

**Request for Proposal
To provide Sanitation Services
For**

Coney Island District Management Association, Inc.

Issue date: April 15th, 2026

Response deadline: May 15th, 2026

Contact: Allen Newman and manager@seasideparkconeyisland.com

1. INTRODUCTION

1.1 Company Abstract

The Coney Island Business Improvement District (**BID**) is a 501(c)3 non-profit organization operating in two distinct areas, the Amusement Area and Mermaid Avenue. As a newly established BID, the organization will focus on strengthening the district's commercial vitality, improving the public realm, supporting local businesses, and coordinating with public agencies and community stakeholders.

1.2 Purpose of the RFP

Through this Request for Proposals ("**RFP**"), the BID invites Proposers to submit competitive bid proposals (each, a "**Proposal**") to enter into a contract with the BID to provide sanitation services within the District (the "**Contract**") in accordance with the terms and conditions of this RFP.

2. SANITATION SERVICES DETAIL

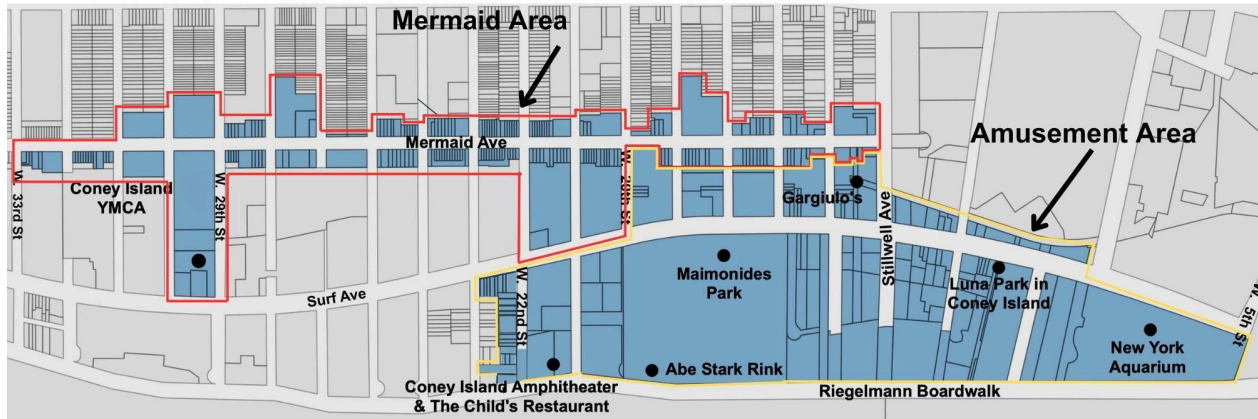
2.1 Service Area

The Contractor shall perform the Services in the following area (the **Service Area**):

The Coney Island BID services the geography along the Amusement Area and Mermaid Avenue.

The "Amusement Area" includes the core tourism and entertainment district of Coney Island, encompassing all properties bounded by the Riegelmann Boardwalk, Surf Avenue, West 5th Street, and West 22nd Street. It also includes all properties along West 22nd Street, as well as those on the south side of Surf Avenue between West 22nd and West 23rd Streets, and on the north side of Surf Avenue from West 8th through West 20th Streets. Additionally, the area extends to properties bounded by Surf Avenue, Mermaid Avenue, West 20th Street, and Stillwell Avenue, excluding properties that front only on Mermaid Avenue unless they also have frontage on Surf Avenue.

The "Mermaid Area" includes the neighborhood commercial corridor along Mermaid Avenue, encompassing all properties with frontage on the south side of Mermaid Avenue from West 33rd Street to Stillwell Avenue, and on the north side of Mermaid Avenue from West 31st Street to Stillwell Avenue. It also includes the block bounded by Surf Avenue, Mermaid Avenue, West 29th Street, and West 30th Street.



Exclusion Service Areas:

The selected contractor shall provide services only within the designated BID boundaries as outlined in this RFP. The following areas are explicitly excluded from the scope of work and should not be included in pricing proposals:

- Boardwalk and parkland areas, including but not limited to the Riegelmann Boardwalk and any Parks Department–managed property
- Privately owned or leased properties, including amusement areas and facilities operated by private entities (e.g., Luna Park or similar operators)
- MTA-owned or operated properties, including subway entrances, stations, and adjacent infrastructure
- Pedestrian plazas, walkways, or restricted-access areas that fall under the jurisdiction of other agencies or entities
- Any non-public or restricted areas outside of BID service responsibility

Contractors are expected to verify all service boundaries through a mandatory site visit and to base their proposals only on areas within the BID’s jurisdiction.

The BID reserves the right to clarify or adjust service boundaries before contract award.

2.2 Term of Contract

The initial term of this agreement shall be from July 2026 through June 2027 (the "Term"), with an option to renew for three (3) additional years. This option to renew will be subject to the BID and successful Proposer agreeing to the pricing for such extended term based on the successful Proposal and review of services and outcomes.

2.3 Scope of Work

The Contractor shall provide services described in Exhibit 1 (Scope of Services) and the Proposal Commitments (the **Services**) to the BID within the Service Area

in a timely, efficient, and professional manner and in accordance with good industry practice for such services.

The Services described in Exhibit 1 (Scope of Services), Part A (Base Services) (the "**Base Services**") shall be performed as part of the annual fee described in Section 2.4 (Payment). The Services described in Exhibit 1 (Scope of Services), Part B (Additional Services) (the "**Additional Services**") shall be performed at the rates described in Section 2.4 (Payment).

The daily workforce shall consist of an adequate number of supervisory and cleaning personnel performing the requirements set out in the Contract.

2.4 Payment

The Contractor will be paid for performance of the Base Services based on an annual fee, paid in twelve equal monthly installments in accordance with the terms of the Contract. As part of the Proposal, Proposers are required to submit an annual fee for each year of the contract Term.

The Contractor will also be paid for any approved Additional Services performed at the rates set out in the Proposal Commitments or as otherwise agreed by the parties.

As a condition to payment, the Contractor will be required to provide detailed and complete invoices in a proper and timely manner.

If the Contractor fails to perform the Services in accordance with the terms of the Contract, the Contractor will be subject to certain deductions as detailed in Exhibit 2 (Key Contract Terms).

2.5 Key Contract Terms

Once the successful Proposer is selected, the full terms of the Contract will be negotiated.

The terms of the Contract will be based on:

- (a) the key contract terms set out in Exhibit 2 (Key Contract Terms); and
- (b) the commitments and pricing information made by the Proposer in its Proposal (the **Proposal Commitments**).

By submitting a Proposal, the Proposer agrees to enter into the Contract based on the above mentioned terms.

3. PROCUREMENT PROCESS

The procurement schedule is as follows:

Activity	Date
Issue Date of RFP	April 15, 2026
Site Visit Window	April 15 – May 12, 2026
Deadline for Questions	May 12, 2026
Proposal Submission Deadline	May 15, 2026, at 5:00 PM (EDT)
Interview Period (if required)	June 2 – June 12, 2026
Anticipated Selection of Proposer	June 16, 2026
Contract Negotiation Period	June 16 – June 30, 2026
Contract Execution & Service Start Date	July 1, 2026

All dates and times above and in this RFP are subject to change in the BID's sole discretion. To the extent such dates and times are changed, the BID will notify interested contractors via email.

Any questions regarding this RFP can be emailed to Allen Newman, Chair of Coney Island BID, manager@seasideparkconeyisland.com by no later than the Question Deadline.

4. PROPOSAL SUBMISSION

4.1 Proposal Submission

Completed Proposals should be emailed to Allen Newman, Executive Director, manager@seasideparkconeyisland.com by the Proposal Deadline.

4.2 Proposals Contents

Each Proposal shall include the information set out in this Section 4.2.

1) Proposer Profile

- a) Name and contact information for the person submitting the proposal.

- b) Brief company background and description of competitive advantage.
 - c) Contact information for references from at least three (3) current customers.
- 2) Price
- a) Annual fee for each fiscal year (July-June), prorated accordingly (commencing July 1, 2026, and expiring June 30, 2027 of the Term to perform the Base Services.
 - b) If the Term is extended for three (3) additional years, the annual fee that will apply during each year of the extended term to perform the Base Services.
 - c) Hourly bill rate for the Base Services with line item breakdown of all costs (including wages, fringe benefits, supplies, overheads, and profits) used to determine such rate.
 - d) Pricing based on (1) trash bags branded with BID's logo and (2) trash bags without BID's logo.
 - e) The following additional pricing information for the Additional Service:
 - i) Graffiti Removal - pricing for the ad hoc graffiti removal services described in Exhibit 1 (Scope of Services), Part B (Additional Services).
 - ii) Power Washing - pricing for the ad hoc power washing services described in Exhibit 1 (Scope of Services), Part B (Additional Services).

For all the below options, please include a price quote for services:

Mermaid Avenue (Commercial Corridor)

- Off-Season (Day after Labor Day – Memorial Day):
 - 3-4 days per week
 - 1-2 workers per shift
- Peak Summer Season (Memorial Day – Labor Day):
 - 3-4 days per week (baseline; vendors may propose up to 5 days)
 - 2 workers per shift

Surf Avenue (Amusement Area Focus)

- Off-Season (Day after Labor Day – Memorial Day):
 - 3-4 days per week
 - 1-2 worker per shift
- Peak Summer Season (Memorial Day – Labor Day):
 - Up to 5 days per week
 - 2 workers per shift
- Holiday / High-Volume Periods (e.g., Memorial Day, July 4th, special events):
 - Vendors should include flexibility for increased service frequency (up to 5 days/week minimum) and/or additional staffing as needed

- 3) Service
 - a) The number of days and hours to be worked, the number of employees needed for such time periods, and shift times.
 - b) The frequency with which each of the Services will be performed.
 - c) Detailed information about the structure of supervision and management of staff.
 - d) List of non-working holidays.
 - e) Detailed description of the Proposer's ability to adapt to changing or emergent BID needs with changes to services and scheduling.
 - f) Description of any additional services offered that would be beneficial to the BID.
- 4) Employees
 - a) Affirmation that employees will be appropriately trained and qualified.
 - b) Affirm that employees will be required to be uniformed and maintain good personal hygiene and a neat and clean appearance
 - c) Details of employee benefits, including breaks (paid/unpaid), location of breaks (including bathrooms), overtime, health insurance, and paid time off, including sick, vacation, and holiday policy.
- 5) Additional Commitments: If applicable, details of whether the Proposer is a minority and/or woman-owned business, use of suppliers located in the District, source of services or materials from New York, and the District.
- 6) Technology
 - a) Any communication strategies, online management tools, software, and/or technological tools to be used.
 - b) Willingness to incorporate the use of BID's customer relationship manager system as required.
- 7) Site Visit: Confirmation that the Proposer has visited the Service Area in preparation for this Proposal (including details as to the date(s) and time(s) of such visit).
- 8) PASSPort: Evidence that the Proposer's PASSPort Vendor Status is "Filed".
- 9) Insurance: Confirmation that the Proposer can procure the required insurance set out in Exhibit 2 (Key Contract Terms).

5. EVALUATION

5.1 Evaluation Criteria

The BID will initially review all Proposals for completeness and compliance with the terms and conditions contained in this RFP. The BID will award the contract to the qualified proposer whose proposal it determines to be most advantageous to the BID.

When carrying out the evaluation, the BID may also have regard to any synergies referred to in Section 4.2 (10) which will be available if the Proposer enters into a contract with more than one New York City BID.

5.2 Additional Information Requests and Interview

The BID may request such additional information or material as it deems necessary to evaluate the Proposal and assist the BID in making an informed decision in the best interest of the BID.

The executive staff and/or proposed sanitation supervisor of the Proposer shall be made available for an interview with the BID if requested. The BID may interview each Proposer and conduct interviews of selected references provided with the Proposals. Following discussions with the Proposer, the BID may invite the Proposer to update its Proposal to reflect such discussions.

Proposals will be evaluated based on responses to items outlined in this RFP, including the scope of work, pricing information and other information contained in the Proposal.

5.3 Reserved Rights

The BID reserves the right to award the Contract to a Proposer other than the Proposer offering the lowest overall cost and the right to award the Contract based on the initial submission, without further discussion. The BID further reserves the right to reject all Proposals, or to postpone and/or cancel this RFP.

Failure by the BID to select a Proposer, or to enter into a contract with a Proposer once selected as a result of this RFP, will not create any liability on the part of the BID or any of its members, officers, employees, agents, consultants, or other proposers. Submission of a Proposal by a Proposer shall constitute a waiver by such 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 BID's review of the proposal.

The review or selection of a Proposal will create no legal submission or equitable rights in favor of a Proposer, including, without limitation, rights of enforcement or reimbursement.

6. AWARD AND EXECUTION; OTHER

6.1 Award and Execution

Subject to the BID's reserved rights set out in this RFP, the BID shall select the successful Proposer on the Proposer Selection Date set out in the procurement schedule.

Following the BID's selection of the successful Proposer, the BID and the successful Proposer shall negotiate the full terms of the Contract based on the key contract terms set out in Exhibit 2 (Key Contract Terms) and the Proposal Commitments.

Subject to any approvals or consents which are required (including from the City of New York's Department of Small Business Services ("**SBS**") and the BID), the BID and the successful Proposer shall enter into the Contract on the Contract Execution and Start Date set out in the procurement schedule.

6.2 Disclosure and Additional Requirements

All items sent to the BID will belong to the BID and will not be returned to the Proposer. Items (including Proposals) sent from the Proposer can be shared with board members, stakeholders, SBS, other New York City BIDs, and other relevant parties.

The BID shall not be liable for any cost incurred by the Proposer in the preparation of its Proposal or for any work or services performed by the Proposer prior to the execution and delivery of the Contract. The BID is not obligated to pay any costs, expenses, damages or losses incurred by any respondent at any time unless the BID has expressly agreed to do so in writing.

EXHIBIT 1

Scope of Services

PART A-Base Services

1. Supplies:
 - a. Provide all necessary supplies, including solvents, brooms, and bin(s) with prominently displayed BID logo.
 - b. Provide trash bags.
 - c. Provide an adequate number of BID-approved uniforms with the BID logo for all weather.
 - d. Provide or secure a location for supply storage and employee needs, including restroom, changing/storage area, and break area.
2. Reporting and Communication:
 - a. Provide BID with the designated contact person and escalation chain.
 - b. Immediate notification to BID and 311 reporting of missed trash or recycling collections, illegal dumping, and other relevant street conditions.
 - c. Monthly report in standard, professional format, including: photos, ground level feedback, problem areas, number of bags collected, hours worked, and the like.
 - d. The selected contractor shall be required to respond in a timely manner to all inquiries related to contract outcomes and outputs, including information necessary to support annual reporting requirements such as the SBS Annual Report.
3. Sidewalk sweeping
 - a. Including 18" into the roadway from curb, crosswalks, and cross streets.
 - b. Maintain corner bins
 - i. Use of can liners
 - ii. Ongoing service to empty bins and install new liners as needed
 - iii. Removal of any graffiti, stickers, etc
 - iv. Report on any equipment issues
 - c. Litter and debris must also be removed from tree pits and district-managed planters
4. Street Furniture Cleaning
 - a. Street furniture includes: garbage bins, Big Belly units, benches, bike racks, DOT signal boxes, light poles, mail boxes, phone booths, muni meters, LincNYC/wayfinding, utility boxes, tree guards, planters, newspaper boxes, etc.
 - b. Daily cleaning of street furniture (as defined above): keep clean and free of stickers and paper advertisements, realign newspaper boxes as needed
 - c. As-needed cleaning: fresh paint, remove graffiti, tag, and remove abandoned bikes
5. Standing water and puddles
 - a. Clear catch basins to remove standing water and puddles

- b. Remove standing water and puddles from crosswalks
- c. Report recurring problem areas
- 6. Snow removal
 - a. The vendor shall provide snow-clearing services on an as-needed, incident-based basis, including clearing crosswalks, curb cuts, and key pedestrian areas (fire hydrants, muni meters, bus stops) along Surf Avenue and Mermaid Avenue, with snow melt as required.
 - b. Vendors should specify staffing approach for snow events (e.g., dedicated crews), Use of mechanized equipment (e.g., snow blowers or plows) vs. manual clearing, estimated response time, cost, and coverage capacity.
 - c. Vendors shall also clearly identify any additional costs associated with snow removal services, including the specific conditions or circumstances under which such additional charges would apply (e.g., multiple-day events, accumulation thresholds, emergency call-outs, or use of specialized equipment).
- 7. DSNY Containerization Maintenance
 - a. The contractor will move trash bagged from the corner receptacles to the CitiBins for installation in 2026-2027 and will maintain the cleanliness of the Containers.

PART B-Additional Services

- 1. Graffiti Removal
 - a. Provide pricing for monthly maintenance of graffiti removal from gates, doors, and walls throughout the district with appropriate methods, including powerwashing and painting.
 - b. All graffiti removal should include documenting instances before and after removal.
- 2. Power Washing
 - a. Power washing all district sidewalks once per year
 - b. Ad hoc (as requested) power washing
 - c. Hourly pricing for ad hoc (as-needed) power washing services
- 3. Compliance and Reporting Requirements
 - a. The selected contractor must be in good standing with all applicable City requirements, including but not limited to NYC PASSPort/VenDex.
 - b. The contractor shall be required to respond in a timely manner to all inquiries related to contract outcomes and outputs, including any additional documentation or reporting requirements associated with grant funding and annual reporting (e.g., SBS Annual Report).

EXHIBIT 2
Key Contract Terms

Subject	Details
Term	See <u>Section 2.2 (Term of Contract)</u> .
Services	As described in <u>Exhibit 1 (Scope of Services)</u> and the Proposal Commitments.
Proposal Commitments	The Contractor agrees to perform the Services in accordance with its Proposal Commitments.
Performance Standards and Warranties	<p>The Contractor warrants it is competent to perform the Services and shall ensure the Services are performed by qualified personnel in accordance with the best accepted practice of the private sanitation industry.</p> <p>The Contractor agrees to use its best efforts to provide the Services with employees hired from the local community, including employees residing within the District. The Contractor agrees to provide only workers who are legally authorized to work inside the United States.</p>

<p>Payment and Reporting</p>	<p>Monthly payment shall be made in accordance with <u>Section 2.4 (Payment)</u> and based on the amounts set out in the Proposal Commitments or as otherwise agreed by the parties, provided that detailed and complete invoices are submitted. Payment will be made within 30 days after receipt of the complete invoice. The invoice shall attach the required monthly report in the agreed form.</p> <p>All prices shall include all sales, franchise, or other taxes with regard to the Services, which shall be paid by the Contractor.</p>
<p>Nonperformance</p>	<p>The Contractor shall perform the Services at the Service Area on the agreed upon [hours/days] set out in the Contract.</p> <p>If the Contractor fails to perform the Services at the Service Area on an agreed upon [hour/day], an amount equal to the applicable [hourly bill rate] shall be deducted from the upcoming monthly payment for each [full hour/day] that the Contractor does not perform the Services. The Contractor agrees that this is not a penalty.</p>
<p>Good Standing</p>	<p>Proposers must be in good standing and current in all their obligations to or within New York State, the Federal government, and the City of New York (the "City"); may not have been barred from or suspended from entering into contracts with the City during the past 5 years.</p>
<p>Permits</p>	<p>The Contractor shall obtain all permits required to perform the Services.</p>
<p>Subcontracting</p>	<p>The Contractor shall not subcontract all or any portion of the Services without the express prior written approval of the BID. The BID may reject any personnel provided by the Contractor at any time for any reason.</p>
<p>Indemnity</p>	<p>The Contractor agrees to indemnify and hold the City, NYC Department of Small Business Services (SBS), the BID and agents, officers, employees and volunteers of these entities harmless from any and all liabilities, obligations, losses, damages, penalties claims, actions, judgements, suits, costs, expenses and disbursements, including, without limitation, costs and expenses, legal or otherwise, of whatsoever kind and nature, which may be incurred by or imposed at any time on the above persons and in any way relating to or arising out of, or alleged to in any way relate to or arise out of this Contract (except for the negligent acts or omissions of the BID).</p> <p>The Contractor shall be solely responsible for the safety and protection of all its employees and shall assume all liability for injuries, including death, that may occur to said employees due to the negligence, fault, or default of the Contractor. The Contractor shall also require such indemnification from its contractors, subcontractors, and permittees.</p>
<p>Insurance</p>	<p>The Contractor will provide the BID with Certificates of Insurance</p>

	<p>indicating proof of all necessary and appropriate insurance coverage as a condition to executing the Contract.</p> <p>The Contractor will provide the BID 30 days' notice in the event of cancellation, termination or modification of the required insurances.</p> <p>At a minimum, the Contractor shall maintain the following insurances:</p> <ul style="list-style-type: none"> · Commercial General Liability Insurance in amounts not less than \$5,000,000 for each occurrence involving personal injury, bodily injury and/or property damage and with terms as broad as the latest edition of ISO Form CG 00 01. · Business Automobile Liability Insurance covering all owned, non owned and hired vehicles in amounts not less than \$5,000,000 for each occurrence involving bodily injury and/or property damage. · Worker's Compensation with employer's liability limits of no less than \$500,000 per accident (or such greater amount as required under New York State law), covering all aspects of its performance under the Contract. <p>Insurances shall be obtained from responsible companies authorized to do business in the State of New York with a minimum "Best's" rating of no less than A-/"VIII". Commercial liability insurance policies shall include coverage at least as broad as the latest edition of ISO Form CG 20 26.</p> <p>The insurance policies shall include the BID, the City and their respective officers, officials and employees and any other entities requested by the BID as "additional insureds".</p>
<p>Default and Termination</p>	<p>Either party may terminate the Contract for cause (i.e. material failure to perform) upon 7 days' prior written notice.</p> <p>The BID may terminate the Contract without cause upon 30 days' prior written notice. The Contractor may terminate the Contract without cause upon 90 days' prior written notice.</p>
<p>Assignment</p>	<p>The Contractor shall not assign, transfer, convey, or otherwise dispose of the Contract or any part thereof or of its interest therein and assign, by power of attorney or otherwise, any of the monies due or to become due under the contract without the express prior written consent of the BID.</p>
<p>Audits and Records</p>	<p>The Contractor shall keep and retain complete, timely, up-to-date and accurate books and records related to this Contract in accordance with generally accepted accounting practices, standards issued by the Comptroller of the City and the Contract requirements. The Contractor shall make those records available to the BID or the City upon request.</p>
<p>Independence</p>	<p>The Contractor is an independent contractor and shall not be deemed to be acting as agents, servants, or employees of the BID or of the City.</p>

**Governing Law
and Compliance**

The Contract shall be governed by the laws of the State of New York.

The Contractor shall comply with all federal, state and local statutes, laws, rules and regulations, including in relation to minimum wages, employment of the Contractor's employees and including but not limited to, affirmative action and equal employment opportunity.