TO: All Bidders

FROM: City of Cambridge

DATE: December 6, 2019

RE: File No. 8913 - Employee Commuter Shuttle Services

This addendum is comprised of:

1. Bidders questions

The following questions were submitted and answered:

**Question No. 1**
Can Cambridge share an annual and total budget for this service?

**Answer No. 1**
In this current year of the contract, $67,353 has been budgeted for this service. Each year varies depending upon the amount of the winning bid.

**Question No. 2**
Is the City interested in responses that propose an app-based reservation model? Under such a model, customers would request rides in real-time using a mobile application. Such a model would additionally support over the phone reservations.

**Answer No. 2**
No.

**Question No. 3**
Is the City interested in proposals that recommend a demand-responsive service model, if such a model can be demonstrated to improve efficiency and quality of service compared to fixed-routes?

**Answer No. 3**
A fixed-route model is requested for this shuttle service.
**Question No. 4**
Is the City open to using non-employee drivers where legal and appropriate? These drivers, for example, could be 1099 contractors that drive a designated fleet of branded vehicles, held exclusively for use by the City. Using contractor drivers allows for more flexibility in the labor model and a consequent scale up and down of vehicles to match demand throughout the day. This operating efficiency generally reduces deadhead hours and vehicles required, reducing the cost to the City.

**Answer No. 4**
Although it is not specifically stated that 1099 contractors are not allowed, specific insurance needs stated in the bid doc are required.

All other details remain the same.

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Elizabeth Unger
Purchasing Agent

**Addendum No. 1**