

**CITY OF NEWTON, MASSACHUSETTS
PURCHASING DEPARTMENT
purchasing@newtonma.gov
Fax (617) 796-1227**

SEPTEMBER 22, 2020

**ADDENDUM #1
INVITATION FOR BID #21-10**

POLICE REFORM TASK FORCE CONSULTING SERVICES

THIS ADDENDUM IS TO: EXTEND THE SUBMISSION DEADLINE FOR THE REQUEST FOR PROPOSALS (RFP) AND TO ANSWER THE QUESTIONS BELOW.

**THE PROPOSAL SUBMISSION DATE AND TIME IS CHANGED
TO OCTOBER 1, 2020 11:30 A.M**

Q1. Do you anticipate extending the bid due date?

A1. Yes, as noted above, the proposal submission deadline is extended to October 1, 2020.

Q2. What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid?

A2. None beyond what is included in this Addendum

Q3. Was this bid posted to the nationwide free bid notification website at www.mygovwatch.com/free?

A3. No.

Q4. Other than your own website, where was this bid posted?

A4. Q4. The Newton TAB, CommBUYS, the Massachusetts Central Register Bulletin and outside the Newton Purchasing Department Office, 1000 Commonwealth Avenue, Room 108, Newton, Massachusetts.

Q5. Are physical signatures required or can digital signatures be used? Due to our current workforce and social distancing most of the authorized signatories are working remotely.

A5. Digital signatures are acceptable. However, proposals must be submitted in physical form.

Q6. Is there an estimated price point for the scope of services requested?

A6. \$75,000 - \$110,000

Q7. If a contract is awarded after October, will the POP extend beyond January 30, 2021?

A7. At this point the contract is not expected to extend beyond that date.

Q8. Does Newton want a single hourly rate for meeting services that go beyond the 60 hours noted in the RFP? Or are they asking for hourly rates for each staff member that might facilitate additional meetings?

A8. A single hourly rate is acceptable.

Q9. Has the City of Newton developed an estimated budget (or budget range) for the services being sought and, if so, what is the estimated budget (or budget range)?

A9. See A6.

Q10. Will the consultant have unfettered access to data, employees, information, and other relevant materials the consultant deems necessary to perform these services?

A10. No.

Q11. Regarding assisting the Task Force with “conducting surveys,” will these surveys be for information purposes only, or will they need to meet specific validation standards?

Q11. For informational purposes only

Q12. Is the Newton Police Department considered a civil service agency, with respect to recruitment, hiring, and promotions?

- If so, are all positions with the Department considered civil service classified positions?
- If not, which positions are considered exempt from civil service regulations?

A12. It is a civil service agency. All uniformed personnel with the exception of the Chief of Police are Civil Service (official service). The police dispatchers and other administrative non uniformed personnel such as payroll or clerical staff are also non-civil service.

Q13. With respect to recommendations pertaining bargaining constraints relative to the collective bargaining agreement, would the Task Force want recommendations relative to bargaining strategies designed to overcome infrastructural barriers or impediments to achieving the overall vision for the Newton Police Department?

Q13. Yes.

All other terms and conditions of this bid remain unchanged.

**PLEASE ENSURE THAT YOU ACKNOWLEDGE ALL ADDENDA ON YOUR
BID FORM. FAILURE TO ACKNOWLEDGE ALL ADDENDA COULD
RESULT IN REJECTION OF YOUR BID AS NONRESPONSIVE.**

Thank you.

A handwritten signature in black ink that reads "Nicholas Read". The signature is written in a cursive, flowing style.

Nicholas Read
Chief Procurement Officer