



Mt. Lebanon School District
7 Horsman Drive
Pittsburgh, PA 15228

REQUEST FOR QUOTE FOR SCHOOL DENTAL SERVICES
December 16, 2025

School Dental Services quotes must be returned to Mt. Lebanon School District, Finance Office, 7 Horsman Drive, Pittsburgh, PA, 15228, by Monday, January 12, 2026, at 3:00 p.m.

The Board of Education reserves the right to award services based on the quotes that best meets the needs of Mt. Lebanon School District's needs.

Mt. Lebanon School District Profile

Mt. Lebanon School District is a nationally recognized and award-winning school district. Founded in 1912, the District is located in the South Hills approximately 6 miles from Pittsburgh. Our mission is to *Provide the Best Education Possible to Each and Every Student.*

The District operates seven elementary schools (grades K-5), two middle schools (grades 6-8) and a high school (grades 9-12). The District has 5,407 students and over 750 employees.

Statement of Work

The School Dentist functions as part of a health team addressing the dental health of students. The dentist works in conjunction with the Chairman of Nursing Services and the Certified School Nurses in managing the dental service program optimizing and ensuring quality care for all students within Mt. Lebanon School District. The school dentist collaborates with the school nurses by providing consultation on policies pertaining to dental health of students. Must be available to answer calls between 7:00 a.m. and 4:00 p.m. Estimated number of hours per week are one to ten.

Qualifications:

1. Licensed dentist (D.D.S. and/or D.M.D.) in Pennsylvania.
2. Approved by the School Board and the Pennsylvania Department of Health.
3. Experience in pediatric practice and/or the dental care of children with emphasis on the school age population.
4. Demonstrated ability to work with children and their families.

5. Demonstrated ability to work as a colleague with the Nursing Services Staff within the School District.
6. American Academy of Pediatric Dentistry certification preferred.
7. Experience in public health/education preferred.
8. Reports to the School Board on school dental services.
9. Performs other duties that may be required by the School Board Directors not inconsistent with the rules and regulations of the Pennsylvania Department of Health.

General Duties - the duties of the school dentist will include, but are not limited to:

1. Consultant to the Nursing Services Staff in regards to all dental concerns/issues.
2. Performs dental evaluations on students as mandated by the Pennsylvania Department of Health.
3. Functions as a resource person for the Nursing Services Staff in evaluating the dental condition of students.
4. Provides student referrals and conducts individual student conferences in conjunction with the Nursing Services Staff, if needed.
5. Motivates parents and students to obtain regular dental examinations by a primary licensed dental provider.
6. Reports to the School Board on school dental services.
7. Serves as a consultant for developing the program of oral health services in accordance with policies approved by the School Board and as directed by the Superintendent.
8. Performs other duties that may be required by the School Board Directors not inconsistent with the rules and regulations of the Pennsylvania Department of Health.

Other Requirements for Providing School Dental Service

It is important for students to receive service in a timely manner. A company quoting service shall be able to provide all services required by this RFP. Partial quotes will not be considered.

The company with the successful quote will be considered an independent contractor of the district and no employees of the company will be considered employees of the school district nor be eligible for worker's compensation, disability, unemployment, health insurance, retirement, or any other benefits provided by the district.

License to Practice Dental Medicine

A list of names and proof of certification to practice dental medicine of all employees expected to assist with providing services to the district shall be included in the quote.

Proof of Insurance

Consultant shall be responsible for procuring professional liability insurance at its own expense. The limits of the policy shall be a minimum of \$1,000,000.00 per claim and an aggregate of \$2,000,000.00 per occurrence and the District shall be added as an additional named insured. A certificate of insurance must be submitted prior to providing services hereunder. This policy must remain in full force and effect for the duration of this Agreement.

Terms of Agreement

July 1, 2026 through June 30, 2027

Cover Letter

Please provide a cover letter describing experience as relates to your school dental services quote and the statement of work as described herein.

References

Please provide a list of school districts or other entities you have represented in the last five years, including dates of service. Please provide names, addresses and telephone numbers for persons within these districts or organizations familiar with your work.

Cost Summary

Parties interested in providing school dental services should quote an all-inclusive annual fee.

- Annual Fee 2026-27, July 1, 2026 through June 30, 2027: _____