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# City of Cambridge

PURCHASING DEPARTMENT

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**TO: All Bidders**

**FROM: City of Cambridge**

**DATE: July 17, 2023**

**RE: File No. 11053 Preschool Programming for the City of Cambridge - Addendum No. 2**

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**This addendum is comprised of:**

## **QUESTIONS & ANSWERS**

1. **Q:** Can providers submit one bid document that includes multiple center locations? If yes, can the bid contain a mix of partnership funding models?

**A:** An individual bid response should be submitted for each unique operating entity if that entity has a distinct EIN. If multiple locations of one business entity share a single EIN, bidders can submit one bid response.

2. **Q:** We feel strongly that there should be a cost of living increase incorporated into the salary requirements year on year. Has Cambridge accounted for these increases in their funding model?

**A:** The Cambridge living wage rate is adjusted each year per the ordinance requirements and takes into account rises in the CPI. Please refer to the living wage ordinance information attached on page 39 of the invitation for bid for further clarification.

Reimbursement rates as outlined in the funding model will be analyzed annually and may be adjusted accordingly in subsequent years to account for a) the increase in the Cambridge living wage rate and b) increases in the required minimum educator salaries (which will continue to align with annual adjustments reflected in the Cambridge Public Schools teacher union contracts).

3. **Q:** Does the living wage requirement apply to all staff employed at the program or only those supporting the CPP?

**A:** Please see “covered employee” section of the living wage ordinance (page 40 of the Invitation to Bid)



4. **Q:** Are there start-up funds available for program set-up – furniture, equipment, facility repair/construction?

**A:** Yes. Program Improvement Funds are available on an "case-by-case" basis as identified through the completion of a Needs Assessment with Office of Early Childhood staff during the year leading up to the launch of CPP.

5. **Q:** We fully expect all programs to continue for the entire term. If there was an unanticipated change, is there an ability to modify contract and/or reallocate spaces?

**A:** Yes. Although we would like to ensure continuity of care for all children who are already enrolled in CPP programs, there is the ability to add/reduce open slots as the need arises as long as partner programs continue to meet or exceed the 40% minimum required in each CPP classroom (Affiliate Partner sites are exempt from the 40% minimum). Contracts would be amended in accordance with such changes. In addition, confirmation of the number of available slots for partner programs will occur each fall (and may also be adjusted then, if needed).

6. **Q:** Are providers to supply meals or snacks?

**A:** Programs are not required to supply meals or snacks.

**All other details remain the same.**

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**Addendum No. 2**

