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**City of New York
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MEMORANDUM

To: Hon. Donovan Richards, President of the Borough of Queens
Florence Koulouris, District Manager, Queens Community Board 1

FROM: Luigi Almanzar, Project Manager, Concessions Division

SUBJECT: Request for Proposals ("RFP") for the Renovation, Operation & Maintenance of an
Indoor Tennis and Sports Facility at Astoria Park, Queens

DATE: April 10, 2026

In accordance with Section 1-13 of the Concession Rules of the City of New York, the New York City Department of Parks and Recreation (Parks) intends to issue a significant Request for Proposals ("RFP") for the Renovation, Operation & Maintenance of an Indoor Tennis and Sports Facility at Astoria Park, Queens

The RFP will provide for an operating term not to exceed twenty years. No longer term will be considered. The concession will be operated pursuant to a license agreement issued by Parks; no leasehold or other proprietary right is offered.

The concession has been determined not to be a major concession as defined by Chapter 7 of the Rules of the City Planning Commission.

Please direct any questions or comments you may have regarding development of the scope of this RFP to Luigi Almanzar, Project Manager, by phone at (212) 360-3483 or via email at luigi.almanzar@parks.nyc.gov. These comments must be made by Wednesday, May 20, 2026, to ensure consideration.