

# 309<sup>th</sup> Software Engineering Group (309 SWEG) Security Staffing Contract Industry Day – January 31<sup>st</sup>, 2023

## **Attendees**

William Hoff	LSI	1/31/23
Richard Ospina	gTangible	1/31/23
Fred Barnes	TAC Integrated Solutions	1/31/23

Gregory Hernandez	Acquisition Program Manager	1/31/23
Capt. Taylor Seely	Contracting Officer	1/31/23
Tamara Newcomb	309 SWEG IPO Security Chief	1/31/23
Edmond Novack	309 SWEG Security	1/31/23
Garry Navas	Contracting Officer Representative	1/31/23
Julie Beausoleil	Contracting Officer Representative	1/31/23
Taylor Van Buren	Acquisition Program Supervisor	1/31/23
Chelsey Oettinger	Acquisition Program Lead	1/31/23
Krista Fernandez	Acquisition Program Manager	1/31/23

## **Purpose**

309 SWEG held an industry day at Hill Air Force Base to discuss the requirement for Security Staffing. The acquisition team hosted two contractor representatives in person and one other via a Microsoft Teams meeting. The meeting was an open forum held in conference room CE-2, located in Bldg.2721, where 309 SWEG Acquisition is located. The customer, 309 SWEG Security, presented the contract requirements to the companies. Afterwards, time was allotted to each company to ask questions of the customer and acquisition team.

## **Topics Discussed – Q&A**

**Q1:** Can the security supervisor also help staff security desks?

**A1:** Yes, but the Performance Work Statement (PWS) will address how much time the security supervisor can dedicate to staffing security desks.

**Q2:** Do the security assistants issue visitor and temporary badges?

**A2:** Yes, they will issue badges at the security desk to visitors.

**Q3:** Will security assistants have Defense Information System for Security (DISS) access?

**A3:** Yes, they will require access.

**Q4:** Will escalation rates for the option years be stated in the official solicitation?

**A4:** No, they will be negotiated after bids are received.

**Q5:** Will a transition and phase-in plan be included in the official solicitation?

**A5:** Yes, it will be included in the PWS with the official solicitation.

**Q6:** Will the Standard Operating Procedure (SOP) document, referenced in the PWS, be included with the official solicitation?

**A6:** Yes, it will be attached to the official solicitation.

**Q7:** Will security assistants operate alarm systems?

**A7:** No, they will only be required to monitor alarms to ensure employees respond to accordingly.

**Q8:** Do security assistants conduct background checks?

**A8:** No, backgrounds checks are conducted by Government Civilian personnel.

**Q9:** Will 309 SWEG provide a desk for the security supervisor?

**A9:** Yes, 309 SWEG will provide a desk for the security supervisor.

**Q10:** How long does the contractor have to complete security clearances for employees?

**A10:** This will be addressed in the PWS Phase-in Plan.