



Jannelvy Martinez
Purchasing Agent

CITY OF LAWRENCE
OFFICE OF PURCHASING & CITY CONTRACTS

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MMVWB One-Stop Career Center Operator/Service Provider RFP
ADDENDUM #2

To: All Bidders of Records

Ref: MMVWB One-Stop Career Center Operator/Service Provider RFP

General Bid Date: October 17, 2024

General Location: CITY HALL, 200 COMMON STREET, CITY COUNCIL CHAMBERS

ADDENDUM NO. 2: Monday November 4, 2024

This Addendum modifies and forms a part of the RFP document dated October 17, 2024.

This Addendum consists of the following: Two (2) typed pages.

Where any items called for in the request for proposal documents are supplemented here, the supplemental requirements shall be considered as added thereto. Where any original item is amended, voided, or superseded here, the other provisions of such items not specifically amended, voided, or superseded shall remain in effect.

RFP Addendum 2 includes MassHire Merrimack Valley Career Center current Organizational Chart

NOTE TO ALL BIDDERS: YOU MUST ACKNOWLEDGE RECEIPT OF ALL ADDENDA ON YOUR COST PROPOSAL SUBMISSION FORM WHERE INDICATED OR INCLUDE A COPY OF ADDENDA IN YOUR BID SUBMISSION.

MVCC Organizational Chart

DCS Field Manager
Dawn Biati

NECC Institutional Advancement VP
Allison Dolan Wilson

NECC Comptroller
Anthony DeGregorio

DCS Operations Manager
Eric Nelson

MVCC Executive Director
James Henderson

IT Director
Larry Hinkle

Accountant
Risobel Lourido

DCS Supervisors
Kelley D'Arcangelo,
Gary Fountain

Office Support Specialist
Andrea Dube

MVCC Assistant Director
Mariah Germosen

Business Services Rep
Nick Premont

Upskill Navigator
Angelica Minaya
To Be Determined

Employment Counselors
Zachary Patnode (Youth)
Leo Contreras (WIOA)
Christopher Feugill (DVOP)
VACANT (DVOP)
VACANT (WIOA)

Resource Room
Mildred Sanchez
RESEA Clerk
VACANT

Program Manager
Mary Rodriguez

Employment Counselors
Tom Mauzy
Stephen Faulkner
Anabella Perez
Terry Williams
Heidy Saint-Hilaire

Admin. Coordinator
Josh Croteau

Membership Desk
Angelee Hernandez
Gwen Cleghorn
Bracilia Munoz
Maria Pichardo

Trades IST
VACANT (BSR), Hosea Montague (Recruiter)
Professional Services IST
Leta McDonald (BSR), Abdon Bran (Recruiter)
Healthcare IST
Lynne Prescott-Hopping (Recruiter)
Manufacturing IST
Bridget Tavares (BSR), Taelle Chery (Recruiter)

Resource Room
Rosa Viteri
C.S.R. TBD

Youth Employment Counselors
Yaritza Perez
Jessica Luna-White

RESEA Program Manager
Fanggit Matias

Workshop Facilitator
Carmen Garcia

Outreach/Program Specialists
Josselyn Lebron
Josue Hernandez
Olivo

CIES Coordinator
Ismael Santos

Employment Counselor
Larande Fore (PT)

Training Specialist
Caroline Rosario
Henriquez
Kyle Johnson

Outreach Coordinators
Nicanor St Fort Laurent
Astric Cruz



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Acknowledge Addenda # _____

***Bidder's signature:**

Signature

Date

Signature

Date

Signature

Date

Signature

Date