

REQUEST FOR PROPOSAL (RFP)

Armed Security Guard Services

Florida Nonprofit Security Grant Program (NPSG)

1. Introduction

The Jewish Community of Manatee County, DBA Temple Beth El, is seeking proposals from qualified and licensed security firms to provide **armed security guard services** for designated events funded under the Florida Nonprofit Security Grant Program (NPSG).

The purpose of this RFP is to ensure a professional, trained, and visible armed security presence to enhance the safety and protection of attendees, staff, and property.

2. Organization Information

Organization Name: _____

Address: _____

Contact Person: _____

Phone: _____

Email: _____

3. Minimum Service Requirement Per Event:

Each event requires a **minimum of four (4) hours per armed guard**, which shall include:

- 30 minutes prior to event start (advance security presence)
- Full duration of event
- 30 minutes post-event (closing/security sweep)

Vendors must specify if additional minimum billing hours apply.

Dates of service are listed at the end of the RFP

4. Scope of Services

The selected vendor shall provide:

A. Armed Security Personnel

Each assigned guard must:

- Hold a valid Florida Class “D” Security Officer License
- Hold a valid Florida Class “G” Statewide Firearm License
- Have a minimum of two (2) years of armed security experience
- Pass state and federal background screening
- Be legally authorized to work in the United States
- Maintain professional conduct at all times

B. Guard Appearance & Equipment

Guards must:

- Wear a professional security uniform clearly identifying the company
- Display visible company ID and badge
- Carry firearm in holster on duty belt
- Utilize communication equipment (radio or equivalent)
- Wear body armor (recommended)
- Maintain professional grooming and appearance

C. Marked Security Vehicle

If requested, vendor shall provide:

- Clearly marked patrol vehicle with company identification
- Active patrol of parking areas and perimeter
- Vehicle presence for the full minimum event duration

Vendor must specify additional cost if vehicle service is billed separately.

5. Required Training & Certifications

Assigned guards must have documented training in:

- Active shooter response
- De-escalation techniques
- Emergency evacuation procedures

- Florida use-of-force laws
- First Aid / CPR / AED (current certification preferred)
- Incident reporting procedures
- Suspicious activity and terrorism awareness (as applicable to NPSG compliance)

Vendor must provide copies of training certifications upon request.

6. Insurance Requirements

Vendor must maintain:

- General Liability Insurance: Minimum \$1,000,000 per occurrence
- Professional Liability (if applicable)
- Certificate of Insurance must list [Organization Name] as Certificate Holder.

7. Reporting & Documentation (NPSG Compliance)

Vendor must provide:

- Daily Activity Report for each event
- Written Incident Reports (if applicable)
- Detailed invoice including:
 - Date of service
 - Guard name(s)
 - Hours worked
 - Hourly rate
 - Total cost
 - Documentation sufficient to meet Florida Division of Emergency Management reimbursement standards

8. Proposal Submission Requirements

Proposals must include:

1. Company profile and years in operation
2. Copy of Florida security agency license
3. Proof of guard licensing (Class D and G)
4. Insurance certificates
5. Description of training programs
6. Hourly rate per armed guard

7. Hourly rate for marked vehicle (if separate)
8. Overtime rates
9. Minimum billing requirements

9. Evaluation Criteria

Proposals will be evaluated based on:

- Licensing and compliance (mandatory)
- Experience providing armed security services
- Training standards
- Cost competitiveness
- Professional references
- Ability to meet NPSG documentation requirements

[Organization Name] reserves the right to reject any or all proposals.

10. Submission Deadline

Proposals must be submitted no later than March 10, 2026.

Submit proposals electronically to: whgregory@gmail.com

11. Term of Agreement

The contract term shall cover the specified event dates listed below unless otherwise extended by mutual written agreement.

Event dates include

Every Friday evening from 6:30 pm to 10:00 pm.

Every Saturday morning from 9:30 am to 1:30 pm.

Every Thursday afternoon from 1:00 pm to 3:00 pm

One Thursday afternoon a month extended to 4:00 pm

Third Sunday of each month from 8:45 am to 11:00 am

April 2, 2026

4:00 pm to 8:00 pm

April 12, 2026	1:00 pm to 5:00 pm
April 21, 2026	4:00 pm to 8:00 pm
May 5, 2026	4:00 pm to 8:00 pm
Sept. 11, 2026	5:30 pm to 9:30 pm
Sept. 12, 2026	9:00 am to 2:00 pm
Sept. 12, 2026	4:30 pm to 6:30 pm
Sept. 20, 2026	5:30 pm to 9:30 pm
Sept. 21, 2026	9:00 am to 2:00 pm
Dec. 6, 2026	1:00 pm to 5:00 pm

The above dates will continue through 2027 with the same hours but possible minor date adjustments. Date adjustment will be posted 120 days in advance.