**Request for Qualifications**

Content and Curriculum Development   
Center for Public Safety Excellence

Date of Release: April 20, 2020

**APPLICATION DEADLINE**

Interested parties must prepare and submit all required documents no later than 5:00 p.m. Eastern on May 14, 2020 to [info@cpse.org](mailto:info@cpse.org) with “RFQ-10th Edition Education” in the subject line.

More information is available at <https://cpse.org/2020/04/20/rfq-content-and-curriculum-development-center-for-public-safety-excellence/>

**RESPONSE REQUIREMENTS**

Responses to this RFQ will, at a minimum, identify the following:

1. Completed submission package to include written question responses
2. Identify key team members that will be assigned to this project and their knowledge, skills, and abilities
3. Minimum of three examples of prior projects that are similar in scope to our project as well as references for these prior projects that we may contact
4. A rate sheet showing a breakdown of costs for the various parts of this project

**WRITTEN QUESTION RESPONSES**

|  |
| --- |
| **Describe your background, experience, and approach to instructional system design:** |

|  |
| --- |
| **Describe your background, familiarization, and level of knowledge in the fire and emergency service:** |

|  |
| --- |
| **Describe your experience and approach to beta testing for product implementation:** |

|  |
| --- |
| **Discuss your approach, methodology, and level of expertise in developing education materials consistent with ANSI/IACET standards:** |

|  |
| --- |
| **Describe your approach and methods in ensuring time and task management:** |

|  |
| --- |
| **Explain your approach, methods, and plan of action in collaborating with subject matter experts:** |

|  |
| --- |
| **Describe your experience developing in-person, virtual instructor led, and self-paced content:** |