



**UNITED STATES ENERGY ASSOCIATION  
ENERGY TECHNOLOGY AND GOVERNANCE PROGRAM  
COOPERATIVE AGREEMENT #AID-OAA-A-12-00036  
OCTOBER 28, 2021**

**REQUEST FOR PROPOSALS: USEA/USAID AID-OAA-A-12-00036 2022-713-02  
Cyber Security Tabletop Exercise for Members of USAID/USEA Cyber Security Initiative (UCSI)**

**Question & Answers**

1. Do all UCSI members attend each exercise or will there be a representative sample in each?  
All UCSI member companies will be invited to participate in the tabletop exercise. A limit of four persons per member will be imposed. Participants from each company must access the exercise from a single laptop.
2. What meeting platform will USEA use for the exercises?  
USEA will work with the contractor selected for the assignment to select the optimal virtual platform upon which the exercise will be conducted. USEA uses Zoom, GoToMeeting and GoToWebinar for virtual events.
3. What is the magnitude of funding available for this effort? A rough estimate would be okay.  
USEA does not have an estimated cost for this assignment.
4. Is pricing governed by USAID rate requirements or rate caps?  
Pricing should be consistent with USAID rate requirements.
5. Please confirm the expected award date?  
The award will be made following USEA's selection and acceptance by USAID.
6. Confirm expected project start date and duration/deadline for completion?  
The project will commence immediately upon execution of a sub-agreement with the recipient. Ideally, the project will be complete by the end of the first quarter of 2022.

7. Confirm location and time zones of participating UCSI members?  
Members of the UCSI include electric power transmission and distribution utilities in Albania, Armenia, Bosnia Herzegovina, Kosovo, Moldova, Montenegro, North Macedonia, Republic of Georgia, and Ukraine
8. The cost proposal section only allows for labor costs to be submitted. Can we specify license costs or should these be apportioned to the fully loaded labor rate?  
The cost of licensing may be included, but must be clearly identified as an “Other Direct Cost”.
9. Would you be amenable to the supplier owning the intellectual property for the scenario and provide it as a license for the events/exercises?  
The Subcontractor will grant to the U.S. Agency for International Development and the United States Energy Association, a paid-up, nonexclusive, irrevocable, worldwide license to reproduce, prepare derivative works, distribute copies to the public, and perform publicly and display publicly all data produced under this Agreement.
10. Is it possible to see the Utility Cybersecurity Capability Maturity Model (C2M2) Assessments?  
USEA is not at liberty to disclose the contents of the assessments.
11. As part of the scenario design process, will it be possible to see existing incident response plans provided by the companies involved in the exercise?  
This is not possible.