# United States Energy Association Request for Proposals:
## Webinar Series and Handbook on Cybersecurity Risks for the Electricity Sector

## QUESTIONS & RESPONSES II
### May 4, 2023

**QUESTION: Can we bring in partners on this RFP?**
**ANSWER**: Yes. As per <u>Section V. Proposal Content</u> in the RFP, the bidder can propose a consortium of multiple organizations and/or individuals; however, one organization must be identified as the lead organization who will enter into a subagreement with USEA and be in compliance with the SAM and UIE registration noted in this RFP.

**QUESTION: How can we design/influence the webinar series to bridge the gap between technical and non-technical audiences, ensuring that everyone gains valuable insights and actionable knowledge from the series/sessions?**
**ANSWER**: This is for the bidder to consider and describe in their technical proposal.

**QUESTION: What level of speakers would be an ideal target for webinar guests? Is a manager level discussion (more technical/applicable insight) or director level & above (more high level, non-technical)?**
**ANSWER**: A more technical/applicable discussion will be preferred.

**QUESTION: Does USEA anticipate offering benefits or incentives to the presenters for their contributions?**
**ANSWER**: No.

**QUESTION: What is the target timeline for delivering the webinars (e.g., weekly or bi-weekly)?**
**ANSWER**: We envision the following schedule: 1 month from the date of signing a subagreement to set the project in motion, 5 months to conduct a webinar series, and 1 month to compile the webinars materials into a Handbook. That means hosting 2 webinars per month (bi-weekly).

**QUESTION: Can the contractor act as the presenter for one or more of the webinars if they have demonstrated expertise in the topic area?**
**ANSWER**: Yes.

**QUESTION: Can you kindly provide more information pertaining to the geographies – regions or countries - that will benefit from the webinars and/or handbook?**
**ANSWER**: Our webinars and handbook will be made available to all. However, our target areas for this project are countries of Latin America and the Caribbean, Central Asia, and Vietnam.

**QUESTION: Is there a specific budget and/or cap that we should keep in mind as we develop the proposal?**
**ANSWER**: A budget cap has not been established for this project. Bidders are encouraged to submit their best financial offers.

**QUESTION: Have you conducted this type of work before? If so, can you shed light on costs?**
**ANSWER**: Yes. We cannot disclose financial information.

**QUESTION: Will the webinars' script be used to create the handbook and/or any other deliverable?**
**ANSWER**: Yes. Please refer to <u>Section IV. Scope of Work</u>, **Task 3** in the RFP,

**QUESTION: What is the level of knowledge and/or experience that the target audience possesses in the field of cybersecurity?**
**ANSWER**: Our target audience is IT and IS professionals employed by electric utilities in developing countries. Their level of knowledge and experience in cybersecurity will vary greatly.