



The City of **WORCESTER**

Administration & Finance – Purchasing Division
Christopher J. Gagliastro, MCPPO – Purchasing Director
455 Main Street, Room 201, Worcester, MA 01608
P | 508-799-1220
purchasing@worcesterma.gov

January 27, 2025

To All Bidders:

Subject: **Bid No. CR-8330-W5, Fitness Center Management Services / EA**

ADDENDUM NO. 2

To Whom It May Concern:

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

- **PLEASE SEE BELOW QUESTIONS RECEIVED AND RESPONSES FROM CITY**

1. While Response 19 states that appointments for city employees should take place Monday-Friday, 8:30 AM-4:30 PM, and that initial assessments and orientations will be provided by certified fitness professionals, it's unclear whether the vendor should utilize additional staff to serve city employees or utilize current staff while also serving the needs of senior members. Could you please clarify?

Answer: It is not necessary to utilize additional staff unless the volume is such that seniors will be unreasonably lacking attention.

2. Response 19 also states that membership eligibility, activation, and termination will "be done on a rolling basis throughout the year." To help guide staffing requirements, does the city/HR have an estimate of how many city employee members are expected to join immediately and then on a monthly basis?

Answer: There is no basis on which to make this estimation. However, for proposal response purposes, proposers you may use these numbers: 50 registrations upon the announcement and 10 per subsequent months. Should the quantities turn out to be plus or minus by 10% or more, the City will consider an amendment to the contract with the awarded vendor to accommodate this fluctuation.

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

Very truly yours,

Christopher J. Gagliastro
Purchasing Director