

## REQUEST FOR PROPOSALS

**Maritime Safety and Security Consulting Services for  
Ferry Vessels and Facilities  
PIN: 84108MBPT255**

**Date: 6/12/2008**

This is ADDENDUM #1 for the above referenced Request for Proposals, of which you have obtained a copy.

- 1. QUESTION:** Could NYCDOT please provide additional information about the ferry landing sites that it operates other than those located at the Whitehall and St. George Ferry Terminals [i.e. for private ferries]?  
**ANSWER:** Please see the attached document, entitled "Private Ferry Landing Information," which describes the private ferry program and facilities.
- 2. QUESTION:** What exists in the way of central command or CCTV facilities at the ferry terminals?  
**ANSWER:** The Whitehall and St. George terminals each have a CCTV Command Center that is staffed 24 hours per day, seven days a week for surveillance monitoring and notification.
- 3. QUESTION:** What type of association does NYCDOT have with the Port Authority of New York and New Jersey (PANYNJ) in terms of security/safety exercises and training?  
**ANSWER:** NYCDOT maintains a working relationship with PANYNJ, jointly sitting on various area subcommittees for the Port of New York and jointly working on grant funding initiatives for the Port's collaborative efforts in this regard.
- 4. QUESTION:** Will a consultant be required to subcontract a portion of the work assigned to it by NYCDOT? What are the City's Minority- and Women-Owned Business Enterprise (M/WBE) Program requirements for this RFP?  
**ANSWER:** No, subcontracting is not required, although a consultant may choose to subcontract if desired. Due to the unique requirements of this solicitation, the M/WBE target has been set at zero percent (0%), i.e. M/WBE goals are not applicable in this instance.
- 5. QUESTION:** What is the volume of passengers on the Staten Island Ferry during rush hours?  
**ANSWER:** Average weekday ridership is approximately 65,000.

6. **QUESTION:** What is the level of ridership on the private ferries?  
**ANSWER:** The NYCDOT private ferry operations, focused mostly on runs to and from Pier 11, account for about 12,000 passengers daily.
7. **QUESTION:** On Form 2T1 (Labor Cost Proposal), how should the multipliers for overhead and profit be expressed?  
**ANSWER:** The multipliers should be expressed as numerical figures to two decimal places.
8. **QUESTION:** On Form 2T2 (Cost Proposal Summary), what does the Direct Non-Salary Cost (Column 4) represent? Why is the Total Direct Non-Salary Cost set at \$750,000?  
**ANSWER:** Per item #2 in the "Instructions" section at the bottom of the form, Direct Non-Salary Cost is a budgeted amount for out-of-pocket expenses. The Total Direct Non-Salary Cost should be \$75,000, i.e. ten percent (10%) of the total amount budgeted for the contract. Please use the attached revised Form 2T2.
9. **QUESTION:** What should be entered for "Contract No." at the top of forms 2T1 and 2T2?  
**ANSWER:** A contract number will not be assigned until registration of the contract, following award. Until that time, the Procurement Identification Number (PIN) will be used as the reference number for this solicitation.
10. **QUESTION:** Can photographs of the Staten Island Ferry and private ferry facilities be provided?  
**ANSWER:** Only certain photographs are available. Please see the attached.
11. **ATTACHED:**  
Attachment #1 – Private Ferry Landing Information  
Attachment #2 – Revised Form Form 2T2 – Cost Proposal Summary  
Attachment #3 – Aerial view of St. George Ferry Terminal  
Attachment #4 – Exterior view of Whitehall Ferry Terminal  
Attachment #5 – View of main stairs/escalators at Whitehall  
Attachment #6 – View of electronic "turnstiles" at Whitehall  
Attachment #7 – Attendance sheet from pre-proposal conference held on Friday, June 6, 2008.

This AMENDMENT is hereby made a part of the original contract documents.

**NO FURTHER TEXT ON THIS PAGE**



### **Private Ferry Landing information**

The New York City Department of Transportation (DOT) Private Ferry program was established in 1986, the year that privately operated ferry service returned to New York Harbor after a nearly 20 year absence. As part of a policy of encouraging the use of waterborne transportation as an important supplement to land-based forms of transit, DOT makes landing facilities available to ferry operators at several locations, and is involved in the creation of additional facilities to accommodate future expansion.

DOT is a New York City agency with a diverse portfolio of resources and responsibilities. With over 4,000 employees, DOT maintains its own 24 hour 7 day Communications Center, as well as employing specialized units for security, emergency response, engineering, etc. The DOT Communications Center is equipped to reach DOT personnel at work or at home, with redundant means of contact available for key staff. DOT is a sister agency to the New York City Police Department (NYPD), the largest police department in the United States.

DOT currently has jurisdiction of four active ferry sites: Pier 11, E. 34<sup>th</sup> Street, E. 90<sup>th</sup> Street, and Yankee Stadium Ferry Landing. Under the terms of a memorandum of agreement between DOT and the New York City Economic Development Corporation (EDC), EDC provides a wide array of management, administrative and property management functions for the facilities. These include contracting (e.g. construction contractors, security guard services), landing fee collection, and the maintenance and repair of the facilities.

DOT does not operate any vessels from these facilities. Rather, the facilities are licensed to private ferry operators on a nonexclusive basis for the purposes of dropping off and picking up passengers at certain "slots" of time. These landing rights are conveyed through the instrument of a Landing Slot License, which governs the terms and conditions under which operators use the facilities. Under the terms of the Landing Slot Licenses, operators must agree to a series of terms and conditions, including responsibility for certain security tasks, including but not limited to passenger screening.

DOT does not generally maintain staff at these landings, and looks to the operators and their crews as the first form of presence at the facilities. The facilities are used only for passengers, and do not load or unload vehicles, cargo, or vessel stores.

Three ferry companies are currently licensed to use these facilities:

- NY Waterway (including Port Imperial Ferry Company and Billy Bey), which operates a fleet that includes approximately 14 vessels with capacity over 149 passengers and 21 vessels of 149 passengers or under.
- Seastreak, which operates a fleet that includes 5 vessels with capacity over 149 passengers and one vessel with a capacity of 149 passengers or under.
- New York Water Taxi, which operates a fleet entirely consisting of vessels with capacity under 150 passengers.

The facilities vary somewhat in their function and their layout:

- Pier 11, also known as the Wall Street Ferry Landing, is located on the East River near the foot of Gouverneur Lane and South Street in Lower Manhattan. It

is served by a number of routes, ranging from small water taxis up to higher volume routes to transit hubs in New Jersey. Pier 11 features five landing barges and a small terminal building. The pier is a public access area. Passenger traffic is estimated at 13,000 per week.

- The East 34th Street Ferry Landing is located on the East River at the foot of 35<sup>th</sup> Street in Midtown Manhattan. The site features two landing barges, abutting to the end of a constructed cement pier that is perpendicular to the seawall and are connected via gangways.
- The Yankee Stadium Ferry Landing is located in the Harlem River, 40 feet or more offshore of Parking Lot 13a of Yankee Stadium. It features a single landing barge and no enclosed structures. Passengers must access the barge by crossing the Oak Point Link, a rail freight viaduct. This facility is used only during Yankee home games, and is locked up and deactivated approximately 30 to 60 minutes after game time. Due to the need to coordinate the pedestrian rail crossing, the site is staffed by DOT agents when in use.
- The E. 90th Street Ferry Landing is located at the 90th Street Pier on the East River in Carl Schurz Park in the Upper East Side of Manhattan. A constructed pier is located along the park bulkhead along the East River, with a barge connected via gangway which serves two bow-loading ferries. There is no regular ferry service to this land however it is used as pick up/drop off for ferry excursions, such as those that go to Yankee Stadium.



Attachment #2

FORM 2T2 – COST PROPOSAL SUMMARY

PROJECT NAME: Safety and Security Consulting Services for its Staten Island Ferry Vessels and Facilities and City-owned Private Ferry Facilities

PIN: 84108MBPT255

PRIME CONSULTANT: \_\_\_\_\_

CONTRACT NO.: \_\_\_\_\_

<u>(COLUMN 1)</u>	<u>(COLUMN 2)</u>	<u>(COLUMN 3)</u>	<u>(COLUMN 4)</u>	<u>(COLUMN 5)</u>
<u>CONSULTANT</u>	<u>HOURS ALL FIRMS</u>	<u>ESCALATED LABOR COST TO PROJECT MIDPOINT</u>	<u>DIRECT NON-SALARY COST</u>	<u>TOTAL COST</u>
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____
6. _____	_____	_____	_____	_____
7. _____	_____	_____	_____	_____
8. _____	_____	_____	_____	_____
9. _____	_____	_____	_____	_____
10. _____	_____	_____	_____	_____
<u>TOTALS</u>	_____	_____	\$75,000.00	(T)

**INSTRUCTIONS:**

1. The costs entered in Column 3 are the totals shown on line (D) of Form 2T-1 "Labor Cost Proposal" for each consultant on the project team.
2. The Total Direct Non-Salary Cost shown in the shaded area below Column 4 is an out of pocket expense budgeted amount allowed to all proposers and must not be changed.
3. The Total Direct Non-Salary Cost provided by each consultant of the project team MUST SUM to the total shown in the shaded area at the bottom of the Column 4.

