



**Title: Waterfront Pathways Program  
Project #9734 / Contract # 97340002  
Questions & Answers  
Date: January 10th, 2025**

In connection with the **Request for Proposal** relating to **Project #9734** released by NYCEDC on **December, 9<sup>th</sup> 2024**, the questions from potential Respondents and answers provided by NYCEDC are below.

**Question 1:** The insurance requirements, particularly the Umbrella/Excess Liability and Professional Liability/Errors & Omissions Insurance, as depicted in Appendix E: Insurance Requirements in the RFP are high for consulting services. Would EDC consider any waivers or limit reductions for any insurance requirements?

**A:** This may or may not be considered by NYCEDC on a case-by-case basis. If this is something you know you will need, include the details in your proposal.

**Question 2:** In the RFP, it states that the Diverse Utilization Goals are as follows: 5% for Hispanic Women MWBE firms, 5% for Black Women M/WBE firms, 5% for Asian Women MWBE firms, and 15% undefined MWBE firms. However during the information session held on December 18, the MWBE goal reflected the following Diverse Utilization Goals: 5% Asian Female MWBE, 5% Black Male MBE, 5% Black Female MWBE, 5% Hispanic Female MWBE, and 10% Undefined M/WBE. Which Diverse Utilization Goal breakdown is accurate and the selected Consultant will be required to comply with?

**A:** The one in the RFP is correct.

**Question 3:** Can EDC provide the MWBE Subcontractor Participation Plan with this contract's specific Diverse Utilization Goals in Excel format?

**A:** The excel format will be posted online for download.

**With EDC's Apprenticeship Program being tied to this contract scope...**

**Question 4:** Is it assumed that all contractors selected for the subsequent cohorts will be union-affiliated contractors only? Or, will the apprentices come through the NYC Department of Labor?

**A:** Neither. Only waterfront pathway firms that maintain good standing with their EDC pre-qualified list are qualified for the apprenticeship program.

Our criteria is listed in Appendix B in Scope of Services under Opportunity Overview

**Question 5:** Is there a PLA-involved with this Apprenticeship Program and the overall Waterfront Pathways Program?

**A:** No.

**Question 6:** How many apprentice trades will be participating in the Apprenticeship Program applicable to the Waterfront Pathways Program?

**A:** To be determined once a program operator is selected and it will depend on the projects that we are able to facilitate.

**Question 7:** How many apprentices will be accepted into the program per trade?

**A:** No limit – trade is not a limiting factor.

**Question 8:** Is on-site supervision of each of the 5 apprentices expected? Or, can the check-ins with apprentices be performed remotely? Will the consultant be responsible for recruiting the apprentices?

**A:**

Will on-site supervision be required? – Yes

Can check-ins be performed remotely? – Yes

Will the consultant be responsible for recruiting? – No

**Question 9:** Can EDC provide more clarity on the overall Apprenticeship Program, its relationship with the Waterfront Pathways Program, and how it may affect the selected Consultant's scope?

**A:** The purpose of the apprenticeship program is to match participants to businesses that currently have executed contracts with NYCEDC and to provide project management experience to them. It offers apprentices a chance to shadow the work for practical experience before entering into their own contracts.

**Question 10:** Does EDC have an expected number of M/W/DBE events that the selected consultant must take part of as part of marketing efforts for the Waterfront Pathways program?

**A:** 4 total tasks – see Appendix B Task 6 of the RFP.

**Question 11:** Will EDC be open to instructing any of the training class sessions (i.e. an Initial Introduction to Offshore Wind, NYC's Vision for Waterfront and Energy Systems, etc.)? If not, will EDC be supplying the curriculum for such, relevant classes?

**A:** No, that is the Consultant's job.

**Question 12:** Is the intent of the Introduction to WEDG/Specialized Certifications class to provide a baseline understanding of such programs/certifications, or does EDC expect the Consultant to provide training that will allow contractor representative(s) to gain their WEDG credentials? If the Consultant will be providing such detailed training, does a WEDG Professional need to be identified in our RFP submission, or will identifying said professional after award be acceptable?

**A:** The Consultant is expected to provide a baseline understanding, however NYCEDC will consider additional proposed trainings if respondents think that it will produce a more robust experience.

**Question 13:** The RFP states that the Consultant should conduct outreach with geographies across the City, NYS, Mid-Atlantic region, and the nation at large for recruitment of the Waterfront Pathways program. Will there be any considerations that EDC makes for applicable contractors with no office locations within NYC to make the program more appealing to small businesses (i.e. compensation for travel for in-person training sessions, etc.)?

**A:** No, the prospective cohorts must be able to demonstrate a business presence in NYC.

**Question 14:** The RFP requires that we provide final class curriculum, including decks, activities, and coursework. Please confirm that only suggested coursework is needed as providing this level of detail would place each bidder's intellectual property in the public domain.

**A:** We're not asking for a level of detail of the curriculum at the submission of the RFP. Once the curriculum is solidified towards the end of the program, it will be then be considered NYCEDC's intellectual property.

**Question 15:** In Task 3: How many hours of technical assistance are expected to be provided to each participant? How many total hours?

**A:** That will depend on the aggregate need of the participants. Also, the TA will be made available not only to the current cohort, but to all the firms that are on the pre-qualified list.

**Question 16:** Is there a goal for total number of attendees at the networking events referred to in Task 6 (this is needed to source spaces)?

**A:** No, but just enough where there is a variety of opportunities for each of the trades and professions.

**Question 17:** Will EDC provide a list of trades utilized in the last full installation evolution? Which of these trades is EDC most interested in seeking to grow their capacity?

**A:** Yes – EDC is interested in growing in all trades that are required in the offshore and waterfront development industries. The link of the prequalified list can be found here: <https://edc.nyc/program/nyc-waterfront-pathways-program>

**Question 18:** Some of the curriculum line items offer quite a broad bandwidth of development (i.e. Marine Construction 101, Energy Systems 101, etc.); will the selected Consultant work with EDC to narrow the intended end goals so that we can refine what needs to be developed?

**A:** Yes.

**Question 19:** Are there key tracks with associated work potential (i.e. electrical, welding, plumbing, etc.) that EDC seeks to develop (defining this will contribute to both our outreach and curriculum development).

**A:** The key tracks include, but are not limited to, the list of services in Appendix B – Scope of Services.

**Question 20:** Shall the safety curriculum focus on barge transport, marine construction, or pier-side operations?

**A:** Consultant should propose a safety curriculum.

**Question 21:** Will curriculum need to help bridge land and marine electrical differences? If so, should the subject matter experts be generally creating awareness of the different elements between land and marine operations in these environments or will you require more technical training to learn how to adapt from a land based contractor to one who can perform marine work?

**A:** Yes.

**Question 22:** Is this a work-connected mentorship program where the KPI's are attached to prequalifying program participants for work in the EDC pipeline or more of a preparatory capacity building? Is there upcoming work ready to be matched with participants who complete the program or will any potential future waterfront, marine construction, and/or offshore wind projects still require a bid process?

**A:** Yes, this is a preparatory capacity building program that is intended to provide contractors with the knowledge and skillsets to be successful when bidding for upcoming EDC opportunities in maritime construction or waterfront space. There will be bidding opportunities for pre-qualified firms in the offshore maritime industries, as a part of EDC's ongoing investment in these spaces.

**Question 23:** Other than the WEDG Certification, are there any additional certification(s) that EDC would look favorably at if included in the curriculum?

**A:** None as of now.

**Question 24:** What roles, if any, would require Onsite requirements for this contract? If Onsite personnel is required, will EDC require TWIC cards for all personnel onsite?

**A:** Not at this time.

**Question 25:** Please provide the number of classes and training events that will be conducted per year. If unknown, please provide an assumption to serve as a basis.

**A:** Respondents are encouraged to construct a class schedule that best fits the brief. Past classes have been 2 3-hour classes per week spanning 8 weeks, but you can make the curriculum according to what you think would best fit.

**Question 26:** Please provide the number of firms that will require training.

**A:** Class sizes will be decided based on the program structure/capacity

**Question 27:** I was just wondering as far as the training requirements. You know, as part of our services, we do some of this. But I guess we would have to explain specifics on the minimum qualifications.

**A:** This is shown in section 2.2.2.3.1. The consultant shall be experienced in the following: At minimum five years' experience in providing business development training, of which were overseeing consultants of various disciplines on at least one project similar to the Project within the five years immediately preceding this RFP.

**Question 28:** Are there any specific contract goals for the participants of the program? Are there like a contract award goals for that procurement.

**A:** There are no specified goals for the participants outside of the MWBE utilization goals. NYCEDC will track annual data on the participant(s) to determine the outcomes for training.

**Question 29:** Is outside funding allowed to help boost pieces of the program?

**A:** If you choose to employ additional capital outside of the program of what this contract will contribute, that is appropriate. Any such suggested additional capital in your proposal will become a contractual obligation.

**Question 30:** Can you discuss expectations regarding workforce development tasks with this RFP?

**A:** NYCEDC has a task in this RFP in Appendix B, Task 5 relative to management of a waterfront apprentice program.

**Question 31:** Hi can you review the MWBE consultant utilization goals on the project?

**A:** Refer to RFP Part 1, Section 2.2.8 RFP Summary.

**Question 32:** The umbrella liability and professional liability insurance limits seem to be quite high.

Is there any chance these requirements can be lowered or waived?

**A:** This may or may not be considered by NYCEDC on a case-by-case basis. If this is something you know you will need, include the details in your proposal.

**Question 33:** What is the budget range for this program?

**A:** There was no budget range included in the RFP. You must propose a budget with your proposal.

**Question 34:** Will we get a list of all of the participants on this call?

**A:** Yes, please refer to <https://edc.nyc/consultant-services-mwbe-capacity-building-program-consultant-contract-provision-waterfront>

**Question 35:** is the consultant expected to provide copies of the decks for all classes with proposals?

**A:** Yes. You should include a short description of the proposed curriculum and resources you plan to mobilize as part of each course.

**Question 36:** Can bids be made on specific program tasks AKA Networking versus data collections?

Or are you only accepting bids for the whole RFP?

**A:** We will only be accepting proposals for the whole RFP. NYCEDC will consider proposals from joint proposers. (Refer to Section 4.4 of the RFP.).

**Question 37:** Do all the MWBE's need to be identified during the time of the proposal?

**A:** Yes, in order to show the ability to reach this 30% and the schedule needed for us to deliver the curriculum and the cohort training within that first couple months of onboarding for the consultant.

**Question 38:** There are few tasks listed in the sample fee schedule that weren't previously part of the program, but we couldn't find them listed anywhere else in the RFP.

Are those tasks illustrative as the required tasks and descriptions weren't mentioned in Exhibit 6

**A:** The Cost and Fee schedule in Exhibit 2 is directly aligned with the Scope of Services outlined in the draft in Appendix B.

**Question 39:** Are there defined or cut aside projects for the contractors within the cohort, and if so, how many?

**A:** There are no set aside contracts or defined contracts for Waterfront Pathways.

**Question 40:** I just was wondering when you said that you provide a list of the participants, would that include any contact information or would it just be like name, name and organization I'm guessing?

**A:** NYCEDC will include email addresses for all participants.



**Question 41: Do we need to have the insurance now or after awarding of the contract?**

**A:** This is needed at the time of contract signing.

**Question 42: The part 111 specific requirements reference envelopes. Do you want us to email the parts and mail them also?**

**A:** Email only.