



October 6, 2026

To All Bidders:

Subject: **Bid No. CR-8801-W7, Environmental Remediation Training Programs / MCRWB**

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. Since I am not located near Worcester, is there any way I can email the proposal as I cannot physically drop it off at Purchasing Division, Room 201, City Hall, Worcester, Massachusetts.

Answer: No, proposals are required to be submitted in a sealed envelope per RFP instructions.

2. Insurance Requirements

- a. This training will be conducted online via on-demand and/or live webinar thus I am wanting to know if the following items are necessary:

- i. General Liability Insurance – is it necessary for a webinar as I saw a note at the bottom of page 11?
- ii. Auto Insurance – I can provide but is this necessary?
- iii. Compensation Insurance – I am the only employee of the company so I hope to skip this
- iv. Professional Liability (page 11) – is this only for in-person training?

Answer: As this is a webinar, we can waive the auto insurance requirement. However, General and Professional liability are necessary for any vendor doing business with the City, so we cannot waive those requirements.

Regarding Workers' Compensation, given that the training will be conducted entirely online and no employees will be performing any services in Massachusetts, we can waive that for this contract. If you or any other employee will be performing any portion of the services in Massachusetts, however, WC will be required.



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

3. The F.I.D. number – In the past for similar proposals I have been asked to present my W8BenE and my EIN. Would this suffice in lieu of an F.I.D. number?

Answer: If you do not have an FID number, please submit/include what you normally would in lieu thereof.

4. As the only employee, is a short signed EEO/AA policy statement acceptable for item 8b?

Answer: Yes, a short signed statement is acceptable for EEO/AA policy.

5. The exam fee in item 2 of the price sheet is set by USGBC/GBCI. If they change it before 2030, can that line be adjusted?

Answer: Yes, if adjusted by USGBC/GBCI we would accept a pricing change/increase.

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