

**REQUEST FOR EXPRESSIONS OF INTEREST  
("REFI")**

**REGARDING THE SALE OF PORT WASHINGTON POLICE DISTRICT PROPERTY**

**Port Washington Police District  
500 Port Washington Blvd.  
Port Washington, New York 11050**

## **I. INTRODUCTION**

The Port Washington Police District (the “District”) seeks to identify qualified Responders interested in purchasing District-owned property located at 500 Port Washington Blvd., Port Washington, New York (the “Property”).

The Property currently serves as Police Headquarters. The District intends to relocate upon the completion of a new building on Main Street in Port Washington. That new building is estimated to be move-in ready on or about January 2028. However, the estimated date may change due to construction delays, necessary approvals, and other contingencies. The District does not intend to vacate the Property and/or close on its sale until construction of its new building is complete and it is move-in ready.

This Request for Expressions of Interest (“RFEI”) is a preliminary, non-binding step used to determine the level of interest from potential purchasers, gather additional information, and identify parties for further discussion and negotiation.

With the anticipated sale, the District seeks to obtain the best price obtainable in its judgment or the most beneficial terms in the public interest.

Interested parties are advised that any potential sale of the Property is subject to permissive referendum.

## **II. BACKGROUND**

The Property is identified on the Nassau County Land and Tax Map as Section 5, Block 147, Lots 77 and 84, and has a Land Area of approximately 29,400 square feet (.6749 acres). The Property is located in the Residence B District of the Town of North Hempstead Zoning Code.

The Property has a gross building area of approximately 9,588 square feet and is currently improved with a one-story, plus finished lower level, Police H-headquarters. The Property also has a garage/storage building located at the rear, estimated at 1,960 square feet.

The Property is situated on the west side of Port Washington Boulevard. It is bordered by Port Washington Boulevard on the east, residential properties on the south, and a cemetery on the north and west. Ingress and egress is limited to Port Washington Boulevard, a four (4) lane north-south roadway under the jurisdiction of the New York State Dept. of Transportation.

## **III. SUBMISSION REQUIREMENTS**

All submissions shall include, but not be limited to, the following components:

- A. TITLE PAGE** Showing the Responder’s name, address, telephone, and identification of the person or persons authorized to represent the Responder, if a business entity, in communications with the District.

## **B. PROPOSED DEVELOPMENT/PROJECT OVERVIEW**

Provide a narrative description of the proposed use of the Property, including the following, as applicable:

- Proposed purchase price;
- Brief history and overview of the proposing entities, including intended use of the Property.

## **C. COMMUNITY ENGAGEMENT**

Please describe your approach to effective early community engagement/communication for this project.

## **IV. EVALUATION CRITERIA**

Responses to this RFEI will be evaluated by a review team composed of District staff and Commissioners based upon, but not limited to, the criteria below:

- Purchase price and/or most beneficial terms in the public interest.

Upon review of the responses, the District reserves the right to:

1. Take no further action;
2. Invite one (1) or more Responders to provide additional information necessary to evaluate the response;
3. Invite one (1) or more of the Responders to interview; and
4. Enter into negotiations with one (1) or more Responders.

## **V. EVALUATION PROCESS AND TIMELINE**

As part of the evaluation process, Responders whose submissions best meet the evaluation criteria established above may be selected for an interview with District staff. The District reserves the right to reject all submissions or deviate from the process, as necessary, to achieve its goal of obtaining the best price obtainable in its judgment or the most beneficial terms in the public interest.

### **Confidentiality**

The District complies with all applicable laws regarding public meetings and public records. The District will endeavor to maintain, but cannot guarantee, confidentiality during the selection and review process provided that such

confidential information shall be segregated into a separate volume in the original or any subsequent submission and shall be clearly marked by the proposer as "CONFIDENTIAL-TRADE SECRETS." Responders should be aware that the failure to identify submissions as such would render all submissions subject to disclosure under the Freedom of Information Law.

### **Rights Reserved by the District**

The District reserves the right to reject any and all responses, to negotiate with chosen Responders, to change, without notice, the RFEI and evaluation process, and to waive any formality in responses whenever same is in the interest of the District and its objectives.

## **VI. SUBMISSION INSTRUCTIONS**

To ensure that all potential respondents have access to the same information, all questions regarding this project shall be posed via e-mail to: [question@pwpd.ny.gov](mailto:question@pwpd.ny.gov). Questions and answers with general relevance will be posted on the District's website. Questions related to the RFEI should be directed to the District solely through the designated email address above.

Responses should be submitted via email with an attachment(s) or file-sharing link to files to [krivera@pwpd.ny.gov](mailto:krivera@pwpd.ny.gov). Any portions of a response containing confidential financial or trade secrets should be clearly labeled as such. The District will endeavor to maintain, but cannot guarantee, the confidentiality of these documents. Responses and any supporting materials must be received by April 7, 2026 at 4:00 pm EST for initial consideration. The District reserves the right to extend that date at its sole discretion.