

REQUEST FOR QUOTES

The West Jefferson Hills School District (District) is seeking proposals for a one year contract with the option for additional years to provide dietician and consultative services for the district's self operating food service program. The goal of the District is to obtain high quality consultative services to help develop and maintain a profitable self operating program. The District believes that in order to achieve this goal, the consultant group must demonstrate knowledge of District needs, proven performance in this area, and a plan to assist in the implementation of a program that best protects the District at a competitive cost.

The proposal should include the following elements:

1. **Experience and Qualifications:** Detail the firm's experience in providing consultative services to school districts in implementing, managing, assessing, and growing a self operating food service program;
2. **Biographies:** A description of the members of the staff who will be assigned to the District, their experience, roles, and areas of expertise;
3. **Plan of Work:** A plan that includes yearly goals for the program, the services to be provided, and how the services will be evaluated at the end of the year;
4. **Compensation:** A description of the compensation structure.

Fifteen (15) copies of the proposal are due at the office of Tracy Harris, Director of Finance, West Jefferson Hills School District, 830 Old Clairton Road, Jefferson Hills, PA 15025 by June 9, 2021 at 3:30 p.m. The envelope should be marked "Food and Dietician Consultative Services Proposals." The School District will not accept electronic or facsimile communications. The proposer assumes responsibility for the delivery of the proposals. If additional information is required, please contact the Business Office at (412) 655-8450.