



CITY OF PITTSBURGH

Office of Management & Budget



Request for Proposal

for

Police Ethics Training Simulation

RFP No. 2016-0019

Release Date: May 5, 2016

Submittal Deadline: May 13, 2016
no later than 3:00pm EST



I. Introduction

The City of Pittsburgh (“the City”) Department of Public Safety, Bureau of Police (“the Bureau”) is interested in enhancing its existing ethics training through a pilot project that will involve the design and development of a police ethics video game that can be utilized to expand the Bureau’s training offerings and enhance decision-making processes.

II. Scope of Work

This initiative is being launched as a pilot project that may be considered for further rollout after the solution has been designed and developed. Respondents should provide a brief (3-5 pages maximum) proposal that outlines how your firm would approach the design, development, testing, and release of a pilot training video game that can help the Bureau and its officers with training that can help employees make decisions and improve ethical behavior.

In accordance with the City’s procurement policies, the cost for this project is anticipated to be less than \$30,000. Subsequent work effort that may be required to support implementation of the future state processes will be procured in accordance with City Code.

III. Submission Requirements

Vendors should submit a brief (3-5 pages maximum) proposal that includes the following:

- Overview of the firm;
- Project approach;
- Project deliverable(s) and schedule;
- Total cost
- EORC commitment or waiver request

Proposals should be submitted via email to the following contact by 3:00 PM on May 13, 2016.

Thoryn Simpson, Sr. Procurement Analyst
City of Pittsburgh, Office of Management and Budget
Room 502, City-County Building
Pittsburgh, PA 15219
Email: thoryn.simpson@pittsburghpa.gov

Any questions or issues for clarification should be directed to the above contact as well. The selected consultant will be expected to enter into a professional services agreement with the City upon approval of Pittsburgh City Council. The anticipated start date for this effort is mid-June 2016, and the City would like the project completed within four (4) weeks of commencement.



IV. Equal Opportunity

MWE/DBE

The City of Pittsburgh is committed to the ideal of providing all citizens an equal opportunity to participate in City and its Authorities' contracting opportunities. It is therefore the City's goal to encourage increased participation of women and minority groups in all City contracts.

The City requires that all bidders demonstrate good faith efforts to obtain the participation of Minority-Owned Business Enterprises (MBE's) and Women-Owned Business Enterprises (WBE's) in work to be performed under City contracts. The levels of MBE and WBE participation will be monitored by the City of Pittsburgh's Equal Opportunity Review Commission (EORC).

In order to ensure that there are opportunities for historically disadvantaged minority groups and women to participate on Covered Contracts, and consistent with the City's current equal employment opportunity practice and goals, the EORC will review contracts to include an evaluation of a developer/contractor's employment of minority groups and women, encourage goals of twenty-five (25) percent and ten (10) percent respectively.

Veteran-Owned Small Business

It is also the City's goal to encourage participation by veteran-owned small businesses in all contracts. The City of Pittsburgh shall have an annual goal of not less than five (5) percent participation by veteran-owned small businesses in all contracts. The participation goal shall apply to the overall dollar amount expended with respect to the contracts.

The City requires that all bidders demonstrate good faith efforts to obtain the participation of veteran-owned small business in work to be performed under City contracts. The levels of veteran-owned participation will be monitored by the City of Pittsburgh's EORC.

Good Faith Commitment

In order to demonstrate good faith commitment to these goals, all bidders are required to complete and submit with their bids either: the attached MDE/WBE/Veteran-Owned Solicitation and Commitment Form (which details the efforts made by the bidder to obtain such participation), or the attached MBE/WBE/Veteran-Owned Solicitation and Commitment Form – Waiver Request (which details why no MDE/WBE/Veteran-Owned business participation could be obtained. Failure to submit either of these forms will result in rejection of the bid. Copies of these forms are attached as Appendices B & C.