

Request for Proposal – CALSAGA Online Training Partner

CALSAGA

Kris Smidt, Association Manager

915 L Street, #C251

Sacramento, CA 95814

916-930-0552

kris@calsaga.org

The California Association of Licensed Security Agencies, Guards and Associates (“CALSAGA” or the “Association”) is an industry association whose regular members are businesses licensed under the Business and Professions Code by the Bureau of Security and Investigative Services, within the Department of Consumer Affairs. Regular member companies are both suppliers of contract security guard services and proprietary security services employers. Vendors of security services, security officers and member company management can also join as Associate Members. Member companies range in size from international companies with billions in revenue to small companies with under ten employees.

The Association is governed by an 11-member Board of Directors, including CALSAGA President, David Chandler. Day-to day operations are managed by an Association Manager and a Communication and Training Manager, with assistance from other part-time staff, with oversight by the CALSAGA President.

The Association is soliciting proposals from qualified companies to partner to find a Preferred Online Training Vendor. Under this alliance, the successful proposer will be designated by CALSAGA to develop and deliver an on-line training delivery system for Security Officers and Proprietary Security Officers and maintaining a database of completed training, as explained in greater detail in this Request for Proposal (“RFP”). The successful proposer will have specific expertise and knowledge of California laws and regulations as they pertain to contract Security Officers, Proprietary Security Officers and their employers. The Association also expects that the successful proposer will provide exclusive pricing for CALSAGA member companies, as well as a licensing, marketing, and/or administrative fee or percentage of revenue returned to the Association.

Proposals are due no later than 5:00 PM on October 1, 2019 and must be electronically delivered to kris@calsaga.org. The proposals will be reviewed, and two proposers will be invited for a presentation.

The timeline will be as follows:

Proposals due electronically: 10/1/2019

Follow up questions: 10/2/2019-10/11/2019

Presentations: 10/15/2019

Decision Announced: 11/1/2019

Implementation: 1/6/2020

CALSAGA Liability

CALSAGA will not be liable for any risks or costs incurred by the vendor in connection with this RFP or any proposal submitted by the vendor. This RFP in no way obligates CALSAGA to enter into a business arrangement with any vendor.

CALSAGA may withdraw this RFP by written notice to any vendor or reject any or all proposals submitted in response to this RFP. CALSAGA will not incur any liability resulting from such withdrawal or rejection.

Prior to the due date of the proposal, CALSAGA may modify this RFP by issuing one or more addenda. Specifications provided by CALSAGA are subject to change.

Contract Terms

The successful proposer and CALSAGA will enter into an agreement with appropriate indemnity language in favor of CALSAGA. The term of any such agreement between the Association and the successful bidder shall be for a 3-year period, unless terminated by either party with thirty (30) days written notice. The terms of the Agreement shall be determined by CALSAGA in its sole and absolute discretion.

Eligibility Requirements

Proposer shall be a well-established, solvent training company duly constituted and licensed to deliver on-line training to security officers in the State of California under all applicable statutes and regulations. Proposer must operate a full-service office in California dedicated to on-line training and educational services. Proposer must also sign up as a CALSAGA Member.

Scope of Work

- The successful proposer must have recent experience and demonstrated expertise in the on-line training of Security Officer's in California, including all modules as required by law and regulation.
- Proposer must also have demonstrated knowledge of California laws and regulations pertaining to both contract and proprietary security personnel.
- The successful proposer must be able to provide CALSAGA's curriculum or a version of the CALSAGA training modules in an on-line format and approved by CALSAGA by the deadline within 60 days of the award.
- Proposer must provide a CALSAGA branded landing page through the CALSAGA website which allow those that find the training through CALSAGA to purchase it at the discounted rate. Tracking of all users must be provided.
- The successful proposer must be able to provide an interactive component which will allow CALSAGA Association Management to track purchases by CALSAGA Members.

Response Format / Information Required

Proposals must contain the following sections:

1. History of Company
2. On-Line Training Services
 - a. Courses Currently Offered
 - b. Course Formatting
 - c. Course Testing (with user verification)
 - d. Curriculum Development Philosophy
3. Database / Learning Management System
 - a. Overview
 - b. Screenshots / Information Displayed
 - c. Example of Generated Certificate (BSIS Compliant)
 - d. Description of Support Provided to User
4. Pricing
 - a. Proposed exclusive pricing for CALSAGA members
 - b. Services included in pricing
 - c. Proposed Licensing/Marketing/Administrative Fee or percentage back to CALSAGA
5. References
 - a. Submit 3 references from companies/associations/security personnel that have used your on-line system to obtain either security officer or proprietary licensure through the Bureau of Security and Investigative services, or in the absence of such experience, individuals and companies who are familiar with your broad online training and database administration capabilities.

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