

**Energy Trust of Oregon**

**Request for Proposals:
2022 Process Evaluation of the Business Lighting Program**

**Responses to Questions**

**Updated: 6/9/2022**

1. **Question:** *What exactly were the Incentive Caps put in place in 2021? Were incentives capped by track or overall or by measure?*

**Answer:** The Business Lighting program instituted incentive caps on projects in its downstream track in 2021 to manage the program’s budget in response to a large number of committed projects that resulted from bonuses provided by the program in 2020, intended to prop up the market during the pandemic. The incentive caps were imposed on individual projects, customer sites, and trade ally activity in the program. The 2021 caps are shown in the table below, along with the relaxed 2022 caps, for context.

|  |  |  |
| --- | --- | --- |
| **Cap Description** | **2021 Incentive Cap** | **2022 Incentive Cap** |
| Project/Customer site cap | $6,000 | $40,000 |
| Annual trade ally cap – PGE territory | $250,000 | $400,000 |
| Annual trade ally cap – Pacific Power | $75,000 | $300,000 |
| Trade ally active project limit – PGE territory | 10 | 15 |
| Trade ally active project limit – Pacific Power | 5 | 15 |

1. **Question:** *In the BL program, does “multifamily” refer to the common areas or to the residences or a combination?*

**Answer:** Both.

1. **Question:** *What firmographic variables are available for program participants?*

**Answer:** We maintain only limited firmographic data about program participants. Most of the information we collect is related to the site. We can provide the business name, business type, site square footage, and site annual energy usage, along with other site level information for this proves evaluation. We are currently working on adding firmographic data to program forms, but that has not been instituted yet. Additional firmographic data for this project will have to be collected directly from customers.

1. **Question:** *The Trust mentions several selection criteria in the RFP. How are the criteria weighted?*

**Answer:** For the purposes of scoring this RFP, we will apply the following weights to the scores for each selection criterion to determine an overall score:

* Project proposal = 40%
* Qualifications = 25%
* Budget and schedule = 25%
* Supplier diversity plan and DEI responses = 10%

Please note that all elements listed in the Proposal Requirements section must be included in the proposal, otherwise the proposal will not be scored. Also, note that the minimum COBID certification requirements must be met, otherwise the proposal will not be scored.

1. **Question:** *The RFP requests are 170+ interviews. Would the Trust consider a survey instead interviews for any of the tasks?*

**Answer:** Yes. Please propose what your firm believes is the best mix of methodological rigor, quality of information, and cost to deliver a competitive process evaluation. If that means that some of the interviews are conducted in a survey format to reduce costs or obtain more quantitative data, that is acceptable.

1. **Question:** *Are there any research objectives that Energy Trust needs statistical representation for?*

**Answer:** Yes. We would like the findings from program participant interviews to be statistically representative of the population of recent program participants within each program track. We would also like the findings from the trade ally contractor interviews to be statistically representative of active trade allies. Other interviews should represent a broad range of viewpoints or a large portion of actors in each category.