



# REQUEST FOR QUOTES #1398

## SUBJECT MATTER EXPERT TRAINING PROVIDER FOR INMATE RADICALIZATION

*Due: Thursday, October 24, 2019 5:00PM*

Through the San Mateo County Sheriff's Office, the Northern California Regional Intelligence Center (NCRIC) is seeking the services of a Subject Matter Expert (SME) to provide the NCRIC with intensive multi-disciplinary training to law enforcement, public safety, government, military and private sector professionals with training to strengthen anti-terrorism readiness throughout the NCRIC's area of responsibility (AOR).

### **I.1 CONTRACT TERM**

- A. The term of this contract shall not exceed a thirty-six month period.
- B. Contractor shall provide a minimum of two (2) classes within the contract period, not to exceed six (6) over the course of the contract. Each class will have a maximum of sixty (60) students.

### **I.2 COST SCHEDULE**

- A. The total amount for this contract shall not exceed \$30,000/year.
- B. All costs shall be firm and fixed throughout the contract period and shall include costs for all instructor expenses, including travel, per diem, honorarium, and all related compensation for instruction materials and development. No additional charges shall be allowed.

### **I.3 SUBMISSION INSTRUCTIONS**

Submission are due by 5:00PM, Thursday, October 24, 2019.

- A. Submit via mail or email to the address listed below.

(1) Mail:

NCRIC

ATTN: Nanci Garcia – Inmate Radicalization RFQ Submission

P.O. Box 36102

450 Golden Gate Avenue, 14<sup>th</sup> Floor

San Francisco, CA 94102

(2) Email:

[ngarcia@ncric.ca.gov](mailto:ngarcia@ncric.ca.gov)

Subject Line: Inmate Radicalization RFQ Submission

- B. Content Requirements

(1) Format

Number all pages of quote. Label and order each section as follows:

- (a) Cover letter - no longer than one page, signed by an individual authorized to execute legal documents for the contractor, identifying the materials submitted.
- (b) Authorized contacts - identify the name and title the person to contact regarding the quote, as well as all other individuals authorized to represent the organization in contract negotiations.
- (c) Table of Contents, listing all major topics and their respective page numbers.
- (d) Exceptions to the solicitation, or to the final revised solicitation, if any.

# REQUEST FOR QUOTES

## SUBJECT MATTER EXPERT TRAINING PROVIDER FOR INMATE RADICALIZATION

*Due: Thursday, October 24, 2019 5:00PM*

- (e) Technical Proposal
  - (f) Supplementary Documents, as requested
  - (g) Price Sheet
- (2) Technical Contents
- (a) Explain responses so as to be understood by people unfamiliar with industry jargon. Use drawings, diagrams, schematics and illustrations as needed, but do not simply refer readers to an exhibit or other section of the proposal in lieu of a complete response.
  - (b) Addressing each requirement outlined in this solicitation in the order presented, describe how the requested goods and services will be provided.
  - (c) Specify any needs for physical space or equipment that the County must provide during the engagement.
- (3) Supplementary Documents
- If additional documents and materials are appropriate, or have been requested by the County, provide in the following order as applicable:
- (a) Minimum Qualifications.
  - (b) Organizational Capacity and Experience, describing work of a similar nature undertaken for a similar entity.
  - (c) Samples, drawings, illustrations and related items.
  - (d) Attachments, certifications, and forms, executed as applicable.
- (4) Price Sheet
- (a) Place all cost and pricing data in a separate page/file named "PRICE SHEET".
  - (b) Alternative Price Proposals may be submitted, but only in addition to, not in lieu of, the requested Price Proposal. If submitting an alternative Price Proposal, clearly identify it as an alternative.
  - (c) Include prices for the base period of service and if applicable, for each additional year including option years.

# REQUEST FOR QUOTES

## SUBJECT MATTER EXPERT TRAINING PROVIDER FOR INMATE RADICALIZATION

*Due: Thursday, October 24, 2019 5:00PM*

### **I.4 SELECTION CRITERIA**

The following criteria is listed in the order of importance.

- A. Ability to demonstrate subject matter expertise
- B. Price
- C. Years and type of experience
- D. Availability

### **I.5 MINIMUM QUALIFICATIONS**

- A. Contractor shall have a minimum of 3 years of substantial experience instructing federal, state, local and military students on a strategic, tactical and operational level on inmate radicalization. Contractor shall show evidence of demonstrated success, as verified in student reviews, teaching this material to like-audiences in a fusion center environment.
- B. Contractor shall have a minimum of 5 years of field level law enforcement, correctional investigative and interviewing experience.
- C. Contractor shall have expert knowledge of California and Federal Laws and Regulations applicable to the field of inmate radicalization.
- D. Contractor shall provide a minimum of two (2) verifiable references covering work or contracts completed. The references must be from a credible training organization that conducts training for law enforcement, DHS certified Fusion Centers, mental health professionals, and/or fire personnel.
- E. Contractor's course shall be currently under review or certified and recognized as a DHS and California Peace Officers Standards and Training (POST) approved course.

### **I.6 BACKGROUND**

The United States Department of Homeland Security (DHS) and the State of California Office of Emergency Services (Cal OES) has designated the Northern California Regional Intelligence Center (NCRIC) as the regional fusion center for the fifteen (15) counties of the federal Northern District of California. The NCRIC fusion center serves as the focal point for the receipt, analysis, gathering and sharing of threat-related information between the federal government and state, local, tribal, and private sector partners in an effort to prevent, protect against and respond to threats in the NCRIC's AOR. The NCRIC, as a component of the national-level, decentralized, and coordinated terrorism-related information sharing environment, also assists in preventing, identifying, mitigating, responding to and recovering from terrorist and homeland security threats.

# REQUEST FOR QUOTES

## SUBJECT MATTER EXPERT TRAINING PROVIDER FOR INMATE RADICALIZATION

*Due: Thursday, October 24, 2019 5:00PM*

### **I.7 SCOPE OF WORK**

- A. Equip participants with the skills and tools necessary to proactively recognize indicators of radicalization in the correctional environment and to provide effective disruption, enforcement and prosecution strategies to prevent inmate radicalization.
- B. Provide participants the ability to take the concepts and tools taught during the course back to their agencies and organizations and examine how they can be used to assist in the identification of radicalized individuals who possess extremist views, advocate the use of violence, or are undergoing the recruitment process.
- C. Provide participants the knowledge and skill set to recognize, report, and investigate all aspects of the radicalization process in the correctional setting. This shall include an overview of the historical origins of inmate radicalization, an overview of the inmate radicalization cycle, tactics, techniques and procedures commonly used to radicalize and recruit inmates, how to submit a Suspicious Activity Report (SAR) to the NCRIC, and factors that contribute to radicalization and the criminal and terrorism threats they present to homeland security.
- D. Provide participants with inmate radicalization perspectives from local law enforcement, investigative and corrections/detentions agencies to assist public safety personnel in identifying stakeholders and provide insight that can assist in investigative efforts.
- E. Provide participants with an understanding of the various tenants, sects, and components of radical Islam and how it relates to the correctional setting, while understanding that inmate radicalization is not exclusive to the Islamic community and includes prison gangs, criminal street gangs, outlaw motorcycle gangs (OMG), racial, and extremist groups.
- F. Enhance participants' knowledge of relevant international, federal, state and local laws, regulations, conventions and/or treaties that may assist public safety personnel in combatting and disrupting inmate radicalization.
- G. Coordinate and facilitate an open discussion on the importance of understanding, developing and enhancing information sharing and operational strategies.

### **I.8 DELIVERABLES**

- A. Contractor shall provide any necessary equipment, training aids, participant guide books and materials needed for all courses.
- B. Contractor shall provide the NCRIC with an expanded course outline of the proposed course.
- C. Contractor shall develop all concepts and lesson plans, power points, student handouts and have same delivered to the NCRIC in adequate time to have these materials entered into the POST EDI for POST certification.
- D. Contractor shall prepare all materials as required by Cal OES for delivery to the Office of Domestic Preparedness (ODP) National Training and Education Division (NTED) in order to make training funds available for this project.