



NOTICE OF SOLICITATION

REQUEST FOR PROPOSALS (RFP) ISSUED THROUGH THE PASSPort SYSTEM

**The Development of the Public Health
Community Leadership Sector
PIN: 27SR001500R0X00
EPIN: 81626P0019**

The New York City (NYC) Department of Health and Mental Hygiene (“NYC Health Department” or the “Agency”) is seeking up to six (6) qualified Contractors who will each lead a Community Emergency Network (“CEN”) that will enhance the Agency’s ability to mitigate the public health impacts of emergencies in NYC. The CENs will be networks that use models inspired by Voluntary Organizations Active in Disaster (VOAD), such as Community Organizations Active in Disaster (COAD) and Long-Term Recovery Groups (LTRG). They will demonstrate focus on hyperlocal preparedness and response planning within their community (e.g. information sharing, identifying needs and gaps in services and offering a structure for community-based emergency collaboration during all phases of emergencies). Additionally, they will coordinate community-based service providers (i.e. nonprofits, businesses, congregations, clinics, associations, individual leaders, and other nongovernmental providers) in the preparedness, response, recovery, and/or mitigation phases of emergency management.

The contract term is anticipated to be for six (6) years from March 1, 2027, to February 28, 2033, with no renewal options.

There will be a Pre-Proposal Conference at 1:00 P.M. ET, on June 16, 2026, via teleconference. Attendance by vendors is optional, but strongly recommended. Please RSVP for the conference by 2:00 P.M. ET, on June 15, 2026, by emailing the name, title, affiliation, M/WBE status, and email address of each attendee to RFP@health.nyc.gov. Please state “CEN Leader” in the subject line. Vendors who submit an RSVP will be provided an invitation via email to attend the Pre-Proposal Conference.

All questions must be submitted in writing to the Authorized Agency Contact person at RFP@health.nyc.gov. Questions submitted by June 9, 2026, will be addressed at the Pre-Proposal Conference. Answers to all questions received by the question deadline of June 23, 2026, will be provided in an addendum released through PASSPort.

This procurement is subject to participation goals for MBEs and/or WBEs as required by Section 6-129 of the New York City Administrative Code.

The RFP can be accessed through the [PASSPort Public Portal](#). If you do not have a PASSPort account, you must create one by visiting nyc.gov/passport in order to respond to the RFP. If you require assistance with creating a PASSPort account or responding to the RFP, please submit an inquiry to the [MOCS Service Desk](#).

Proposals are due on July 15, 2026, at 2:00 P.M. ET.