



**REQUEST FOR PROPOSAL
For Armed Guard Services
School Year 2026-2027
RFP# 042326**

PROPOSALS DUE BY May 22, 2026

Proposal responses and questions need to be emailed in digital format to
Mike Gordon: Executive Director
mgordon@inlandleaders.com

1. Introduction

Inland Leaders Charter Schools (ILCS) is a California not-for-profit charter school organization headquartered in Yucaipa, California, that operates two campuses with TK through grade 8. ILCS serves approximately 1,000 students in San Bernardino and Riverside Counties. Since 2007, ILCS has delivered high-quality education emphasizing leadership and service to our communities.

Inland Leaders Charter Schools (ILCS) is seeking proposals from qualified and experienced security firms (vendor) to provide armed security officer services. ILCS is committed to providing a safe and secure environment for its students, staff, and visitors. This RFP outlines the School's requirements for armed security officer services and the process for submitting proposals.

2. Project Overview

The objective of this project is to engage a qualified security services provider to deliver one full-time, armed security presence, threat mitigation, and safety protocol development for Inland Leaders Charter Schools. The selected vendor will provide one full-time School Safety Officer (SSO), along with additional services such as training, incident reporting, and coordination with law enforcement. ILCS authorizes the presence of armed security personnel on campus, subject to compliance with applicable law. Vendor and its employees are independent contractors and not employees of ILCS.

3. Scope of Work

The selected vendor shall provide the following services:

- School Safety Officer (SSO): Deploy one uniformed, armed SSO to the school campuses during operational hours.
 - The SSO shall be equipped with a firearm, spare magazines, Taser, OC spray, medical kit, flashlight, duty belt, Savior Shield, and other necessary equipment.
 - The SSO shall provide campus and perimeter protection, periodic surveillance camera monitoring, and tactics to mitigate safety threats in coordination with law enforcement.
 - The SSO shall support the threat assessment process, working with school administration and law enforcement.
 - The SSO shall assist in developing school safety plans and response protocols in partnership with school administration and law enforcement.
 - The SSO shall maintain regular communication with the vendor's executive

- staff via a communication application, phone, and a live event Incident Log System.
- The SSO shall be guided by vendor and school policies and procedures and participate in regular training.
 - The SSO shall engage and interact with school personnel on safety committees and drills.
 - Incident Reporting: Provide a weekly Incident Log of SSO activities to a designated school representative or grant access to a live Incident Log System.
 - Training: Deliver Active Shooter/Active Threat Response training to faculty and staff on a routine basis.
 - Liaison with Law Enforcement: Coordinate with law enforcement and other safety personnel to ensure cohesive safety measures.
 - Additional SSOs for Special Events: Provide additional SSOs for special events or functions upon request, billed at the contracted rate.
 - Personnel Management: Ensure all personnel are professionally trained, attired, and compliant with California Bureau of Security and Investigative Services (BSIS) standards. Personnel must complete California-mandated training, including patrol tactics, emergency procedures, client and public relations, safety, laws, student restraint procedures, Family Educational Rights and Privacy Act (FERPA) compliance, arrest procedures, report writing, observation techniques, ethics, and liability assessment.
 - Equipment and Uniforms: Provide and maintain all necessary clothing, safety equipment, and communication devices for personnel.
 - Grievance and Replacement: Allow the school to submit written grievances regarding SSO performance, with prompt replacement of any SSO requested to be removed for violating policies or laws.
 - Notifications: Inform the school of any termination or transfer of assigned security personnel.
 - Provide recommendations to address deficiencies in security post orders or the physical condition of the school's common areas from a security perspective.

4. Deliverables

- Deployment of one armed SSO equipped as specified, operational on campus from August 6, 2026, to June 3, 2027. SSO to work student school days. For the detailed school calendar, [click here](#). The Charter's preferred schedule is six (6) hours per day during student hours (7:30am to 2:00pm); however, proposers must specify in their proposal the number of daily service hours they recommend based on their operational model and staffing requirements.

- Weekly Incident Log synopsis or access to a live Incident Log System.
- Active Shooter/Active Threat Response training sessions for faculty and staff, with training materials.
- Documentation of safety plans and response protocols developed in collaboration with school administration.
- On-call support.
- Certificates of compliance for all required licenses, certifications, and background checks.
- Monthly invoices to the school business office that clearly report “time and attendance” for the SSO.

5. Timeline

- RFP Release Date: April 30, 2026
- Proposal Submission Deadline: May 22, 2026, 5:00 PM PDT
- Vendor Selection: May 25, 2026
- Required ILCS Board approval: May 26, 2026

6. Vendor Qualifications

Vendors must demonstrate and detail:

- Experience providing armed security services, preferably in educational settings.
- Vendor shall ensure that any armed security personnel assigned to Inland Leaders Charter School are in full compliance with all applicable federal, state, and local laws governing the possession and use of firearms on school grounds, including but not limited to California Penal Code §626.9. All armed personnel must possess a valid California Bureau of Security and Investigative Services (BSIS) Guard Card and a current BSIS Exposed Firearm Permit and must be authorized to carry a firearm only within the course and scope of their assigned duties. All armed personnel must be expressly authorized in writing by Inland Leaders Charter School to carry firearms on campus pursuant to California Penal Code §626.9 exemptions.
- Vendor shall provide written verification that all assigned personnel meet legal requirements to carry firearms in a school environment and shall maintain documentation of all required licenses, certifications, and firearm qualifications, including initial and ongoing training. Firearms must be carried, stored, and used in strict accordance with California law and industry best practices, and may only be used as permitted under applicable self-defense laws.
- Vendor shall ensure that all armed personnel are trained in de-escalation techniques,

student interaction protocols, and use-of-force standards appropriate for a TK–8 educational setting. The presence of armed personnel shall be coordinated with school administration and local law enforcement as appropriate. Failure to comply with these requirements shall constitute grounds for immediate removal of personnel and/or termination of the contract.

- SSO personnel must:
 - Be graduates of a recognized security or executive protection academy, with preference for military veterans or have served in a law enforcement capacity.
 - Hold SB 1626 certification (California school security guard certification) and Child Abuse Reporting Certification.
 - Possess current less-lethal certifications (e.g., OC spray, baton, Taser) issued by BSIS.
 - Have completed advanced, specialized Special Response Training for Active Shooter/Active Threat incidents.
 - Have passed criminal background checks, including DOJ (Ed Code 45125.1), per California Business and Professions Code section 7583.45(b) and urinalysis tests and provide certifications that these requirements are complete and current.
 - Hold current Tuberculosis (TB) clearances, verified within 30 days prior to service.
 - W-9
 - Vendor must comply with California SB 553 Workplace Violence Prevention requirements and integrate with ILCS's Workplace Violence Prevention Plan.
- Ability to provide and maintain all required equipment and uniforms.
- Valid and current licensing and certifications, with proof available upon request.
- Recommended Insurance coverage with certificates, including:
 - Workers' Compensation and Employer's Liability Insurance (\$1,000,000 per accident).
 - Commercial General Public Liability Insurance (\$2,000,000 per occurrence, \$3,000,000 general aggregate, naming Inland Leaders Charter School as an additional insured).
 - Umbrella Liability Insurance (\$5,000,000 per occurrence/aggregate).
 - Abuse and Molestation Insurance (\$3,000,000 limit).
 - Business Auto Insurance with a waiver of subrogation.

ILCS reserves the right to accept alternate coverage levels if deemed in the best interest of the school. The insurance policy description and limits must be included in the proposal

response.

Vendor's Insurance Coverage shall be primary and non-contributory to any insurance maintained by ILCS. Vendor shall defend, indemnify, and hold harmless Inland Leaders Charter School, its officers, board members, employees, and agents from and against any and all claims, demands, damages, liabilities, losses, costs, and expenses, including attorneys' fees, arising out of or related to the acts, errors, omissions, or negligence of the Vendor, its employees, agents, or subcontractors in the performance of services under this agreement, including but not limited to any claims involving bodily injury, death, property damage, or the use, handling, or discharge of firearms or other security equipment.

This obligation shall apply regardless of whether such claims are alleged to be caused in part by Inland Leaders Charter School, except to the extent caused by the sole negligence or willful misconduct of Inland Leaders Charter School.

7. Submission Requirements

Proposals must include:

- A detailed description of the proposed approach, including methodology, staffing plan, and timeline.
- A cost breakdown aligned with the scope of work, including hourly rates, vehicle costs (if applicable), and any additional fees.
- Resumes or profiles of key personnel, including SSOs, assigned to the project.
- Proof of required licenses, certifications, and insurance coverage.
- References from at least two similar projects completed in the past 3 years, preferably in educational settings.
- Evidence of compliance with criminal background checks, TB clearances, and California-mandated training requirements.
- Any additional information demonstrating the Vendor's ability to meet project requirements.

Proposals must be submitted electronically in PDF format to mgordon@inlandleaders.com by 5:00 PM PDT on May 22, 2026. Late submissions will not be considered.

8. Evaluation Criteria

Proposals will be evaluated based on:

- Alignment with the scope of work and deliverables (25%).

- Cost-effectiveness and budget alignment (50%).
- Vendor experience, personnel qualifications, and certifications (25%).

9. Contact Information

For questions or clarifications, contact Mike Gordon, Executive Director, at mgordon@inlandleaders.com.

10. Terms and Conditions

- Inland Leaders Charter School reserves the right to reject any or all proposals.
- Vendors must disclose any potential conflicts of interest.
- All submitted materials become the property of Inland Leaders Charter School and will not be returned.
- The selected vendor must comply with all applicable California laws, including the Family Educational Rights and Privacy Act (FERPA) and California Business and Professions Code section 7583.45.
- The agreement may be terminated by either party with 30 days' written notice, with payment due for services rendered up to the termination date.
- The Charter School reserves the right, at its sole discretion, to renew the resulting contract with the selected Vendor for additional one-year terms, not to exceed a total contract term of four (4) years, with a final expiration date of June 30, 2030.