



Garment District Alliance
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#garmentdistrict

Garment District Alliance Request for Proposals of Programming Concepts

The Garment District Alliance (GDA), a 501(c)(3) not-for-profit corporation which operates a business improvement district in New York City's garment district, is seeking proposals of programming concepts which will help the GDA achieve its goal of strengthening the apparel manufacturing industry in the district. Selected programming concepts may be implemented through GDA's funding of grants to eligible entities to produce the programming, or by GDA with the assistance of a qualified vendors.

The manufacturing sector of the apparel industry in New York's garment district has historically been an important provider of jobs and a catalyst for economic activity in the area. Over the past several decades, the district fashion industry, in particular the manufacturing sector, has experienced decreasing jobs and diminished business activity.

The GDA has made a commitment to strengthen the competitiveness of the neighborhood's workforce and industry by funding, partnering or producing programs which are in accordance with GDA's charitable mission, goals and district plan, as well as other applicable regulations.

Goals

Programming concepts should be directed towards achieving the goals of the GDA. The overall goals of the GDA are to improve the quality of life and economic vitality of the garment district. Proposed programming concepts, which can be new or existing, should be directed at:

- Improving the district's fashion manufacturing competitiveness;
- Enhancing the business creativity of the apparel industry sector in the district;
- Attracting new customers and sales opportunities for district fashion manufacturers;
- Enhancing or adding skills to the neighborhood's workforce;
- Promoting the industry's presence in the district; and
- Commemorating the historical impact of industry on the district.

Programming concepts may address different segments or aspects of the industry, but the programming and its beneficiaries must be located in the garment district or directly benefit businesses in the district. The garment district is generally defined as the area of midtown Manhattan between 34th and 42nd Streets, Fifth to Ninth Avenues.

It is important to note that the GDA is supportive of the NYC Industrial Development Agency's garment district program and encourages proposals which directly benefit the participants in that program.

Proposer Eligibility

Eligible responders include:

- Industry trade groups and organizations
- Educational institutions

- Private entities
- Government agencies

Joint proposals are acceptable. See Business Arrangement guidelines (below).

Proposal Content

Proposals shall address the goals identified above and include:

1. Description of Programming Concept
2. Description and approximate number of Program Beneficiaries
3. Description of how the Programming Concept will benefit the garment district and businesses within the district
4. Goals for the program and any metrics for evaluating success of the program
5. Budget for Programming Concept, including anticipated total cost and description of expenditures. (Note that this can be a general description for purposes of this proposal, i.e., materials, personnel, operating costs, etc. GDA will require more detailed budget information during the selection process.)
6. Term and proposed start date of Program.
7. Name and address of proposing entity and any proposed partners, including corporate structure of each (e.g., 501c3 nonprofit organization, private corporation, governmental entity, etc.).
8. Description of proposer's background and experience in operating relevant programming

Proposal Selection Process

GDA is advised in this process by a Special Programming Committee, a committee of the GDA's corporation, which is primarily composed of apparel industry executives. The GDA will present the Programming Concept proposals to the committee for an initial review and analysis. A summary of the committee's recommendations will be prepared and presented to the GDA's Officer's Committee for review. The recommendations of both committees will be presented to the GDA Board of Directors for final selection.

At any time during the review and selection process, the GDA may request any additional information it deems necessary to ensure eligibility of the proposing entity or the proposed program.

All decisions relating to the selection process, including determinations of eligibility, will be made by the GDA Board of Directors and will be final.

Proposed Programs will be judged, among other criteria, by:

- Ability to identify the specific benefits and beneficiaries of the Program;
- Potential number of Program beneficiaries; Potential scope of benefits provided by the Program;
- Anticipated cost of Program;
- Term of Program;
- Background of the responders (extent of experience, prior successes in similar programming; financial stability);
- Location of Program in or in relation to the overall garment district neighborhood;
- Benefits which extend beyond direct participants and have effect on the garment district physical environment or business community;

- Identifiable measures of impact and success of Program;
- Benefits to the district and businesses within the district; and
- Such other criteria as determined appropriate by the GDA.

Interviews may be held with any or all of the proposers after the receipt of the submissions. Interviews with GDA will be scheduled after initial review of the proposals.

Selection or recommendation by the Special Programming Committee, the Officers Committee or the Board of Directors does confer any rights upon the proposer or obligations upon the GDA unless a legal agreement is executed.

Selection Notes:

- The GDA may select one or more Programs to fund.
- Programs may range from short-term projects, multi-year or renewable.
- Only Programs that fit within GDA's mission and district plan, and which comply with applicable laws governing charities and business improvement districts, will be selected.

Business Arrangement

Following selection of Program(s) by the GDA Board of Directors, the GDA will determine the appropriate business arrangement for implementing the selected Program(s). GDA will then seek to enter into the necessary legal agreements with selected proposers (e.g., grant to an eligible not-for-profit organization, vendor engagement, etc.).

GDA recognizes that proposers may enter into partnerships, subcontracts, consortiums or other arrangements to perform certain aspects of the program. Proposals should clearly identify every business partner and subcontractor, what each entity's role in the program would be, and disclose the nature of the relationship between entities.

All business arrangements must be in compliance with GDA's procurement policies, contract with NYC, and all applicable city, state, and federal laws and regulations. Successful proposers may be required to receive clearance through the NYC Mayor's Office of Contracts' PASSport program.

Submission Information

- Submissions must be received by **Monday, June 24, 2019, at 5:00 p.m.**

- Submissions may be delivered to::

Garment District Alliance
209 West 38th Street, 2nd Fl.
New York, NY 10018

Or by email to: jscupp@garmentdistrictnyc.com

- Questions may be directed to: jscupp@garmentdistrictnyc.com
- Any questions and answers, as well as any additional or updated information on this Request for Programming Concepts, will be posted on **garmentdistrict.nyc**.

Programming Selection and Funding

Following review for legal compliance and for recommendation by the Special Programming Committee and GDA Officers Committee, programs will be submitted to the GDA Board of Directors for approval in September 2019. Approved program operators will be invited to negotiate funding agreements with GDA in accordance with GDA policies. Funding for programs is limited and disbursed at the discretion of the GDA.

The GDA Special Programming is administered on an annual basis based upon the GDA fiscal year, which runs from July 1 to June 30. Programs selected in September 2019 will be considered part of Fiscal Year 2019-2020.

Future Proposal Rounds

GDA expects to re-open this Request for Proposals of Special Programming at future dates for new, expanded or renewing programs. Proposals that are not submitted by June 24, 2019 should not be submitted until a new submission round is announced, and proposals that are not selected in this round should not be re-submitted until a new submission round is announced. Once announced, then proposals can be submitted in accordance with the announced timeline and requirements for the future round.

Future submission dates and any modifications will be announced separately on the GDA website, www.garmentdistrict.nyc. Prospective proposers may also sign up for email notifications by writing to info@garmentdistrictnyc.com.

Additional Notes

GDA reserves the right to request additional information or materials as it may deem useful or appropriate to evaluate a proposer's qualifications, past performance and current activities, or clarification or modification of any submitted proposal. Submission of a proposal shall constitute the proposer's consent that GDA may make any inquiry deemed useful or appropriate to evaluate the proposer's qualifications. GDA is not obligated to accept any unsolicited additional materials, clarification, modification or background information. GDA may conduct discussion with some of the proposers submitting proposals and not others. GDA reserves the right, in its sole discretion, to reject submissions; to postpone, amend and/or cancel this request for programming concepts; require supplemental information; waive defects; permit corrections; and/or negotiate or hold discussions with any proposer. GDA may exercise the foregoing rights at any time without notice or liability to any proposer or other party for expenses incurred in the preparation of responses hereto or otherwise. No copies of materials submitted in response to this request for programming concepts will be returned.

GDA shall not pay any costs incurred by any proposer in responding to this request for programming concepts. The review or selection of a submission will create no legal relationship or equitable rights in favor of a proposer, including, without limitation, rights of enforcement or reimbursement.

Failure by GDA to select a Program or proposer, or to enter into a contract with a proposer if selected as a result of this request for programming concepts, will not create any liability on the

part of GDA or any of its members, directors, officers, employees, agents, consultants, or other proposers. Submission by a proposer shall constitute a waiver by the proposer of any claim or cause of action against any of the aforementioned for any costs incurred or for any matters arising in connection with the review of the submissions.