

# Blue Highways Pilot Checklist

Last updated September 2025

## External Checklist

<b>NYCEDC Contact Info</b>	<ul style="list-style-type: none"><li>• Max Taffet.....mtaffet@edc.nyc<ul style="list-style-type: none"><li>○ SVP – Ports, Waterfront, Transportation [PWT]</li></ul></li><li>• Chris Canary.....ccanary@edc.nyc<ul style="list-style-type: none"><li>○ VP – PWT, Blue Highways Program Lead</li></ul></li><li>• Cole Keller.....ckeller@edc.nyc<ul style="list-style-type: none"><li>○ Senior Associate – PWT, <i>Ferry Liaison</i></li></ul></li><li>• Campbell Munn.....chmun@edc.nyc<ul style="list-style-type: none"><li>○ Senior Associate – PWT, <i>Microfreight Program Lead</i></li></ul></li></ul>
<b>NYCDOT Contact Info</b>	<ul style="list-style-type: none"><li>• Charles Ukegbu.....cukegbu@dot.nyc.gov<ul style="list-style-type: none"><li>○ Assistant Commissioner for Regional and Strategic Planning</li></ul></li><li>• Human Husain.....hhusain@dot.nyc.gov<ul style="list-style-type: none"><li>○ Senior Deputy Director of Freight Mobility Programs</li></ul></li><li>• Kerry Goleski.....kgoleski@dot.nyc.gov<ul style="list-style-type: none"><li>○ Sustainable Freight Program Lead, Freight Mobility</li></ul></li><li>• John Garvey.....jgarvey@dot.nyc.gov<ul style="list-style-type: none"><li>○ DC &amp; Chief Operations Officer for Staten Island Ferry</li></ul></li><li>• John Regan.....jregan@dot.nyc.gov<ul style="list-style-type: none"><li>○ Executive Director of Terminal Services and Private Ferries</li></ul></li><li>• Erica DeCrescenzo.....edecrescenzo@dot.nyc.gov<ul style="list-style-type: none"><li>○ Chief of Staff, Ferries</li></ul></li><li>• Moon Jang.....mjang@dot.nyc.gov<ul style="list-style-type: none"><li>○ Deputy Director of Private Ferry Operations</li></ul></li></ul>
<b>Pilot Overview</b>	<b>Description of Pilot Service</b> <ul style="list-style-type: none"><li>• Describe in a one-page document the following:<ul style="list-style-type: none"><li>○ Proposed route, including both origin and destination landing sites</li><li>○ Type of vessel</li><li>○ Microfreight loading/unloading operation and type of cargo bike</li><li>○ Goals for program expansion or future routes</li><li>○ Any other pertinent information</li></ul></li></ul>
<b>Landing Sites</b>	<b>DOT “Blue Highway” Landing Slot License</b> <p>Instructions apply to all NYCDOT landings in New York Harbor. Please contact John Regan (jregan@dot.nyc.gov) for assistance in submitting these documents.</p>

	<ul style="list-style-type: none"> <li>• Operator is required to possess DOT Private Ferry Operator License (PFOL) to secure a Landing Slot License</li> <li>• Should the planned route &amp; stops deviate from that which is described in the PFOL, Operator is required to submit a Schedule Change Request Form (SCRF) detailing the nature of the planned operation</li> </ul> <p><b>EDC “Blue Highway” Landing Slot License</b></p> <p>Instructions apply to all NYCEDC-managed landings (including NYC Ferry) in New York Harbor. Please reach out to Cole Keller (ckeller@edc.nyc) for assistance in submitting these documents.</p> <ul style="list-style-type: none"> <li>• Operator is required to possess DOT Private Ferry Operator License (PFOL) in order to secure a Landing Slot License for EDC landings</li> <li>• Operator is required to secure an NYCEDC “Blue Highway” Landing Slot License</li> </ul>
<p><b>Vessels</b></p>	<p><b>NYC Ferry Charter</b></p> <ul style="list-style-type: none"> <li>• Should operators be interested in use of NYC Ferry vessels, reach out to <a href="mailto:BlueHighways@edc.nyc">BlueHighways@edc.nyc</a></li> <li>• Please note: <ul style="list-style-type: none"> <li>○ NYC Ferry does not guarantee approval of any charter requests</li> <li>○ NYC Ferry will not comingle passenger and freight delivery operations</li> <li>○ NYC Ferry does not permit the movement of electric equipment— including electric bicycles, tricycles or e-quads— on its vessels</li> <li>○ Off-peak operations (between the hours of 10AM and 3PM) are more easily accommodated</li> <li>○ Requesting entity must pay transmitted invoice in specified amount within 60 days of vessel movement</li> </ul> </li> <li>• Regulations governing the use of Landing Sites, as described above, apply</li> </ul> <p><b>Privately Operated Vessels Already Governed by PFOL</b></p> <ul style="list-style-type: none"> <li>• Logistics providers are encouraged to make use of private ferry vessels within New York Harbor.</li> <li>• Regulations governing the use of Landing Sites, as described above, apply</li> </ul>

	<p><b>Privately Operated Vessels <u>Not Yet Governed by PFOL</u></b></p> <ul style="list-style-type: none"> <li>• Operator must share <i>Coast Guard Vessel Documents</i> with NYCDOT and NYCEDC at least <i>30 days</i> in advance of the desired start date <ul style="list-style-type: none"> <li>○ Should documentation be insufficient to gauge feasibility of operations at the selected site, the <i>Pilot Candidate</i> can coordinate with NYCEDC and NYCDOT to arrange a “Test Docking” at Pier 11 (Manhattan) to determine feasibility <ul style="list-style-type: none"> <li>▪ Should operators be interested in testing operations at alternative locations, please contact <a href="mailto:BlueHighways@edc.nyc">BlueHighways@edc.nyc</a></li> </ul> </li> </ul> </li> <li>• Should operations be deemed feasible, <i>Pilot Candidate</i> must submit a new or amended PFOL to NYCDOT <i>detailing the vessel specs, planned route, etc.</i></li> </ul>
<b>DOT Data Request</b>	<ul style="list-style-type: none"> <li>• Operators will be required to submit <a href="#"><i>this form</i></a> to NYCDOT in advance of securing approval <ul style="list-style-type: none"> <li>○ NYCDOT may be able to grant waivers for data points that are not applicable or would be too onerous for the applicant to collect</li> </ul> </li> </ul>
<b>Regulatory Considerations</b>	<p><b>USCG</b></p> <ul style="list-style-type: none"> <li>• All vessels must possess an up-to-date Certificate of Inspection from the US Coast Guard</li> <li>• For all vessels entering US Coast Guard District 1, or entering Sector New York from within District 1, updated inspections completed by Sector New York may be required</li> <li>• Should the <i>Pilot Candidate</i> seek to transport legally designated Hazmat, Coast Guard approval would be required</li> </ul> <p><b>NYCDOT</b></p> <ul style="list-style-type: none"> <li>• All equipment used in or integrated with Blue Highway operations must comply with NYCDOT regulations. This includes: <ul style="list-style-type: none"> <li>○ Micromobility Rules</li> <li>○ Microhub Rules</li> <li>○ Use of electrically-powered handling equipment</li> </ul> </li> </ul>

Insurance Requirements	<p><b>PFOL Insurance Requirements</b></p> <ul style="list-style-type: none"> <li>• See Exhibit A-1, below</li> </ul> <p><b>Blue Highway Landing Slot License Insurance Requirements</b></p> <ul style="list-style-type: none"> <li>• TBD</li> </ul> <p><b>On-Site Insurance Requirements</b></p> <ul style="list-style-type: none"> <li>• TBD</li> </ul>
Goods-specific requirements	<p><b>Liquor Transportation</b></p> <ul style="list-style-type: none"> <li>• Operator may be required to secure a liquor license from the New York State SLA to transport alcoholic products <ul style="list-style-type: none"> <li>○ May need a liquor license from the state to move liquor (TBD)</li> </ul> </li> </ul> <p><b>Hazmat</b></p> <ul style="list-style-type: none"> <li>• At this time, NYCEDC nor NYCDOT are contemplating movement of Hazardous Materials through the Blue Highways program</li> </ul> <p><b>Cold Chain Products</b></p> <ul style="list-style-type: none"> <li>• TBD</li> </ul>

# EXHIBIT A-1

## NYCDOT Private Ferry Operator License ("PFOL")

### Insurance Requirements

A. Definitions. The term "City and City Affiliates", as used in this Section 17, shall mean the City of New York and New York City Economic Development Corporation ("EDC") and their respective members, directors, officers, officials, and employees.

B. Workers' Compensation, Disability Benefits, and Employers' Liability Insurance.

(1) Licensee shall maintain workers' compensation insurance, employers' liability insurance, and disability benefits insurance, in accordance with law on behalf of, or in regard to, all employees providing services under this License.

(2) Licensee shall submit proof of workers' compensation insurance and disability benefits insurance (or proof of a legal exemption) to the Commissioner in a form acceptable to the New York State Workers' Compensation Board. ACORD forms are not acceptable proof of such insurance. The following forms are acceptable:

- Form C-105.2, Certificate of Workers' Compensation Insurance;
- Form U-26.3, State Insurance Fund Certificate of Workers' Compensation Insurance;
- Form SI-12, Certificate of Workers' Compensation Self-Insurance;
- Form GSI-105.2, Certificate of Participation in Worker's Compensation Group Self-Insurance;
- Form DB-120.1, Certificate of Disability Benefits Insurance;
- Form DB-155, Certificate of Disability Benefits Self-Insurance;
- Form CE-200 – Affidavit of Exemption;
- Other forms approved by the New York State Workers' Compensation Board; or
- Other proof of insurance in a form acceptable to the City.

C. Other Types of Insurance Required for a Full License or a Limited License. Licensee shall maintain or, where stated shall cause its contractor(s) to

maintain, the following types of insurance. The Licensee is authorized to undertake or maintain operations under this License only during the effective period of all required coverage. Wherever this Section 17 requires that insurance coverage be "at least as broad" as a specified form (including all Insurance Service Offices ("ISO") forms), there is no obligation that the form itself be used, provided that Licensee can demonstrate that the alternative form or endorsement contained in its policy provides coverage at least as broad as the specified form.

1. Marine Protection and Indemnity Insurance. With regard to all marine vessels involved in operations under this License, Licensee shall maintain or cause to be maintained Marine Protection and Indemnity insurance with coverage at least as broad as policy form SP-23. Coverage shall include bodily injury and property damage arising from marine operations under this License, including injury or death of crew members (if not fully provided through other insurance) and all other persons while on board vessels or on the Landing Site(s), damage to piers, wharves and other fixed or movable structures and loss of or damage to any other vessel or craft, or to property on such other vessel or craft, not caused by collision. Such insurance shall list the City and City Affiliates as additional insureds and have a limit of at least Twenty Five Million Dollars (\$25,000,000) per occurrence.
  2. Marine Pollution Liability Insurance. With regard to all marine vessels involved in operations under this License, Licensee shall maintain or cause to be maintained Marine Pollution Liability Insurance for liability arising from the discharge or substantial threat of a discharge of oil, or from the release or threatened release of a hazardous substance including injury to, or economic losses resulting from, the destruction of or damage to real property, personal property or natural resources. Coverage shall be at least as broad as that provided by the most recent Water Quality Insurance Syndicate Form. Such insurance shall list the City and City Affiliates as additional insureds and have a limit of at least Fifty Million Dollars (\$50,000,000) per occurrence.
  3. United States Longshoremen's and Harbor Workers Act and/or Jones Act Insurance. Licensee shall maintain or cause to be maintained insurance in accordance with the United States Longshoremen's and Harbor Workers Act and/or the Jones Act on behalf of all qualifying employees involved in such operations.
- D. Additional Insurance Required for a Full License. If Licensee is obtaining a Full License, in addition to the types of insurance required in Section 17(B) and (C), Licensee shall maintain the following types of insurance.

1. Commercial General Liability Insurance.

- i. Licensee shall maintain Commercial General Liability Insurance ("CGL") in the amount of, at least, five million dollars (\$5,000,000) per occurrence for bodily injury (including death) and property damage, and one million (\$1,000,000) per occurrence for personal and advertising injury, and ten million dollars (\$10,000,000) in the aggregate for the duration of this License. CGL coverage must be at least as broad as that provided by the latest edition of ISO Form CG 00 01. Such CGL must list the City and City Affiliates as additional insureds with coverage at least as broad as the latest edition of ISO Form CG 20 26. The CGL shall include coverage relating to all of Licensee's land operations and its use of the Landing Site(s) (including, without limitation, the dock, pier, bulkhead, and Improvements) in connection with the ferry operations licensed by the City and/or in connection with this License. The CGL shall contain no exclusions (except those set forth within ISO Form CG 00 01) or endorsements that are not required by law and acceptable to the City.
- ii. For any installation of Improvements, Improvements Maintenance, Improvements Restoration, or other operations by Licensee's contractors or subcontractors in connection with the Landing Site(s), including, but not limited to, the dock, pier, and bulkhead, Licensee shall cause its contractors to maintain CGL in the amount of, at least, five million dollars (\$5,000,000) per occurrence for bodily injury (including death) and property damage, one million (\$1,000,000) for personal and advertising injury, ten million dollars (\$10,000,000) in the aggregate for the duration of the installation of the Improvements, Improvements Maintenance, Improvements Restoration and other operations, and ten million dollars (\$10,000,000) for products/completed operations coverage. CGL coverage must be at least as broad as that provided by the latest edition of Insurance Services Office ("ISO") Form CG 0001. Such CGL must list the City and City Affiliates as additional insureds with coverage at least as broad as the latest edition of ISO Form CG 20 26 and ISO Form CG 20 37. The CGL policy shall contain no exclusions (except those set forth within ISO Form CG 00 01) or endorsements that are not acceptable to the City.
- iii. Builders Risk. If directed by the Commissioner, Licensee shall maintain or shall cause its contractors and/or subcontractors to maintain a Builders Risk policy on a completed value form for the total value of the Landing Site with the completed Improvement in the amount otherwise specified by the Commissioner. Such insurance

shall be provided on an All Risk or Special Perils basis and include coverage, without limitation, for windstorm (including named windstorm), storm surge, flood and earth movement. Unless waived by the Commissioner, it shall include coverage for ordinance and law, demolition and increased costs of construction, debris removal, pollutant clean up and removal, and expediting costs. Such insurance shall cover, without limitation, (a) all buildings and/or structures involved in the work, as well as temporary structures at the Landing Site, and (b) any property that is intended to become a permanent part of such building or structure, whether such property is on the Landing Site, in transit or in temporary storage. Policies shall name Licensee as Named Insured and list the City and City Affiliates as both additional insureds and loss payees as their interests may appear. Policies of such insurance shall specify that, in the event a loss occurs at an occupied facility, occupancy of such facility is permitted without the consent of the issuing insurance company.

2. Commercial Automobile Liability Insurance. For the operation of motor vehicles to and from the Landing Site(s), either during periods of reconstruction or in connection with its ferry operations, Licensee shall provide Commercial Automobile Liability Insurance for liability arising out of ownership, maintenance or use of any owned (if any), non-owned and hired vehicles to be used in connection with this License. Coverage shall be at least as broad as the latest edition of ISO Form CA 00 01. If vehicles are used for transporting hazardous materials, the Commercial Automobile Liability Insurance shall be endorsed to provide pollution liability broadened coverage for covered vehicles (endorsement CA 99 48) as well as proof of MCS 90.
3. Wharfinger's Legal Liability Insurance. Licensee shall maintain, or cause to be maintained, Wharfinger's Legal Liability Insurance, or other insurance or coverage for legal liabilities arising out of Licensee's operation and maintenance of the Landing Sites pursuant to the License granted herein naming the City and City Affiliates as named insureds up to a limit of one million dollars (\$1,000,000) pursuant to this License.
4. Liquor Law Liability Insurance. In the event the Licensee or any sublicensee or contractor shall serve alcohol on a vessel, the Licensee shall carry or cause to be carried liquor law liability insurance in an amount not less than Five Million Dollars (\$5,000,000) per occurrence and name the City and City Affiliates as additional insureds. Such insurance shall be effective prior to the commencement of any such service of alcohol and continue throughout such operations.



E. Additional Insurance. The Licensor retains the right to require additional insurance as deemed necessary by the Commissioner.

F. General Requirements for Insurance.

1. All insurance policies required by Section 17(C) and (D) shall be maintained with companies that may lawfully issue the required policy and have an A.M. Best rating of at least A-/VII or a Standard & Poor's rating of at least A, a Fitch Ratings rating of at least A- or a similar rating by any other nationally recognized statistical rating organization acceptable to the City Corporation Counsel unless prior written approval is obtained from the City Corporation Counsel.
2. Policies of insurance maintained in accordance with Section 17(C) and (D) of this License must be primary and non-contributing to any insurance or self-insurance maintained by the City.
3. There shall be no self-insurance program or self-insured retention (exceeding \$10,000) with regard to any insurance required under Section 17(C) and (D) unless approved in writing by the Commissioner. Under no circumstances shall the City or a City Affiliate be responsible for the payment of any self-insured retention (or any other aspect of a self-insurance program), provided, however, that the City may elect to pay the self-insured retention voluntarily. Further, Licensee shall ensure that any such self-insurance program provides the City and City Affiliates with all rights that would be provided by traditional insurance under this License, including but not limited to the defense and indemnification obligations that insurers are required to undertake in liability policies.
4. The City's and City Affiliates' limits of coverage for all types of insurance required under Section 17(C) and (D) of this License shall be the greater of (i) the minimum limits set forth herein or (ii) the limits provided to Licensee under all primary, excess and umbrella policies covering operations under this License.
5. All insurance certificates and policies shall be subject to approval by the Commissioner as to form and sufficiency of coverage.
6. All liability policies must be occurrence based rather than "claims- made."

G. Proof of Insurance.

1. For all types of insurance required in Section 17(C) and (D) other than the insurance required by Section 17(D)(1)(ii) and 17(D)(1)(iii), Certificates of Insurance must be submitted and accepted prior to commencement of service under this License. For insurance required by Section

17(D)(1)(ii) and 17(D)(1)(iii), Certificate(s) of Insurance must be submitted and accepted prior to the commencement of the work at issue.

2. For all types of insurance required under Section 17(C) and (D) Licensee shall submit one or more Certificates of Insurance in a form acceptable to the Commissioner. All such Certificates of Insurance shall (a) certify the issuance and effectiveness of such policies of insurance, each with the specified minimum limits; (b) be accompanied by the provision(s) or endorsement(s) in the Licensee's policy/ies (including its CGL policy) by which the City and City Affiliates have been made additional insureds and/or loss payees, as required herein; and (c) include the company code issued to the insurance company by the National Association of Insurance Companies (the NAIC number). All such Certificates of Insurance shall be accompanied by either a duly executed "Certification by Insurance Broker or Agent" in the form required by the Commissioner attached as Exhibit D hereto or certified copies of all policies referenced in such Certificate of Insurance.
3. Prior to the expiration date of coverage of all policies required under this Section 17, Licensee shall submit proof satisfactory to the Commissioner of either renewals of such policies or the issuance of new policies in compliance with this subsection.
4. All insurance, certificates and policies shall be filed with:
  - a) Deputy Commissioner Ferries  
  
New York City Department of Transportation  
1 Ferry Terminal Drive  
  
Staten Island, NY 10301
  - b) Executive Vice President  
  
Asset Management Revenue Division Attention:  
Ferries  
  
New York City Economic Development Corporation One  
Liberty Plaza, 14<sup>th</sup> Floor  
  
New York, NY 10006
5. Acceptance or approval by the Commissioner of a Certificate of Insurance or any other matter does not waive Licensee's obligation to ensure that insurance fully consistent with the requirements of this Section 17 is secured and maintained, nor does it waive Licensee's

liability for its failure to do so.

6. Licensee shall submit, upon request of the Commissioner or the New York City Law Department, complete and correct copies of the insurance policies, including declaration pages and all endorsements thereto.

#### H. Miscellaneous

1. Licensee may satisfy its insurance obligations under this Section 17 through primary policies or a combination of primary and excess/umbrella policies, so long as all policies provide the scope of coverage required herein.
2. Licensee shall be solely responsible for the payment of all premiums for all policies and all deductibles or self-insured retentions to which they are subject, whether or not any of the City and City Affiliates are insured under the policy.
3. Where notice of loss, damage, occurrence, accident, claim or suit is required under a policy maintained in accordance with this Article, Licensee shall notify in writing all insurance carriers that issued potentially responsive policies of any such event relating to any operations under this License (including notice to CGL carriers for events relating to the Licensee's own employees) in the time required by the applicable insurance policy and no later than 20 days after such event. For any policy where the City and City Affiliates are additional insureds, such notice shall expressly specify that "this notice is being given on behalf of the City of New York and New York City Economic Development Corporation ("EDC"), and their respective members, directors, officers, officials, and employees as Insureds as well as the Named Insured." Such notice shall also contain the following information to the extent known or can be reasonably ascertained: the number of the insurance policy, the name of the named insured, the date and location of the damage, occurrence, or accident, and the identity of the persons or things injured, damaged or lost. Licensee shall simultaneously send a copy of such notice to the City of New York c/o Insurance Claims Specialist, Affirmative Litigation Division, New York City Law Department, 100 Church Street, New York, New York 10007
4. Licensee shall execute and deliver any instruments and do or cause to be done all acts and things that may be requested by Licensor to properly and fully insure the City and City Affiliates against all damage and loss as required in this Section 17 and to effectuate and carry out the intents and purposes of this License.

5. The Licensee's failure to secure and maintain insurance in complete conformity with this Article, or to give the insurance carrier timely notice on behalf of the City, or to do anything else required by this Article shall constitute a material breach of this License. Such breach shall not be waived or otherwise excused by any action or inaction by the City at any time.
6. Insurance coverage in the minimum amounts provided for in this Section 17 shall not relieve Licensee of any liability under this License, nor shall it preclude the City or the City Affiliates from exercising any rights or taking such other actions as are available to it under any other provisions of this License or the law.
7. In the event of any loss, accident, claim, action, or other event that does or can give rise to a claim under any insurance policy required under this Section 17, Licensee shall at all times fully cooperate with the City and City Affiliates with regard to such potential or actual claim.
8. Apart from damages or losses covered by Workers' Compensation Insurance, Employers Liability Insurance, Disability Benefits Insurance, United States Longshoremen's and Harbor Workers Act and/or the Jones Act Insurance, or Commercial Automobile Insurance, Licensee waives all rights against the City and the City Affiliates for any damages or losses that are covered under any insurance required under this Section 17 (whether or not such insurance is actually procured, or claims are paid thereunder) or any other insurance applicable to the operations of Licensee and/or its employees, agents, or servants of its contractors or subcontractors.
9. In the event Licensee or Licensee's contractor(s) requires any entity, by contract or otherwise, to procure insurance with regard to any operations under this License and requires such entity to name Licensee as an Additional Insured under such insurance, the Licensee shall ensure that such entity also name the City and City Affiliates as additional insureds.
10. In the event the Licensee receives notice from an insurance company or other person, that any insurance policy required under this Section 17 shall expire or be cancelled or terminated (or has expired or been cancelled or terminated) for any reason, Licensee shall immediately forward a copy of such notice to: (1) Deputy Commissioner Ferries, New York City Department of Transportation, 1 Ferry Terminal Drive, Staten Island, NY 10301; (2) Executive Vice President, Asset Management Revenue Division, Attention: Ferries, New York City Economic Development Corporation, One Liberty

Plaza, 14th Floor, New York, NY 10006; and (3) the New York City Comptroller, attn: Office of Contract Administration, Municipal Building, One Centre Street, Room 1005, New York, New York 10007. Notwithstanding the foregoing, Licensee shall ensure that there is no interruption in any of the insurance coverage required under this Section 17.

11. The presence of any inspectors, employees or agents of the City of New York and EDC on the Landing Site pursuant to this License shall not invalidate any policy of insurance.
- I. Additional Terms. The following term shall apply as a condition of this License, and shall be written into the policies of Insurance required in this Section 17 unless waived by the Commissioner:

If and insofar as knowledge of an "occurrence", "claim", or "suit" is relevant to the City of New York and the New York City Economic Development Corporation as additional insureds under such required policy, such knowledge by an agent, servant, official or employee of the City of New York or the New York City Economic Development Corporation will not be considered knowledge on the part of the City of New York or the New York City Economic Development Corporation of the "occurrence", "claim", or "suit" unless notice thereof is received by the Insurance Claims Specialist, Affirmative Litigation Division, New York City Law Department and Executive Vice President, Asset Management Revenue Division, New York City Economic Development Corporation.