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Wellesley DEI Equity Audit Questions Received and Responses

Q: Will the Town of Wellesley accept responses from Canadian Firms?

A: Yes

Q: How many people are employed by the Town of Wellesley?

A: The Town and School Employee Total is 1324, of which 888 are School and 436 are Town Employees.

Q: Do you envision that the expectations laid out in Section G of the Scope of Services (Work with key community members and business leaders to guide the DEI analysis, understand the status quo, and consider possible DEI strategies for the broader community) be incorporated throughout the project rather than being a standalone objective?

A: Yes

Q: For budgeting purposes, we would like to know if all meetings are expected to be in-person, or a hybrid of virtual/Zoom and in-person are acceptable.

A: The Town is open to having both zoom/virtual meetings and in person meetings and will evaluate proposals based on recommended number of preparation and public events suggested as part of the Equity Audit responses.

Q: Have you had a firm perform a similar service prior to this request?

A: The Town hired Lisa Smith-McQueenie as a consultant to assist us with establishing the DEI Task Force, mission, and vision. The Town has also employed Racial Equity Group for town departmental trainings on racialization, as well as for an overview of racialization and bias for Town Meeting Members March 2023 in anticipation of approval of the Town's Anti-Racism and Anti-Bias Resolution.

Q: Is the training a review or are we to develop training materials?

A: The RFP recommends reviewing existing practices and making recommendations on improving training, which may include creation of training materials depending upon broader submittal as well as ability to measure progress.

Q: Is preference given to firms local to your state?

A: No

Q: Can the training exceed the estimated timeline?

A: Yes

Q: Would the Town be open to a budget over 100k?

A: No.

Q: Is there a page limit?

A: No, but given the number of proposals the Town expects to receive, being succinct and clear is appreciated.