



**2025 Fitness and Wellness Program**  
**Washington Township Fire Department**  
**6200 Eiterman Rd.**  
**Dublin, Ohio 43016**

March 24, 2025

Washington Township (herein after called “the Township”) invites proposals from qualified fitness and/or strength and conditioning professionals to prepare a competitive proposal identifying a fitness program that meets the demands of a firefighter position, improves the overall strength and condition of employees, decreases work-related injuries and reduces employee medical insurance claims. Ideally, the program should incorporate functional training exercises that mimic the physical tasks performed by firefighters. A detailed scope of expectations is included below. This program will be performed at our four (4) fire stations, all of which have a dedicated workout room with equipment.

The Township provides emergency medical services, fire suppression, special operations and prevention as well as administration support. Currently, the Township employs 122 full and part-time employees. Of those employees, 113 have responsibilities in the Fire Department and eight (8) support the Township and Fire Department administratively.

Responding professionals should have significant experience with similar fitness programs, preferably, but not required, with Fire Departments. The selected consultant(s) will have the support of the Township’s Leadership Team as well as the autonomy to create a program meeting the needs of the Township and its firefighters.

Your proposal should include:

- Professional resume(s), summarizing experience, education, knowledge, skills and abilities for all professionals potentially involved with the program;
- Description of the proposed physical fitness training program including, but not limited to; meeting the intended sope, equipment needed, length of program, and how results will be measured;
- Billing/contract rates with length of contract (e.g. 6 months, 1 year, etc.);
- List of references, including contact names and telephone numbers.



#### TRUSTEES

Stu Harris  
Charles W. Kranstuber  
Jan Rozanski

#### FISCAL OFFICER

Scott W. Melody

There is no expressed or implied obligation for the Township to reimburse responding firms for any expenses incurred while preparing proposals in response to this request. The Township reserves the right to reject all proposals or to request and obtain, from one or more of the professionals submitting proposals, supplementary information as may be necessary for Township staff to analyze the proposals pursuant to the consultant selection criteria listed above. The professional, by submitting a response to this request, waives all right to protest or seek any legal remedies whatsoever regarding any aspect.

6200 Eiterman Road  
Dublin, Ohio 43016  
614 652 3920  
[wtwp.com](http://wtwp.com)



The deadline to submit proposals is **4:00 PM EST, April 25, 2025**. Proposals may be submitted electronically to [cgrossman@wtp.com](mailto:cgrossman@wtp.com), or via mail or personal delivery to:

Catherine Grossman, Human Resource Manager  
Washington Township  
6200 Eiterman Road  
Dublin, Ohio 43016



Please direct any questions to Catherine Grossman, Human Resource Manager,  
(614) 652-3942, [cgrossman@wtp.com](mailto:cgrossman@wtp.com)



WASHINGTON  
TOWNSHIP



## 2025 Fitness and Wellness Program Scope

Washington Township Fire Department is in the process of reviewing its Fitness Coordination program. The contracted fitness coordinator is responsible for overseeing the health and fitness programs for fire department personnel. Their primary goal is to ensure that firefighters are physically fit, injury-free, and able to perform the physically demanding tasks of their job.

The role of a contracted Fire Department Fitness Coordinator is crucial in helping firefighters maintain their physical and mental well-being, ensuring they are always prepared for the demands of their job. The contracted fitness coordinator is expected to work in conjunction with the Departments contracted services including an occupational therapist, mental health providers, and yoga instructors.

This is the general scope of work for a Fire Department Fitness Coordinator:

1. Fitness Program Development
  - Design and implement a comprehensive fitness program tailored to the needs of firefighters.
  - Develop specific training programs improving cardiovascular health, strength, flexibility, and endurance.
  - Create individualized fitness plans for firefighters, considering their fitness levels, physical limitations, and job requirements.
2. Health and Fitness Assessments
  - Conduct physical assessments for firefighters (e.g., baseline fitness tests, strength, and endurance evaluations).
  - Track and monitor individual progress through regular fitness assessments.
  - Allow firefighters to track their fitness progress through an application or other resource,
  - Advise on injury prevention, rehabilitation, and fitness recovery.
3. Exercise and Strength Training
  - Incorporate functional training exercises mimicking the physical tasks performed by firefighters.
  - Sessions are to be held on Thursday mornings at the fire stations beginning at 8:30 am and wrapping up at 12:30 pm.
  - Design and lead fitness sessions, which may include weight training, aerobic exercises, agility drills, and flexibility routines.
  - Guide proper use of equipment and techniques to avoid injuries.
4. Injury Prevention & Rehabilitation
  - Provide guidance on proper techniques and exercises minimizing the risk of injury.
  - Work with injured personnel to create rehabilitation plans and strategies for returning to duty.



- Coordinate with medical personnel and physical therapists to monitor recovery and ensure firefighters can safely return to their duties.
5. Nutritional Guidance
    - Offer advice on diet and nutrition to promote optimal physical performance and recovery.
    - Educate personnel on healthy eating habits supporting long-term fitness and health.
  6. Education and Training
    - Conduct workshops and seminars on topics related to fitness, injury prevention, and healthy living.
    - Provide ongoing education about the importance of maintaining physical health throughout a firefighter's career.
    - Promote mental wellness and stress management techniques as part of the overall health program.
  7. Administrative Duties
    - Maintain records of fitness assessments, progress, and injury reports.
    - Track participation in fitness programs and ensure compliance with department policies.
    - Develop reports on the effectiveness of fitness programs and make recommendations for improvements.
  8. Collaboration and Communication
    - Work closely with fire department leadership to align fitness goals with operational requirements.
    - Coordinate fitness efforts with other partners including Memorial Hospital Occupational Health, our occupational therapist, mental health providers, yoga instructors and other identified medical and wellness teams.
    - Serve as a point of contact for firefighter questions regarding fitness or health concerns.
  9. Emergency Fitness Readiness
    - Ensure that fitness programs are designed to enhance firefighters' readiness for emergency response.
    - Plan specific training that prepares personnel for the physical demands of firefighting, including carrying heavy equipment, performing rescues, and working in hazardous environments.
  10. Continuous Improvement
    - Stay updated on industry trends, fitness programs, and research related to firefighter health and fitness.
    - Evaluate and adjust fitness programs regularly to ensure they meet the evolving needs of the department.