

**UNITED STATES ENERGY ASSOCIATION
 RESPONSES TO QUESTIONS PERTAINING TO RFP FOR CONSULTANCY SERVICES FOR RENEWABLE
 INTEGRATION GAP ANALYSES IN POWER SYSTEM OF KENYA
 NOVEMBER 2017**

Sr No	Query	Response
1	Is there a preference to lead this project with two consulting experts rather than one? The impact of a second consultant will impact substantially on the price / commercials of our bid.	USEA has no partiality for two experts rather than one.
2	Is it acceptable to offer two separate bid proposals – one offering a sole consultant, and the other offering two consultants?	USEA will only accept one bid per vendor.
3	What would be the tentative duration of the study (assignment)?	USEA anticipates a total of 1 – 2 months’ of work, including travel to Kenya.
4	Are we supposed to submit the Financial proposals through email? Since these documents are confidential and usually submitted through hard copies.	Bidders must submit all portions of the proposal electronically. Print copies will not be accepted. Submissions via online file transfer platform/protocol (FTP) (e.g. Dropbox, Google Drive, etc.) are acceptable; an email confirming receipt must accompany the submission.
5	Since only the CV formats have been provided on the website, are there any other USAID formats to be followed while submitting the proposal (e.g. for the Letter of Submission etc.)	The only document requiring a certain format is USAID Consultant Employee Biographical Data Sheet forms (https://www.usaid.gov/forms/aid-1420-17). Please be aware that biodata forms are required documents, and must be completed in their entirety. Details on the forms will be kept confidential.
6	Is it mandatory to provide the D-U-N-S Number and the proof of system for Award Management Registration, Renewal & Migration?	It is mandatory to provide the consultant’s Data Universal Numbering System (D-U-N-S) number and proof of current registration with System for Award Management.

7	Please specify which exact format needs to be followed for preparing the Financial Proposal	<p>There is no specific format for the financial proposal, but the proposal must include:</p> <ul style="list-style-type: none"> • Detailed justification (i.e. line item budget) • Labor, other direct costs, indirect costs, and level of effort for each employee proposed for this project • Labor, other direct costs, indirect costs broken down by task
8	Under "USEA Responsibilities", does this mean USEA will arrange and pay for all travel costs? Should our financial proposal only contain labor costs?	<p>USEA will be responsible for arrangements and associated costs for one trip (for a 5-10 working day period) for up to 2 consultants to Kenya. USEA will arrange and bear the costs of:</p> <ul style="list-style-type: none"> • Per diem (lodging, M&IE) for up to 2 consultants in Nairobi, Kenya, to include all travel and meeting days and maximum of 1 full day of rest in-country prior to start of activity • Economy-class roundtrip international flights for up to 2 consultants to Nairobi, Kenya • Ground transportation to/from meetings in Nairobi, Kenya • Single-entry visas for up to 2 consultants • Insurance for the duration of the travel to Kenya • Meeting space and AV (if required) • Printing/photocopying of handout materials (if required) <p>If the contractor anticipates any expenses beyond the above, these should be included in the proposal.</p>
9	<p>we need the following information:</p> <ol style="list-style-type: none"> 1. Lump Sum budget price for the scope 2. Project duration (expected completion date) 	<p>USEA does not have a firm budget established.</p> <p>USEA anticipates a total of 1 – 2 months' of work, including travel to Kenya. Work is anticipated to begin the week of January 15.</p>
10	Please advise if there are any Terms and conditions / template contract which must be complied with?	The subcontract will be based on USEA's template and will include a flow down of any conditions from the original Tetra Tech contract.

11	Does winning the Renewables Integration Gap Analysis works exclude the winning bidder from other components of the Grid Management Support Program	Award of this project has no bearing or connection on other GMSP components.
12	Besides the “Intent to Bid” and “Proposal submission” due dates prescribed in the RFQ, what are the remaining timelines specific to: a. Anticipated Award date? b. Commencement of Consultant’s Work? c. Draft Gap Analysis Report due date? d. Final Analysis Report due date?	a. USEA anticipates awarding the project asap, hopefully, by mid-December. b. As mentioned in the RFP, work is anticipated to begin the week of January 15, 2018. c-d. USEA anticipates a total of 1 – 2 months’ of work, including one trip to Kenya. Deliverable due dates will be negotiated and agreed upon between USEA and the contractor.
13	We assume a Renewables Integration Study has already been completed and is not part of this scope. Can you confirm?	A Renewables Integration Study was completed and a final report was issued in March 2015.
14	We assume that Generator Interconnection Studies for the renewables projects are not part of this scope. Can you confirm?	Generator Interconnection Studies are not part of this scope.
15	Will the reports in relation to a Renewables Integration Study and Generator Interconnection Studies and any other relevant Study reports, planning and strategies for grid integration be made available to the successful Bidder?	Relevant and available studies/information will be shared with the selected contractor.
16	What is the level of modeling detail that is expected?	There are no pre-set expectations on the level of detail in modeling.
17	Given that the prescribed interaction between the Consultant’s team and USEA is limited to 5-10 working days, a. Will there be sufficient time to perform any detailed power flow or system analysis? b. If no to above, will this detail be provided to the Consultant’s team?	The consultant should plan for 5 – 10 working days in Nairobi for meetings with relevant Kenyan stakeholders. (Note: USEA will not be participating in this trip.) However, interaction with the stakeholders can begin prior to the trip and continue after, as needed. All interaction before and after the trip to Kenya must be included in the overall budget and schedule. a) The scope does not specifically require any detailed analysis. b) Relevant and available studies/information will be shared with the selected contractor.

18	<p>What will the allowable notice period for mobilization of resources from date of issuing the Letter of Award to expected commencement date?</p>	<p>USEA does not issue a formal letter of award but work will commence once the contract has been signed by both parties. USEA plans to select an awardee quickly and is hoping for a three week turnaround from notice of award to initiation of the project.</p>
19	<p>We are not familiar with USEA's proposal process however (e.g. we are unsure of our eligibility to participate). Could you please advise?</p>	<p>All proposal submission requirements are outlined in the RFP.</p>
20	<p>It is mentioned that this study is a part of the "Power Africa" project and upon information available at the homepage, it is mentioned that "In partnership with General Electric, the African Development Bank, and others, Power Africa awards grants for innovative energy projects across sub-Saharan Africa".</p> <p>It is requested to please clarify whether partners in the Power Africa/Kenya can bid on this project.</p>	<p>Partners in the Power Africa/Kenya program are welcome to submit bids.</p>
21	<p>Section II : BACKGROUND The Grid Management Support Program has four components: (1) a renewables integration study, (2) systems operations gap analysis, (3) training and twinning with utilities with significant wind power penetration, and (4) revising the transmission and distribution grid codes.</p> <p>Please provide the details of prior studies (if any) conducted under the GMSP components.</p>	<p>Relevant and available studies/information will be shared with the selected contractor.</p>
22	<p>Section IV : STATEMENT OF WORK</p> <p>Please clarify whether this study envisages any development activity of production simulation model(s) for the Kenya power System, or this study will peruse a model developed under any previous study.</p>	<p>The primary purpose of this assignment is to identify "Immediate and Additional Implementation Steps" by prioritizing current GMSP recommendations to enable successful integration of renewables over the near term. For this purpose, the scope does not specifically require any detailed analysis.</p>

23	<p>Section V : SCOPE OF WORK</p> <p>The scope mentions travel and discussions of a maximum of two consultants for a period of 5-10 working days which will be agreed with USEA. It is requested to provide the complete duration of this study as envisaged by USEA at this stage.</p>	<p>USEA anticipates that the contractors should plan on spending 5-10 working days in Nairobi for meetings, collecting information, etc. This, combined with drafting deliverables, is anticipated to take 1 – 2 months.</p>
24	<p>Please can you kindly provide a copy of the recommendations already made by the Grid Management Support Program (GSMP) as referred to in the RfP – Statement of Work?</p>	<p>Relevant and available studies/information will be shared with the selected contractor.</p>