

## Request for Proposal

January 2021

The League of Michigan Bicyclists (LMB) has been awarded funding for FY 2021 from the Office of Highway Safety Planning (OHSP) to carry out bicycle and pedestrian community safety training for law enforcement officials. Using a presentation specifically tailored for this audience, and approved by OHSP, we will deliver up to 10 regional trainings in geographically diverse areas of the state; however due to Covid-19 this year the training will be hosted in a virtual environment. Subcontractors with current or prior law enforcement experience to co-present in these training sessions are needed.

The subcontractor will present the information on Michigan laws related to motorist, bicycle, and pedestrian traffic, recommend approaches on law enforcement actions, and provide any other information best given from a law enforcement perspective. The training lasts approximately 3 hours, subcontractors are expected to be involved with the entire training. Topics included in the training are:

- An explanation of sections of the Michigan Compiled Laws that deal with bicyclists, pedestrians, and motorists.
- How to carry out law enforcement that is equitable, empathetic and ethical for these statutes.
- How to effectively evaluate, and accurately record the elements of crashes involving bicyclists and pedestrians.
- The various ways to educate communities on bicycle and pedestrian safety.

The subcontractors will also work with local bicycle advocacy groups and local law enforcement agencies for promotion site logistics as required.

These trainings are open to the public as well as law enforcement officials to help stimulate discussion and promote understanding from two different perspectives on the topic.

The subcontractor shall have the following qualifications:

- At least three years' work experience in the field of law enforcement at a Michigan law enforcement agency.
- Thorough understanding of the Michigan Compiled Laws related to motorists, bicyclists, and pedestrians.
- Experience in public speaking.
- Knowledge and ability to use web-based training platforms.
- Ability to travel to various sections of the state for training.
- Eligible to receive federal funds.

Additional requirements:

- Work will not begin, and expenses cannot be incurred until a fully executed contract is in place between the LMB and the subcontractor.
- Receipts and invoices shall be submitted to the LMB at the end of each federal fiscal quarter (March 22, June 21 and September 20).
- Read, understand and comply with the FY21 OHSP Grant Management Requirements.

- Acknowledge and agree to all National Highway Traffic Safety Administration (NHTSA) Certifications and Assurances.

Reimbursement for travel expenses (according to federal and state travel rates) and a \$150 stipend for instructor time for each training will be awarded for each training.

Interested applications shall email qualifications by February 5, 2021 to Erin Sloan-Turner, Education Director, League of Michigan Bicyclists, at [Erin@LMB.org](mailto:Erin@LMB.org).