



NATIONAL SAFE SKIES ALLIANCE

Program for Applied Research in Airport Security

PARAS 0033 Project Statement

Project Title:	Mental Health and Airport Security
Program Officer:	Jessica Grizzle 865-738-2080 Jessica.Grizzle@saskies.org
Fiscal Year:	2020
Contract Time:	15 Months
Funding Cap:	\$200,000
RFP Close Date:	March 31, 2020
Authorization to Begin Work (estimated):	June 2020

BACKGROUND

Like many employers and public-facing entities, airports experience the effects of mental illness in the diverse populations of their facilities. These populations include passengers, employees, and the non-traveling public, some of whom may be homeless. Factors such as substance abuse, everyday responsibilities, and travel stress may contribute to or exacerbate these effects.

Signs and symptoms vary, with examples ranging from the inability to exercise good judgment and make sound decisions to acts of violence and more overt behaviors that directly threaten airport security, such as security breaches. The resulting implications of these issues at an airport are equally wide ranging. Some are direct and seem obvious, such as physical threats to aircraft or passengers. Others may not be immediately recognized as linked to mental health crises.

Considering the complexity of the issue, airports and their stakeholders are not inherently equipped with the knowledge, tools, and resources to recognize and appropriately respond to mental health incidents and crises. Information is needed to enhance the general understanding and recognition of mental illness and its impact on airports, along with response, mitigation, and management options to optimize effective and efficient use of resources, and minimize airport security implications.

OBJECTIVE

The objective of this research is to provide information and guidance to help the airport community understand and address individuals experiencing mental health crises at airports. Population segments to consider include employees, passengers, and non-traveling public. At a minimum, the resulting document should address:

- Mental Health Awareness
 - Understanding the issue
 - Recognizing occurrences
 - Identifying potential triggering events
- Impact on Airport Security
 - Resources leveraged for response
 - Stakeholders, such as concessionaires, airlines, TSA, etc.
 - Bystanders
 - Airside, landside, and terminal operations

- Applicable metrics, including methods for tracking/categorizing incidents
- Response considerations, including anticipated outcomes and perception
- Mitigation and management:
 - Review of existing strategies and practices
 - Resource models, such as emergency services/response teams
 - Identifying and engaging relevant organizations and community resources
 - Policy and procedures
 - Training
 - Privacy, legal, and cost considerations
 - Available funding resources
- Recommendations for future research

Since not every option or idea will be feasible for all airports, the resulting guidance should be scalable so that airports of all sizes and resource levels can benefit.

SPECIAL NOTES

- Broad airport surveys will not be conducted as part of this research effort. Targeted outreach, including interviews or case studies, should be utilized.
- Policies and practices of non-aviation entities must be considered.
- Proposing teams should include appropriate interdisciplinary subject-matter expertise to effectively address the topic. At a minimum, expertise is needed in mental health, airport operations, airport security, and law enforcement.
- Proposers are encouraged to ask questions regarding proposed scope and project panel intent. Questions should be directed to [Jessica Grizzle](#), PARAS Program Manager.
- Proposers should be aware of related PARAS projects, industry publications and white papers, research, and other relevant literature, documents, and initiatives, and include in the research plan their approach for considering these research efforts.

RESEARCH PLAN

PARAS is seeking the insights of proposers on how best to achieve the research objective, and is asking proposers to develop and include a detailed research plan. Proposers are expected to describe research plans that can realistically be accomplished within the constraints of available funds and contract time. Proposals must present the proposers' current thinking in sufficient detail to demonstrate their understanding of the issues and the soundness of their approach to meeting the research objective. The work proposed must be divided into tasks, and work for each task must be described in detail.

DELIVERABLES

The research plan should include the following interim deliverables for PARAS approval at a minimum:

1. Amplified work plan
2. Literature review
3. Interim report that describes work performed in the early tasks, research results to date, annotated outline of the anticipated guidance, and an updated work plan for remaining tasks
4. Draft final deliverable

Additionally, the research plan should build in appropriate checkpoints with the PARAS panel, including at a minimum:

- Kick-off teleconference meeting to be held within 1 month of the contract effective date
- One face-to-face interim deliverable review meeting
- Web-enabled teleconferences tied to the panel review and PARAS approval of other interim deliverables as deemed appropriate

The final deliverables will include a guidance document and a Microsoft PowerPoint presentation that summarizes the project results, which will be used in presentations to the industry.

Note: The contract time includes 1 week for PARAS review of the amplified work plan, 2 weeks for PARAS review of the interim report, 1 month for PARAS review and comment of the draft final deliverables, and 1 month for contractor preparation of the final deliverables. For budgeting purposes, proposers should assume that PARAS will provide access to web-enabled teleconference services. Proposers should assume that the face-to-face interim deliverable review meeting will be held in the Washington, DC area.

PROPOSAL

The essential features required in a proposal for research are detailed in the current document entitled [*Guidance for Preparing Proposals*](#). Proposals must be prepared according to this document, and attention is directed specifically to Section V for mandatory requirements. **Proposals that do not conform to the mandatory requirements will be rejected.**

The total funds available are made known in this Project Statement, and line items of the budget will be examined to determine the reasonableness of the allocation of funds to the various tasks. **If the proposed total cost exceeds the funds available, the proposal will be rejected.**

All proposals become the property of National Safe Skies Alliance. Final disposition will be made according to the policies thereof, including the right to reject all proposals.

Proposals (1 electronic and 10 individually-bound hard copies) are due not later than 5:00 p.m. EDT on March 31, 2020. The electronic copy should be sent via email to Jessica.Grizzle@sskies.org.

This is a firm deadline and extensions are not granted. **In order to be considered for award, the electronic copy, all 10 hard copies, and the executed, unmodified Liability Statement must be received no later than the deadline shown, or the proposal will be rejected.** Proposers may choose any carrier or delivery service for their proposals. However, proposers assume the risk of proposal rejection if the carrier or delivery service does not deliver all of the required documents by the deadline.

Delivery Address:

Jessica Grizzle
National Safe Skies Alliance, Inc.
1725 Base Pointe Way
Louisville, TN 37777
jessica.grizzle@sskies.org

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.