

WFD-25.5 Questions and Responses

Updated: 8/5/2025

Below are questions received in response to RFP WFD 25.5 Good Municipal Jobs Training Initiative.

1. While we support the intent to offer stipends/fair compensation for participants, we have some concerns regarding the potential tax implications for participants, especially those who may be undocumented.

Stipends that exceed a certain threshold can sometimes result in tax liabilities for recipients. Given the current environment, where some of our participants are immigrants or undocumented individuals, we want to ensure we are providing the right kind of support without inadvertently creating barriers or hardships for them.

Could you please clarify if there are any considerations or provisions in place to address these potential tax issues? We want to be certain that our approach supports these vulnerable participants in the most effective way possible.

Thank you for your question. The subcommittee that will be evaluating the proposal responses is supportive of allowing non-cash supports to participants (i.e. transportation vouchers) to get around potential tax issues. They also encourage proposers to be creative and document in the proposal the monetary value of their recommended supports to demonstrate stipend-alternative support.

2. The RFP encourages applicants to detail any conversations they've had with potential employers, including the City of Somerville. Who are the right people at the City to meet with to discuss the City's hiring needs, specifically those that require CDL and/or hoisting credentials?

To discuss the City's hiring needs in relation to positions requiring CDL and/or hoisting credentials, please contact Kristen Hill, Recruitment and Retention Manager, (khill@somervillema.gov) and Edras Aguirre, Recruiter (eaguirre@somervillema.gov).

3. Are the municipal jobs targeted by this training union jobs and will internships be available? Can we use the funding to pay for intern compensation? Would we work with the union to develop training or an on-boarding process?

The City of Somerville vacancies that are targeted by these jobs are union jobs, part of Somerville Municipal Employees Union, though graduates may go on to work for other employers who may or may not have union roles. Meaningful opportunities to directly connect to work (i.e. job shadowing, internships, career fairs, interactions with employers, hiring

opportunities, etc.) are a component of ideal proposals, but there are not any current arrangements for any employer to offer internships. The JCRT prioritizes proposals that include adequate training stipends/scholarships and encourages these stipends to pay the Somerville Living Wage, \$18.28 (as of July 2025), per training hour to provide financial support to participants, reducing pressure on participants to earn income while engaging in training. Funds from this grant can go towards participant stipends; “participant stipends” is a line item on the program budget form.

4. How many City of Somerville vacancies are there, and are the municipal jobs mentioned just office jobs, or are there CDL/Hoisting jobs at the City as well?

8 vacancies list Entry level Office Skills whereas 28 vacancies list a CDL/Hoisting license requirement. Some of these positions are actively being recruited for while some are impacted by the City’s staggered hiring freeze. A list of current vacancies can be found at [City of Somerville - Career Page](#).

5. Is this RFP related to Metro North Workforce Board data showing in-demand credentials listed in job postings?

In addition to labor market information, this RFP is the result of several conversations with employers, residents, and community members that have identified skills gaps impacting employers, including the City of Somerville, in their search for qualified talent.

6. Are office and municipal trades roles the only areas of need for Somerville jobs? Are there other employers identified?

No other employers have been identified in this RFP, but there are several local employers that are seeking candidates with similar qualifications.

7. Would a proposal for another cohort of the current Youth Pre-Apprenticeship Construction and Maintenance (PACMAN) training program be considered/meet the goals of this RFP?

Yes, as long as the applicant can show that these skills are required for in-demand jobs that they can train and help Somerville residents access.

8. Can the focus be expanded beyond CDL/accounting to include:

- Water/sewer certification training (D1)
- Pre-hire readiness for city roles, clerical and general career readiness
- IT training for entry-level clerical jobs

- CPR and First aid training for school nurses

Yes, as long as the applicant can make the case that there are job openings in these areas that they can train Somerville residents to enter and that these are good paying jobs and/or have a short career ladder to good paying jobs.

9. SMEU indicated that there are open entry level and incumbent worker needs that would help employees in their current roles as well for advancement so it would be a combination of incumbent and Entry level prep. Is that allowable?

The JCRT would be open to including incumbent workers who are Somerville residents in this training if they meet the AMI requirements listed in the RFP, didn't already have access to this training otherwise, and if this training is needed for them to advance in their job to earn a higher wage so they can continue to afford to live in Somerville. For context, in FY25, 419 City employees (including both union and non-union) attended a training. Topics covered included Microsoft Excel, CPR/First Aid, De-Escalation, Fire Safety, Eye Safety, Blood Borne Pathogens, Ladder Safety, New Hire Orientation, and the Mentorship Program.

10. Will the grant be awarded as a cost reimbursement or performance-based contract?

While the payment details of the grant have not been finalized, the grantee's ability to meet outcomes and measures of success as outlined in Section V. of the RFP, will impact disbursement to the grantee.