



NOTICE OF SOLICITATION

REQUEST FOR PROPOSALS (RFP) ISSUED THROUGH THE PASSPort SYSTEM

HARLEM HEALTH ADVOCACY PARTNERS (HHAP) INSURANCE NAVIGATION

PIN: 26CB002300R0X00

EPIN: 81626P0001

In January 2015, the New York City (NYC) Department of Health and Mental Hygiene (Health Department) launched Harlem Health Advocacy Partners (HHAP), a place-based initiative demonstrate the capacity of a community health workers to improve the health of residents of public housing in East and Central Harlem. The long-term goal of HHAP is to improve the population health of residents of public housing in East and Central Harlem and to close racial gaps in health and social outcomes. Based on current needs, the Health Department is seeking a contractor to provide continued insurance enrollment, insurance and healthcare navigation, and medical billing assistance in support of HHAP.

The contract term is anticipated to be for three (3) years from March 15, 2026, to March 14, 2029, with a 3-year renewal option contingent on the availability of funding.

The Pre-Proposal Conference will be held virtually on 07/28/2025 at 3:00PM EST. All those interested in attending the conference must RSVP for the conference to RFP@health.nyc.gov (subject "**HHAP PPC Attendee**") by 07/24/2025, 2:00 PM EST to receive the link to attend.

In order to be addressed during the Conference, questions must be e-mailed to RFP@health.nyc.gov no later than 07/24/2025, 2:00 PM EST. Otherwise, all questions must be received by the Questions Deadline (08/04/2025, 2:00PM). Please include "**HHAP RFP Question**" in the subject.

PASSPort is a web-based system maintained by the City of New York to manage procurement. To submit a proposal to an RFP, all vendors must create an account within the PASSPort system. Please visit www.nyc.gov/passport to create an account or to log into the system to view this RFP. If you have any technical questions or concerns about PASSPort, please submit an inquiry to the [MOCS Service Desk](#).

Proposals are due on August 25, 2025, at 2:00 p.m. EST.