

## **RFQ—Digital Transformation Services Responses to Questions**

1. Contractors may list hourly costs and/or alternative pricing structures if they clearly describe pricing for the types of services described in this RFQ.
2. To submit a response to this RFQ, please complete the fillable application under “Qualifications” in the body of the RFQ (once you click the yellow “Submit” button, the application will trigger an email to the point of contact). If you have technical problems with the application, you may provide your response via email to [tracy.scott@energytrust.org](mailto:tracy.scott@energytrust.org) (you are not required to submit a response both via email and website application).
3. This is a new requirement. There is no incumbent contractor.
4. It is desirable, but not required, that contractors are certified by Oregon or SBA. No additional evidence of certification is required for submission.
5. Information regarding timeline, phases, platforms, and technical information will be provided later in the process for the selected contractors. There is no specific deadline for projects at this time.
6. A “direct or indirect conflict” is defined as any situation in which an individual or member of their family or close business or personal acquaintance, is employed by Energy Trust or the Oregon Public Utility Commission, or may be reasonably construed to have a direct or indirect personal or financial interest in any business affairs of Energy Trust.
7. We anticipate that respondents will be contacted by Energy Trust within 30 days of Energy Trust’s receipt of a complete application.