



CITY OF BOSTON DISPARITY STUDY RFP
ADDENDUM - VENDOR INTERVIEWS & PHASE II PRICING

Published 10.26.17

Vendor Interviews:

The City reserves the right to invite Vendors for an interview either by phone or in person. Interviews would take place between the Nov. 3rd deadline for proposals and the anticipated Nov. 17th award decision.

Vendors should not count on interviews and reference checks as an opportunity to provide additional information not contained in the proposal. All information that Vendors wish the selection team to consider during the evaluation process should be included in the originally submitted Proposal.

The following Evaluation Criteria will be added to those listed in the RFP:

Vendor Interview (if needed)

<i>Not Advantageous</i>	Presenters are not organized and/or provide an unclear presentation. Presentation demonstrates little understanding into the City's requirements, as described in the RFP.
<i>Advantageous</i>	Presenters are organized. Presentation demonstrates understanding of the City's requirements, as described in the RFP.
<i>Highly Advantageous</i>	Presenters are well-organized and provide a clear, concise presentation. The presentation demonstrates strong insight into the City's requirements, as described in the RFP. Staff with relevant expertise are included in the interview, and all questions posed by the City are specifically addressed.



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Phase II Pricing:

The City has asked for a fixed not-to-exceed price for the Phase II Disparity Study. Legally, we have limited ability to increase the contract value beyond your initial proposed price.

However, if the City decides to proceed with the Phase II Disparity Study, we will put in place a mutually agreed upon Scope of Work to clarify the specific deliverables and cost. Those costs will be consistent with the hourly rates in your original proposal.

In your proposal, clearly state any assumptions you made in order to determine your price. We need you to fill out the Appendix B Price Proposal so we can do a consistent evaluation, but you can attach supplemental information explaining the components of your price proposal, such as pricing associated with different levels of data complexity or different numbers of Massachusetts-based governmental and quasi-governmental authorities included in the scope.

Note that the City may ultimately decide to engage in some, all, or none of the work requested in this RFP.

Conditions under which the City would decide not to proceed with Phase II:

The City will possess the sole authority to decide not to proceed with Phase II for any reason. A few conditions under which the City would choose not to proceed with Phase II include significant changes to the scope of the study, a determination that available data sources are insufficient to complete the study, and budgetary constraints. For the avoidance of doubt, this list is non-exhaustive and the City may decide not to proceed with Phase II for any reason.

Governmental entities that may be included:

The City's objective is to conduct a disparity study that is useful to the City of Boston. As such, the City will only ask the selected proposer to review data from governmental entities that operate in Boston or greater Boston.