

THE TRUST FOR GOVERNORS ISLAND



Request for Proposals **Governors I Vessel Retrofit**

RFP Contact:
Procurement Manager
The Trust for Governors Island
gibids@govisland.org

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I. RFP Summary

Governors Island Corporation d/b/a The Trust for Governors Island (“the Trust”) is seeking to engage a qualified firm to complete the vessel modifications to the Governors I ferry (the “Vessel”) as represented in the Technical Specification and Contract Drawings (see *Exhibit G*) developed by Glosten Inc. (“Glosten”), herein referred to as the “Work”. The Work includes all interventions required to allow passenger access to the 01 Deck of the Vessel, increase passenger capacity, add Passenger Lounge ventilation, and upgrade various electronics systems. As outlined in *Exhibit H, Fee Proposal*, certain portions of the Work will be priced as add alternates of service.

The modifications do not inherently require drydocking, although some shipyards/contractors may prefer to complete the hull painting in a drydock for environmental-control reasons. The Governors I was last drydocked in February 2025. The Trust intends that a USCG drydock exam pursuant to Subchapter K regulations shall be performed during the retrofit process.

Respondents to this RFP will hereafter be referred to as “Proposers” and each submission as a “Proposal.” Upon award, the successful Proposer will be referred to as the “Contractor”.

A. RFP Timeline:

Issuance of RFP	Tuesday, September 16, 2025
Information Session	Monday, October 6, 2025 at 12pm
Optional Site Visit	Available through Tuesday, October 21, 2025
Deadline for RFP Questions	Friday, October 24, 2025 at 5pm
Proposal Deadline	Thursday, November 13, 2025 at 5pm

B. Information Session:

An optional information session will be hosted on Zoom on Monday, October 6 at 12pm. To register and receive the Zoom link:

<https://us02web.zoom.us/meeting/register/MYVZ7YepQtWkMysEvmHFHQ#/registration>

C. Optional Site Visit:

Optional site visits are available through Tuesday, October 21 and can be requested by sending an email to gibids@govisland.org, with “Governors I Retrofit” in the subject line and addressed to Procurement Manager. Requests should specify the names and titles of planned attendees, preferred days, and times of visit.

D. Questions:

Any questions and associated explanations regarding the RFP must be sent in writing via email and received by the Trust by the Deadline for RFP Questions listed above. Questions should be emailed to gibids@govisland.org with “Governors I Retrofit” in the subject line. Any responses provided will be shared in writing with all prospective Proposers as an addendum to the RFP (an “Addendum”).

E. Selection of Provider & Contract Execution

The selected Proposer must execute a Contract for the Work substantially in the form of the Contract Template (the “Contract Template”) attached as *Exhibit E*. The Trust shall not be bound to the terms of the Contract Template but shall use such form as a basis for negotiating a final Contract for Work (the “Contract”) with the selected Proposer, if any. If Proposer desires any changes to the Contract Template, Proposer must include those changes as part of its response to this RFP in *Exhibit F*,

Contract Template Comments.

F. Proposal Deadline:

Proposers shall deliver their proposals via email (in PDF attachment not to exceed 25 MB, or with download link) to gibids@govisland.org, with the subject line “**Governors I Retrofit RFP Submission**” on or before the Proposal Deadline date listed above. Any proposals received after the deadline will be considered for evaluation solely at the discretion of the Trust.

G. Interviews:

At the Trust’s discretion, interviews may be held with Proposers after receipt of Proposals. Interviews, if any, will be scheduled after initial review of Proposals.

II. Governors Island and The Trust

About the Trust for Governors Island

The Trust for Governors Island (“the Trust”) is the 501(c)3 non-profit organization created by the City of New York responsible for the planning, operations, and ongoing development of Governors Island. The Trust’s mission is to realize the full potential of Governors Island for the inspiration and enjoyment of all New Yorkers, demonstrating a bold vision for public space.

Since its transfer from federal to local control in 2003, Governors Island has undergone one of the most remarkable transformations in New York City’s history. The Trust for Governors Island and the City of New York, working in collaboration with the National Park Service and the non-profit Governors Island Foundation, have worked to build over 43 acres of new, award-winning park space, created public programs and commissioned artworks to welcome nearly 1 million visitors annually from all five boroughs of New York City, rehabilitated historic buildings in collaboration with educational and cultural tenants, and invested in infrastructure to ready the Island for its next chapter.

Following nearly two decades of planning and investment, the Trust is embarking on a growth strategy centered on transformative arts and culture, extraordinary open space, and education and research focused on the climate crisis. These efforts will together advance the mission of the Trust to continue Governors Island’s transformation as an extraordinary public place, continuing to expand public access and creating a path towards financial sustainability.

About Governors Island

Governors Island is a 172-acre island in the heart of New York Harbor. Just minutes from Lower Manhattan and the Brooklyn waterfront by ferry, the Island is a popular year-round destination for New Yorkers and visitors from around the world. An award-winning park complements its dozens of historic buildings, year-round educational and cultural facilities, rich arts and culture program and 22-acre National Monument managed by the National Park Service.

Looking ahead, the long-term vision for Governors Island focuses on continuing to expand public access by enlivening the Island with transformative public art and culture, extraordinary recreational and open space, and research and education dedicated to addressing the global climate crisis. With unparalleled historic, natural and waterfront resources, Governors Island—open to the public year-round for the first time in its history starting in 2021—is a vibrant and constantly evolving public place and resource for all New Yorkers to enjoy. The Island is home to a diverse number of year-round tenants, including the Urban Assembly New York Harbor School, the Lower Manhattan Cultural Council, the Billion Oyster Project, Beam Center, the Institute for Public Architecture, and QC NY, as well as the soon-to-open Buttermilk Labs, a new multi-tenant hub for coastal climate solutions.

In April 2023, Mayor Eric Adams and the Trust announced that the New York Climate Exchange, a new nonprofit initiative established by Stony Brook University and a consortium of universities, businesses, and nonprofit organizations including the Harbor School, will create a state-of-the-art, \$700-million campus on Governors Island. Opening in 2028, the Exchange will be dedicated to educational programming, research, climate tech incubation, and policy work aimed at advancing climate action in New York City and elsewhere around the world. In addition to its open space and historic and cultural resources, the Island offers 1M+ square feet of historic buildings ready for adaptive reuse and 33 acres of fully entitled development area that can accommodate new academic, commercial, convening, and cultural facilities.

III. Proposal Requirements

Proposers must respond in reasonable detail to all the requirements of this RFP. A complete Proposal must be delivered as a PDF before the submission deadline date and time, to gibids@govisland.org and contain the following elements in this order and format:

- **Proposal**
 - Cover Letter:
 - A letter summarizing the Proposer’s capabilities and experience, including a brief company profile, number of years in business, organization chart, company’s full name and address, and the name, address and telephone number of the person authorized to represent the responding firm in all aspects of the Proposal and contract negotiations.
 - Include an executive description of Proposer’s understanding of the scope, the qualifications of the proposed team, and the proposed schedule to complete the Work.
 - Team Qualifications:
 - Describe experience completing work on at least two vessels of similar size, scope, purpose, and complexity within the last 10 years.
 - Provide a description of prior experience with public sector clients. If applicable, provide examples of fulfilling contracting and local community hiring goals relating to Minority- and Women-Owned Businesses (“MWBE”), Disadvantaged Business Enterprise (“DBE”), or local equivalents.
 - Document Quality Assurance and Control Processes (QA/QC).
 - Provide a minimum of three (3) references with a contact name and telephone number.
 - Project Approach
 - Provide a narrative describing the construction approach, whether in water or in dry dock; if applicable, include total yard capacity with details on current capacity obligated to other projects and projected capacity needed to complete the Work as specified.
 - Describe plans or options for potential warranty/service after redelivery to the Trust.
 - Project Timeline & Proposed Schedule: Description of the Proposer’s qualifications, including the following, as applicable:
 - Provide a proposed schedule for the Work with an anticipated completion date.
 - Note that weekly meetings with the Owner team will be included as needed.
 - Detail any regulatory approvals as applicable and anticipated process and timeline for securing such approvals.
- **Executed Proposal Checklist & Declaration of Understanding (Exhibit A)**
- **Completed Doing Business Data Form (Exhibit B)**
- **Completed PASSPort Proof of Compliance (Exhibit C)**
- **Contract Template Comments (if any) (Exhibit F)**
- **Fee Proposal (Exhibit H)**

IV. Evaluation

A. Proposal Evaluation

The Trust will evaluate all Proposals received by the submission deadline per the following criteria and percentage of weight allocated to each category. The Trust reserves the right to select and contract with more than one Proposer, or none at all, based on the qualifying responses received in this RFP.

- | | |
|-------------------------------|------------|
| 1. Team Qualifications | 25% |
| 2. Project Approach | 25% |
| 3. Fee Proposal | 50% |

Exhibit A: Checklist & Declaration of Understanding

Required Materials:

Proposal

- Cover Letter
- Team Qualifications
- Project Approach
- Project Timeline & Proposed Schedule

Exhibit A – Proposal Checklist & Declaration of Understanding completed (this form)

Exhibit B – Completed Doing Business Data Form

Exhibit C – PASSPort Proof of Compliance

Exhibit F – Contract Template Comments (if any)

Exhibit H – Fee Proposal

One (1) electronic copy of all proposal documents

Declaration of Understanding:

By signing below, the Proposer certifies that:

- The Proposer has read and understands this Request for Proposals and all accompanying documents and attachments, including the Policies & Procedures (all together, the “RFP”);
- the Proposer and its proposal will comply with all terms and conditions of the RFP;
- the Proposer is not presently barred from bidding or performing work in any jurisdiction, including without limitation for any reason related to non-compliance with Affirmative Action or Equal Opportunity regulations;
- all information submitted in connection with the proposal is and will be, to the best of the Proposer’s knowledge, true and accurate;
- the Proposer understands the scope and requirements of the Work and has the capacity to carry it out;
- the Proposer has satisfied itself as to the correctness and sufficiency of its proposal regarding the difficulty and cost of work; the Proposal is sufficient to cover all obligations under the Proposal documents and all matters and things necessary for the proper completion of the Work as described; and the Proposer agrees to accept payment in accordance with the requirements of the RFP;
- if the Proposer receives written notice that its Proposal has been accepted within 90 days after the submission deadline, or any time thereafter before the Proposal is withdrawn, the Proposer will, promptly enter into a Contract for the Work using the form required by the Trust.

[Signature page follows]

The following must be signed by a duly authorized representative who is authorized to bind the proposing entity and who has direct responsibility for the proposed engagement. If the signatory is anyone other than a company officer, a letter must be prepared by a company officer authorizing that individual and submitted with the Proposal.

Authorized Signature _____
Date

Print Name & Title

Proposing Entity (Legal Name of Firm or Organization)

Business Address

City State Zip

Telephone Number

Federal Tax Identification Number

Corporation Partnership Individual Other: _____

Exhibit B: Doing Business Data Form

Local Law 34 of 2007 (LL34) requires the creation of a database containing information about entities that do business with the City of New York (“City”) as defined by the law, as well as the principal officers, owners and senior managers of these entities. This information is collected on Doing Business Data Forms and reviewed by agencies and other City-affiliated bodies such as Governors Island Corporation d/b/a The Trust for Governors Island (“Trust”). The forms are then forwarded for processing at the Doing Business Accountability Project at the Mayor’s Office for Contract Services. Collected data will be used to identify entities and people who are subject to LL34’s limitations on campaign contributions in municipal elections.

1. The Doing Business Data Form must be attached to the RFP submission to be considered complete
2. The Doing Business Data Form can be downloaded at:
https://www.nyc.gov/assets/mocs/downloads/Opportunities/DBA/Doing_Business_Accountability_Vendor_Update_Feb2022.pdf
3. For any questions about the Doing Business Data Form, please refer to https://www1.nyc.gov/assets/hra/downloads/pdf/business/doing_business_qanda_standard.pdf, or contact the Doing Business Accountability Project at 212- 298-0600 or DoingBusiness@mocs.nyc.gov.

Exhibit C: PASSPort Proof of Compliance

PASSPORT Identification Number: _____

Proposer(s) must complete an online Vendor and/or Principal Questionnaire via the Procurement and Sourcing Solutions Portal (PASSPort) managed by the Mayor's Office of Contract Services (MOCS). The PASSPort clearance process requires any person with at least a 10% ownership interest in the submitting vendor to complete a Principal Questionnaire and any entity with at least a 10% ownership interest in the submitting vendor to complete a Vendor Questionnaire. Any award will then be subject to review by the NYC Department of Investigation. The selection of any Proposer may be denied or revoked based on any derogatory information revealed. No Proposer will be selected if an individual who is a member, partner, or otherwise a principal of the vendor is determined, in the sole discretion of the Trust and/or City, to be in arrears or in default of any debt, contract or obligation to or with the City or State of New York (or any other of their instrumentalities), or otherwise to be a prohibited person or within a category of persons or entities with whom or which the City or the Trust will not generally do business.

To submit the questionnaires, create an account and submit the vendor enrollment package in PASSPort through the MOCS website at <http://www.nyc.gov/passport>.

Exhibit D: RFP Procedures and Policies

In addition to all terms and conditions stated elsewhere, this RFP and any resulting transaction are subject to the following:

- A. All RFP submission materials become the property of the Trust. The Trust is subject to the New York State Freedom of Information Law (“FOIL”), which governs the process for the public disclosure of certain records maintained by the Trust. (See Public Officers Law, Sections 87 and 89.) Proposal submission material will generally be made available for inspection and copying by interested parties upon written request, except when specifically exempted from disclosure under the requirements of FOIL. Individuals or firms that submit a proposal to the Trust may request that the Trust except all or part of the proposal from public disclosure, on the grounds that the proposal contains trade secrets, proprietary information, or that the information, if disclosed, would cause substantial injury to the competitive position of the individual or firm submitting the information. This exception may extend to information contained in the request itself, if public disclosure would defeat the purpose for which the exception is sought. The request for an exception must be in writing and state specific supporting reasons in detail. It must also specify the proposal or portions of it for which the exception is requested. The Trust will grant requests for exemption from disclosure under FOIL if eligible in the Trust’s reasonable determination.
- B. Conflicts of Interest:
 1. The Proposer must disclose in writing as part of its proposal any possible or potential conflicts of interest that are known to (or reasonably should be known to) the Proposer and that exist between Proposer’s firm, the Trust, and the City.
 2. Without limiting the foregoing general obligation, the Proposer must disclose in writing as part of its proposal any familial, personal or business relationships between (i) on the one hand, any officer, director, agent or employee of Proposer or its affiliates or business partners and (ii) on the other hand, any employees or other officials of the Trust, whether or not there is any belief that the relationship might constitute a possible conflict of interest.
 3. Further, the Proposer 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 Proposer or any of its affiliates or business partners.
- C. Proposer and its representatives, agents, and consultants must treat its proposal and all information obtained from the Trust in connection with this RFP (including any Site File) (all together, “Confidential Information”) confidentially, and must not discuss, publish, divulge, disclose or allow to be disclosed the Confidential Information to any other Proposers or any other person, firm or entity, including press or other media, without the Trust’s prior written approval. If a Proposer breaches this provision, the Trust may disqualify that the Proposer and seek any other remedy available at law or in equity, including but not limited to injunctive relief and/or damages.
- D. All references in this RFP to federal, state, and local funds are for informational purposes only, are subject to change, and do not constitute a promise or commitment by the City, the Trust, or any other entity or governmental body as to the availability of those funds for any project in connection with this RFP.
- E. Any information provided orally or in writing before the issuance of the RFP is preliminary in nature and binds neither the Trust nor the Proposer.
- F. Addenda posted to the Trust’s website will be the only authorized method for communicating

information to all potential Proposers. Proposers should review the Trust website before submitting a proposal to verify that they have received any addenda issued, and contact the Trust in the event of any doubt. Proposers should acknowledge the receipt of any addenda in their proposal submissions.

- G. Proposers may withdraw their proposals from consideration at any time before the proposal submission deadline by submitting written notice to the Trust.
- H. The Trust will not be liable for work performed or any costs incurred by Proposers in connection with the RFP (including, without limitation, any work performed or cost incurred in responding to the RFP or in negotiating legal agreements in connection with the RFP).
- I. Any transaction will be structured as a “net” deal to the Trust, with the selected Proposer, if any, being responsible for all fees relating to the project.
- J. This is a “Request for Proposals” and not a “Request for Bids.” The Trust will make, in its sole discretion, all determinations as to the completeness or compliance of any proposal, the eligibility or qualification of any Proposer, and the merits and acceptability of each proposal. The Trust is not required to accept the proposal with the highest financial compensation.
- K. The Trust reserves the right, at any time (including, without limitation, after issuing one or more Conditional Designation Letters, if applicable): to amend, modify, postpone, or withdraw this RFP; to waive any requirements, conditions, or provisions of this RFP; to require supplemental statements and information from any Proposers; to make an award to as many or as few or none of the Proposers as the Trust may select; to accept or reject any or all proposals received in response to this RFP; to extend the deadline for submission of proposals; to negotiate or hold discussions simultaneously with one or more of the Proposers; to entertain modifications or additions to selected proposals; to require or permit the correction of deficient proposals that do not completely respond or conform to this RFP; to encourage Proposers to work together; to reject any or all proposals; and to cancel this RFP, in whole or in part, for any reason or no reason, in the Trust’s sole discretion. If all proposals are rejected, this RFP may be withdrawn.
- L. The Trust will enforce the submission deadline stated in the RFP at its sole discretion. The timing of the selection may differ depending upon the degree to which further information on individual proposals must be obtained or due to other factors that the Trust may consider pertinent.
- M. Unless a specific exemption is noted in the RFP, submission of a proposal constitutes an offer on the part of the successful Proposer to execute a Contract substantially in the form attached (or, if a contract form is not included, on the terms otherwise described in this RFP and as reasonably required by the Trust). Any supporting documents or other items attached as exhibits to this RFP will be incorporated into the Contract. Proposer’s submission will remain open for acceptance by the Trust and will remain firm and binding upon the Proposer for at least 90 days after the deadline for submission of proposals, except that the Trust may by written notice to the Proposer extend that date for an additional 45 days.
- N. All persons employed by the selected Proposer (and its subcontractors) who are subject to New York State prevailing-wage laws must be paid the prevailing wage accordingly; otherwise, all such persons must be paid not less than the minimum hourly rate required by law. In accordance with New York Labor Law 220-I, the selected Proposer must register (and ensure that its subcontractors are registered) with the New York State Department of Labor Contractor and Subcontractor Registry before commencing work.
- O. As a not-for-profit corporation, The Trust and its properties are tax-exempt. For any purchases not tax-free, proposal prices must include all Federal, State, Use and Local Taxes that may be imposed on materials or services provided under this proposal.

Exhibit E: Contract Template

The draft Contract can be downloaded using the following link: [DropBox](#).

Exhibit F: Contract Template Comments

Full Name of Proposer: _____
 Address: _____
 City _____ State _____ Zip Code _____
 Telephone Number: _____
 Email Address: _____

Proposing firms must list below any term, identified by section and paragraph, which would require further negotiation prior to endorsement – broad negotiation language will not be acceptable. Proposers may add additional rows as required.

	Contract Template Terms (Section and Paragraph)	Comments
1		
2		
3		
4		
5		
6		
7		
8		

Proposer affirms and declares that this form has been executed by a senior officer or other representative who is duly authorized to bind Proposer, and that Proposer shall accept, without any further negotiation or amendments, the Trust’s Contract Template, and shall negotiate only the Contract Template terms listed above.

By: _____
 Signature: _____
 Title: _____

Exhibit G: Technical Specification and Contract Drawings

The Technical Specification and Contract Drawings prepared by Glosten, and the files referenced therein, can be downloaded using the following link: [DropBox](#).

Exhibit H: Fee Proposal

The submitted Fee Proposal should cover all services and tasks described in the RFP and the Contract Template.

Total Base Proposal

Price in words

Price in figures

(Show amount in both words and figures. In case of discrepancy amount shown in words will govern.)

Cost Breakdown for Proposal Fee

SWBS Group	Lump Sum or Unit Price	Description	Line Total
Group 100	LS	Hull Structure	\$
Group 200	LS	Propulsion Machinery & Systems	\$
Group 300	LS	Electrical	\$
Group 400	LS	Navigation & Communication	\$
Group 500	LS	Auxiliary Machinery & Systems	\$
Group 600	LS	Outfitting & Furnishing	\$
Group 800	LS	Engineering & Yard Services	\$
Group 900	LS	Tests, Sea Trials and Delivery ¹	\$
		Base Proposal Total	\$

Add Alt 1	LS	Installation of Ventilation Work in its Entirety as Described in SWBS 512	\$
Add Alt 2	LS	Data and Video Alerts as Described in SWBS 434 and SWBS 448	\$
		Total with All Add Alts	\$

¹ For a selected Contractor located within the New York Harbor region, the Trust shall be responsible for delivery and pick up of the Vessel. For all others, Contractor shall contract with a tug operator (or arrange other means acceptable to the Trust) for delivery and pick up of the Vessel.

Time and Material Charges for Change Orders (Fully Burdened)

Description	Rate	Line Total
Contractor Labor Rate (Proposer may expand categories if needed)	\$/hour	Straight Time: \$ Overtime: \$
Contractor Engineering & Project Management Rate (Proposer may expand categories if needed)	\$/hour	Straight Time: \$ Overtime: \$
Materials provided by Contractor	% Markup	%
Subcontractors contracted by Contractor	% Markup	%