

PROPOSAL FOR ATHLETIC TRAINING ROOM SERVICES

— REDACTED VERSION — Submitted to the Gresham-Barlow School District (GBSD)
Sam Barlow High School & Gresham High School

Submitted by:

Mt. Hood Chiropractic Clinic

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Date of Submission: April 21, 2026

SECTION 1: EXECUTIVE SUMMARY

1.1 Overview of Proposed Services

Mt. Hood Chiropractic Clinic respectfully submits this proposal in response to the Gresham-Barlow School District's Request for Proposals for Athletic Training Room Services. We propose to provide comprehensive, full-time athletic training room coverage for both Sam Barlow High School and Gresham High School, staffed by a licensed and experienced Certified Athletic Trainer (ATC) under the oversight and clinical direction of our clinic.

Our proposed model ensures consistent, high-quality care for student athletes at all levels of competition — including freshman, junior varsity, and varsity programs — throughout the full academic and athletic calendar year (11–12 months). All services will be delivered in accordance with Oregon Athletic Trainer licensing requirements and the standards of the National Athletic Trainers' Association (NATA).

1.2 Summary of Major Activities

Mt. Hood Chiropractic Clinic will carry out the following core activities as defined in the Scope of Work:

- Provide a full-time Certified Athletic Trainer (ATC) assigned to each school site for the duration of the contract

- Staff all athletic events, including practices and competitions at the freshman, JV, and varsity levels
- Conduct pre-participation injury screening, on-field injury assessment, and immediate care as needed
- Deliver evidence-based injury rehabilitation and return-to-play protocols in collaboration with the student athlete's medical provider
- Maintain accurate and confidential student athlete health and injury records in compliance with FERPA and HIPAA
- Coordinate referrals to appropriate medical professionals, including physicians, specialists, and our chiropractic team
- Communicate proactively with coaches, school administrators, parents, and medical providers regarding athlete health and safety
- Participate in emergency action plan (EAP) development and ensure ATC readiness for medical emergencies

Mt. Hood Chiropractic Clinic is committed to meeting all specifications outlined in the Scope of Work. Should any specification require clarification or further discussion, we are prepared to address those items directly with the district prior to contract execution.

1.3 Summary of Qualifications & Organizational Structure

Mt. Hood Chiropractic Clinic was founded 30 years ago in the Troutdale/Gresham community by Dr. [REDACTED], D.C. The clinic has deep roots in the Gresham-Barlow community and has been a trusted healthcare provider for local families and athletes for three decades. [REDACTED], assumed ownership and clinical leadership.

The clinic has provided athletic training room services to Sam Barlow High School for four consecutive years and has a demonstrated record of delivering care that exceeds contractual expectations. Our staff understands the culture, expectations, and unique needs of this community in a way that outside providers cannot replicate.

Our organizational structure for this engagement will be as follows:

- [REDACTED], Owner/Clinical Director — contract oversight, ATC supervision, district communication
- Licensed ATC (to be hired) — on-site daily service delivery at assigned school(s)
- Clinic support staff — scheduling, recordkeeping, billing, and administrative support

1.4 Authorized Representative Signature

The undersigned is authorized to submit this Proposal on behalf of Mt. Hood Chiropractic Clinic and to commit the organization to the terms described herein.

Signature:  _____

Printed Name: [REDACTED]

Title: Owner, Mt. Hood Chiropractic Clinic

Date: 4/21/26

SECTION 2: KEY PERSONS

2.1 Project Lead / Clinical Director

[REDACTED] — Owner, Mt. Hood Chiropractic Clinic

The Owner and Clinical Director of Mt. Hood Chiropractic Clinic has extensive ties to the Gresham-Barlow community and deep experience overseeing athletic training services. [Personal biographical details redacted.]

The Owner assumed leadership of the clinic and has led the organization through a successful transition period. [REDACTED] will serve as the primary point of contact for the district throughout this engagement.

Role in this Project: Contract oversight, ATC supervision, district liaison, clinical quality assurance.

2.2 Certified Athletic Trainer (ATC) — To Be Hired

Mt. Hood Chiropractic Clinic will recruit and hire a qualified, licensed Certified Athletic Trainer to serve as the full-time on-site provider at the assigned school(s). The selected ATC will meet all of the following minimum qualifications:

- Board of Certification (BOC) certified Athletic Trainer in good standing
- Licensed as an Athletic Trainer in the State of Oregon (or eligible for licensure prior to start date)
- Current CPR/AED certification
- Experience working with high school or collegiate student athletes preferred
- Familiarity with electronic health records and injury documentation systems

A full resume and credential summary for the hired ATC will be provided to the district prior to contract execution or upon request during the evaluation process. The district will have the opportunity to review and approve the selected candidate before placement.

SECTION 3: REFERENCES

The following references can attest to the quality of athletic training and clinical services provided by Mt. Hood Chiropractic Clinic. References are available from current or former clients for whom similar services have been performed within the past three years.

Reference 1

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Reference 2

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Reference 3

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

GBSD may contact any reference submitted or not submitted to verify qualifications and prior performance. Mt. Hood Chiropractic Clinic welcomes any additional inquiry into our record of service.

SECTION 4: PRICE PROPOSAL

4.1 Pricing Structure

The following price proposal covers full-time athletic training room services at two school sites: Sam Barlow High School and Gresham High School. Pricing is presented per school and reflects the true scope of work required to deliver comprehensive, high-quality athletic training coverage throughout the full academic and athletic year.

4.2 Cost Per School — Sam Barlow High School

Annual Contract Price: [REDACTED]

Line Item Breakdown:

- Personnel (ATC salary & employer payroll costs)
- Benefits (health, dental, vision)
- Malpractice / Professional Liability Insurance
- Travel & Mileage (event coverage)
- Supplies (basic first aid, taping, training room consumables)
- Administrative & Overhead

Total — Sam Barlow High School: [REDACTED]/year

4.3 Cost Per School — Gresham High School

Annual Contract Price: [REDACTED]

Line Item Breakdown:

- Personnel (ATC salary & employer payroll costs)
- Benefits (health, dental, vision)
- Malpractice / Professional Liability Insurance
- Travel & Mileage (event coverage)
- Supplies (basic first aid, taping, training room consumables)
- Administrative & Overhead

Total — Gresham High School: [REDACTED]/year

4.4 Hours of Coverage

Each school site will receive full-time coverage for 11 months per year, structured as follows:

- Standard school-year coverage: daily on-site presence during practices and school-day athletic activities
- Game/event coverage: all home and select away athletic events including freshman, JV, and varsity competitions
- Off-season coverage: available for summer conditioning, pre-participation physicals, and off-season training as scheduled

Estimated weekly hours during peak season: 35+ hours/week.

4.5 Contract Terms

- Minimum contract term: 2 years
- Pricing above is inclusive of all personnel, benefits, insurance, travel, supplies, and administrative overhead
- Any costs outside the above scope (e.g., specialized equipment, facility upgrades) would be itemized separately and require mutual agreement

SECTION 5: OTHER SUPPORTING INFORMATION

5.1 Community Ties & Demonstrated Commitment

Mt. Hood Chiropractic Clinic is not simply a vendor — we are members of this community. Our clinic was founded here 30 years ago, our staff attended these schools, and our families live in these neighborhoods. This is not a contract opportunity for us; it is a continuation of a commitment we have made to the health and development of Gresham-Barlow student athletes.

During our initial four-year tenure at Sam Barlow High School, we consistently exceeded our contractual obligations. We attended events not required by contract, developed relationships with coaches and athletes, and integrated our services with the school's athletic culture. That standard of service is what we bring to this proposal.

5.2 Value to the District

By engaging Mt. Hood Chiropractic Clinic under the terms proposed, the Gresham-Barlow School District avoids the costs and administrative burden of creating a classified employee position, including:

- Employee benefit obligations and union-related requirements
- Recruitment, onboarding, and HR management costs
- Liability exposure associated with direct employment of clinical staff

Instead, the district receives a turnkey solution: a known, trusted, community-based provider responsible for recruitment, credentialing, supervision, insurance, and performance management of the ATC. The district's obligation is simply to define the scope — we handle the rest.

5.3 Additional Documentation

Upon request, Mt. Hood Chiropractic Clinic is prepared to provide the following supplemental materials:

- Clinic business license and Oregon Chiropractic Board credentials for clinical oversight staff
- Certificate of general liability and professional liability insurance
- ATC candidate credentials and BOC certification upon hire
- Sample injury documentation forms and record-keeping protocols
- Letters of support or commendation from coaching staff or administrators from prior SBHS engagement

5.4 Confidentiality Notice

This proposal, including all attachments, contains proprietary business information and is submitted in confidence. Mt. Hood Chiropractic Clinic requests that the district treat this document as confidential to the extent permitted under Oregon Public Records Law (ORS 192.311 through 192.478). A redacted version of this proposal is available upon request.

— End of Proposal —