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PURCHASING DEPARTMENT

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To: All Bidders

From: City of Cambridge

Date: October 11, 2018

Re: File No. 8207: RFP for Nexus Study for Incentive Zoning

This Addendum is comprised of:

Bidder's Questions

The Following questions were asked and answered:

Question 1: What is the scope of services (or detailed description) and schedule for the Donahue Institute Study of the City's workforce development system and schedule?

Answer 1: The Donahue Institute study will include a multi-pronged approach to better understand the population of Cambridge residents with limited skills, education and training who are not currently benefitting from the economic growth within the city and the region. The study will include: secondary data analysis to develop a profile of the unemployed, underemployed and disconnected workforce-aged population in Cambridge; an analysis of labor marker data to provide an overview of employment opportunities in the region, particularly those requiring limited educational attainment and training; and focus groups and interviews with residents, workforce development professionals, and employers to assess core challenges in the workforce development system. The Study will begin in October and will take 8 to 9 months to complete.

Question 2: What data will the Donahue Institute study provide on the demand, supply and cost for workforce development services?

Answer 2: The final report from the Donahue Institute study will focus on the barriers preventing residents from accessing workforce development programs, potential gaps in the system that could address unmet needs, and policy considerations related to the analysis. It will not provide a detailed analysis of the cost and supply of workforce development programs.

Question 3: How many presentations/meetings with the City Council, other City boards and other public meetings do you expect the consultant to provide?

Answer 3: The consultant is expected to make presentations to the City Council and other City boards and committees. It is expected that there will be between 3 to 5 presentations, but it is possible that additional presentations may be requested.



Question 4: What is expected in terms of the expert testimony part of the scope of services? How many instances and hours of testimony should the consultant plan and budget for? Given the open-ended nature of these services, can this be addressed through an hourly rate add-on in the price proposal?

Answer 4: The expert testimony will be required, in conjunction with the presentations, at meetings with the City Council committees and other City boards and committees. Each meeting should be approximately 2 – 3 hours. Proposers shall include an hourly rate schedule for additional expert testimony in the PRICE proposal in the event additional hours are requested by the City.

Question 5: Are references required for any sub-contractors in addition to the prime contractor?

Answer 5: References only need to be submitted for the primary contractor.

Question 6: Do the Anti-collusion, wage theft prevention certification and CORI compliance forms have to be submitted for sub-contractors and the prime contractor, or only for the prime contractor?

Answer 6: Anti-collusion and CORI certifications will only be needed for the primary contractor.

All other details remain the same



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Addendum No. 1