

# REQUEST FOR PROPOSALS CITY OF PEEKSKILL, NEW YORK

## COMMERCIAL BOAT OPERATORS and PIER MANAGER SERVICES



### FLEISCHMANN PIER & CHARLES POINT PARK GATEWAY TO THE HUDSON HIGHLAND

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**DUE: January 22, 2026, Close of City Hall Business 5:00 P.M.**



Responses must be submitted by email to:

Cassandra Redd, City Clerk [credd@cityofpeekskillny.gov](mailto:credd@cityofpeekskillny.gov) and

Matthew Rudikoff, Economic Development Specialist [mrudikoff@cityofpeekskillny.gov](mailto:mrudikoff@cityofpeekskillny.gov)

copy: [peekskillrfp@gmail.com](mailto:peekskillrfp@gmail.com)

Please submit any questions about this RFP by December 19, 2026 to Matthew Rudikoff at (914) 734-4215 or [mrudikoff@cityofpeekskillny.gov](mailto:mrudikoff@cityofpeekskillny.gov). This RFP and answers to submitted questions can be found on-line at <https://www.cityofpeekskill.com/bids.aspx>.

## **1. Introduction**

The City of Peekskill (“City”) wants proposals from established commercial boating vendors including cruise ship and other boat operators and individual water sport outfitters and pier managers. One or more commercial boating operations and pier manager services will be for the recently reopened Fleischmann Pier located at Louisa Street - Charles Point Park, Peekskill, NY (the “Pier”).

## **2. The Location**

The vibrant City of Peekskill and its historic Fleischmann Pier are located on a scenic reach of the Hudson River within the Hudson River National Heritage Area and Hudson Highlands Statewide Area of Scenic Significance. Peekskill is the central city of northern Westchester, with close proximity to a wealth of noteworthy historic and ecologic points of interest, as identified below. Peekskill is located 40 miles north of New York City (Hudson River marker 43.5) on the eastern shore of the Hudson River in northern Westchester County. Peekskill is accessible from US Route 9, NYS Routes 202 and 6, and the Bear Mountain Parkway, and is a one-hour train ride from NYC by Metro-North Railroad. The train station is within walking distance of the Pier.

Fleischmann Pier and Charles Point Park are located at the intersection of Louisa Street and John Walsh Boulevard in Peekskill’s southern waterfront district (see Area Map attached). A Holiday Inn, Peekskill Stadium, and several restaurants and entertainment venues at the Factoria at Charles Point and HQ Racing are in the immediate vicinity. Route 9 at the Louisa Street intersection is 0.5 miles away. Downtown Peekskill is approximately one mile by car or shuttle bus, and may be accessed by Peekskill’s waterfront public Art Trail network.

Peekskill’s three-mile waterfront trail, parks and public art installations are publicly accessible and heavily utilized. Downtown Peekskill is an arts and entertainment powerhouse with a dramatic increase in Quality-of-Life indicators and tourist appeal. Marketing would target exploration of the lower Hudson River valley and Peekskill’s historic past, varied assets and activities, an engaged community, and 21<sup>st</sup> vision to be the premiere destination for tourism and business development in Westchester County and the Lower Hudson Valley based on 2025 cruise ridership and level of local and regional interest.

The City itself features a robust Arts District connected to the waterfront by Peekskill’s new State-funded public art trail. Museum venues, historic sites and highly successful food and entertainment offerings shown in the Discover Peekskill Video and website <https://discoverpeekskill.com/>. In 2024-2025 the City of Peekskill ran a scheduled shuttle bus bringing cruise passengers and other visitors between Downtown Peekskill, the Peekskill MNR station and waterfront commercial and public recreational and art River from resources, and Fleischmann Pier Charles Point Park visitors.

Other nearby land-based Points of Interest include:

- Stonykill Art Center and Gallery
- Stone Barns Center
- Bear Mountain Park and Bridge
- Popolopen Footbridge and Revolutionary War Forts Montgomery and Fort Clinton

- West Point Military Academy
- Stony Point Battlefield & Museum
- Storm King Art Center
- Magazzino Italian Art Museum
- Kino Saito Arts Center
- Iona Island National Heritage River Area
- Manitoga – Russell Wright Design Center
- Constitution Marsh and Audubon Center
- Sleepy Hollow Restoration
- Blue Mountain Reservation, and
- Private commercial uses and hotels along the waterfront and nearby destinations such as the Factoria and HQ Racing.

### **3. City of Peekskill Goals**

The City is seeking proposals from experienced commercial boating vendors and pier managers, as described below, to operate one or more commercial boating operations and /or to provide Pier Management services at the Pier. Demonstrating how your proposal can contribute to the accomplishment of the goals is discussed below. The City's goals include:

#### **A. Goals For Boat Operators and Pier Managers**

- Contribute to use of Fleischmann Pier as a Quality-of-Life asset for City and area residents and visitors and as an economic generator for the City including passenger generated revenues and boat operations local employment and operating expenditures.
- Provide a diversity of engaging and enriching Hudson River waterfront experiences and activity choices to ensure recurring visits by residents and visitors to Fleischmann Pier. Experiences could include cruises and excursions for site seeing, historic, ecological, educational, dinner, theme, dance or personal or organizational special cruise events; and other water borne usages such as jet ski or pontoon boat outfitters and transient boat dockage. Other activities could include, fishing, walking, canoeing, and kayaking, via an ADA compliant kayak launch.
- Provide information and encouragement to residents and visitors to Fleischmann Pier to also and use other land-based Peekskill assets, destinations, businesses, organizations or events during their current and future visits.
- Support multiple boat operators with vessels of varying sizes and types which would operate in a coordinated and cooperative fashion and combine to create the greatest and most diverse Pier usage to residents and visitors.
- Generate revenue to the City from rent or user fees from commercial boat operators, outfitters, and transient dockers to assist the City with the maintenance, improvements, and operations of the Pier.

- Make semi-annual boat operating reports to the Pier Manager on your respective boating activities and on meeting license agreement requirements.

## **B. Goals For Pier Managers**

- Ensure Fleischmann Pier functions in a well-managed, safe, and coordinated fashion to maximize the recreational, educational, financial and other benefits to residents and visitors.
- Coordinate multiple pier activities, including commercial boating, transient boating and public use, scheduling, maintaining usership records, financial management and record keeping.
- Coordinate with City Departments regarding City services on a regular basis.
- Monitor, assess, report to City Departments on public usage and safety issues.
- Serve as a resource for Pier conditions review, make recommendations for corrective measures and undertake Pier conditions planning, design and construction oversight, and related implementation tasks when able.
- Provide a central point of contact for the public, City administration, City Departments, and boat operators (public and private).
- Create an equal opportunity for community of user-operators without undue regard or priority for one use/service/company over another.
- Make semi-annual boat operating reports to the City on your respective boating activities and on meeting service agreement requirements.

## **4. The Opportunity – Pier and Park Facilities**

The Pier and Charles Point Park are a unique City asset providing easy access to the Hudson River. Following a multi-million-dollar project to reconstruct the Pier and undertake improvements to the adjoining Charles Point Park, the Pier reopened in October 2024 and was able to accommodate cruise and tour boat docking that provided Fall foliage excursions along the River. The Pier had a fully operational season in 2025 which included cruise and tour boats that operated in Fall 2024, and a full 2025 cruising season. The Pier's premiere location, unparalleled vistas and picturesque views of the Bear Mountain Bridge truly it the Gateway to the Hudson Highlands. An Area Map showing the Pier's location is attached as Exhibit "A".

The Pier is outfitted for recreational boating, cruises, transient docking, and other commercial and public uses including but not limited to kayaking and fishing. The City is seeking a five (5) year License Agreement(s) with a conditional five (5) year extension with the selected vendors for tour boat operations and / or Contract for Pier Manager Services. Both forms of agreement will contain performance assessment criteria which can be used for extension or earlier termination considerations.

The Pier has three (3) Pier level docking bump-outs located on the north and south sides and the west end. The North side of the Pier also features two (2) 8' x 50' floating docks each equipped with a gangway and twelve (12) mooring cleats and, a separate ADA compliant 12' x 24' kayak dock. The west end bump out and docking positions on the southside have 'drawable water' constraints. The facilities at the Pier are depicted in Appendix "B" Fleischmann Pier Docking Positions.

#### **A. Boat Operators and Vendors**

The City requests proposals from established tour boat operators who are experienced and capable of utilizing Fleischmann Pier to operate commercial boat operations. The City is not accepting proposals for stationary restaurant or other types of stationary vessels or event operators. The Pier is suitable for various forms of boating including, but not limited to:

- Scheduled tour boat day trips
- Dinner, sunset, seasonal and themed cruises
- Scheduled tour boat cruise ships with overnight docking
- Tour boat home port
- Historic, educational or specialty boats or educational barges - home port
- Research and other vessels
- Kayak, paddleboard, jet skis, pontoon craft or other specialty boat rental outfitters.

#### **B. Pier Manager Services**

The City also seeks Fleischmann Pier Manager services in collaboration with the City and coordinating boat operations, to address overall Pier operations, as needed:

- **Operations Planning and Management**

- 1) Create a Pier Operations Plan to: identify, vet, coordinate, schedule and otherwise describe the approach to systemizing multiple commercial uses/outfitters, vendors, cruise ships and potential transient overnight uses, public fishing, paddle sport, pedestrian and bicycle/scooter best suited for overall Pier operations and City mission and identify;
- 2) Manage paper and digital Pier usage records and accounts, oversee other vessel compliance with Pier operations, and provide regular Pier Operations Reports to the City;
- 3) Maintain master log of permanent and transient moorage assignments, reservations and usage and supervise and manage fee collections in an orderly manner to be approved by the City;
- 4) Assist with and provide input to City Pier operations and maintenance - budgeting.

- 5) Fulfill the role of Pier Safety and Security Coordinator; and monitor 'Pier – utilizing' vessels compliance with maritime registration and safety regulations.
  - 6) Maintain paper and digital, Pier records in an orderly manner. Assist in establishing and supporting Port financial record keeping, fee collection, accounts payable reviews and protocols as set up by the City.
  - 7) Maintain a master log of permanent moorage assignments and transient, visiting or intermittent reservations and pier locations and dockage records.
- **Physical Asset Management**
    - 1) Assist in assessing infrastructure conditions, deficiencies and potential remedial measures; provide/assist with general cost estimating and design, supervise, and perform specified tasks and improvements;
    - 2) Advise the City about potential funding for Pier improvements and operating rules;
    - 3) Assist with Pier seasonal measures associated with the floating docks and gangways;
    - 4) Make minor repairs or improvements to the Pier
  - **Reporting to and Coordination with the City**
    - 5) Serve as City's primary point of contact for coordination with other City Departments for Pier and Park security, emergencies, maintenance, special or community programming and operation; but not expected to exercise enforcement authority or take enforcement actions.
    - 6) License Managing security systems, to the City primary point of contact and coordinate with other City Departments and enforce Pier rules.
    - 7) Report deficiencies in Pier or uncontrolled public and other behavior or actions in connection with the entirety of Fleischmann Pier to the designated City primary point of contact point and designated City services points of contact (Police, Fire, Emergency Service Providers.
    - 8) Advise the City on additional operating rules, regulations or laws to properly administer and regulate Pier activities that could be considered to be enacted and put into place.
    - 9) Coordination of emergency responses and reports, work order processing, Pier readiness, operational issues and decisions; and reporting of operating concerns shall continue with the Office of the City Manager, City Police, City Fire, Commissioner of Public Works, Senior and Nutrition Services and Commissioner of Finance, as needed.
  - **Pier Marketing and Promotions**
    - 1) Assist in Pier destination marketing and promotions for cruise operations, events and other visitor drawing opportunities.
    - 2) Maintain contact with target platforms and organizations to collaborate and create cooperative marketing promotions and connections and access to other Peekskill destinations, organizations and local businesses.

- 3) Coordinate marketing activities with the City, Business Improvement District, Hudson Valley Chamber of Commerce, West Point, Scenic Hudson, and others.

Based upon your experience and/or familiarity with Fleischmann Pier and Peekskill, please provide sample Pier Manager / operational ideas, questions, insights and marketing and outreach ideas for the City to consider in its review of your proposal.

## **5. Pier Facilities**

Fleischmann Pier and Charles Point Park are in two phases of revitalization.

### **A. Completed Phase 1 Improvements**

- Reconstruction of Fleischmann Pier: (487' x 11') with a north Pier - level bump out; and a south pier – level bump out and a west end position which are drawable water constrained.
- Two (8' x 50') floating docks and an ADA accessible (12' x 24') kayak launch on the Pier – North side.
- Benches and viewing devices
- Pier Utilities: Water, Lighting, Electric
- Parking lot with 75 spaces
- Restroom building
- Shade structure
- Concession area and amenities
- Park and educational signage
- Activity space including trellis and picnic table
- ADA Riverwalk trail

### **B. To be Completed Phase 2 Improvements**

- Sewer line and pump out facility (City currently studying feasibility)
- Dredging (City is seeking funding to study feasibility). Note, if dredging is required to enable Fleischmann Pier usage by your vessels, please indicate that in your response.

### **C. Water Depths**

Water depths are described in the Matrix New World Engineering Site Investigation and Feasibility Analysis dated May 2017. as having a mean high-water elevation of 1.76 feet and a mean low-water elevation of -1.4.7 feet. More recent depth sounding data was provided by Custom Marine in 2022 and is attached as Exhibit “C”). On the north side of the pier and the channel leading to the Pier, the water depth at low tide is approximately 8 feet deep in some areas which could limit access by larger vessels based on the experience of 2025 boat operators. On the south side of the Pier, water depths at low tide are shallower and would be limited to very shallow draft vessels such as jet skis, pontoon boats, etc.

## **6. Review and Award**

Following the RFP submission deadline, the City will review boat operators' and pier manager service providers' submissions and commence discussions with selected prospective boat operators and pier manager services proposers to explore proposed usage of the Pier more fully, references, and RFP response content, map out potential feasibility, scheduling, terms, boat operator needs, any other infrastructure needs and Pier Manager services proposed.

Pier Manager services and related experience shall be discussed detailing areas of particular expertise and skills and marine operations and construction practice and technical knowledge for best utilization and management of overall Pier operation and creating a safe and stable marine asset to be utilized to maximize benefit to residents, boat users and creating new opportunities and improvement.

The same entity may be selected as a boat operator and Pier Manager; or only as one of the operators or outfitters.

The City reserves the right to reject any or all proposals, or any portion thereof, as deemed to be in the best interest of the City, including rejecting any or all offers and discontinuing this RFP process without obligation or liability to any potential respondent.

The City, after proposals review, interviews, initial discussions and negotiations will make recommendations to the Common Council for approvals. All contracts and license agreements are subject to review and approval by the City Attorney and the City Manager's and the project(s) will be awarded upon signing of a license agreement and/or contract, which outlines terms, scope, budget and other necessary items. The successful candidates must be ready, willing, and able to proceed and sign a City License Agreement or service contract and provide evidence of insurance and other required submissions.

## **7. Evaluation Criteria**

Demonstrating the likelihood of accomplishing the City's goals with your expertise, plan of operations, quantified data and other evidence from your prior operations will be used by the City to evaluate Licensee's proposal and to select one or more boat operators and/or pier managers based on the following weighted evaluation criteria:

- Quality of life benefits and local economic development benefits – 30%
- Experience, financial stability and good standing as an operator – 35%
- Quality and completeness of proposal including innovative suggestions – 20%
- Pier Manager, operations and construction experience – 15%



**Prospective boat operators are expected to meet the following:**

- A. The boat operator and proposed vessel(s) must be in good standing with regard to prior operations and contract compliance; licensing, insurance, and Coast Guard requirements.
- B. The proposed vessel(s) must be in a state of good repair, aesthetic and suitable for the renovated Fleischmann Pier and for Peekskill.
- C. The boat operator must have strong financial capacity to meet operating costs and lease or license agreement conditions (to be determined and negotiated).
- D. The boat operator must document a track record of similar cruising vessel operations at multi user facilities and approximate number of passengers served.
- E. The boat operator must demonstrate its ability or history of participation in the communities served and with organizations supporting community resources and economic health.
- F. The boat operator must provide examples of previously used social media and other marketing information and plan and what your marketing investment would be at Fleischmann Pier for advertising and / or outside marketing consultants.
- G. What is your planned Cruising season and what is your preferred docking position by Docking Position Number indicated on the Docking Position Appendix B. to this RFP.
- H. The boat operator will demonstrate their utilization of local Peekskill persons for employees and identify career path training services, and utilization of Peekskill businesses for needed goods and services supply businesses.
- I. The proposed boating operations should serve local resident waterfront recreation needs, generate significant visitor demand and have the potential for significant positive economic development impact on the waterfront and City (respondents should specify if their prior operations have made a similar impact).
- J. The proposed boating operations must allow for other compatible usage and programming activities at Fleischmann Pier and Charles Point Park and must not have a disproportionate limiting impact on other users as compared to the benefits of the proposed usage.

**Prospective Pier Managers are expected to meet the following:**

- A. Management experience with facilities or piers with multiple commercial vessels, and private and public uses.
- B. Particular skills and experience and use of online Pier management tools or programs that you and your company will be able to deploy in a cost-efficient manner which will support Pier operations.

- C. Participation in local events to plan, promote and participate in local or regional community events and involvement with local economic development organizations.
- D. Pier Manager overall marketing of Pier and available activities for residents and visitor tourist asset and destination.
- E. Expertise in record keeping and financial management of boat and passengers' fees and spending budget controls, visitor controls, basic physical asset services, marine physical assessments and maintenance / construction work and the work tasks list in RFP Section 4.B. above.

**8. Operating & Fee Structure for Boat Operator strams**

A detailed user License Agreement will be entered into including a revenue structure, initially to be proposed in your RFP response including transient boater fees, passenger fees, or boat operator or outfitters rental fees or other possible revenue.

**9. Operating & Fee Structure for Pier Management**

A contract will be entered into setting forth the Pier Manger fees to be determined in consultation with the City and Pier Manager

**10. Insurance:** The selected boat operator and Pier Manager will provide worker's compensation and liability insurance as required, listing the City as an "additional insured" as required in Exhibit D. attached.

**11. Disclosure Requirement:** Provide disclosure statement of existing or recent contracts (within the last 5 years) with the City for related services outlined in this RFP and state your compliance with relevant Contract or License Agreement requirements, if any.

**12. Submittal Requirements:** Submittals must include the following information for both vessel operations and Pier Manager Services:

**A. Proposed Uses**

- 1) Narrative description of proposed uses and services.
- 2) Operating season schedule, dates, hours of operation.
- 3) Preferred docking position (See Docking Position Appendix B.)
- 4) Vessel capacity
- 5) Themed cruise opportunities
- 6) Company published cruise and activity brochures and marketing materials and proposed Fleischmann Pier marketing plan.

**B. Boat Operator Information**

- 1) Name, address, phone, website and e-mail for primary point of contact.
- 2) Available / proposed vessel(s) for Fleischmann Pier, including photos and vessel specifications and pier requirements.

- 3) Proposed operator team members for Fleischmann Pier.
- 4) Current and prior locations where water-borne tours are or have been operated from by the operator.
- 5) Tour boat operator's Pier Manager experience in connection with their prior locations and what that work was.
- 6) Prior experience on at least three similar boat operations services - managed by the operator. For each, provide the following information:
  - i) Time frame of utilization of those facilities
  - ii) References and their contact information.
  - iii) Relevant letters of recommendation, Operating Reports or Evaluation
  - iv) Marketing information, social media posts, photos or videos
  - v) Agreements/Leases/Licenses (if available),
  - vi) Operator Team members, and
  - vii) Example of community involvement and economic development synergies and programming.

### **C. Pier Manager Information**

1. Pier Manager experience and in what capacity.
- 2) Prior experience in at least three Pier Manager circumstances. For each location, provide the following information:
  - i) Time frame of utilization of those facilities
  - ii) References and their contact information.
  - iii) Relevant letters of recommendation, Operating Reports or Evaluation.
  - iv) A statement that related contractual terms were complied with.
  - v) Marketing information, social media posts, photos or videos.
  - vi) Agreements/Leases/Licenses (if available).
  - vii) Operator Team members, and
  - viii) Example of community involvement and economic development synergies and programming.

### **D. Innovative and Recommended Measures**

From your prior cruise vessel operations and / or the handling of Pier Manager service responsibilities include suggested innovative means of managing operations such as Pier Manager software, cruise scheduling, employee training, local purchase of goods and services, etc.

### **E. Boat Operator Financial Capacity and Capability**

- 1) Demonstrate that the boat operator is in good standing and in compliance with financial terms of prior agreements.
- 2) Identify if the boat operator is a subsidiary of, or affiliated with, any other corporations or firms.

- 3) Indicate whether the boat operator, its parent corporation or subsidiary has been adjudged bankrupt, indicted or convicted of any felony within the past ten years.
- 4) Provide a list of the boat operator's fleet and equipment.
- 5) Two bank references for the boat operator and /or financial equity partner.

**F. Pier Manager Financial Capacity and Capability**

- 1) Demonstrate that the Pier Manager is in good standing financially and with the relevant regulatory Agencies including USGC, food and beverage regulatory agencies, and in compliance with permit, license or prior contractual requirements, etc.
- 2) Identify if the Pier Manager is a subsidiary of, or affiliated with, any other corporations or firms.
- 3) Indicate whether the Pier Manager, its parent corporation or subsidiary has been adjudged bankrupt, indicted or convicted of any felony within the past ten years.
- 4) Provide a list of the Pier manager's familiarity with Pier Manager software or systems for bookings, budgeting, Pier maintenance, financial and program reporting. fleet and equipment.
- 5) Provide a list of marketing packages, outlets, travel organizations and electronic platforms for Pier and community marketing.
- 6) Two bank references for the Pier Manager's and /or financial equity partner

**13. Anticipated RFP Schedule:**

<b>Task</b>	<b>Date</b>
Requests for Proposals (RFP) issued	December 10, 2025
All questions due by email	December 19, 2025
Responses posted on City website	January 5, 2026
RFP responses due	January 22, 2026
Interviews conducted	Week of January 26, 2026
Recommendation to City Council	TBD
City of provide draft operations agreement	TBD
Execute operations/lease agreement	TBD

**14. Submittal Procedure**

All responses to this Request for Proposals are due by 5PM on Thursday, January 22, 2026. All responses should be submitted in pdf format by email with the subject line "RFP Fleischmann Pier"

to City Clerk, Cassandra Redd, City Clerk at [credd@cityofpeekskillny.gov](mailto:credd@cityofpeekskillny.gov) and Matthew Rudikoff, Economic Development Specialist, [mrudikoff@cityofpeekskillny.gov](mailto:mrudikoff@cityofpeekskillny.gov) copy: [peekskillrfp@gmail.com](mailto:peekskillrfp@gmail.com)

All questions regarding this RFP should be submitted by December 19, 2025, to Matthew Rudikoff at [mrudikoff@cityofpeekskillny.gov](mailto:mrudikoff@cityofpeekskillny.gov). All questions and answers will be posted on City of Peekskill website and shared with potential responders by January 5, 2026.

## **15. Appendices**

- A. Area Map
- B. Fleischmann Pier Docking Positions
- C. Depth Soundings Chart, Custom Marine, 2022
- D. Insurance Requirements
- E. RFP Response Matrix Template

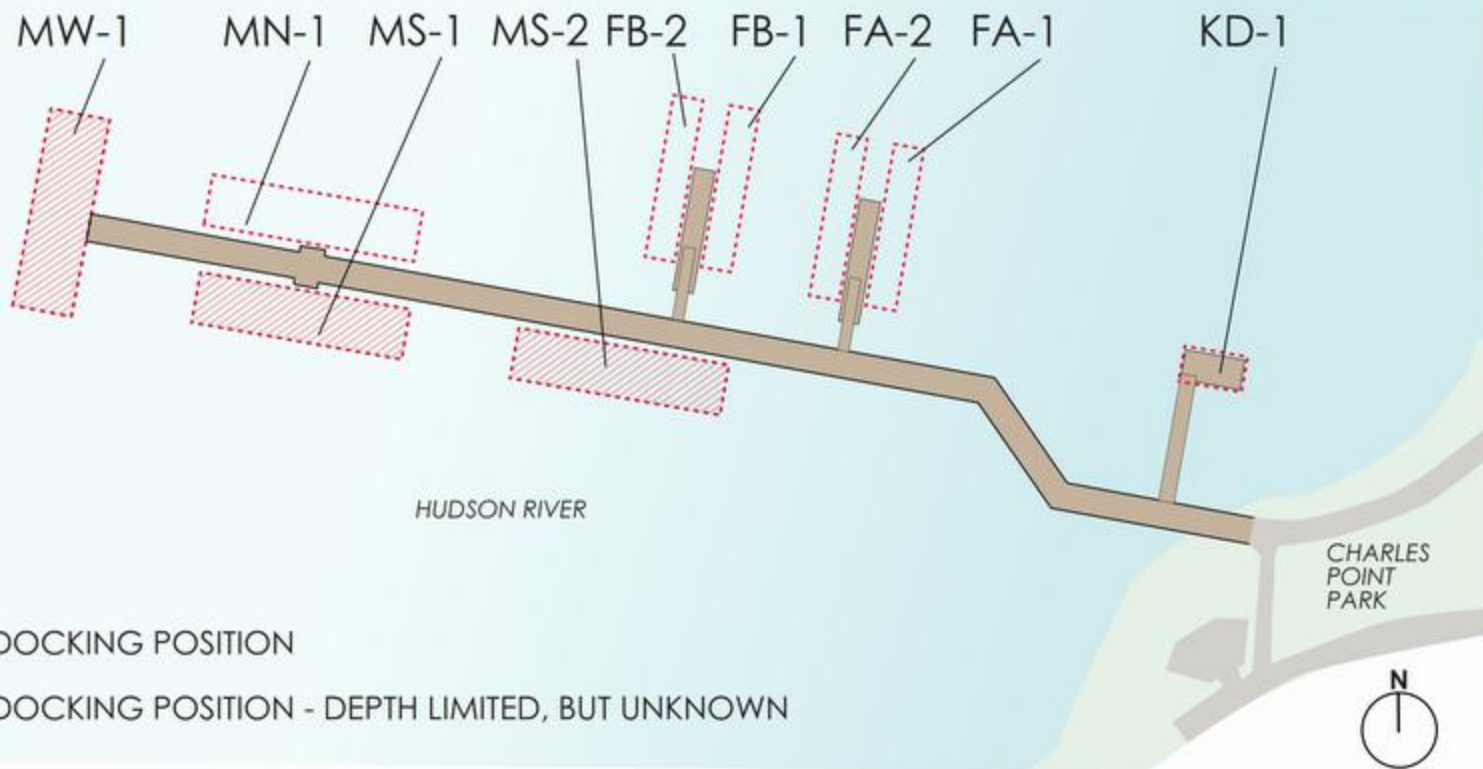
# EXHIBIT A

## AREA MAP

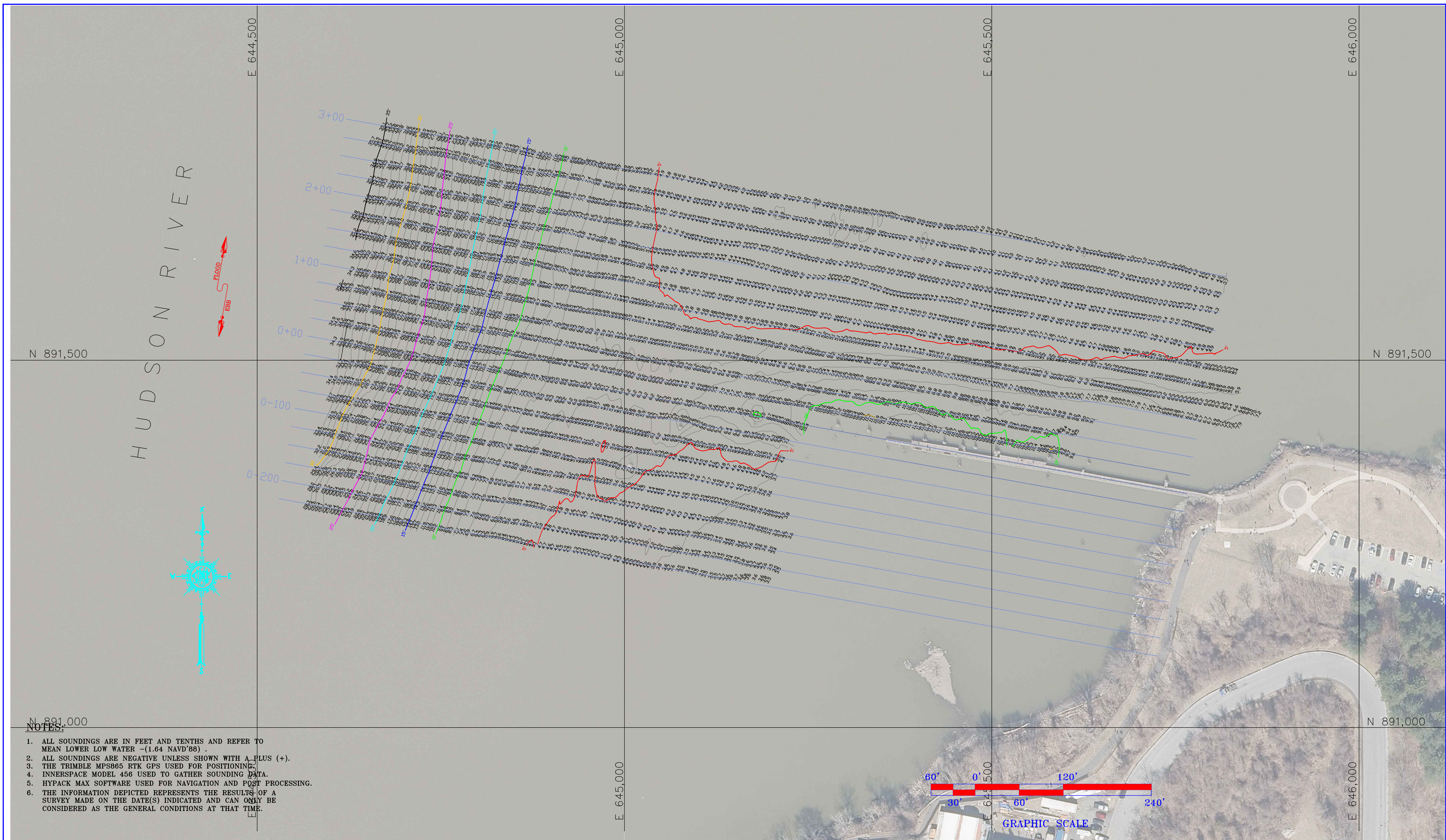


## EXHIBIT B

### FLEISCHMANN PIER DOCKING POSITIONS







NO.	DATE	DESCRIPTION	APR.
REVISION			

PROJECT:
FLEISHMANN PIER
RECON SOUNDINGS
25 X 5 GRID

DWN. BY	JLS
CHK. BY	MJG
APR. BY	AWB
SCALE:	1"=60'

FATHOMETRIC SURVEY PREPARED FOR:
CUSTOM MARINE
23 HICKORY HILL DRIVE
DOBBS FERRY, NY 10522

I hereby certify that all work was performed under my direct supervision and is a true representation of conditions existing on the dates of the survey.

*Alfred W. Benson III*

Alfred W. Benson III  
#50 NATIONALLY CERTIFIED INSHORE HYDROGRAPHER

**HYDROGRAPHIC SURVEYS**

237 DELSEA DRIVE SEWELL, NEW JERSEY 08080 PHONE: 856-589-8546 FAX: 856-589-4897  
JIM STEFFEN - Data Processing Manager NATIONALLY CERTIFIED HYDROGRAPHERS BILL BENSON - Field Operations Manager  
E-Mail: Hydrographic@comcast.net MICHELE J. GAMBONE - Office Manager TOLL FREE: 1-800-887-5881 FPN8546  
OVER 35 YEARS IN BUSINESS & OVER 2,000 PROJECTS

HYPACK TAG:	DATE
ANALOG # 09.09.22	SEPT. 7, 2022
SHEET: 1 OF 1	LINE FILE
DRAWING NO.	FLEISHMANNPIER.LNW
22-CUST-22/044-10164-7068	



## EXHIBIT D

### INSURANCE REQUIREMENTS

- 1) Commercial General Liability (CGL) coverage with limits of Insurance of not less than \$1,000,000.00 each occurrence and \$5,000,000.00 annual aggregate or umbrellas policy and including a waiver of subrogation.
- 2) Automobile Liability
  - a) Business Auto Liability with limits of at least \$1,000,000.00 each accident.
  - b) Business Auto coverage must include coverage for liability arising out of all owned, leased, hired and non-owned automobiles.
  - c) City of Peekskill and their agents, officers, directors and employees shall be included as an additional insured on the auto policy.
  - d) Also needs to include waiver of subrogation.
- 3) Workers' Compensation and Employers' Liability and N.Y.S. Disability Statutory Workers' Compensation, Employers' Liability and N.Y.S. Disability Benefits Insurance for all employees. Worker's compensation must include a waiver of subrogation.
- 4) **Umbrella Liability Insurance Minimum: \$1,000,000.00 per each occurrence and \$5,000,000.00 in aggregate.**

**Note: ACORD form is not acceptable proof of workers compensation coverage; must provide C-105.2**

- 5) You acknowledge that failure to obtain such insurance on behalf of the City of Peekskill constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to the City of Peekskill. You agree to provide the City of Peekskill with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work. The failure of the City of Peekskill to object to the contents of the certificate or absence of same shall not be deemed a waiver of any and all rights held by the City of Peekskill.

**Note:** The City of Peekskill and their agents, officers, directors and employees must be listed as additional insured with the exception of the Professional Liability, Workers Compensation and Disability policies and list the specific project. The coverage must be underwritten by an Insurance Company with at least 'A 7' Best rating as defined by A.M. Best. Coverage for the additional insured shall apply as Primary and Non-Contributing Insurance before any other insurance or self-insurance, include any deductible, maintained by, or provided to, the additional insureds.

## **APPENDIX E**

### **RFP RESPONSE MATRIX TEMPLATE**

**Fleischmann Pier RFP responders should follow this template which cites RFP Sections and questions which must be addressed in their entirety and for which explanations and supportive information must be submitted, documented and expanded upon.**

- 1. Have you been operating boats or managing piers on the Hudson River and / or are you familiar with this Hudson River reach?**
- 2. Is your RFP response for:**
  - ☐ **Boat Operator only.**
  - ☐ **Pier Manager only.**
  - ☐ **Both Boat Operator and Pier Manager?**
- 3. What Pier docking position do you prefer (See Appendix B.)**
- 4. Section 3 - How will the services of your Company specifically help accomplish the City of Peekskill Goals explained in Section 3 of the RFP for:**  
**(Boat Operator only.) Are you: ☐ Utilizing only your Boat or ☐ Proposing multiple types of boating operations.**
  - ☐ **Pier Manager only.**
  - ☐ **Both Boat Operator and Pier Manager.**
- 5. - Address RFP Section 4A questions about proposed boat operation, type of boat, passenger capacities, types of trips, schedule, length of season, letters of reference. Provide detail on marketing measures to be taken and projected numbers of passengers.**
  - Address RFP Section 4B questions about proposed Pier Manager Services operation, for Pier maintenance, record keeping, relationship with community residents, businesses and other boat operators, City Departments and Staff.**
  - Supply letters of recommendation or references**
  - Supply reports or news stories or e-posts reporting on your previous work.**
  - If you are proposing to be both an operator and Pier Manager – how will you relate to other operators in terms of them having an even-handed treatment of all Pier stakeholders and dealing with the public?**
- 6. Address Section 6 Review and Award criteria and respond appropriately.**
- 7. Review Do you have any special docking requirements, water depths, etc.**
- 8. When would you propose to have your cruising season in place for?**
- 9. Directly target your responses to the individual evaluation criteria to help the City in its review and to compare your proposal with the other responders.**
- 10. Describe the proposed fee, rental or service-based structure and provide an estimated amount of revenues that the City could receive.**
- 11. State that you will be able to be insured up to the requirements stated in Appendix D.**
- 12. Follow the outline for format and content of the items listed in RFP Sections 4. and 12 separately for proposing boat operators and for proposing pier managers.**

**(End of City of Peekskill RFP)**