



Request for Quote

Dietitian Consultant

The Early Learning Coalition of Miami-Dade/Monroe ("the Coalition"), a Florida not-for-profit corporation, is seeking a **Dietitian Consultant for Early Childhood Education Programs**. In order to select a vendor to deliver the above-referenced services, The Coalition requests a quote for services based on the specifications listed below. The quote for services will include the following information: company name and address with year incorporated, if applicable; total amount for services; and the quote should be signed and dated by an authorized representative of the vendor. Upon receipt of all quotes, the Coalition will review and make a decision based on the best value offered. Most importantly, the selected vendor will be required to enter into an agreement with the Coalition so to guarantee the specifications listed, as well as to ensure adherence to all applicable state and/or federal laws.

Description of Services:

1. The Program Consultant is responsible for supporting the Early Learning Coalition's Quality Counts program.
2. The consultant in collaboration with the Quality Improvement Specialist (QIS) will assist Quality Counts centers in the South and North region to adopt a wellness policy to ensure children enter school with a healthy weight.
3. Lesson plans and curriculum materials will be provided.
4. In collaboration with the QIS staff, the consultant will assist centers with implementing the curriculum materials through training and technical assistance in support of adoption of four policies: snack, beverage, screen time and physical activity.

The primary duties for the Consultant are as follows:

1. Seven (7) hours of training with UM staff.
2. Two (2)-four (4) hours per session for four (4) sessions of teacher training per center (including prep time).
3. 30-60 minutes of technical assistance offered to center staff during regular QIS visit or via telephone 4 times over the course of the year.
4. Review process surveys completed on-line by practitioners.
5. Utilize the List Serve to post after each of the four visits and participate in focus groups (30-60 minutes each) to provide feedback.
6. Final wrap-up celebration.

Please submit your quote no later than **Friday, August 26, 2016** to Early Learning Coalition, by email.

Julissa Perez
Procurement Office Support Specialist
2555 Ponce de Leon Blvd., Suite 500
Coral Gables, FL 33134
Email: jperez@elcmdm.org
Phone: 305-646-7220 ext. 2536

2555 Ponce de Leon Blvd. □ 5th Floor □ Coral Gables, FL 33134 □ Tel: (305) 646-7220 □ Fax: (305) 447-1608 □
Web: www.elcmdm.org