purchasing
SUBJECT: Athletic Trainer Supplies RFP # 21-003

Request for Proposals (RFP) # 21-003, Athletic Training Supplies was advertised according to state bid law and CSISD Board Policy. The RFP was issued February 15, 2021. The RFP was advertised in The Eagle newspaper on February 15, and February 22nd. Sixteen vendors responded to the RFP, which opened on March 23, 2021.

The proposal was based on a discount off catalog or retail pricing rather than item-by-item. The two Head High School Athletic Trainers and purchasing staff evaluated each proposal and recommended Seven (7) vendors using the attached evaluation matrix. The vendors that provided the best value to the district are:

Alert Services Inc
Medco Supply Company
Riddell
BSN Sports, LLC
Henry Schein Inc
School Nurse Supply Inc.
School Health Corporation

It is the recommendation of Carmella Shafer, Director of Purchasing to award RFP 21-003 for Athletic Trainer Supplies to the above vendors effective June 1, 2021 through May 31, 2022 with the option to renew two (2) additional one-year periods if both parties agree sixty (60) days prior to expiration of each term.


Carmella Shafer, Director of Purchasing

Carmella Shafer, RTSBA
Director for Purchasing
(979) 764-5408

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Mike Martindale
Superintendent of Schools

RFP 21-003 ATHLETIC TRAINER SUPPLIES

Supplier	ALERT SERVICES INC	Medex Supply Company	Riddell	B5N Sports, LLC	Henry Schein Inc	SCHOOL NURSE SUPPLY, INC.	SCHOOL HEALTH CORPORATION	School Specialty, Inc.	Inzer Advance Designs Inc.	Rogers Athletic Company	Medicalshop Inc.	Gate's Specialties LLC	Rebble Creek Country Club	Sports Imports, Inc.	Cheers, Etc., Inc.	USCO SPORTS
CRITERIA OF EVALUATION (RFP 21-003 Ath. Trainer Supplies, Equip., & Services)																
Purchase price: (30%)	15.0	19.0	20.3	8.0	14.0	8.7	10.0	25.0	25.0	4.0	19.0	0.0	0.0	0.0	0.0	0.0
Reputation of the vendor and of the vendor's goods or services: (10%)	8.3	17	8.0	7.7	7.3	7.3	8.3	5.3	5.3	6.7	17	5.0	3.3	3.3	2.0	1.7
The quality of the vendor's goods or services: (15%)	12.3	11.3	11.7	17.0	10.3	12.7	11.7	9.7	7.7	10.7	6.0	7.7	5.3	4.7	3.0	2.3
The extent to which the goods or services meet the district's needs: (20%)	16.0	13.3	13.3	15.7	14.3	12.7	12.7	6.7	6.7	11.7	5.7	6.7	6.7	6.7	9.3	3.3
The vendor's past relationship with the district: (20%)	18.3	14.3	11.7	16.3	13.0	12.7	11.7	7.3	6.7	10.0	6.7	6.7	6.7	6.7	8.3	3.3
The impact on the ability of the district to comply with laws and rules relating to HUB: (1%)	1.0	0.0	0.0	0.0	0.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
The total long-term cost to the district to acquire the vendor's goods or services: (10%)	4.0	3.0	3.0	3.3	3.3	3.7	3.0	1.7	1.3	1.7	1.7	1.7	1.7	1.3	1.0	0.7
Score	100	76.0	68.0	65.0	62.3	56.7	57.3	55.7	52.7	44.7	42.7	27.7	23.7	23.3	12.7	11.3
Rank	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Evaluators: Chateca Frashure, Kay Kapashinski, Jennifer Hainell																
Recommended Award to Vendors 1 through 7	Award	Award	Award	Award	Award	Award	Award	Award	Award	Award	Award	Award	Award	Award	Award	Award
	Do not Award	Do not Award	Do not Award	Do not Award	Do not Award	Do not Award	Do not Award	Do not Award	Do not Award	Do not Award	Do not Award	Do not Award	Do not Award	Do not Award	Do not Award	Do not Award

Date: 04/05/2021