

**Boston Redevelopment Authority (“BRA”) and Economic Development and  
Industrial Corporation of Boston d/b/a Boston Planning & Development  
Agency (“BPDA”)**

**“City Academy Bridge Program Training Provider”  
Request for Proposals (“RFP”)**

Boston Planning & Development Agency  
12 Channel Street Suite 901  
Boston, MA 02210

**ADDENDUM NO. 1 dated February 6, 2026**

This addendum modifies, revises, amends, and supplements designated parts of the **“City Academy Bridge Program Training Provider” Request for Proposals (“RFP”) issued on January 20, 2026** and is hereby made a part thereof by reference and shall be as binding as though inserted in its entirety in the locations designated hereunder. Wherever portions of any addendum are in conflict with a previous addendum, the addendum bearing the latest date shall govern. It shall be the responsibility of each contractor to notify all sub-contractors of any changes or modifications contained in this addendum. No claim for additional compensation due to the lack of knowledge of the contents of this addendum will be considered. Consultants(s) are hereby notified they must acknowledge this addendum as part of the RFP submission requirements.

## General

**Item 1:** Please see the following responses to questions asked in the Bidders Conference on January 29, 2026 and submitted in writing post-conference:

**1. For the trailer out in the yard and the classroom in Roxbury - is there any IT/TV Screen/Computer?**

- a. The classroom at 7 Palmer Street, Roxbury in Nubian Square has a projector that trainers typically use with a wall in the front of the room to project onto (versus a screen.) Trainers bring their own laptops and speakers. The building has reliable wi-fi. The trailer classroom is not as well equipped and does not have a wi-fi connection, which is why we strongly recommend that the Bridge training be delivered at 7 Palmer Street.

**2. For the hoisting license education - Would teaching to 1C/2A be sufficient? Or the expectation is to teach 1A-D, 2A-D, 3A, 4B-G?**

- a. We currently prepare students to test for 1B, 2A and 4E Hoisting Licenses and the expectation is that we will continue training for these certifications based on employer demand.

**3. Would billing by cohort be appropriate? What is the cadence of billing that you would prefer to see?**

- a. Billing by cohort is completely acceptable and the preferred cadence, as it corresponds with the service delivery cycle. However, the billing could be negotiated with the contractor if the cohort billing is not in alignment with their billing practices..

**4. Would being a Woman Owned Business here in MA be something that can be taken into consideration for this RFP?**

- a. This consideration is not in the Evaluation Criteria set forth in the RFP, and therefore the Technical Proposal readers will not consider this status.

**5. When will the stipends be paid out.during the training and for how much? Is the stipend payment included in the \$493K?**

- a. The RFP states that in coordination with OWD, The Contractor will administer stipends of \$750 per student for up to 162 students over 9 cohorts during the training. We anticipate that the stipends will be disbursed at two times during the training, with \$500 paid upon obtaining a CDL permit and \$250 upon reporting a job. However, this cadence may be adjusted in coordination with the contractor based on the efficacy of this proposed approach..

The stipends are included in the \$493,000 maximum contract amount.

**6. The De Minimis indirect on this grant is capped at \$25,000 over the life of the grant (2.25 years) even though the total cost could be \$493,000 (and De Minimis would normally be \$49,300)? Or will the De Minimus indirect be capped on a year-to-year (or FY basis) basis at \$25,000?**

a. Vendors can request a de minimis rate of 10% of "modified total direct cost."

There is a cap of \$25,000 of each award, and some expenses are excluded, such as participant support costs. Please see

<https://www.govinfo.gov/app/details/CFR-2014-title2-vol1/CFR-2014-title2-vol1-se-c200-68> for more information.

De Minimis, federal or a negotiated rate with their cognizant agency.

<https://www.ecfr.gov/current/title-2/subtitle-B/chapter-XI/subchapter-A/part-1108/subpart-B/section-1108.85>