



Request for Proposals

1680 Lexington Avenue — Event Space Operator

RFP Info Session

July 2026

1680 Lexington Avenue | *Event Space Overview*

The Site

Built in 1879 as a public school, 1680 Lexington Avenue is a 5-story landmarked building in East Harlem — today the Julia de Burgos Latino Cultural Center. NYCEDC renovated it in 1996 to give the community access to classes, workshops, and performance space.

Objective

NYCEDC seeks an Operator to manage, maintain, market, and secure ~8,283 SF of event and theater space, activating it through:

- Diverse, mission-aligned programming
- Strengthening local arts & cultural organizations
- A Community Engagement & Access Plan opening the space to local groups

Second Floor Theater — 4,336 SF

160-seat flexible performance space with box office, dressing rooms, backstage, and control platform.

Ground Floor Multipurpose — 3,947 SF

Large hall, ancillary rooms, and shared lobby access at street level.

8,283 SF

*Total event & theater
space*

160-Seat

Flexible theater

1680 Lexington Avenue | *Operator Selection*

The ideal Event Operator will be a mission-aligned arts, cultural, or community organization with:

- ✓ A demonstrated history operating cultural, performance, or community event spaces
- ✓ Deep roots in East Harlem / upper Manhattan and relationships with local stakeholders (e.g., Taller Boricua, PRTT, Los Pleneros de la 21)
- ✓ A financially sustainable model spanning earned revenue, philanthropy, and diversified programming
- ✓ Experience sustaining operations and community access through phased capital construction

1680 Lexington Avenue | *Role of the Operator*

The Selected Operator will anchor the Event Space as a civic and cultural resource for upper Manhattan, with responsibilities across three areas:

Community Engagement

- Convene local arts, cultural & civic organizations
- Develop & execute a Community Engagement & Access Plan
- Build a recurring, community-driven event schedule

Programming & Operations

- Curate a high-frequency and high performing arts, cultural & educational calendar
- Manage scheduling, ticketing, marketing & community rentals
- Maintain on-site staffing for daily activation

Financial Management

- Anchor a sustainable model in earned revenue & philanthropy
- Maximize activation & financial performance
- Maintain transparent accounting & reporting
- Enter into an Operating Agreement with NYCEDC

1680 Lexington Avenue | *RFP Submission Requirements*

KEY UPCOMING DATES

10:00 AM · July 6, 2026 — Info Session & Site Visit (RSVP by June 29)

5:00 PM · July 17, 2026 — Deadline to submit questions

July 30, 2026 — Q&A posted to NYCEDC website

Submission Deadline

Friday, August 7, 2026 · 4:00 PM EST

JUNE 17, 2026

RFP RELEASED

JULY 6, 2026

INFO SESSION & SITE VISIT

AUGUST 7, 2026

PROPOSALS DUE

Submit questions to juliadeburgos@nycedc.com no later than 5:00 PM on Friday, July 17, 2026. Answers will be posted by Thursday, July 30, 2026.

Upload your response as a **.zip file** (labeled with your company name and the RFP title) via Dropbox at edc.nyc/rfps. Submissions are not accepted by email.

Form Name: 11281 - 1680 Lexington Avenue Event Space RFP | Info Session & Site Tour RSVP
Submission Time: June 24, 2026 12:57 pm
Browser: Firefox 152.0 / OS X
IP Address: 172.56.35.183
Unique ID: 1473879057
Location: 38.9328, -77.0289

Name Christine Licata

Company Taller Boricua / Puerto Rican Workshop

Email c.nine.e@gmail.com

Form Name: 11281 - 1680 Lexington Avenue Event Space RFP | Info Session & Site Tour RSVP
Submission Time: June 24, 2026 1:33 pm
Browser: Chrome 149.0.0.0 / Windows
IP Address: 148.77.107.194
Unique ID: 1473892311
Location: 40.847, -73.8616

Name	Maria Del Carmen Arroyo
Company	East Harlem Council for Community Improvement
Email	marroyo@acacianetwork.org

Form Name: 11281 - 1680 Lexington Avenue Event Space RFP | Info Session & Site Tour RSVP
Submission Time: June 24, 2026 1:49 pm
Browser: Chrome 149.0.0.0 / Windows
IP Address: 74.64.62.26
Unique ID: 1473898083
Location: 40.8123, -73.9682

Name	Nilsa Orama
Company	East Harlem Council for Community Improvement, Inc
Email	norama@promesa.org

Form Name: 11281 - 1680 Lexington Avenue Event Space RFP | Info Session & Site Tour RSVP
Submission Time: June 24, 2026 2:38 pm
Browser: Chrome 149.0.0.0 / Windows
IP Address: 47.19.67.10
Unique ID: 1473915104
Location: 40.7547, -73.9614

Name	Ricardo Torres
Company	Neighborhood Association for Inter-Cultural Affairs, Inc. (NAICA)
Email	rtorres@naicany.org

Form Name: 11281 - 1680 Lexington Avenue Event Space RFP | Info Session & Site Tour RSVP
Submission Time: June 24, 2026 2:38 pm
Browser: Chrome 149.0.0.0 / Windows
IP Address: 47.19.67.10
Unique ID: 1473915329
Location: 40.7547, -73.9614

Name Stanley De La Cruz

Company Neighborhood Association for Inter-Cultural Affairs, Inc. (NAICA)

Email sdelacruz@naicany.org

Form Name: 11281 - 1680 Lexington Avenue Event Space RFP | Info Session & Site Tour RSVP
Submission Time: June 26, 2026 12:49 pm
Browser: Safari 26.5 / OS X
IP Address: 173.68.165.146
Unique ID: 1474562965
Location: 40.8055, -73.931

Name Gustavo Rosado

Company The Puerto Rican Workshop/ Taller Boricua

Email GRosado@naicany.org
