

**ALLIANCE FOR CONEY ISLAND, INC.
SANITATION SERVICES
REQUEST FOR PROPOSALS**



SUBMISSION DEADLINE: Thursday, March 24th, 2022 5:00PM

QUESTION SUBMISSION DEADLINE: March 16th, 2022

Questions may be submitted in written form no later than March 16th, 2022 to:

RFP Contact Name: Alexandra Silversmith

Telephone Number: (718) 594-7895

Email Address: info@allianceforconeyisland.org

I. INTRODUCTION

The Alliance for Coney Island, Inc. (“Alliance”) is a nonprofit organization formed in 2012 and organized under the New York State Not-for-Profit Corporation. The Alliance for Coney Island is dedicated to continuing the transformation of Coney Island into a year-round, world-class recreational destination by the sea.

To carry out this mission, the Alliance works to expand programming to attract more visitors to Coney Island, enhance outreach efforts, promote Coney Island brand recognition, improve quality of life for visitors, businesses, and residents, strengthen connections between Coney Island residents, businesses, and government agencies, serve as a resource to and represent the local business community, and advocate for policies and resources to grow the Coney Island economy.

As new public improvements and businesses draw an increasing number of visitors into the Coney Island Amusement District, there is a growing need for sanitation and beautification services. Maintaining the street aesthetics in Coney Island is an essential element of the Alliance’s goal to improve the quality of life in the neighborhood, and the provision of these services is essential to achieve this goal.

II. PROPOSAL SUBMISSION PROCESS

Digital copy of a type-written proposal, including a completed Billing Rate Schedule must be submitted via email to Alexandra Silversmith, Alliance for Coney Island, Executive Director (info@allianceforconeyisland.org), and received no later than 5pm on March 24th, 2022.

III. SCOPE OF WORK

Service Area

The Alliance is looking to maintain the cleanliness of the Amusement District from Surf Avenue from

West 8th Street to West 21st Street as well as the streets leading to Boardwalk from Surf Avenue: West 10th, West 12th, West 15th, and Stillwell Avenue from Mermaid Avenue to the Boardwalk. Depending on cost and budget, these services may also be extended to include Mermaid Avenue from Stillwell Avenue to West 33rd Street. Please see the various pricing proposal tiers we are requesting below.

Sanitation Services

The daily workforce shall consist of an adequate number of supervisory and cleaning personnel to perform the requirements of the contract, and specific demands of the area.

Project expectations and objectives may include, but are not limited to, the following:

The Contractor shall perform the following services with a trained and supervised workforce, whether staff, employees, or subcontractors of the Contractor (“Workers”), for which Contractor shall be solely responsible:

1. Clean sidewalks, sidewalk curbs, street gutters, and pedestrian plazas of the entire service area, from the building or property line to the curb and eighteen (18) inches into the street from the curb and gutters, as well as specified cross streets within the service area.
2. Remove filled garbage bags from the trash receptacles and replace them with new liners. Bagged litter shall be transferred to corners/locations designated by the Alliance in consultation with the New York City Department of Sanitation, specifically those corners that contain DSNY trash receptacles.
3. Remove all posters, stickers, and other debris from street furniture (litter receptacles, fire hydrants, light poles, and mailboxes), and either paint over graffiti or remove with solvent depending on what makes the most sense for the specific situation. For privately owned locations, permission will need to be given by the property owner or merchant to have the graffiti removed. The contractor will supply employees with suitable scrapers and environmentally responsible solvents. The contractor will be responsible for all other cleaning and maintenance projects that may be required by the Alliance.
4. Remove cigarette butts and other debris from cracks in the sidewalk.
5. Tree pits should be weeded bi-weekly as part of regular maintenance and trash removed as part of daily sweeping.
6. Line up the miscellaneous newspaper distribution boxes at each intersection daily.

Costs

Where possible the proposal should itemize all costs for options 1, 2, and 3 on a time and materials basis. This should include but shall not be limited to:

- Trash pickup, and public space and public utility (fire hydrants, traffic poles, police boxes, etc.) cleaning.
- Hourly rates for work requested outside the contracted scope of work

Proposal Price Options and Schedule

For all of the below options please include a price quote for services running from April 29th through June 30th, 2022 and the cost of extending services through September 30th, 2022:

Option 1: The Contractor shall provide pricing for sanitation services for the Amusement District: Surf Avenue from West 8th Street to West 21st Street as well as the streets leading to Boardwalk from Surf Avenue: West 10th, West 12th, West 15th, and Stillwell Avenue from Mermaid Avenue to the Boardwalk.

- The Contractor shall provide a workforce totaling a minimum of 72 man hours per week in the Amusement District from **April 29th to May 23rd, 2022** and 120 man hours per week in the Amusement District during the peak-season period from **May 26th to September 5, 2022**; and a minimum of 72 man hours per week in the Amusement District during the off peak-season period from **September 6, 2022 – September 30, 2022**, including Holidays
- Staff in the Amusement District would be contracted to work all holidays and during the peak season follow a schedule of Sundays, Mondays, Wednesdays, Fridays and Saturdays

Option 2: The Contractor shall provide pricing for the same items as Option 1 as well as pricing for Same as above in addition to: Mermaid Avenue from Stillwell Avenue to West 33rd Street for 72 hours per week (Three 8-hour days).

Option 3: The Contractor shall provide pricing for the same items as Option 1 as well as pricing for Same as above in addition to: Mermaid Avenue from Stillwell Avenue to West 33rd Street for 48 hours per week (Two 8-hour days).

Contractor Responsibilities

- a. Contractor shall pay all salaries, taxes, fringe benefits, health benefits etc. for all employees associated with any of these projects.
- b. Contractor will provide the Alliance a detailed report of all services rendered.
- c. Contractor will inform the Alliance at least 3 business days in advance of the dates and times any Contractor work is scheduled so that the Initiative has adequate time to inform the NYC Department of Small Business Services about scheduled work.
- d. Contractor shall respond in writing to the Alliance regarding any services complaints and shall make its best efforts to alleviate such complaints. Proposals should outline a process by which the Contractor shall handle such complaints.

Operational Requirements

The Board of Directors, Alliance Executive Director, or their designated representatives may reject any personnel provided by the Contractor at any time.

The Contractor shall assume complete responsibility for ensuring that performance by its employees meets the needs and standards established by the Alliance.

Equipment and Uniforms

The contractor shall supply all equipment needed to provide the cleaning service described herein, including gloves, brooms, dustpans, rakes, weed whackers, rags, solvents, and wheel-mounted trash cans. At this time, trash bags will most likely be provided by the Alliance through a partnership with the

New York City Department of Sanitation (DSNY). At times, pick-up of the trash bags may be required from DSNY's garage on West 21st Street by the contractor. If any form of mechanized cleaning operations is included in the proposal, the contractor must detail the added overall value in terms of increased productivity per dollar amount as well as its impact on manpower allocation.

Only uniforms in clean, good condition may be worn. Uniforms must serve the workers' needs in all types of weather. Workers will not be permitted to wear other garments over any part of their uniforms.

All workers assigned to the district are expected to maintain a neat and clean appearance with proper uniform attire as prescribed by the Contractor.

IV. TARGET AREA

The target area shall be defined as including Surf and Stillwell Avenues in Coney Island (please see map attached), with the inclusion of Mermaid Avenue depending on manpower and budget.

The Contractor shall provide Services at the following locations, each in Brooklyn, New York (see Exhibit A, map):

- a. The Amusement District from Surf Avenue from West 8th Street to West 21st Street;
- b. Streets leading to Boardwalk from Surf Avenue: West 10th, West 12th, West 15th, and Stillwell Avenue from Mermaid Avenue to the Boardwalk.

Depending on manpower and budget, the Contractor shall also provide services at the following location (see Exhibit B, map):

- c. Mermaid Avenue from Stillwell Avenue to W. 33rd Street.

V. SELECTION PROCESS

The Alliance will review all proposals for completeness and compliance with the terms and conditions contained in this RFP. The Alliance may request such additional material as it deems necessary to assist in making an informed decision in the best interest of the organization. The Alliance will award the contract to the qualified contractor whose proposal it determines to be most advantageous to the Alliance. The Alliance reserves the right to award the contract to other than the proposed offering, the lowest overall cost, and the right to award the contract based on the initial submission without further discussion. The Alliance further reserves the right to reject all proposals, postpone and/or cancel this RFP.

The Alliance shall not pay any costs incurred by any contractor responding to the RFP. The review or selection of a proposal will create no legal submission or equitable rights in favor of a contractor, including without limitation, rights of enforcement or reimbursement.

Failure by the Alliance to select a contractor, or to enter into a contract once selected as a result of the RFP, will not create any liability on the part of the Alliance or any of its members, officers, employees, agents, consultants, or other contractors. Submission of a proposal by a contractor shall constitute a waiver by such contractor of any claim or cause of action against any of the aforementioned for any costs

incurred for any matters arising in connection with the Alliance's review of the proposal.

VI. GRANT COMPLIANCE

The Alliance reserves the right to request additional documents to be completed in addition to the contract for supplemental sanitation services. The selected contractor will be required to register with the City's systems including the Payment Information Portal (PIP). If your firm is already registered with either system, please note that in your proposal.

VII. PROPOSAL SUBMISSION FORMAT

The following is a list of information that the Bidder should include in their proposal submission:

Summary of Bidder Background

- Bidder's Name(s)
- Bidder's Address
- Bidder's Contact Information (and preferred method of communication)
- Legal Form of Bidder (e.g. sole proprietor, partnership, corporation)
- Date Bidder's Company Formed
- Description of Bidder's company in terms of size, range and types of services offered and clientele.
- Bidder's principal officers (e.g. President, Chairman, Vice President(s), Secretary, Chief Operating Officer, Chief Financial Officer, General Managers) and length of time each officer has performed in his/her field of expertise.
- Bidder's Federal Employee Identification Number (FEIN)
- Evidence of legal authority to conduct business in New York (e.g. business license number).
- Evidence of established track record for providing services and/or deliverables that are the subject of this proposal.

Financial Information

- State whether the Bidder or its parent company (if any) has ever filed for bankruptcy or any form of Reorganization under the Bankruptcy Code.
- State whether the Bidder or its parent company (if any) has ever received any sanctions or is currently under investigation by any regulatory or governmental body.

Proposed Outcome

- Summary of timeline and work to be completed.

Equipment or Service

- A list of any and all equipment or services required for this proposed project and the number of each.
- Detailed estimated cost for each piece of equipment or service.
- List any equipment or services required of a subcontractor, along with a brief explanation.
- List any accommodation, services, or space required from The Alliance for Coney Island, along with a brief explanation.

Cost Proposal Summary and Breakdown

- A detailed list of any and all expected costs or expenses related to the proposed project.
- Summary and explanation of any other contributing expenses to the total cost.
- Brief summary of the total cost of the proposal.

Insurance

- Details of any liability or other insurance provided with regard to the staff or project.

References

- Provide 3 references

Bidder agrees that the Alliance for Coney Island may contact all submitted references to obtain any and all information regarding Bidder's performance.

Exhibit A, Map:

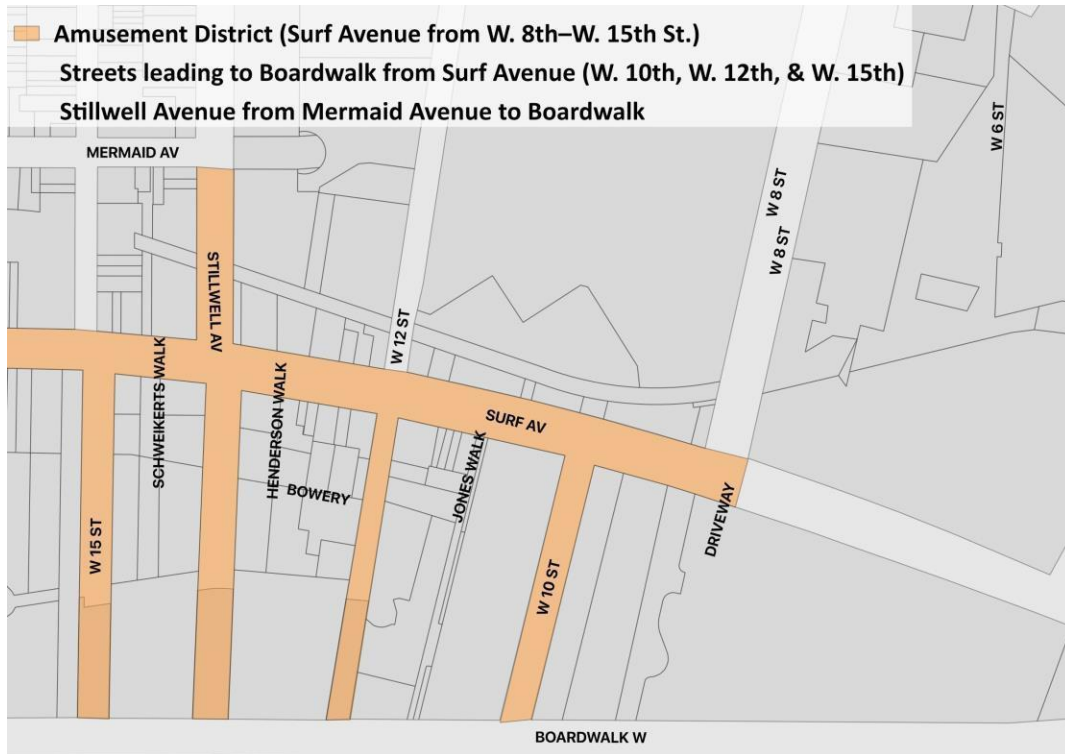


Exhibit A, Map (Continued):

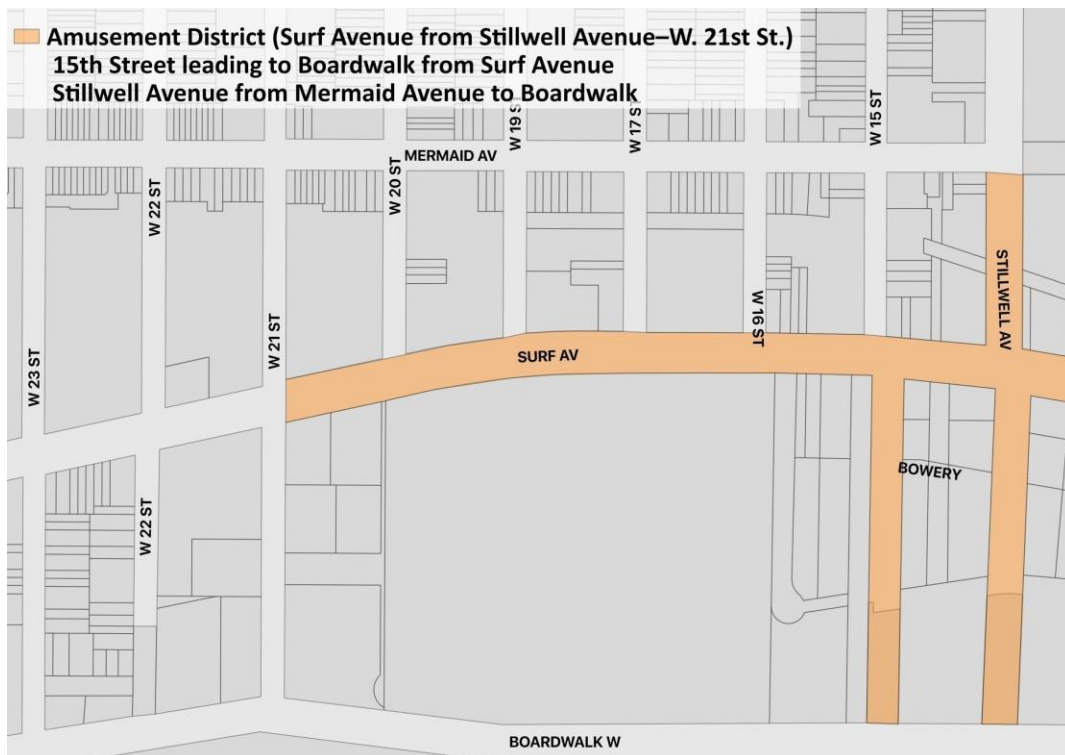


Exhibit B, Map:



Exhibit B, Map (Continued):

