



## CITY OF WORCESTER, MASSACHUSETTS



Administration & Finance  
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November 12, 2021

To All Proposers:

Subject: **RFP No. CR-7691-1-W2, Fitness Center Management Services - Senior Center / EA**  
**ADDENDUM NO. 4**

With reference to our proposal request relative to the above subject, please refer to the changes/modifications/clarifications to the original proposal request.

**Please see below questions received and clarifications from City**

1) Scope of Services #1 Hours of Operation - Is there a misprint with the hours or am I reading this incorrectly? It says open 6am - 8am for city employees Mon-Fri and then open 9am - 4pm for seniors. Is the fitness center closed from 8am - 9am or are city employees able to stay until 9am?

**Answer: It is intended that there be a break between 8 a.m.- 9 a.m. M-F to allow for cleaning and organizing for what it is likely to be a busy start of senior participation for the day.**

2) Scope of Services #1 - Is it anticipated having more than one employee working during the brief pilot period?

**Answer: The only defined aspect of the pilot period is that the center would first open to senior participants only, with employee hours being phased in at a later date. Weekends would also be phased in at a later date. So staffing should be senior focused, for full coverage during M-F senior hours.**

3) Comparative Evaluation Criteria #3 - Will the small group and personal training coaching classes both be something offered to the members at an additional fee paid to the management company? I saw that it was clarified personal training could be offered as an additional fee but didn't know if that also meant the small group or if those would be included classes the management company would offer.

**Answer: It is up to the bidder to propose what they will offer for no additional fee and/or what they would charge participants for.**

Proposers are requested to acknowledge and/or include this addendum with proposal submission. All other terms, conditions and specifications remain unchanged.

Very truly yours,

Christopher J. Gagliastro  
Purchasing Director