



REQUEST FOR PROPOSALS

GOVERNORS ISLAND SECURITY SERVICES

ADDENDUM NO. 1

To: Prospects

From: The Trust for Governors Island

Date: September 26, 2025

Re: Security Services RFP - Questions

Staffing	
Question 1:	Do you intend on retaining any of the current work force?
Answer 1:	Retention of the current workforce will be determined by the Trust in discussion with the selected respondent .
Question 2:	Can you provide a list of current employees, including tenure and accrued PTO?
Answer 2:	Appropriate information regarding current employees will be provided to the selected respondent.
Question 3:	Are the security staff covered under any collective bargaining agreement?
Answer 3:	Current security staff are not covered by a collective bargaining agreement. As outlined in the RFP, Prevailing Wage pursuant to New York State law is required for security positions on Governors Island.
Question 4:	What are the required OT hours for new hired employees?
Answer 4:	Overtime is required based on applicable law, including Prevailing Wage pursuant to New York State law.
Question 5:	Will background checks run by NYS Guard License suffice background check requirements?
Answer 5:	Required certifications listed and their associated background check requirements meet minimum requirements. Respondent may propose additional background check requirements in their proposal.
Wages, Benefits and Billing	
Question 6:	Can you provide the current wages by position being paid to the security staff and current bill rates?
Answer 6:	Wages of current security staff will not be provided as part of this RFP process. Respondent shall submit wage schedules in accordance with the requirements of the RFP.
Question 7:	Is PTO to be direct billed or is the contractor required to assess and place into the billing rate?
Answer 7:	PTO is to be built into the hourly billing rate, as are all costs and expenses of the contractor.

Question 8:	Are the current officers provided health benefits? If so, is this included in the bill rate or billed separately?
Answer 8:	Current officers are provided health benefits through the current contractor. As outlined in the RFP, the cost of benefits are the responsibility of the selected respondent and should be built into the hourly billing rate.
Question 9:	Is certified payroll required for the prevailing wages associated?
Answer 9:	Yes
Question 10:	Are electronic time sheets acceptable?
Answer 10:	Yes
Equipment, Uniforms and Technology	
Question 11:	Do you require Contractor to provide a vehicle or golf cart?
Answer 11:	The Trust provides vehicles (golf carts) for use of security officers on Governors Island.
Question 12:	Are there specific uniform requirements?
Answer 12:	The Trust will provide shirts, hats, and jackets. The selected respondent will be responsible for outlining requirements for pants and shoes (khaki pants, black shoes/boots).
Question 13:	The RFP states the contractor must develop and implement a guard tour tracking system. Does the Trust have a preferred platform already in use, or should proposers include their own recommended solution? Have there been any issues with cell phone reception on the island hindering the use of guard tour technology?
Answer 13:	No guard tour technology is currently being utilized on Governors Island. Respondents may include a recommended solution in their response. Issues with cell phone reception have not been identified for such technology.
Question 14:	Do we need to provide any additional equipment for account manager, supervisors, officers?
Answer 14:	Contractor is expected to provide a laptop and mobile phones to the Director and two Supervisor positions at a minimum.
Training and Certifications	
Question 15:	Are there any additional certifications needed at the facility aside from TWIC, F03, and F04?
Answer 15:	Additional certifications are not required by the Trust. Compliance with applicable law and regulation is the sole responsibility of the Contractor.
Question 16:	How many hours of non-billable in-service/refresher training is expected for each officer each year? Is there any other specific training outside of the scope provided in the RFP?
Answer 16:	All required training has been specified in the RFP. Annual training hours for in-service/refresher training required directly by the Contractor are not specified by the Trust and are not billable. The Trust requires annual customer service training for all Governors Island employees, including security officers. Training required by the Trust is billable.

Contract Requirements	
Question 17:	The RFP requires \$25M per occurrence in Commercial General Liability, along with other high-limit coverage. Can you confirm if these limits are firm, or if the Trust will consider alternative structures if such coverage is unavailable or commercially unreasonable in the current insurance market?
Answer 17:	The Trust's standard requirements are included in the Contract Template. Respondents may propose alternative provisions or terms in the Contract Comments, which will be evaluated as part of the overall strength of the proposal. In addition to proposed Contract Comments, respondents may also submit a sample Certificate of Insurance for review by the Trust as part of their proposal.
Question 18:	The draft contract includes very broad indemnification provisions. Will the Trust consider limiting indemnification to damages arising from the contractor's negligence or willful misconduct, as is common in similar municipal contracts?
Answer 18:	No, the Trust generally cannot accept modifications to the standard indemnification language in its service contracts. The Trust's standard requirements are included in the Contract Template. If necessary, feedback may be included within the Contract Comments for consideration with the overall proposal.
Question 19:	The General Liability Insurance requirement is \$25 million. Can the total be provided by a combination of primary and excess insurance. Is there any flexibility in the total?
Answer 19:	The Trust's standard requirements are included in the Contract Template. The standard insurance requirements in the Contract Template allow for limits to be provided through a combination of primary and umbrella/excess policies. Respondents may propose alternative provisions or terms in the Contract Comments, which will be evaluated as part of the overall strength of the proposal.
EMT Oversight	
Question 20:	Can you advise/confirm who currently provides medical oversight/director for the EMT Position?
Answer 20:	Medical oversight/director for the EMT position is to be secured by the Security Contractor at their discretion. In addition to the EMT position secured by the Security Contractor, the Trust maintains a contract with an emergency medical services ("EMS") provider for coverage during all hours the Island is open to the public. The selected respondent will be introduced to the EMS provider who may be approached for coordination of medical services. (The EMS provider is expected to be SeniorCare as of the date that a new Security Services contract commences.)