

UNITED STATES ENERGY ASSOCIATION

WORKSHOP SERIES (3) ON THE CHANGING CCUS MARKET SPACE AND 45Q

RFP #DE-FE-002415-19-02

RFP Closing Date: Oct 4, 2019

Responses to Questions Received by September 13, 2019

**Q: We are curious to understand under the Scope of Work of the subject RFP, what the term “DOE Deployment Initiative” specifically connotes. We are aware of the DOE procurement <https://www.energy.gov/articles/doe-announces-20-million-regional-initiative-accelerate-carbon-capture-utilization-and>. However, given that projects yet to be awarded under this FOA, project insights would be unable to inform workshops carried out in the near future. If “DOE Deployment Initiative” refers to something else, please advise.**

**A:** DOE has a broad range of initiatives to accelerate CCUS technology development.

**Q: In “Develop the content and Agenda for the workshop” – Does USEA expect the Consultant to prepare and present much of the material for the day, relative to the alternative of identifying and attracting external speakers/experts along with the DOE NEMS speakers for much of the day?**

**A:** USEA has no preference for how the firm selected for this assignment develops and delivers the workshop content.

**Q: Will the web material be hosted at USEA website or on the Consultant servers?**

**A:** The firm selected for this assignment will grant the U.S. Department of Energy and USEA 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 the sub-agreement between USEA and the firm.

**Q: Regarding location and logistics etc., please clarify expectations from the consultant. For example, will the USEA contract and have all interactions with the meeting facility or is the contractor required to find, contract, and manage the interactions, with the bills to paid by USEA.**

**A:** USEA will contract directly with the venue at which each workshop will be conducted. All interactions with the venue will be managed directly by USEA.

**Q: Will this be a fixed price contract or a DOE grant type sub-agreement and federal rates.**

**A:** This will be a fixed price sub-agreement for labor. Labor costs should include a level of effort for each person proposed to work on this assignment, their daily loaded rate, and the total estimated charge for each individual proposed.

**Q: The RFP indicates that all three workshops should be held within a 90-day period. When during the calendar year should these workshops be held? Is completion by June 30, 2020 acceptable?**

A: The workshops should be conducted as soon as possible after execution of the sub-agreement between USEA and the firm selected for this assignment. All work must be complete by September 30, 2020.

**Q: Task 1 indicates that USEA will provide support services and related logistics. Can you be more specific about the support USEA will provide?**

A: USEA will fund other direct costs, including travel (transportation, ground transportation, lodging and a U.S. Government approved daily meals and incidental allowance) directly for the contractor and speakers. USEA will also fund directly all allowable costs necessary to conduct the workshops, including rental of the venue, meeting packages, audio-visual requirements, name badges, etc.

**Q: To what degree should these workshops focus on CCUS opportunities in the power sector, and to what degree should they focus on the industrial sector?**

A: The workshops should address both the power sector and industrial opportunities.

**Q: Is the intent to have three workshops with nearly identical agendas, or should the workshop agendas be more tailored to local conditions and opportunities?**

A: The agendas should be as similar as possible for each workshop.

**Q: How will the workshops be branded? Will USEA and/or USDOE be prominent, or is the intent for the Contractor's brand to be foremost?**

A: The workshops will be branded may be branded as USDOE and USEA workshops, with acknowledgement of the contractor.

**Q: How extensive is USEA's list of CCS stakeholders in various cities/regions, and will USEA provide the successful bidder with its list of contacts/CCS stakeholders in various cities?**

A: USEA has a list of over 4,500 CCUS stakeholders. USEA will not provide the list to the firm selected for this assignment.

**Q: Please clarify how you expect workshop participants to interact with NEMS during the workshop.**

A: USEA intends to work with DOE to provide this presentation.

**Q: Would you please make available the program agendas for the three Appalachia CCUS Regional Workshops held in 2018-2019?**

A: The agendas will be posted on the USEA website

**Q: Would you describe the relationship between the content and objectives of that series of workshops and the series proposed by the new RFP?**

A: The previous series of workshops focused on the viability of Industrial CCUS opportunities in the Appalachian region.

**Q: Will the DOE NEMS analysis be presented by the DOE staff or is the Consultant expected to develop the content and present this?**

A: USEA intends to work with DOE to provide this presentation.