

# Request for Proposal (RFP): Security Services

## Section I: Introduction

The Directed Energy Professional Society (DEPS) is soliciting proposals from qualified Contractors to provide professional unarmed security services for its upcoming symposia and conferences. These events include:

1. **DEPS Annual Science and Technology Symposium:**
  - **Location:** Cheyenne Mountain Resort, Colorado Springs, CO
  - **Dates:** May 11-16, 2025
2. **DEPS Directed Energy Systems Symposium:**
  - **Location:** Naval Postgraduate School (NPS), Monterey, CA
  - **Dates:** November 16-21, 2025 (approximately)

This RFP outlines the minimum requirements and information that must be included in your proposal. Submission of a proposal does not obligate DEPS to enter into a contract, and DEPS reserves the right to accept or reject any or all proposals.

## Evaluation Criteria

Proposals will be evaluated based on the following criteria:

1. **Company History and Organization**
2. **Management Approach**
3. **Personnel with Active Secret Clearance**
4. **Cost Proposal and Invoicing**
5. **References**
6. **Experience Supporting Security Requirements for Directed Energy Symposia**
7. **Vetting Process:** All personnel proposed must undergo vetting by the DEPS Facility Security Officer and DEPS staff.

## Statement of Work (SOW)

During the term of the agreement, the Contractor shall provide between one (1) and six (6) unarmed security guards per event as requested by DEPS. The scope includes:

- **Guard Duties:** Personnel are expected to monitor event premises, verify attendee credentials, and ensure compliance with security policies.
- **Compliance:** All security operations must adhere to applicable U.S. government security regulations, including but not limited to those issued by the Department of Defense (DoD), and the Naval Postgraduate School (NPS).
- **Contract Type:** Time and materials contract with a not-to-exceed (NTE) limit. Additional labor hours, if required, must be pre-approved and billed at agreed-upon rates.

## Security and Personnel Requirements

1. **Personnel Clearance:**
    - Guards must obtain a Secret clearance or higher.
    - Personnel must comply with all governing security regulations.
  2. **Vetting Process:**
    - All proposed personnel will undergo a vetting process by the DEPS Facility Security Officer and DEPS staff to ensure suitability.
  3. **Compliance Standards:**
    - Contractors must adhere to security standards for Controlled Unclassified Information (CUI) and classified information at the Secret level.
    - Personnel and operations must meet DoD security protocols.
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## Proposal Submission Instructions

Proposals must include the following:

1. **Company Profile:**
  - Provide a history of your organization, including relevant experience in supporting similar symposia.
2. **Management Plan:**
  - Outline your approach to meeting the requirements of this RFP, including personnel management and contingency planning.
3. **Personnel:**
  - List of proposed security personnel, their qualifications, and their Secret clearance status.
4. **Cost Proposal:**
  - Provide a detailed breakdown of labor rates, overhead, G&A fees, and estimated total costs.
5. **References:**
  - Include contact information for at least three (3) references for similar contracts.
6. **Experience:**
  - Highlight prior experience providing security services for directed energy-related symposia or comparable events.

## Submission Deadline

Proposals must be submitted by **14 March 2025** to:

- **Mail:**  
Directed Energy Professional Society

7770 Jefferson Street NE, Suite 440  
Albuquerque, NM 87109

- **Email:**  
**harry@deps.org**

### **Additional Information**

DEPS is not obligated to accept the lowest bid and reserves the right to reject any and all proposals, modify the scope of work, or cancel the RFP entirely. All Contractors must have the capability to operate within the framework of U.S. government security regulations and satisfy the requirements of governing authorities.

We look forward to reviewing your proposals and selecting a partner to support these important events.

**Sincerely,**  
Harry Sinsheimer  
Executive Director  
Directed Energy Professional Society