

ADDENDUM #1 to Request for Proposals: Labor & Employment Counsel

Responses from The Trust for Governors Island (the “Trust”) to questions received regarding the Request for Proposals: Labor & Employment Counsel issued on April 20, 2026 (the “RFP”).

#	Question	Response
1	Please confirm the expected contract duration, including any initial term and potential renewal options.	Five years. Please include a rate proposal for the full period.
2	With respect to rate submissions, please confirm whether it would be acceptable for us to provide ranges by attorney title, rather than individual timekeeper rates.	Yes, although greater specificity is helpful where possible. For example, if a general range is given for “Partner,” the highest rate in the range will be used in evaluating the proposal. In particular, please include individual rates for the personnel primarily responsible for the engagement.
3	Are individual timekeeper rate increases allowed for promotions and Associate step-ups?	Yes, to the extent the individual’s new position is defined within the agreed rate schedule.
4	Does this RFP have any W/MBE & goals?	Locally Based Enterprises (“LBE’s”) and Women- and Minority-owned Businesses (“MWBE’s”) are encouraged to respond to this RFP. Any Proposer must identify in its proposal whether it or, if applicable, any of its proposed sub-consultants are LBE’s or MWBE’s and should provide the LBE/MWBE Certificate if applicable.
5	This RFP is labor and employment focused, but generally notes “Litigation” on page 3. Would that include commercial/business litigation concerning breach of contract, or perhaps the Trusts pursuing collections from nonpaying vendors?	No. “Litigation” refers to matters within the Labor & Employment subject areas defined in the RFP document.
6	What is the approximate mix of traditional labor versus employment litigation, advisory, and other work that selected firms should expect to handle?	The mix of work will depend on the Trust’s needs as they arise. If consistent with recent years’ experience, the largest portion of work would relate to traditional labor issues.

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7	What is the estimated volume of work related to “Employee health and disability benefits; statutory leaves”?	If consistent with recent years’ experience, a small proportion of the work.
8	In the employment context, will outside counsel be expected to manage administrative charges (e.g., EEOC, state or city agencies), or primarily provide advisory support?	Potentially yes. Assignment of responsibilities will be on a case-by-case basis.
9	What union represents the Trust’s unionized employees?	All unionized employees of the Trust are represented by Local 30, International Union of Operating Engineers.
10	When do the Trust’s current CBA(s) expire?	June 30, 2028.
11	How many bargaining units does the Trust have, and what job positions are included in each unit?	Two. The larger bargaining unit comprises Engineers (including Engineering Apprentices) and Maintenance Technicians (Landscaping and Custodial Staff). Groundskeeping staff form a second bargaining unit.
12	What are the job positions, if any, in the organization that are non-union?	All except those in the two bargaining units described above, including managerial, administrative, and horticulture positions.
13	What is the approximate breakdown of unionized versus non-unionized employees across the organization?	Of full-time year-round staff, approximately: Trust staff, union – 19 Trust staff, non-union – 48 Foundation, non-union – 6 (see next answer)
14	Are any Trust employees part of a multi-employer pension or benefit system?	No, except that employees of the Governors Island Foundation also participate in the Trust’s employee benefits, including a 403(b) retirement-savings plan. The Foundation is the independent not-for-profit that works closely with the Trust in securing philanthropic support for Governors Island.

#	Question	Response
15	<p>Are the Services limited to New York State and City law, or does the Trust anticipate needing counsel for matters in other jurisdictions (e.g., if employees work remotely)?</p>	<p>Primarily New York law, although the Trust would consult the selected firm for assistance with issues under the law of any relevant jurisdiction.</p> <p>The designated work location for all employees is within New York City. Limited remote work is permitted for some employees, and some employees reside in other states.</p>
16	<p>Does the Trust have an in-house legal team? If so, how many lawyers are on the team?</p>	<p>Yes. Two.</p>
17	<p>Please clarify the following provision: "Further, the respondent must disclose the name of any employee or family member of any elected official who owns, directly or indirectly, an investment or other proprietary interest, in the respondent or any of its affiliates or business partners." With respect to "any elected official," is the Trust primarily concerned with New York City and New York State elected officials?</p>	<p>Yes, as well as elected officials of the Federal Government.</p>