



# REQUEST FOR QUOTES #1399

## SUBJECT MATTER EXPERT TRAINING PROVIDER FOR SOVEREIGN CITIZEN

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

Through the San Mateo County Sheriff's Office, the 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 ten (10) over the course of the contract. Each class will have a maximum of one hundred (100) students.

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

- A. The total amount for this contract shall not exceed \$50,000/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 – Sovereign Citizen 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: Sovereign Citizen 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.

**REQUEST FOR QUOTES**  
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- (d) Exceptions to the solicitation, or to the final revised solicitation, if any.
  - (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 SOVEREIGN CITIZEN**

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**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 sovereign citizens and their beliefs, with specific emphasis on the radical beliefs. Contractor shall show evidence of demonstrated success, as verified in student reviews, teaching this material to like-audiences in a fusion center environment.
- B. The authors and instructors of this material shall have expert knowledge in all forms of sovereign citizens and keep this knowledge up to date and current based on world events. Authors and instructors shall have a law enforcement background in patrol and/or governmental level major investigations and be able to translate this experience into useful and practical instruction to first responders in a dynamic and engaging manner.
- C. 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.
- D. 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.
- E. Contractor shall have expert knowledge of California and Federal Laws and Regulations applicable to the field of investigations and interrogations.

**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.

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**I.7 SCOPE OF WORK**

- A. Equip law enforcement and other first responders with the skills and tools necessary to proactively identify potential sovereign citizen individuals and the radical beliefs of such individuals.
- B. Provide students the ability to take the concepts and tools taught during the course back to their different agencies and organizations and examine how they can be used for preparing to meet the threat of these individuals.
- C. Provide participants with the history, origin and ideology of the sovereign citizen movement and the tactics utilized by sovereign citizens, to include those whom have radicalized within the movement, touching on the different aspects and addressing the fundamental beliefs and threats of the sovereign citizen movement.
- D. Recommend effective methods to manage sovereign citizens, including criminal and civil statutes that can be utilized, specifically referencing real world case studies on current sovereign citizen groups within the United States, violent sovereign citizen attacks on law enforcement and first responders and fraudulent schemes used by sovereign citizens.
- E. Provide instruction in identifying recognizable behavioral indicators of potential sovereign citizens, how to effectively handle and de-escalate an encounter with a sovereign citizen and how to directly counter a sovereign citizen's threat.
- F. Coordinate and facilitate an open discussion on the sovereign citizen movement and the role of each discipline involved.

**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.