

**United States Energy Association
Energy Technology and Governance Program
Utility Cyber Security Initiative (UCSI)**

**REQUEST FOR PROPOSALS - CYBER SECURITY CAPABILITY MATURITY MODEL (C2M2)
ASSESSMENT FOR THE GEORGIAN STATE ELECTROSYSTEM**

Responses to Questions Received – April 6, 2018

The following is distributed to all parties that expressed interest in the subject request for proposals as of April 6, 2018 and will be posted on the USEA website.

1) *What are the language requirements?*

The meeting will be conducted in English, with simultaneous translation into the Georgian language. Presentation material developed by the consultants will be translated into Georgian and distributed prior to the first workshop.

2) *Have you validated the Visa requirements for this engagement and if so, are there any details you can share?*

Visas are not required for Georgia.

3) *How many people are planned to be in attendance for each of the workshops?*

10-15 attendees are expected.

4) *Do you have a specific location or hotel selected that you can provide for expense planning?*

The workshop will be conducted at the Courtyard Marriott, Tbilisi, GA. The location will be Tbilisi, Georgia. You are not required to submit your estimated travel expenses – see response to question #5.

5) *For travel Expenses, should we just assume you will reimburse for actual expenses, or do you need to see estimates as part of our proposal?*

You are not required to submit your estimated travel expenses. USEA will fund directly the cost of travel, including airfare, lodging, US government allowed meals and incidental expenses, travel insurance, required for the consultants to execute the scope of work. The proposal must inform USEA of the number of travelers and trips required to execute this contract and their departure cities from the United States.

6) *Will there be SMEs participating in the workshops knowledgeable of the OT & IT environments and the security controls currently being utilized for the electric system in-scope for this assessment?*

The intent is to have knowledgeable individuals from both the OT and IT environments at the workshop.

7) *Will there be any background check or other restrictions related to access materials or verbal discussions that may be required as part of this assessment?*

No.

8) *If we provide this service, will it preclude the assessor from supplying solutions?*

No. This will not preclude the contractor from supplying solutions in the future.

9) *Will the findings be made public? If so, where?*

A summary report must be made available to the public domain.

10) *How do they want this information to be kept secure?*

It will be up to the utility to protect the information.

11) *Would it be possible to include, besides the three workshops, visit(s) to substations and/or control centers located nearby?*

The focus of the two workshops is on the C2M2 assessment. The scope does not anticipate site visits to substations or control centers.

12) *How do they want this information to be kept secure?*

See response to question #10.

13) *Will there be access to network topology diagrams? How up-to-date are the network topology diagrams?*

It is not anticipated that access to network topology diagrams is needed to conduct the assessment.

14) *Are there, or does the location expect to have, any Government or industry imposed / mandated compliance programs? If so, explain please.*

Currently, there are no mandatory compliance programs for Georgia.

15) *Were any prior assessments performed? (Risk, Suitability, ISO27001)*

There have been no previous assessments performed.

16) *Is there an up to date asset list? If so, does it include firmware versions?*

Any material, such as asset lists, may be used by GSE in performing the C2M2 assessment.

17) *40% -- Proven experience in organizing and conducting C2M2 Assessments Does this refer to the experience of named individuals who are employees of our firm, or identified subcontractors whose experience and availability has been checked for this project? (as opposed to company experience)*

This applies to the specific individuals who will be participating as the assessor and scribe for this project.

18) *30% -- Demonstrated knowledge of cyber security in the utility operational environment Same question. Do the provision of cybersecurity-related certificates count as demonstrated knowledge?*

Certificates are useful – but the objective is to demonstrate knowledge in the operational environment of a utility.

19) *30% -- Price - What is the funding limit for USAID-USEA framework type of project?*

It is incumbent upon the proposer to submit the most cost-effective proposal.

20) *Does the proposal need to have anything other than*

- CVs of proposed experts and their certificates

- relevant project references

- a price proposal

[CONTINUED]

The proposal should include:

- CV of proposed experts and their certificates;
- Brief description of the relevant projects undertaken by both the firm and individuals proposed to execute the terms of reference contained in the request for proposals indicating experience conducting C2M2 assessments in the United States and abroad (no more than 3 pages);
- Relevant project references, including names, titles, email addresses and telephone numbers;
- Cost proposal indicating the level of effort and daily rate for each individual expected to charge time in execution of the terms of reference described in the request for proposals;
- Travel information consistent with the answer to question #5 above;
- Firm's DUNS number
- Completed *USAID Contractor Employee Biographical Data Sheet* --OMB control number 0412-0520 (attached) -- for each individual proposed to exert level of effort in execution of the terms of reference described in the request for proposals