



NATIONAL SAFE SKIES ALLIANCE

Program for Applied Research in Airport Security

PARAS 0034 Request for Proposals

Project Title:	Optimization of Airport Security Camera Systems
Program Officer:	Jessica Grizzle 865-738-2080 Jessica.Grizzle@sskies.org
Fiscal Year:	2020
Contract Time:	12 Months
Funding Cap:	\$150,000
RFP Close Date:	September 24, 2020
Authorization to Begin Work (estimated):	November 2020

BACKGROUND

As airports expand and upgrade their CCTV/camera systems, there are many factors that must be considered to ensure the technology is being used to its greatest advantage, and that any upgrades/replacements are appropriate for the airport's environment and intended use. Integration/system compatibility needs, installation considerations, and ongoing calibration/system evaluation issues must all be considered early in the planning process. Concerns surrounding cybersecurity, and the privacy of data collected by camera systems and how it may be used or exploited must also be considered.

The use of video analytics increases the need for an informed implementation strategy. This technology can enable airports to enhance their security infrastructure and increase operational efficiency. However, it is a complex technology that also has the potential to add even greater problems if its impacts are not considered during planning. Analytic technology is a large undertaking that should be approached with a solid understanding of its strengths, limitations, optimal operating conditions, and privacy concerns.

Guidance is needed to help airports optimize the use of their existing technology, make well-informed decisions when expanding or upgrading their video surveillance system, and ensuring continued effectiveness and efficiency of their CCTV/camera systems.

OBJECTIVE

The objective of this research is to provide practical, systematic guidance to assist airports in optimizing security camera systems/CCTV to maximize their capabilities and increase operational efficiency. At a minimum, the guidance should address:

- Needs assessments, including stakeholder needs, desired capabilities, and regulatory requirements
- Strategies for optimizing existing technology, including configuration management
- Considerations for upgrade/replacement strategies, including:
 - System limitations/gap analysis
 - IT requirements (e.g., infrastructure, cybersecurity, scalability, etc.)
 - Suitability for analytics and associated requirements
 - Camera capability requirements
 - Camera placement and field of view considerations
 - Environmental conditions
 - Lighting conditions and requirements
 - Integration with existing systems

- Cost/benefit, including capital expenditures and O&M
- Future planning and scalability
- Airport governance
- Strategies for vendor vetting and selection
- Strategies for ongoing system evaluation/optimization
- Strategies for stakeholder collaboration (e.g., leveraging tenant-controlled camera coverage, etc.)
- Privacy and legal implications
- End-user training and permissions management

The resulting guidance should be comprehensive to ensure that it is scalable and beneficial to airports of all sizes and resource levels.

SPECIAL NOTES

- All technology discussion included in the final deliverable must be vendor agnostic.
- While the overall project topic is broad, proposers are encouraged to focus on the concepts outlined in the project objective.
- Targeted outreach and interviews can be utilized as part of this research effort. Broad airport surveys are not acceptable.
- Proposing teams should include appropriate interdisciplinary subject-matter expertise to effectively address the topic. Expertise in regulatory requirements, airport security, and camera system components, design, and implementation should be represented on the project team.
- 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.
- Proposers are encouraged to ask questions regarding proposed scope and project panel intent. Questions should be directed to [Jessica Grizzle](#), PARAS Program Manager.

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, an annotated outline of the anticipated guidance document, 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 7 individually-bound hard copies) are due not later than 5:00 p.m. EDT on September 24, 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 7 hard copies, and the executed, unmodified Liability Statement must be received no later than the deadline shown, or the proposal will be rejected.**

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.