



NATIONAL SAFE SKIES ALLIANCE

Program for Applied Research in Airport Security PARAS 0060 Request for Proposals

Project Title:	Strategies for Developing an Aviation Worker Screening Program		
Program Officer:	Jessica Grizzle	865-738-2080	Jessica.Grizzle@saskies.org
Fiscal Year:	2024		
Contract Time:	5 Months		
Funding Cap:	\$200,000		
RFP Close Date:	December 12, 2023		
Authorization to Begin Work (estimated):	January 2024		

BACKGROUND

In April 2023, TSA-NA-32-02 was issued to airports and became effective in September 2023. The National Amendment requires Category X, I, and II airports regulated under 49 CFR 1542.103(a) to conduct aviation worker screening in a random continuous manner. Screening is intended to deter insider threats by establishing an expectation that workers could be screened any time they enter a Secured or Sterile Area.

Circumstances vary widely among airports and they must establish policies and practices that are best suited to their specific needs. As most airports did not have aviation worker screening programs in place at the time of the NA, there is little guidance available to assist airports in this enormous task. During the period of Informed Compliance, many airports are seeking information to enable informed decision making and ensure effective and efficient practices.

Since the period of Informed Compliance is set to end in September 2024, timely research and guidance development is essential to help airport operators effectively and efficiently implement this new screening requirement.

OBJECTIVE

The objective of the research is to create a comprehensive resource of information and guidance to assist airports in establishing their aviation worker screening program. Outreach and data collection is needed to understand the essential decision points, associated challenges, and potential options and strategies to address them. At a minimum, the guidance should address:

- Utilizing direct employees vs. contract employees to conduct screening
- Selecting screening methods (manual and technological)
- Establishing standard operating procedures, including alarm resolution procedures
- Determining prohibited items beyond those specified in the NA
- Evaluating access points
- Establishing a reasonable expectation of screening
- Efficient record keeping as required in NA and 49 CFR 1542.5(b)
- Communicating with stakeholders
- Cost considerations
- Legal considerations

HOW TO PROPOSE

Proposers are encouraged to ask questions regarding proposed scope and project intent. Questions should be directed to [Jessica Grizzle](#), PARAS Program Manager.

The rapidly approaching effective date for the NA necessitates timely research and guidance development. Considering this, response requirements have been simplified to enable a more efficient selection. Proposers with relevant expertise should submit a single PDF file containing the following elements:

1. A letter of interest (no more than three pages) that provides an overview of their understanding of the problem and plan to meet the project objective
2. A resume providing the qualifications and relevant experience for each member of the research team
3. A budget by task
4. An executed and unaltered [Liability Statement](#)

The file should be submitted electronically to Jessica.Grizzle@sskies.org by 4:30 PM (EDT) on December 12, 2023.

The table below presents the sample schedule of key activities and deliverables for this project.

# of Months from Contract Execution	Activity/Deliverable
0.0	Notice to Proceed
0.5	Conference call with panel to finalize Work Plan
2.5	In-person meeting with Contractor and Project Panel
4.0	Contractor submits Draft Final Deliverable
5.0	Contractor submits Final Deliverable

LIABILITY STATEMENT

The signature of an authorized representative of the proposer is required on the unaltered [Liability Statement](#) in order for PARAS to accept the organization's proposal for consideration. **Proposals submitted without this executed and unaltered statement by the proposal deadline will be summarily rejected.** An executed, unaltered statement indicates the organization's intent and ability to execute a contract that includes the provisions in the statement.

GENERAL NOTES

- According to the provisions of 49 CFR § 21, which relates to nondiscrimination in federally assisted programs, all parties are hereby notified that the contract entered into pursuant to this announcement will be awarded without discrimination on the grounds of race, color, religion, sex, national origin, or disability.
- The contract type is cost reimbursement with a "not-to-exceed" limiting amount.
- Proposers are encouraged to ask questions regarding proposed scope and project intent. Questions should be directed to Jessica Grizzle, PARAS Program Manager.