<table>
<thead>
<tr>
<th>Question</th>
<th>Energy Trust Response</th>
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| Please indicate whether Energy Trust is continuing to require hard-copies of submitted RFP proposals given the current COVID-19 restrictions in place. | YES; however, Energy Trust is issuing this Addendum to the RFP to incorporate social distancing procedures into the delivery of proposal hard-copies, as follows:  
  - Electronic copies are due, in accordance with all Section 3.4 instructions for electronic proposal submittals, by the previously communicated **Friday, May 15, 2020 (PPT)** Proposal Submittal Deadline. This deadline remains as-is.  
  - Energy Trust is extending the due date for submittal of respondents’ accompanying proposal hard-copies (only) as indicated in this Addendum. The ten (10) accompanying proposal hard copies will be due at Energy Trust’s office, at the address listed in Section 3.4, on **Wednesday May 20, 2020, between 9:00am and 3:00pm (PPT)** according to the following procedures:                                                                 |

**Hard-Copy Proposal Delivery Procedures**  
- Put the ten hard-copies of the submitted proposal in a cardboard box or boxes.  
- Clearly label the outside of the box(es) with respondent’s company name.  
- Deliver to 421 SW Oak St, Suite 300 Portland, OR 97204 between 9:00am and 3:00pm (PPT).  
  **Deliveries cannot be accepted outside of these hours.**  
- Upon arriving at the building, the security guard will let your delivery person into the elevator to deliver to Energy Trust’s office. If the security desk is unattended, please call 503-445-7601 (alternate: 503-806-3050) to reach Energy Trust’s Office Manager. She will meet your delivery person in the lobby of the building to receive the hard-copy proposals.  
- When making your delivery, please follow social distancing measures:  
  o Maintain a distance 6 feet or greater from others you might meet or need to speak to while making your delivery.  
  o Limit contact with frequently touched surfaces during deliveries, such as doorbells or door handles. Use a foot, shoulder, elbow, hip, or forearm when opening doors, instead of hands, if possible.  
  o Wear a mask and gloves and sanitize your hands after making the delivery.  
  o Avoid sharing scanners, pens, or other tools.  
- Do not leave proposals unattended, and do not leave them in the building without calling the Office Manager to ensure your delivery is made to Energy Trust’s office. |
The RFP indicates that each proposal part has a maximum page limit. If responding to Option 3 which requires some parts to be responded to separately, is it the intention that the page limits would not increase? For example, would Part 4 be 25 pages to respond to both PMC and PDC, or would it increase to 50 pages?

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<td>As noted in Section 2.2. of the RFP, if a respondent is bidding Option 3, respondent must submit separate, distinct proposals for the PMC services and for the PDC services – the page number limits indicated are applicable to each specific proposal submitted (e.g. the PMC proposal Part 4 could be maximum of 25 pages, the PDC proposal Part 4 could be maximum of 25 pages). As shown in Table 2, if responding to Option 3, respondent could submit a single Part 1 (Introduction) and Part 8 (Administrative) with either the PMC or PDC proposal and, in that case, the page number maximum listed for those parts would apply as-is.</td>
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