

RESTORED HOMES
HOUSING DEVELOPMENT FUND CORPORATION

NYC PLUS ONE ADU PROGRAM

REQUEST FOR PROPOSALS:

***MANUFACTURED AND MODULAR
HOUSING PRODUCERS***

ISSUE DATE: May 29th, 2026

DUE DATE: June 26thth, 2026

**Questions should be submitted to
ccotter@neighborhoodrestore.org**



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Attachments

Attachment A: Insurance Requirements Example Sheet

GENERAL RFP INFORMATION

Restored Homes Housing Development Fund Corporation (“Restored Homes”, “RH”) is issuing this RFP to identify Manufactured and Modular/Prefabricated Housing producers who are interested in providing manufactured model, design-build and/or modular construction options for New York City’s Plus One Ancillary Dwelling Unit (“ADU”) Program (“Program”). RH is seeking proposals from current manufacturers, as well as start-up operations, that include model and/or materials specifications, unit pricing, and plans for site preparation, transport and delivery logistics.

A. PLUS ONE ANCILLARY DWELLING UNIT (ADU) PROGRAM

Restored Homes serves as the program administrator for the Plus One ADU Program in New York City. The Program assists low- and moderate-income single-family homeowners within New York City with the predevelopment, construction, and monitoring resources necessary to safely build or convert an ADU on their property. Financial assistance for the Program is being contributed in the form of grants through New York State Homes and Community Renewal ("HCR") and low interest or forgivable loans or grants through New York City Department of Housing Preservation and Development (“HPD”). Restored Homes will oversee projects from pre-development through to construction completion, and unit lease-up.

In November 2023, the NYC Plus One ADU Program launched in its pilot phase, inviting homeowners to express interest through an online intake survey. The survey closed in February 2024, and eligible homeowners from the initial respondent pool were invited to apply for the pilot program. On December 5, 2024, the New York City Council adopted City of Yes for Housing Opportunity, a major amendment to the city’s zoning text regulations, extending new opportunities for housing development in New York City and formally defining ADUs in the zoning code for the first time. As a result of these changes, the Program conducted a secondary review of the properties from the initial respondent pool, which enabled some properties that were previously considered ineligible under the City’s zoning resolution to be deemed eligible to apply for the Program due to newly added flexibility in the zoning code. The homeowner intake survey was reopened in March 2026 allowing a new round of homeowners to be considered for the Program.

B. ABOUT RESTORED HOMES

Restored Homes is a non-profit organization which specializes in the rehabilitation of 1- to 4- family homes throughout New York City. Since 2005, Restored Homes has administered several homeownership programs in collaboration with New York City Department of

Housing Preservation and Development (“HPD”), the US Department of Housing and Urban Development (“HUD”), the New York State Housing and Community Renewal (“HCR”) and the New York City Housing Authority (“NYCHA”). As a program administrator, Restored Homes is responsible for construction-related predevelopment activities, the coordination and oversight of all scoping, the development of any required plan reviews and DOB filing, and monitoring of work completed through these Programs. Given its extensive experience with the rehabilitation of 1- to 4- family homes, Restored Homes has also provided technical assistance and construction management and monitoring services to other organizations.

C. PROGRAM PROPERTY REQUIREMENTS

Property eligibility for the Program is limited to detached or semi-attached one and two family existing homes that can legally convert or construct ADU as-of-right under the City’s zoning code. ADUs may be converted from existing space within the home, such as an attic or basement, or on the property, such as a detached garage/shed. Newly constructed, detached or attached structures may also be considered for properties with adequate space, as defined by the zoning and building code, to add them. Under the Program’s specifications, ADUs require a minimum of 300 square feet, and can be as large as 800 square feet per the City’s zoning and building code. All ADUs must either have a separate entrance from the exterior or a public corridor within the primary dwelling. They must also have a separate kitchen and bathroom, as well as separate access to controls for HVAC, electrical and gas services, and sprinkler system for fire prevention.

D. RELEVANT ADU TYPOLOGIES

Submissions should prioritize the following ADU typologies:

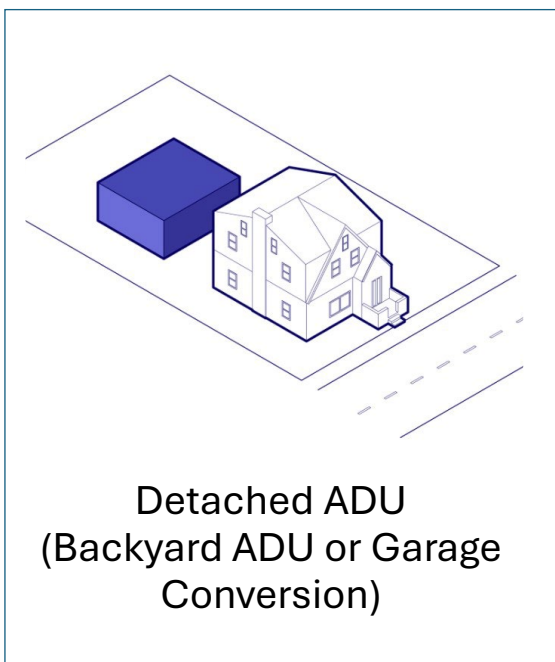
Detached ADUs, which can refer to the following:

- Backyard ADUs, as defined under ZR 12-10 of NYC’s Zoning Resolution. Backyard ADUs must be built at least five feet away from side and rear lot lines and cannot be designed and constructed in a way that covers more than 30% of the rear yard, the section of the lot extending 20 feet from the rear lot line. Backyard ADUs must also maintain a minimum 10 ft separation from the existing primary structure and may not exceed 25 feet in height.
- Garage conversions, as permitted under ZR 54-41 for Permitted Reconstruction and ZR 54-53 for Residential Retrofits, allow the reconstruction of an existing garage as an ADU within the same footprint of the original structure as long as no more than 20% of the existing rear yard is encroached upon by the new structure. Residential

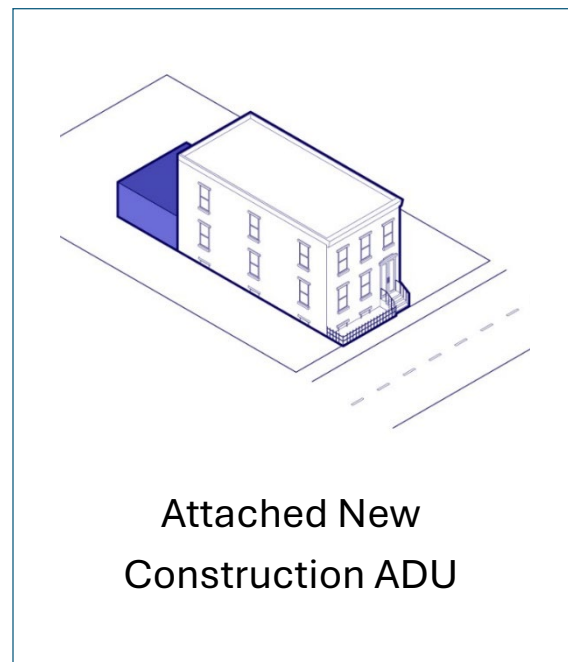
retrofits permit the creation of new non-compliances as long as 75% or more of floor space is allocated to residential uses or increase the degree of existing non-compliances within certain limitations. Together, these zoning amendments allow for the construction of new detached ADUs on lots with existing garages.

Attached New Construction ADUs refer to newly constructed extensions of the primary structure separated by a fire wall. Attached ADUs must comply with the same requirements as Backyard ADUs, with the exception of the minimum building separation requirement.

All ADUs must fully comply with Appendix U of the NYC's Building Code.



Detached ADU
(Backyard ADU or Garage
Conversion)



Attached New
Construction ADU

E. SITE DETAILS AND LOCATIONS

New York City estimates that there are as many as 25,000 one and two-family properties that could legally add an ADU City-wide. A portion of these may be created through the NYC Plus One ADU program. The following data provides a snapshot of the current NYC Plus One ADU pipeline to give respondents to this RFP a better sense of the opportunities and constraints for implementation. This information is likely to change over time as the program receives more submissions of interest from the public during open rounds of intake.

Of the properties deemed eligible to apply for the Program:

- Nearly a quarter are potentially eligible for a backyard ADU, while half may be eligible for a detached garage conversion.
- Nearly 70% of properties were identified as potentially eligible for an attached new construction ADU.
- Many properties are eligible for two or more typologies, though only one ADU is permitted to be built per lot according to the City's zoning code.
- As stated above, the Program has re-opened for intake as of March 2026 and more properties will be evaluated for eligibility on an ongoing basis until June 2026. Over 50% of sites are located in the borough of Queens, while nearly 25% are located on Staten Island. The remaining eligible properties are evenly split between the Bronx and Brooklyn.
- Average lot sizes are approximately 40 feet wide by 100 feet in depth. The average total lot size is approximately 4,000 sq ft, and average total buildable area within the backyards, as dictated by zoning and building codes, is 615 square feet. Nearly 85% or eligible lots are interior, while 15% are corner lots. Rear yard egress (this is the width of direct access from the street to the rear yard), ranges between 5 to 20 feet, with an average width of 10 feet¹. The City's zoning and building code requires that ADUs with an entrance behind the main structure have a rear yard egress of at least 5 feet. Please note, due to NYC neighborhood densities, it is also likely that most ADU projects will require access agreements with neighbors of the project lot.
- 8.4% of sites sit on streets between 0-25 ft wide, and 93.5% of sites sit on streets between 26-40 ft wide. 1.2% of sites are located on a truck route.

Transportation Map

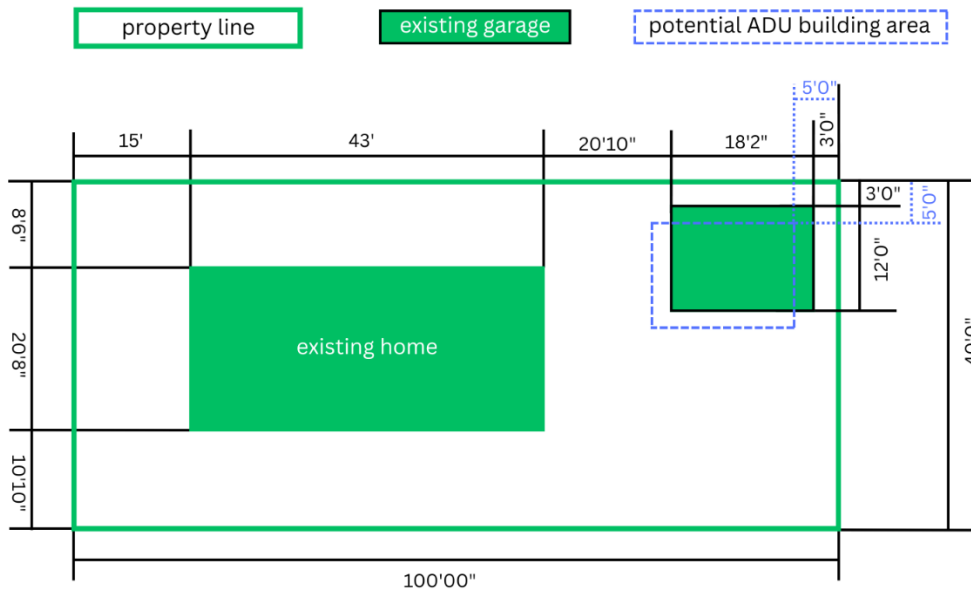
To aid in development of proposals for transportation and delivery, the following map link is being provided: <https://arcg.is/1DrPX93>. The map displays 1-and-2 family properties city-wide that are potentially eligible for the Plus One ADU program, aggregated by NYC zoning districts. The NYC Truck Route Network, a set of roads that commercial vehicles must use in NYC as defined by NYC Department of Transportation, is also included along with street widths and types, according to NYC Department of City Planning's LION dataset.

¹ Please note, the majority of referred properties have only one egress pathway to the rear yard. For those with two rear yard egress pathways, the larger of the two widths was used to calculate the average egress width provided above.

Typical Site Conditions

Below are simple diagrams of typical property conditions on eligible properties within NYC.

Example 1-Property Eligible for Detached Conversion



Example 2-Property Eligible for Backyard ADU



HOW TO SUBMIT A PROPOSAL

A) **SUBMISSION COMPONENTS:**

EACH PROPOSAL MUST CONTAIN THE FOLLOWING FORMS AND SUPPORTING DOCUMENTATION AS STATED BELOW.

Submission of an incomplete proposal may be grounds for RFP disqualification.

Part 1– Proposer Questionnaire

The Questionnaire provides Proposers with the opportunity to explain their organization's structure and capacity, as well as describe the team's experience. The Questionnaire must be signed by a principal or an authorized representative of the Proposer.

Part 2 – Model Portfolio

Each Proposer must provide a model portfolio inclusive of the details listed on page 14.

Part 3 – Model and Transportation Budget and Narratives

Each Proposer must submit a complete Part 3-This form is included as a separate Microsoft Excel sheet with this RFP.

Part 4-Assets Statement

Each proposer must complete the provided Assets Statement.

Additional Required Documentation

- PDF Copies of all necessary licenses, certifications, approvals, and other credentials necessary to perform the work detailed in the proposal, OR written affirmation that the Proposer, and its subcontractors (if any), will have the required documentation prior to commencement of work under the contract(s) resulting from this RFP process.
 - Resume(s)/CV(s) for all key staff listed on Part 1 Questionnaire, question #5.
 - Company brochure and/or website link
-

B) **SUBMISSION DELIVERY**

Submissions shall be delivered in digital format to the following email address:

- ccotter@neighborhoodrestore.org

The Submission Due Date is June 26th, 2026. Submissions will be promptly reviewed by Restored Homes. Interviews, site visits and/or additional information may be requested.

C) EVALUATION CRITERIA

MINIMUM THRESHOLD CRITERIA

Proposers must meet the threshold requirements outlined below to be considered. Failure to meet these threshold requirements will disqualify the Proposers from consideration.

The proposal must include all required information and must be deemed complete by Restored Homes. Upon review, Restored Homes, at their discretion, may notify Proposer that additional information or clarification is necessary. Failure to meet any of the requirements may result in the rejection of the proposal. Restored Homes will review the responses to the RFP and identify eligible proposers.

A Proposer may be rejected at any time during the evaluation process if adverse findings are made about the Proposer or any of its principals or related entities, including, but not limited to:

- Past or pending government or private mortgage foreclosure proceedings or arrears with respect to any property owned or managed by the Proposer.
- Past or pending governmental tax or lien foreclosure, or substantial tax arrears.
- Findings of tenant harassment or a pending case of harassment
- Arson, fraud, bribery, or grand larceny conviction or a pending case
- Past or pending default on any obligation to, unsatisfied judgment or lien held by, or contract with, any governmental agency
- Past or pending suspension, debarment, or finding of non-responsibility by any government agency
- A past or pending voluntary or involuntary bankruptcy proceeding
- A negative history with any other government agency
- A negative history with Restored Homes or the Center
- Litigation/Indictments

COMPETITIVE CRITERIA

For all Proposers that pass all minimum threshold criteria, the following competitive criteria, listed below, will be considered.

Core Criteria:

- **Model(s) Design:** RH will consider the overall design(s) of the model(s) including number of bedrooms, square footage and dimensions, finishes, construction type and design standard(s). No one size, build-type, or design standard is preferred; instead, the program seeks to create a robust and diversified list of model options to meet the various site conditions encountered throughout NYC.
- **Model(s) Cost Estimate:** RH will assess and compare estimated model costs.

- **Transportation and Delivery Costs and Logistics:** RH will assess total estimated transportation and delivery costs as well as the details and overall feasibility of the transportation and delivery proposal.
- **Development Experience:** Restored Homes will consider total years the organization has been in business, total years of experience of key staff, and number of relevant projects completed.
- **Financial Capacity:** This includes financial stability of the organization and the quality of its financial management as represented by Attachment A.
- **Current Capacity:** The Proposer's capacity in relation to its staffing and facility output.
- **Organizational Capability:** The Proposer should demonstrate that it possesses sufficient capacity to undertake the proposal, including effective staffing and overall organization. This includes the experience, qualifications and stability of staff who would be involved in the project.

Additional (Non-Required) Criteria:

- New York State and New York City Certified MWBE firms, and/or demonstrated commitment to working with Minority and Woman Owned Businesses (MWBE).
- Experience in providing services for housing for low- and moderate-income households.
- Demonstrated ability to work successfully with government and not-for-profit organizations.
- Green, energy-efficient building standards and practices.

D) Selection and Notification

Selected Proposers will be notified via email. Proposers who are not selected will be notified of RH's decisions via email.

E) Questions

Questions can be directed via email to Colin Cotter, Program Director at ccotter@neighborhoodrestore.org, or by phone 212-584-8981 ext 26.

F) INSURANCE REQUIREMENTS

Program insurance requirements for General Contractors and Architects are provided in Attachment A for Proposer's reference. Insurance requirements for Proposers will depend upon organizational structure and means of Program participation. Additional insurance

requirements will also be required depending upon site preparation and transport and delivery methods.

G) TERMS AND CONDITIONS

This RFP is subject to the specific conditions, terms and limitations stated below:

The proposed work shall conform to the provisions of the Zoning Resolution (and all waivers) and all other applicable laws, rules, regulations and ordinances of all Federal, State, and City authorities having jurisdiction, as the same may be amended from time to time,

Restored Homes is not obligated to pay nor shall in fact pay any costs or losses incurred by any Proposer at any time including the cost of responding to the RFP.

Restored Homes reserves the right to reject, at any time, any or all proposals and/or to withdraw this RFP in whole or in part, to negotiate with one or more Proposers. Restored Homes likewise reserves the right, at any time, to waive compliance with, or change any of the terms and conditions of this RFP, and to entertain modifications and additions to the selected proposals.

H) CONFLICTS OF INTEREST

Current and former employees of the City of New York may respond to this Request only in accordance with Chapter 68 of the New York City Charter governing ethics and conflicts of interest affecting City personnel. Section 2604© (7) of the City Charter contains specific prohibitions that exclude enumerated groups of employees from applying.

Persons in the employ of the City considering a submission are advised that opinions regarding propriety of their participation may be requested from the New York City Conflicts of Interest Board. This body is empowered, under Section 2602 of the City Charter, to issue advisory opinion on conflict of interest questions and other matters of ethical considerations. It is not necessary, however, that such an opinion be obtained prior to responding to this Request.

Former employees of the City of New York are also advised that the City Charter imposes certain restrictions on post-employment and business relationships with the City. Such individuals are advised to consult the specific provisions on this issue contained in the City Chart.

PART 1 – PROPOSER QUESTIONNAIRE

ALL PROPOSERS MUST COMPLETE THIS QUESTIONNAIRE IN ORDER FOR THEIR SUBMISSION TO BE CONSIDERED.

If the proposer is a joint venture, a separate Questionnaire shall be provided for each entity that comprises the joint venture, as identified in Section 2 below.

If additional space is needed, please submit separate sheet(s), identifying the question(s) being answered on each sheet.

Full Company/Business Name:

Full Name of Principal(s) _____

Business Address:

Name of Contact Person:

Contact Person Telephone Number:

(if applicable) Fax Number: _____

Contact Person Email Address:

ORGANIZATIONAL CAPACITY/STRUCTURE

1. Is the Proposer a Joint Venture? YES____ NO____
2. Type of Organization: Sole proprietorship [] Partnership []
Corporation [] Not-For Profit []
3. State number of years business has been in operation:_____
4. State total number of employees:_____
5. State the name and titles of key staff and describe their general duties in relation to the proposal: (Please provide additional relevant information on these personnel, including resumes/CVs)

6. Please identify any Certified Installers and/or any partner organizations who will be involved in manufacture and/or delivery and installation of the units.

7. Has your organization ever completed government and non-profit work:

YES____ **NO**____

(If Yes, provide additional details below)

8. Has your organization ever completed filings/plan submissions with the NYC Department of Buildings (DOB)?

YES____ **NO**____

(If yes, additional details below)

9. Facility Details: If applicable, please provide information about your production facility (including location, current production capacity, etc.). Continue your response on additional pages, or attach your response to your submission.

Type of Specialized Construction:

[] Manufactured Home

[] Modular/Prefabricated

[] Other. Please include any relevant details:_____

Has business or principal, or any organization in which the principal is or was a general partner, or corporate officer, or owned more than 10% of the shares of the corporation been the subject of any of the following:

| | | YES | NO |
|-----|--|-----|----|
| 1. | Past or pending government or private mortgage foreclosure proceeding or arrears; | | |
| 2. | Past or pending government tax or lien foreclosure, or substantial tax arrears; | | |
| 3. | Findings of tenant harassment or a pending case of harassment; | | |
| 4. | Arson, fraud, bribery or grand larceny conviction or a pending case; | | |
| 5. | Past or pending default on any obligation to, unsatisfied judgment or lien held by, or contract with, any governmental agency; | | |
| 6. | Past or pending suspension, debarment, or finding of non-responsibility by any government agency; | | |
| 7. | A past or pending voluntary or involuntary bankruptcy proceeding; | | |
| 8. | A negative history with any other government agency; | | |
| 9. | A negative history with Restored Homes | | |
| 10. | Litigation/Indictments | | |

If yes, please state the following information:

1. Name of principals:_____

2. Name of organization/corporation and if an officer, state title:

3. Date of action:

4. Current status of action:_____

5. Explanation of Circumstances:

_____ -

CERTIFICATION

[This certification must be signed by one of the principals listed above or an authorized representative; if the proposer is a joint venture, an Individual representing each Principal of the joint venture must sign.]

I certify that the information set forth in this proposal and all attachments and supporting documentation is true and correct.

Signature of Individual: _____

Print Name and Title of Individual: _____

Signature of Individual: _____

Print Name and Title of Individual: _____

PART 2: INSTRUCTIONS FOR ADU MODEL

PORTFOLIO

Provide a portfolio of proposed ADU models. Submissions must include at least one model, and up to a maximum of four per Proposer. Model portfolios should also include the following:

- Construction Type: Manufactured Home, Prefabricated/Modular, Other (Describe).
- Design and/or code standards of each model (i.e. HUD Manufactured Home Construction and Safety Standards, NYS Residential Code, NYC Building Code, NYC Zoning Resolution, New York City Fire Code, New York City Energy Conservation Code (NYCECC) and/or any other relevant standards)
- Renderings of each model. Please provide photographs of completed models, if available. Consider NYC zoning requirements and space limitations in your architectural renderings.
- Design Layout and Sections, including dimensions, including any necessary site preparation work such as foundation pours
- Alternative layouts/configurations, if applicable
- Complete Schedule of Building Materials and materials sourcing
- Complete Schedule of Interior and Exterior Finishes
- Manufacturing Timeline (Total estimated time from initial order to delivery-ready model)
- Total Model Purchase Price with list of all items included.

PART 3: INSTRUCTIONS FOR MODEL AND TRANSPORTATION BUDGET AND NARRATIVES

Proposers must complete the provided Attachment C form for all models included in the portfolio. Attachment C submissions must include the following:

- Estimated costs for each model, as well as costs for site preparation, utilities connections, and transportation and delivery.

Model Narrative to explain projected costs shown in budget table and to describe and document experience that informs the budget. While it is anticipated that actual costs may vary, RH is requesting a close estimate for cost to build and install a completed ADU. Note: Proposals may indicate that site preparation and/or utilities connections will be provided through an affiliate of the manufacturer, or provided via a local contractor.

- Transportation and Delivery Narrative: Provide details on current and/or proposed plans for transportation and delivery of each model to a project site within NYC. Be sure to include details on necessary permitting and/or municipal agency coordination for deliveries as needed, or ADU storage needs, as well as any details related to planned travel over NYC bridges and parkways. Lastly, be sure to address how the ADU will be delivered to the site in consideration of small lot constraints or nearby properties as well as above-ground electrical lines.

Please consider route and operational restrictions such as over-dimensional limits, daytime window, curfews for oversize transportation or after-hour variance permits, coordination with NYPD, DOT and Con Edison, route surveys and turn radii, and any special permits, including the costs of using special logistical planning such as the use of a rigging team. Please be sure to identify any/all certified installers who will be involved in transport and delivery.

PART 4: ASSETS STATEMENT

Assets Statement must be dated and signed. Assets Statement must describe financial status within the last twelve months

Financial Statement is submitted for (check one):

INDIVIDUAL ☐
 CORPORATION ☐
 LIMITED PARTNERSHIP ☐
 NOT-FOR-PROFIT ☐
 OTHER (Specify): _____ ☐

| SECTION 1 - PERSONAL INFORMATION | |
|---|-------------------|
| Name: | |
| Business Name: | |
| Business Phone/Fax: | |
| Marital Status: | |
| Residence Address: | |
| City, State, Zip Code: | |
| Business Address: | |
| City, State, Zip Code: | |
| Position (Title): | |
| Years of Service: | Bonus/Commission: |
| Other Income: | Source: |
| Gross Life Insurance: | |
| Beneficiaries: | |
| Are you a defendant in any lawsuits or legal action? If so, describe below: | |
| | |
| | |
| | |
| Have you ever declared bankruptcy? If so, describe below: | |
| | |
| | |
| | |
| Do you have any contingent liabilities? If so, describe below: | |
| | |
| | |
| | |
| | |

| SECTION 2 - STATEMENT OF FINANCIAL CONDITION AS OF: | | | |
|--|-------------------------|---|-------------------------|
| ASSETS | DOLLARS (Omit Cents) | LIABILITIES | DOLLARS (Omit Cents) |
| Cash on Hand and in Banks | | Notes Payable to Banks - Secured | |
| | | Notes payable to Banks - Unsecured | |
| Notes Receivable | | Notes Payable to Others - Secured | |
| Real Estate (See Schedule A) | | | |
| Mortgages Owned indicate primary residence (list separately and check those pledged as collateral) | | Notes Payable to Others - Unsecured | |
| | | Debt Balances in Margin Accounts with Brokers | |
| | | | |
| | | | |
| Marketable Securities (list separately and check those pledged as collateral) | | Loans Against Life Insurances | |
| | | Mortgages on Real Estate (See Schedule A) | |
| | | Other Liabilities (Itemize) | |
| | | | |
| Cash-Value Life Insurance | | | |
| Other Assets *(Itemize) | | | |
| | | | |
| | | | |
| | | Total Liabilities | |
| | | | |
| | | Net Worth | |
| | | | |
| TOTAL | | Total Liabilities & Net Worth | |

* ANY INTEREST IN A CLOSELY HELD BUSINESS MUST BE DOCUMENTED BY PROVIDING A CURRENT BALANCE SHEET FOR THAT BUSINESS AND STATING THE PERCENT INTEREST THAT THE APPLICANT HOLDS.

Attachment A

NYC Plus One ADU General Contractor and Architect insurance requirements are provided below for proposer's information. Relevant insurance will be required prior to execution of a contract agreement with Restored Homes.

GENERAL CONTRACTOR INSURANCE REQUIREMENTS

General Contractor will maintains for the duration of each project, such coverage as is customary in New York City, which generally will include the following:

Builders Risk

All Risk/Special Form Perils

Valuation: Replacement Cost, including existing structures (without sublimits)

Completed Value with building limit not less than the full replacement cost.

Soft Costs Endorsement for actual loss sustained with no monthly limitation

Deductible not more than \$10,000

Owner and tenants as named insured

"The City of New York, its officials and employees, and their successors and/or assigns", "the State of New York, and the Housing Trust Fund Corporation, and any of their agents and employees" and "Restored Homes Housing Development Fund Corporation". as mortgagee, lender's loss payable and loss payee, as applicable.

Policy issued for the term of the project or not less than one year Premium fully prepaid for a period of not less than three months

Commercial General Liability Insurance: Coverage shall be on "Occurrence" current ISO Form or an equivalent and shall include such coverage as is customary in New York City, which generally will include the following

Monetary limits not less than:

\$2,000,000 annual aggregate

\$2,000,000 products/completed operations aggregate including extended completed operations not less than 36 months.

\$1,000,000 per occurrence covering bodily injury & property damage

\$50,000 for fire damage liability

Owner(s) of and all tenants in each property in Program as additional insured

"The City of New York, including its officials and employees and their successors and/or

assigns”, “the State of New York, and the Housing Trust Fund Corporation, and any of their agents and employees” and “Restored Homes Housing Development Fund Corporation” as additional insureds.

Policy issued for an unexpired term of not less than one year Premium fully prepaid for a period of not less than one year. The Commercial General Liability insurance will generally include the following.

- no action-over exclusions. (NY Labor Law/Scaffold Law) 200, 240 and 241,
- no work at height limitations or exclusions,
- no exterior work exclusions
- Contractual liability coverage as found in the most recent ISO Commercial General Liability form CG0001, or its equivalent,
- Commercial General Liability insurance shall not contain any work/classification limitations or exclusions for the work performed under this agreement
- Additional insured endorsements CG2010, CG2026, CG2037, CG2038 or their equivalents. The additional insureds shall be specifically listed on endorsements CG2010 and CG2037. Blanket additional insured endorsements shall not be acceptable
- Additional Insured Status shall be on a primary and non-contributory basis for ongoing and completed operations.
- Not exclude “X” “C” “U” Explosion. Collapse, & Underground hazards.

Umbrella Liability coverage

Minimum of \$5,000,000. Owner, tenants, “The City of New York, its officials and employees, and their successors and/or assigns”, “the State of New York, and the Housing Trust Fund Corporation, and any of their agents and employees” and “Restored Homes Housing Development Fund Corporation” as additional insured on a primary, non-contributory basis for ongoing and completed operations. Including a waiver of subrogation in favor of all additional insureds

Workers’ Compensation Insurance

Statutory Workers' Compensation Coverage and Employer's Liability (Coverage must apply to operations conducted in the State of New York, under the New York Workers' Compensation Laws)

Comprehensive Business Automobile Liability Insurance

Covering owned and non-owned vehicles used in connection with the Work with limits as may be designated by NYC Department of Housing Preservation and Development from time to time but in any event with limits of not less than \$1,000,000 combined single limit per occurrence with respect to personal and bodily injury, death and property damage. Coverage must be at least as broad as ISO Form CA0001 (10/01 ed.). “Restored Homes Housing Development Fund Corporation “The City of New York, its officials and employees and its successors and/or assigns”, “the State of New York, and the Housing Trust Fund Corporation, and any of their agents and employees” as Additional Insureds.

Environmental Pollution Liability (applicable to any contractor, sub-contractor of any tier involved in environmental services)

\$1,000,000 limit to new construction projects or demolition naming “The Restored Homes Housing Development Fund Corporation “The City of New York, its officials and employees, and their successors and/or assigns ” and “the State of New York, and the Housing Trust Fund Corporation, and any of their agents and employees” as Additional Insureds with Primary Non-Contributory language. Coverage should include but not be limited to pre-existing and new conditions; lead, asbestos and mold.

ARCHITECT INSURANCE REQUIREMENTS

The Architect shall furnish to RH prior to commencement of the Work, duplicate policies of insurance, together with evidence of payment thereof issued by reputable insurance companies (the "Company") authorized and licensed to do business in the State of New York by the New York State Department of Insurance and satisfactory to RH and having a Best Key Rating of "A" or better (or equivalent rating if Best discontinues its present system) in the customary form and content providing, the coverage set forth below.

Workers Compensation & Disability Insurance & 1 Employers Liability: in accordance with statutory requirements in the State of New York in order to meet obligations towards employees in the event of injuries or death in the course of employment. Employee Liability limits shall be in an amount not less than statutorily required limits for each accident.

Commercial General Liability Insurance: Coverage shall be on "Occurrence" current ISO Form or an equivalent and shall include such coverage as is customary in New York City, which generally will include the following Monetary limits not less than:

- \$2,000,000 general aggregate
- \$2,000,000 products/completed operations aggregate including extended completed operations not less than 36 months
- \$1,000,000 per occurrence covering Bodily Injury & Property Damage
\$50,000 for fire damage liability
- Owner(s) as an additional insured (Additional insured coverage provided on a blanket basis)
- “The City of New York, including its officials and employees and their successors and/or assigns”, “The State of New York, and the Housing Trust Fund Corporation, and any of their agents and employees” and “Restored Homes Housing Development Fund Corporation” as additional insureds (Additional insured coverage provided on a blanket basis).

- Policy issued for an unexpired term of not less than one year
- Premium fully prepaid for a period of not less than one year

In addition, the Commercial General Liability insurance provided by the Architect, shall:

- Not exclude “X” “C” “U” Explosion, Collapse, & Underground hazards.
- Each owner of, and all tenants in, each property in the Program shall be additional insureds on design professionals’ Commercial General Liability policy (Additional insured coverage provided on a blanket basis) Other than standard exclusions applicable to pollution, asbestos, mold, employment practices, ERISA and professional liability, there shall be no limitations or exclusions beyond those contained in the standard policy forms which apply to property damage, products and completed operations, contractual liability or construction defects.

Professional Liability/Errors and Omission Insurance: Such policy shall cover wrongful acts made by or on behalf of the design professional. Minimum Limit per occurrence is \$1,000,000 and minimum in Aggregate is \$1,000,000. If available from Architect's professional liability insurer and approved by the underwriter without material additional premium, Architect shall name RH as an additional insured on its professional liability policy

ADDITIONAL PROVISIONS

All insurance policies of the Architect shall include the following provisions:

1. Primary Coverage - The Architect’s required general liability insurance coverage shall be primary insurance, and any insurance or self-insurance maintained by The City of New York, including its officials and employees and their successors and/or assigns, The State of New York, and the Housing Trust Fund Corporation, and any of their agents and employees, Restored Homes Housing Development Fund Corporation and each owner of, and all tenants in, each property in the Program shall be excess of and non-contributory with the Architects’s Professional Liability Insurance.
2. The presence of the Architect retained by RH on the site of the work performed under this Agreement with the Insured shall not invalidate the policy of insurance.
3. Severability of Interest - Except with respect to the limits of insurance, the required insurance shall apply separately to each insured or additional

insured.

4. Waiver of Subrogation - the general liability and excess and/or umbrella and automobile insurance policies shall contain waivers of subrogation in favor of all Additional Insured and Defense provided in addition to policy limits for indemnities of the named insured.
5. Cancellation Endorsement – No modification or termination without 30 days prior written notice (10 days in the case of termination for nonpayment of premium) to "The City of New York, c/o Department of Housing Preservation and Development, 100 Gold Street, New York, NY 10038, Attention: Assistant Commissioner, Homeownership Opportunities & Preservation" and to "Restored Homes Housing Development Fund Corporation, 150 Broadway, Suite 2101, New York, NY 10038, Attention: Salvatore D'Avola, Executive Director, Email: sdavola@neighborhoodrestore.org"
6. The Architect shall maintain professional liability insurance covering claims arising from this Agreement for a period of not less than six (6) years following the Expiration Date.