



**HITCHCOCK INDEPENDENT SCHOOL
DISTRICT
PROCUREMENT EVALUATION SUMMARY PACKET**

RFP #26-07-0233

Contracted Athletic Training Services

Prepared by
James Briscoe
Director of Finance

Hitchcock ISD

Evaluation Summary Packet

RFP #26-07-0233 – Contracted Athletic Training Services

Evaluation Committee Summary

Procurement Summary

Hitchcock ISD solicited proposals for contracted athletic training services in accordance with Texas Education Code §44.031. One responsive proposal was received from Premier Sports Medicine (PSM). The proposal was evaluated using the criteria established in the RFP.

Evaluation Committee

- Craig Smith
- Geno Gutierrez
- Kendra Sowell

Evaluation Criteria

Criterion	Maximum Points
Qualifications and Experience of Firm	25
Qualifications and Experience of Assigned Personnel	20
Service Approach and Coverage Plan	20
References and Past Performance	10
Cost Proposal	20
Completeness and Quality of Proposal	5

Individual Evaluation Results

Evaluator	Score	Recommendation	Comments
Craig Smith	98	Recommend Award	References contacted; message left.
Geno Gutierrez	91	Interview	Strong overall proposal.
Kendra Sowell	82	Recommend Award	Responsive proposal.

Consensus Summary

Average Committee Score: 90.3 / 100

Recommendation

The evaluation committee reviewed the sole responsive proposal submitted by Premier Sports Medicine (PSM). Based on the evaluation results and the proposer's demonstrated qualifications, experience, and service approach, it is recommended that the Superintendent proceed with the intent to award and contract negotiations with PSM, subject to Board approval if required and successful execution of a written agreement.

Notice of Intent to Award

Hitchcock ISD intends to award RFP #26-07-0233 for Contracted Athletic Training Services to Premier Sports Medicine (PSM), subject to final contract execution and any required approvals.

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