

**REQUEST FOR EXPRESSIONS OF INTEREST:
LATERAL WATER SERVICE LINE REPLACEMENT AND FINANCING OPTIONS
TO NEW YORK CITY PROPERTY OWNERS**

The bidder Q&A document and RFEI materials appear on the following pages of this PDF packet.

The conference information to access the bidder call at 2:00pm Eastern Time on February 3, 2025 is:

If you have trouble using the link, please use one of the following two options:

1. Call in by audio conference using the telephone conference number.
2. Open Microsoft Teams application, click on the Calendar page, and then click on the “# Join with an ID” button. Then, use the access code as the telephone conference number shown below, 691 904 678 # , to join the call.

Microsoft Teams conference link:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MjNiMTI2NjItZDFlZS00OWFiLWJjOTItYTkyZTRhMmVmZTI5%40thread.v2/0?context=%7b%22Tid%22%3a%22f470a35f-0853-4633-aae3-ce4e8b5085a3%22%2c%22Oid%22%3a%22fa46ec46-a062-4337-8f72-25c3821c177c%22%7d

Telephone conference access:

Phone number: 347-921-5612 // access code: 691 904 678 #

Answers in response to questions from prospective vendors

Re: NYC Water Board Request for Expressions of Interest to Provide Lateral Water Service Line Replacement and Financing Options to New York City Property Owners

Document as of February 3, 2025

1. Would proposers be permitted to securitize some or all of the loans?

The capital provider is free to propose the financial structure they consider most suitable. If the lender determines that structure might involve not holding the loans until maturity, they are free to include a sale or securitization of the loans with their proposal.

2. Will our approach require additional legislation or would a process that requires legislation be acceptable?

Proposals that are not contingent on obtaining a legislative outcome would face one less hurdle compared to proposals that may require legislation. Proposers are free to propose an approach that would require a legislative change.

3. How will you identify lines that are lead containing and need to be replaced?

The City maintains a database of records that reflect the information about the age and material content of the water lateral lines.

4. How will you evaluate the EOI's to move forward?

A committee of representatives from the Board and DEP will jointly assess the responses in light of the required objectives.

5. What does the remainder of the process look like?

Following the information conference on February 3, expressions of interest are requested by February 24. DEP and the Board will evaluate the responses, and design an RFP and procurement timeline based on the responses.

6. When will the contract be available for review and comment?

A form of the agreement is expected to be part of the RFP packet. The form of agreement is likely to resemble the form of agreement from previous Water Board procurements.

7. When will diversity goals be established and how will they be measured or monitored?

The role of MWBE firms will be described during the RFP process. Previous Water Board procurements have included scoring adjustments for MWBE participation and have included an MWBE staffing plan.

8. How will you evaluate bids from profit vs. non-profit entities differently?

Standard selection criteria will be used to evaluate proposals without regard to the form of legal organization of the proposer.

9. The EOI provides for team submittals or submittals for individual scopes or roles to complete the scope? How will you bring those individual submitters to compete against unified teams?

The RFEI allows for firms to submit proposals for all or part of the scope of work. Firms that can provide all of the service, or that submit a proposal or response as part of a group of firms that collectively can perform the entire scope of work would be in a position to be immediately evaluated by the evaluation committee. Firms proposing on part of the scope of work would need to be paired with other firms submitting proposals on complementary parts of the scope of work, or with a syndicate of firms where a need for a supplemental firm to perform part of the scope of work is identified.

10. What if the lead contaminated pipes extend beyond the water line connection?

Interior plumbing is not currently part of the contemplated financing and replacement program.

11. How do you envision coordination between the program to replace lead lines on the homeowner side with replacement of lead lines on the city side?

The City's water supply is not the focus of the contemplated RFP. The replacement of lead lines is expected to focus on the privately owned lateral water lines that connect City assets to the building.

12. Why did you elect to evaluate moving forward with these replacements in this manner?

New Federal rulemaking instructs municipalities to prepare plans for the replacement of all lateral water lines within the municipality's control within a ten-year window. Some Federal funding is being provided to municipalities, but it is expected that part of the costs will also need to be absorbed by property owners and municipal governments.

13. How did they determine the 150,000 estimates of replacements?

The 150,000 estimate is based on the City's building and permitting records.

14. Can you generate individual user billings that differ from groups of users?

Customers are billed in accord with the Water Board's rate schedule, based on the property's water consumption or the relevant provisions of the Board's rate schedule.

15. Would the loans finance the line and component replacements as well as related work, such as pavement and restoration work?

Yes.

16. Would multi-family and single-family properties be eligible to borrow?

Residential properties would be eligible to borrow, and proposers are free to propose a wider borrower scope if they wish.

17. If firms submit a conceptual proposal as part of a specified vendor configuration in response to the RFEI involving one part of the anticipated scope of work, would the firm be permitted to propose on a different part of the scope of work, or with a different vendor consortium, at the RFP stage?

Yes.

NEW YORK CITY WATER BOARD
REQUEST FOR EXPRESSIONS OF INTEREST:
LATERAL WATER SERVICE LINE REPLACEMENT AND FINANCING OPTIONS
TO NEW YORK CITY PROPERTY OWNERS

DUE: FEBRUARY 24, 2025 AT 4:00 P.M. EASTERN TIME

The New York City Water Board (the “Board”) is soliciting conceptual proposals to assist the Board and the New York City Department of Environmental Protection (“DEP”) with respect to financing, performing, and administering the replacement of lead-containing lateral water service lines and components. The preliminary Scope of Work is described in the Request for Expressions of Interest (the “Request” or “RFEI”) document, available using the link below. The Board and DEP are issuing this Request for purposes of establishing the extent of marketplace interest in providing these services and in order to structure a subsequent Request for Proposals that would draw interest from lenders and other service providers and that would result in the successful completion of the Scope of Work.

The preliminary Scope of Work includes administering a customer-focused program designed to accomplish the replacement of those lateral water service lines and components that contain lead content, evaluating and funding loans or a similar instrument to assist City property owners wishing to absorb the cost of the replacement through a financial product, and coordinating the lending and administration process as it relates to third party vendors. Prospective proposers are free to submit indications of interest covering the entire Scope of Work or that involve only specific sections, and are free to submit responses in cooperation with other firms, as joint ventures, or on a standalone basis.

To obtain the RFEI, please visit nyc.gov/nycwaterboard or email onazem@dep.nyc.gov with the message subject line “Lead Service Line RFEI 2025”.

The dates and times of the procurement process, and the procedures for submitting a proposal, are explained in more detail in the RFEI document.

Prospective bidders are required to adhere to the procedures for communicating with the Board and DEP that are described in the RFEI document.

REQUEST FOR EXPRESSIONS OF INTEREST

TO PROVIDE

**LATERAL WATER SERVICE LINE REPLACEMENT AND FINANCING OPTIONS
TO NEW YORK CITY PROPERTY OWNERS**

NEW YORK CITY WATER BOARD

JANUARY 6, 2025



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TIMETABLE OF THE REQUEST FOR AND SUBMISSION OF EXPRESSIONS

Release Date of the Request.....	January 6, 2025
Deadline for Submitting Written Questions.....	January 27, 2025 (4:00 P.M. Eastern Time)
Proposer’s Information Conference	February 3, 2025 (2:00 P.M. Eastern Time)
Expressions of Interest Due	February 24, 2025 (4:00 P.M. Eastern Time)
<i>Proposals should be delivered in accordance with the instructions under Section VIII herein.</i>	
Proposer Interviews (if requested)	Dates to Be Determined
Release of Water Board’s Request for Proposals to Perform the Scope of Work	CY 2025

To register for the informational conference or to submit questions, please contact the designated Water Board contact listed below.

DESIGNATED WATER BOARD CONTACT PERSON FOR INQUIRIES

Proposing firms are advised that the Water Board’s designated contact person for all matters concerning this Request is:

Omar Nazem
New York City Water Board
59-17 Junction Boulevard
8th Floor
Flushing, NY 11373
onazem@dep.nyc.gov
718-595-3591

I. INTRODUCTION

The New York City Water Board (the “Board”) is issuing this Request for Expressions of Interest (“RFEI”) and seeking statements of interest and qualifications to assist the Board and the New York City Department of Environmental Protection (“DEP”) in facilitating the replacement of lateral water service lines containing lead with new, lead-free lateral water service lines and components.

DEP operates the City’s water supply activities with the goal of providing reliable, high quality water service for Board customers. Water supply and ensuring water quality are regulated activities, and DEP is subject to numerous rules and regulations and sources of oversight at the Federal, State, and local level. Recent Federal rulemaking instructed municipalities that they would be expected to develop a plan for the replacement of any water service lines located within the municipality and containing lead within a defined timeframe. Although some Federal funding is available to localities, it is expected that residents and municipal governments will need to shoulder part of the cost of facilitating the water line upgrades.

The Board and DEP wish to identify and retain an advisor and administrator (referred to herein as the “consultant”) to assist the Board and DEP in facilitating a process of replacing privately-owned lateral water services containing lead content by providing property owners with a financing product to help pay for the replacement water service.

Identifying the most appropriate format and structure of a lead water line replacement program, and how the selected consultant or consultants with whom the Board and DEP would administer the program as well as the program’s economic terms, are questions that the Board and DEP are seeking information on pursuant to this RFEI. Firms responding to this RFEI will have the opportunity to provide information about their firm and their proposed approach to a lead line replacement program to the Board and DEP.

II. THE BOARD AND DEP

The Board is a public benefit corporation of the State of New York (the “State”) that was created by Sections 1045 and Section 1046 of Title II-A of the Public Authorities Law of New York State. The Board is authorized under Section 1045 to enter into contracts for purposes of carrying out the Board’s duties and authorities. The City leased the City’s water and wastewater system to the Board in 1985, retaining DEP to operate the system, including managing the billing and collection on behalf of the Board. The City, DEP, and the Board work together, alongside numerous other City agencies, to manage the operations and finances of the water and wastewater system.

DEP is the sole provider of water and wastewater service to substantially all of the City’s residents, in addition to providing water service to another one million residents north of the City, concentrated in Westchester County.

The City’s water and wastewater system generates approximately \$4.3 billion of operating revenues annually, has more than \$34 billion of outstanding debt, and issues approximately \$2 billion of new debt each year.

III. PRELIMINARY SCOPE OF WORK

The New York City Water Board is requesting expressions of interest from vendors, as well as soliciting ideas and suggestions, for how to structure a program with the goal of making the financing of residential lead service line replacements easily accessible and with the cost of borrowed funds priced at reasonable interest rates. Firms are invited to apply regardless of their form of legal organization, and private companies, not-for-profit entities such as foundations or public interest organizations, and firms with another form of legal organization are encouraged to submit a response.

The selected firms would also be asked to assist the City's property owners with evaluating the available options for replacing the lateral water service line to their property with lead-free lines, identifying and retaining the services of a professional plumber to perform the line replacement, and securing the selected financing option to pay for the cost of the repair. Lateral water service lines are the water pipe that connects a City-owned water main beneath the street to the interior water piping of a building. In New York City, such lines are the responsibility of the property owner to maintain and replace.

The final Scope of Work would be included with a related request for proposals ("RFP") that is expected to be issued during calendar year 2025. On a preliminary basis, the Scope of Work is expected to include:

- A customer-focused program to provide financing options to property owners wishing to borrow the cost of replacing a lead line or lead components in their water service, rather than immediately absorb the full cost. **A primary aim of this RFEI is to identify the types of loans or other financial products that might be available, as well as the product structures, to help property owners facilitate lead line replacement at their residence.** In addition to describing which financing options and product structures might be available, prospective vendors are requested to describe in general terms how they would source the capital funds that would be used to fund the loans, including a description of whether the capital would originate from the vendor's balance sheet, from a financial partner firm, or a different source.
- The administrative services that would be involved in connecting property owners with a loan or financial product, underwriting and making credit evaluations, managing customer communications, administering a loan portfolio and loan payments, and overseeing the compliance and administration involved in ensuring that plumbing work is completed. The administrative services component can be presented as an offering bundled alongside the capital, or as a distinct service that would be provided on a standalone basis, with the expectation that a different firm would provide the capital and lending services.

Prospective vendors are free to submit an expression for one component, such as the financing component or, for the combined offering, including the financing, program management, and any other aspect of the proposed approach. If a prospective vendor wishes only to provide one part of

the Scope of Work, the prospective vendor is free to propose on a single part of the Scope of Work or to propose with a joint venture partner or partner firms to provide the other sections of the Scope of Work.

Following receipt of the expressions of interest, the Board expects to conduct an RFP process that would lead to the selection of one or more vendors to perform the final Scope of Work and provide the deliverables described herein. The final Scope of Work would be included with the RFP, and proposers responding to the RFP process will have the opportunity to provide a final Scope of Work as part of their RFP materials at that time.

The selected vendor or vendors will be responsible for operating a program that is expected to become a core part of the Board's long-term customer assistance portfolio.

Proposers should note that their response to this RFEI, and their proposed approach to the Scope of Work described below, will be understood by the Board and DEP to be preliminary.

Since the anticipated Scope of Work would involve extending a new program to property owners within the City of New York, the Board and DEP would value constructive suggestions from prospective vendors on how to structure a program, through the expressions of interest and any other proposal materials the proposers submit to the Board.

The goals of the program include:

- Providing property owners interested in financing the lead line replacement with an accessible and reasonably priced financing option to pay for the cost of the replacement.
- Providing borrowers and applicants with an underwriting experience that balances access to credit with an administratively efficient and cost effective underwriting process.
- Ensuring that loan proceeds are used to pay for line upgrades performed to a high standard by certified plumbers.
- Ensuring that the program is structured to be economically viable for the vendor.

A representative workflow (and prospective vendors are free to propose alternative workflows) for a typical job might involve activities which complement the core lending product, such as:

1. A property owner identifying their water service line or an attached connection or component as containing lead, or potentially containing lead.
2. The property owner contacts the vendor, who would explain at a high level the available financing options as well as potentially facilitating an introduction to a lead testing service to confirm the type of material in the line.

3. If the property owner expressed an interest in replacing the water line or component, the vendor could facilitate an introduction to a pre-approved and pre-screened plumbing company and certified plumber.
4. The vendor or a partner firm could also advise the property owner of the specific product details of the available financing options, in the event the property owner preferred to borrow the cost of the repair, rather than immediately absorb the entire cost.
5. The plumber would perform the repair, and then obtain payment from the financing entity or an administrative conduit, at the same time creating the financial instrument on behalf of the property owner that would be used to fund the line replacement.
6. The vendor would obtain compensation as proposed by the prospective vendor, in addition to receiving loan payments from the property owner.

The preliminary Scope of Work reflects the expected sequence of tasks in a typical replacement job and in administering the program:

Financial tasks:

- A. Loan underwriting and credit evaluation.
- B. Loan administration, including sending property owners statements of amounts owed, amounts paid, and managing the inflow of loan payments sent by customers.
- C. Assisting customers with affordability options and payment assistance when required.

Repair-related tasks:

- D. Advising customers of the repair and material options for a replacement line.
- E. Workflow coordination and vendor-plumber management.
- F. Permitting and job scoping and design.
- G. Material type identification of the water lateral line and its components.
- H. Quality assurance and post-replacement inspections and close-outs.

Program-wide tasks:

- I. Marketing the availability of the financing and water line repair program.
- J. Managing a potentially large volume of customer requests and inquiries.
- K. Other program administration activities.

IV. PRELIMINARY CONTRACT AND ECONOMIC TERMS

The term of the proposed contract is expected to be a long-term agreement, to ensure that financing solutions will be available to property owners during a multi-year period, to allow for line replacements to occur at a pace consistent with plumbing industry capacity.

During the RFEI stage, vendors are not expected to provide definitive or binding economic terms. However, in order for DEP and the Board to establish how best to structure the RFP for purposes of managing the deployment of what is likely to be a substantial amount of invested capital across the capital providers involved, the Board is requesting indicative or conceptual input from prospective vendors about what types of program structures, lending criteria, and other parameters might be involved in making loan capital and plumbing services available to the City's property owners. Prospective vendors engaging in the process at this stage will have an opportunity to help DEP and the Board structure what is hoped will become an innovative public benefit program.

Prospective vendors are free to propose the compensation structure and product format they believe most appropriately aligns delivering a financing product to property owners with ensuring sustainable vendor economics and an alignment of goals between the prospective vendor, the customer, DEP, and the Board. The proposed compensation structure may include direct compensation, such as an administrative fee, management fee, underwriting fee, a fee on capital invested in loans, reimbursement of administrative costs, the allocation of loan payments or uncollected amounts, or another type of compensation structure.

Depending on the anticipated structure of the financing product offered to customers, prospective vendors should consider both the length of the origination period during which customers would seek financing, as well as the repayment term during which customers would make payments toward the amount of financing obtained.

The compensation authorized by the Board for performing the contemplated Scope of Work will depend on the final structure of the selected proposal. Respondents to this RFEI are not expected to provide indicative pricing with their expressions of interest; pricing will be requested from vendors during the forthcoming Request for Proposal process. Prospective vendors are requested to describe general terms the compensation structure and the types of fees or other economic arrangements that would be required.

V. GUIDELINES AND PRELIMINARY PROGRAM DESIGN ASSUMPTIONS

In order for prospective vendors to determine their interest in responding to this RFEI, as well as the program design and parameters of their response, the following preliminary program design and financial modeling assumptions are suggested to prospective vendors. Prospective vendors are free to use alternate assumptions if they wish to, or to present more than one proposal, each prepared using different assumptions.

Size of potential borrower universe: estimated up to 150,000 property owners.

Estimated annual loan volume: approximately 2,500 loans per year, subject to discussion with prospective vendors regarding origination, underwriting, and loan funding capacity; it is anticipated that the entire potential borrower universe ultimately will be expected to replace their water service lateral line.

Average loan size: \$8,000 to \$18,000 of funding for lead line replacements per loan, based on the anticipated range of average lead line replacement costs, with an estimated 3.0% annual inflationary increase.

Use of proceeds: labor and materials for replacement of lead-containing lateral water service lines or components contained lead affixed to such lines found at residential properties.

Duration of program: up to 15 years.

Interest rate: it is anticipated that the loan instrument would be interest-bearing, although proposers are free to describe other lending products or structures.

Loan term: up to 15 years.

Amortization: fully amortizing during period of loan term, although subject to discussion.

Borrower profile: likely to include property owners with lower- and middle-income profiles, although borrowers with higher incomes potentially may be included in the program scope, based on the prospective vendor's lending assessment of the likely borrower pool.

Underwriting: borrower applicant pool may include property owners with partial documentation of income and/or personal balance sheet alongside a documented real property interest. Given the public benefit motivation for financing the lead line replacements, prospective vendors are asked to think about how to structure a streamlined underwriting process focused on key decision documents and lending metrics. The borrower universe is likely to involve a variety of different borrower profiles, and lenders may wish to analyze documents in order to establish the most appropriate loan structure. Vendors are free to include an option for a streamlined underwriting process focused on key data points and key documents alongside more extensive underwriting approaches.

Form and structure of compensation: prospective vendors are free to suggest any reasonable economic arrangement, in addition to the loan interest, including a periodic administrative fee, loan origination fee, payments based on the amount of invested loan capital, payments based on customer loan payments, reimbursement of direct costs incurred in managing the program, loan structures that provide a subsidy or similar economic benefit to the borrower, or other type of compensation.

Credit counseling, education, and loan workouts: prospective vendors are asked to provide a short explanation of how their approach would address loan defaults, how they would work

to restore borrowers to good standing, the range of approaches if a borrower delinquency remains unresolved, and any education programs they might offer for borrowers prior to lending or as part of the loan workout process.

Construction management: prospective vendors are asked to provide an indication of how they would expect to work with plumbing subcontractors, whether as direct contractors, as a vendor to the borrower, or as a service provider jointly managed by the prospective vendor and/or a City agency, not-for-profit, or other non-governmental entity.

VI. FORMAT AND CONTENT FOR EXPRESSIONS OF INTEREST

In addition to seeking information about the prospective vendors, the background of their firms, and their capabilities and business focus, the Board is also soliciting ideas and suggestions with respect to how to most effectively meet the public demand for a financing option. Vendors are expressly encouraged to think creatively, and to suggest multiple approaches to the program, offer suggestions or concepts for the Board and DEP to consider, submit a proposal as a sole firm or in one or more partnership arrangements with other firms, suggest an alternate workflow to the procedure described herein, and propose different economic structures or administrative models for the overall design of the program.

The responses submitted to this Request should address the following topics, as well as other qualifications or features of the firm's background:

A. Qualifications and Conceptual Approach

For each of the following questions, please provide an answer. Please ensure that the answer addresses the major components of the proposed financing product. For example, if your proposed approach would involve both providing a financing product as well as administrative and management services, please ensure that the response addresses both activities, as well as any other activities your proposed approach would involve.

1. Describe your firm's experience and qualifications as it relates to the parts of the Scope of Work you would plan to perform or on which to partner, addressing such topics as:
 - a. A description of your firm's history, business focus, and range of service offerings;
 - b. A description of your firm's key personnel who would assist in performing the assignment, including a general description of their professional backgrounds and length of service with your organization;
 - c. A description of your firm's lending or consumer finance expertise, in particular any expertise involving small consumer lending or home repair loans and providing the related customer services;
 - d. A description of your expertise in originating, evaluating, underwriting, and

administering a portfolio of small loans;

- e. A description of your firm's specific expertise with administering, evaluating, or performing the replacement of lead lateral water lines, connections, and components, or your firm's experience with negotiating partnerships with firms in the construction and plumbing industry;
 - f. A description of your firm's expertise with assessing the material type of water pipes, connectors, and components, or with managing partnerships with testing or similar companies.
2. A general description of the expertise and professional backgrounds of the team that your firm would use to perform the work, including a description of where your staff are located.
 3. Describe the approach of your firm and the services your firm would provide for purposes of administering the identification and replacement of lead water lateral lines and components, including:
 - a. Any methodological approach or customer evaluation framework used by your firm;
 - b. Your approach to working with client organizations and small property owners;
 - c. Any examples of how your organization helped previous clients and property owners to understand the material types and design of their water service lines and available line replacement options;
 - d. If your firm would focus on the lending activity, then a general description of your firm's expertise with partnering, establishing joint ventures, or affiliating with companies in the trade or construction industries.
 4. Please provide a perspective on the timeline to establish a program with the Board to the point of operational readiness and the resource requirements your firm expects will be required to provide the services.
 5. Describe any other qualifications or experience that make your firm particularly well-suited to be selected as a consultant to the Board and DEP.
 6. If a financing or other lending option may be part of the package offered to customers, please include some preliminary information about how the loan underwriting would be conducted and which entity would act as the lender, as well as a general description of your firm's financial resources or a description of the financial resources your firm would rely on if working with a financial partner.

B. Cover Letter

Although any expressions of interest submitted in response to this Request are non-binding, the consultant's response to the RFEI should include a cover letter signed by a senior officer who is authorized to speak on behalf of your firm and who would have direct responsibility for this engagement if your organization were selected to perform all or part of the Scope of Work. The letter should indicate the business address, e-mail and telephone number of such senior officer.

C. Vendor Diversity and Equal Opportunity Information

The Board, DEP, and the City of New York are committed to vendor diversity. The Board encourages proposals from minority-owned and women-owned business enterprises (M/WBEs). M/WBEs responding to this RFEI are also encouraged to apply for M/WBE certification with the New York City Department of Small Business Services and with the State of New York through Empire State Development. In addition, the Board further encourages firms that are not M/WBE firms to consider whether there may be an opportunity to partner with an M/WBE firm through a subcontractor or other arrangement.

The Board contracts with firms who undertake or continue programs to ensure that minority group members and women are afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability, sexual orientation, or marital status.

VII. SELECTION CRITERIA AND PROCESS

The Board in cooperation with DEP will identify from the expressions of interest submitted in response to this Request the firms with which to conduct detailed interviews and discussions. A key objective of this RFEI is to obtain the opinions of the lending and plumbing industries with respect to how to best structure a program that can provide an affordable lending and plumbing option to the City's property owners.

Firms selected to participate in the interviews will be selected based on the following criteria:

- A.** Overall quality of the response to the RFEI, including completeness, responsiveness, and clarity.
- B.** Technical ability, resources, and capacity of the proposing firm to provide the services described in this RFEI.
- C.** Qualifications, relevant experience, and availability of the individuals who will be assigned to provide the services described.
- D.** The extent of M/WBE participation in performing the work will be considered as an additional selection factor.

The selection process will be based upon written proposals, oral presentations (if required), and any other relevant information available to the Board.

VIII. INSTRUCTIONS FOR SUBMITTING EXPRESSIONS OF INTEREST

A. Submission Details

Expressions of interest should be submitted via email to the recipients below no later than 4:00 P.M. Eastern Time on Monday, February 24, 2025.

Please email a digital set of your documents to each of the email addresses jasonl@dep.nyc.gov and onazem@dep.nyc.gov. Please indicate “Water Line Lending RFEI 2025 from [name of firm]” in the subject line. If the electronic files are too large in size to email, proposers should email a link to a data sharing site along with a covering note within the email making clear the identity of the proposer and the RFEI they are responding to.

B. Inquiries

Proposers are advised that communications regarding this RFEI should be directed to the Board’s designated contact person, Omar Nazem, at onazem@dep.nyc.gov and 718-595-3591. Please label written correspondence with the subject line header “Water Line Lending RFEI 2025 Inquiries from [name of firm].” Vendor requests to participate in an individual information session should also be sent to the designated contact person.

C. Addenda to the RFEI

The Board may issue responses to inquiries related to substantive issues and any other corrections or amendments to the RFEI that it deems necessary prior to the proposal due date in the form of written addenda. It is the proposer's responsibility to ensure receipt of all addenda.

D. Subcontracting

The proposer should identify the sub-consultants or the anticipated number and types of sub-consultants it plans to involve with the project. If the sub-consultant’s corporate name and the names of its officers are known at the time of submission, please include their names along with the resumes of the personnel who would be involved in this engagement. The proposer or proposers selected during the RFP stage will be responsible for all work covered herein and would be the sole contact regarding contractual matters.

E. Presentations and/or Interviews

Proposers may be invited to give oral and/or visual presentations in support of their proposals or to exhibit or otherwise demonstrate the information contained therein. The Board will schedule the time and location of these presentations based on the proposal materials submitted to the Board.

IX. INFORMATION ON NEW YORK CITY WATER BOARD CONTRACT POLICIES

Respondents to this RFEI who proceed to submit proposals in response to the Request for Proposals that the Board anticipates issuing in connection with the Scope of Work would be requested to negotiate a definitive legal agreement with the Board at that time using the Board's standard form of agreement with vendors.

The Board's form of agreement includes the standard City of New York Appendix A: "General Provisions Governing Contracts for Consultants, Professional, Technical, Human and Client Services." The Board's form of agreement also includes as appendix material or supporting schedules additional forms that the vendor would be required to sign, including a Certificate of Non-Collusion, the City of New York's Doing Business Data Form, an Affidavit of Payment of Taxes, an EEO Policy Statement, and the requirement to complete an Equal Employment Opportunity Staffing Plan.

X. ADDITIONAL INFORMATION

Costs incurred in connection with the proposal are the sole responsibility of the proposers. All materials submitted in response to this RFEI will become the property of the Board.

News releases, public announcements, or communications revealing material terms and conditions of a proposal, or made for the purposes of restricting competition, are prohibited.

The Board reserves, without limitation, the right to:

1. Reject any and all proposals received in response to this RFEI;
2. Not issue a Request for Proposals in connection with the proposed Scope of Work;
3. Not award a contract;
4. Conduct discussions with one or more proposers;
5. Award a contract without any discussion with proposers;
6. Define the scope and participation of the expected RFP process as it determines most appropriate for purposes of identifying a suitable vendor or vendors;
7. Negotiate separately with any firm or combination of firms;
8. Assign the final contract award to more than one firm;
9. Include City or other governmental capital providers in the process.

The information about the forthcoming RFP is provided as preliminary descriptive information only. The RFP, if and when issued, will be governed by the provisions and selection criteria described in the RFP upon its release. The anticipated RFP may be issued by the Board or by another arm of the City. Notwithstanding the foregoing, issuance of the RFP is at the sole discretion of the City, DEP, and the Water Board.