

**CITY OF CAMBRIDGE
REAL ESTATE DISPOSITION
REQUEST FOR PROPOSALS**

Coolidge Place, Cambridge Massachusetts

SECTION I. OVERVIEW

The purpose of this Request for Proposals (RFP) is to solicit proposals for the disposition of property owned by the City of Cambridge ("the City"), consisting of approximately 1,042 square feet of land in the Central Square area of Cambridge MA. The property available for disposition is Coolidge Place; connecting Massachusetts Avenue to the City's Parking Lot 6 on Bishop Allen Drive (the "Property").

The City will consider selling this Property and discontinuing Coolidge Place as a public way in order to allow the development of a residential building with ground floor retail uses on the disposed Property and adjacent parcels. Building design will be subject to review and approval by the Planning Board, based on applicable zoning requirements.

Offerors must meet all minimum evaluation criteria, must complete the enclosed proposal form and price summary form, and must include the requested documents. The City has attempted in this RFP to be as accurate as possible, but is not responsible for any unintentional errors herein. No statement in this document shall imply a guarantee or commitment on the part of the City as to potential relief from state, federal or local regulations.

SECTION II. INSTRUCTIONS TO OFFERORS

2.1 Failure to complete the attached form, to answer any question, or to provide the documentation required will be deemed non-responsive and result in an automatic rejection of the proposal unless the City determines that such failure constitutes a minor informality, as defined in and pursuant to M.G.L. c.30B.

2.2 All requests for clarification or any questions about information contained in this RFP must be submitted in writing and addressed to Amy Witts, Purchasing Agent, City of Cambridge, City Hall, 795 Massachusetts Avenue, Cambridge, MA 02139 (FAX: 349-4008, email; awitts@cambridgema.gov). No requests or questions will be accepted after 5:00 p.m. on October 28, 2015. The name, address, telephone number, FAX number (if available) and email address of the person to whom such additional information should be sent must be provided by the offeror. An Addendum with questions and answers will be mailed to all offerors on record and posted to the

Purchasing website.

- 2.3 Five copies of the proposal must be received by Amy Witts, Purchasing Agent, City of Cambridge, Third Floor of City Hall **prior to 10:00 a.m., Monday, November 9, 2015**. Proposals must be delivered in a sealed package labeled "Proposal for Disposition of Real Estate – Coolidge Place." Late proposals will not be accepted.
- 2.4 Offerors may correct, modify or withdraw proposals prior to the proposal opening. An offeror who wishes to withdraw a proposal must make the request in writing. Any corrections or modifications to a proposal must be submitted in writing. Corrections or modifications must be in a sealed envelope when submitted.
- 2.5 An offeror's proposal will remain in effect for a period of 90 calendar days from the deadline for submission of proposals or until it is formally withdrawn, a contract (Purchase and Sale Agreement) is executed or this RFP is canceled, whichever occurs first.

SECTION III. EVALUATION OF THE PROPOSALS

All proposals will be reviewed in accordance with M.G.L. c.30B by the Evaluation Committee, and final selection will be based upon an evaluation and analysis of the information and materials required under this RFP. The contract will be awarded to an offeror who meets the minimum evaluation criteria, submits the required documents, has the demonstrated experience and resources to fulfill the contract, and best meets the evaluation criteria.

The City will award a contract to only one responsive and responsible, eligible offeror. The City reserves the right to reject any and all proposals if it determines that it is in the best interest of the City to do so. The City also reserves the right to waive any informalities in the proposal process or to accept the proposal deemed to be in the best interest of the City.

SECTION IV. DESCRIPTION OF PROPERTY TO BE DISPOSED

4.1 Overview

The City property to be disposed is Coolidge Place, consisting of approximately 1,042 square feet in the Central Square area (see attached map).

4.2 Coolidge Place

At present, Coolidge Place is an accepted public way in the City and accommodates pedestrian traffic between Massachusetts Avenue and the municipal Parking Lot 6 on Bishop Allen Drive. Coolidge Place abuts a three story brick commercial building on its

eastern side and is separated from an at-grade parking lot by a four foot high wrought iron fence on the west. This public way is eight (8) feet wide and has a continuous brick surface from the Massachusetts Avenue sidewalk to the Municipal Parking Lot 6. The street is shown on the attached Assessor's Map #91.

4.4 Zoning Status

The property to be disposed of is subject to the requirements of the Business B (BB) base zoning district, the Central Square Overlay District and the Mass and Main sub-district that was created by the 2015 zoning amendment for this area.

4.5 Discontinuance of Coolidge Place as a Public Way

Coolidge Place is currently a public way in the City of Cambridge; discontinuance as a public way requires a two thirds vote of the City Council. The City Manager intends to request its discontinuance as a public way prior to the signing of a purchase and sale agreement. This disposition is contingent on the discontinuance of Coolidge Place as a public way.

SECTION V. CONTRACT TERMS & CONDITIONS

- 5.1 Upon the conditional designation of the successful purchaser, the City will enter into a Disposition Agreement with the successful offeror contingent upon matters set forth in this RFP.
- 5.2 This Agreement will require a \$ 100,000 good faith deposit to be held in escrow in an interest bearing account. The successful offeror will be responsible for obtaining the necessary approvals for all permits for the proposed use of the site and for paying the out of pocket costs incurred by the City in connection with the disposition process, including attorneys' fees, appraisers' fees, and any other consultants' fees. The deposit and interest shall be applied to the City's costs set forth above. Any remaining amount of the deposit and interest shall be applied to the full purchase price at the closing or refunded if the conveyances, discontinuance and permits are not granted by the City council and other applicable authorities, within 12 months of the conditional designation of the successful offeror.
- 5.3 Disposition shall be subject to the discontinuance of Coolidge Place as a public way; this requires a two thirds vote of the City Council.
- 5.4 Disposition shall be conditioned upon use of the Property, in conjunction with adjacent parcels, for the construction of a new multifamily residential building with retail uses at the ground floor, as permitted by applicable zoning regulations. No alternate uses or development shall be allowed on the Property. The residential units must include not less than seventeen (17) percent "affordable" dwelling units and

three (3) percent “middle income” units for a combined twenty (20) percent permanently and privately subsidized housing units consistent with the 2015 rezoning for this area.

- 5.5 The successful offeror must receive a special permit from the Planning Board pursuant to the project review requirements set forth in the Zoning Ordinance applicable to the residential development described above. Nothing in the Disposition Agreement shall prevent the Planning Board from imposing special permit conditions as would be customary to a project of this type.
- 5.6 Disposition of the Property shall be subject to the agreement by the successful offeror to undertake the following infrastructure improvements in conjunction with its development of the site, with final construction plans to be approved in writing by the Cambridge Department of Public Works:
 - a) Two pedestrian connections between Massachusetts Avenue and Parking Lot 6; each a minimum of 10’ wide on property to be conveyed by the successful offeror to the City on terms acceptable to the City.
 - b) Drain and sewer force mains between Massachusetts Avenue and Parking Lot 6 to support the City’s construction of stormwater management tanks in Parking Lot 6 and Clement Morgan Park, pursuant to plans to be developed by the Cambridge Department of Public Works. Construction of these utilities must be completed in advance of the City’s construction project.
- 5.7 Final disposition of the Property shall be subject to the procedural requirements set forth in Section 2.110.010 et. seq. of the Cambridge Municipal Code, titled “Disposition of City Property.” Disposition of the Property requires a two-thirds vote of the City Council. Disposition of the Property shall be subject to further restrictions that may be deemed reasonable by the City Council and accepted by the successful offeror which may be identified during the public processes necessary for the disposition of the Property.
- 5.8 The successful offeror shall be responsible for all soil disposal and any associated environmental containment or remediation required as a consequence of any construction that takes place on the Property. Prior to closing, the successful offeror will have the right to perform its own environmental testing, bearing the costs of any expenses associated with additional testing. If the testing reveals hazardous material or environmental contamination by a substance that has not previously been identified as existing or possibly existing on the Property that would cost more than \$125,000 to contain or remediate, the successful offeror will have the right to terminate the Disposition Agreement and receive its deposit back, unless the contamination is determined to be as a result of City operations; in which case, the

City shall have the option to contain or remediate the hazardous material or environmental contamination in compliance with the Massachusetts Contingency Plan, Chapter 21E and the successful offeror shall not have the right to terminate the Disposition Agreement or receive its deposit back.

- 5.9 **Rule of Award:** The most advantageous proposal from a responsive and responsible offeror, taking into consideration price and all other evaluation criteria set forth in this Request for Proposals will be selected.

SECTION VI. EVALUATION CRITERIA

The purpose of information requested in this section is to assist the City in evaluating each proposal. Each proposal shall be evaluated based upon the price offered for the Property by the offeror in conjunction with the other comparative evaluation criteria set forth herein. Responses to the following areas should be complete and full:

- 6.1 **Ability to develop:** A proposal shall be evaluated based on the offeror's ability to assemble the Property to be disposed with adjacent properties under the offeror's ownership or control in order to enable the construction of a multifamily residential building of approximately 200,000 or more square feet with ground floor retail uses.

A rating of Acceptable will be given if the offeror can demonstrate the capability of constructing the project described above.

A rating of Not Acceptable will be given if no sufficient evidence has been provided demonstrating that the offeror can feasibly enable the project to be constructed as described above.

- 6.2 **Enhancement of the Urban Environment in Central Square.** The design concept shall be evaluated against the Citywide Urban Design Objectives set forth in Article 19.000 of the Zoning Ordinance and the Central Square Design Guidelines.

A rating of Acceptable will be given for a design concept that meets the intent of the citywide and area-specific urban design principles.

A rating of Not Acceptable will be given for a design concept that only fairly or poorly addresses the citywide and area-specific urban design principles.

SECTION 7. DOCUMENT SUBMISSION REQUIREMENTS

The following documents must accompany the proposal. Failure to provide any of the requested documents may result in the determination that the offeror is non-responsive.

1. Description of development intent and development concept, both in narrative form and sketch plans.
2. Proposal Form
3. Price Summary Form
4. Disclosure of Beneficial Interest pursuant to G.L. c. 7 § 40J
5. Ownership Certificate demonstrating control of adjacent land
6. A copy of the most recent annual financial report (audited or reviewed by a Certified Public Accountant).
7. A list of three financial references from a bank, mortgage company, investment company or other licensed financial institution. The references shall include contact name and telephone number. The City may contact the references in determining whether the offeror is responsible.

CITY OF CAMBRIDGE, PURCHASING DEPARTMENT
795 MASSACHUSETTS AVENUE, RM. 303
CAMBRIDGE, MA 02139

PROPOSAL FORM FOR THE DISPOSITION OF REAL ESTATE
Coolidge Place

1. Name of person submitting proposal:

Address:

Telephone:

2. Please check one of the following:

() Corporation, incorporated in the State of: _____

() Partnership, names of partners are: _____

Submit this form with your proposal.

3. **Minimum Evaluation Criteria**

The City of Cambridge will reject any proposal that does not meet the minimum evaluation criteria. A "NO" response or a failure to respond to any of the following minimum evaluation criteria will result in a rejection of your proposal.

Please check YES or NO for each of the minimum criteria listed below:

- A. The offeror has sufficient assets to undertake the project, as demonstrated by its latest annual financial report (audited or reviewed by a Certified Public Accountant).

YES _____ NO _____

- B. The offeror has demonstrated that it controls land resources necessary to undertake this project, as demonstrated by a duly notarized certificate of ownership.

YES _____ NO _____

Submit this form with your proposal.

The undersigned certifies under penalties of perjury that this proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity or group of individuals. As required by M.G.L. c. 62C, Section 49A, the undersigned also certifies under the penalties of perjury that the offeror has complied with all laws of the Commonwealth relating to taxes.

Signature: _____

Name of person signing proposal: _____

Title of officer signing for firm, if applicable: _____

Name of business, if applicable: _____

Address: _____

Signature of all firm partners, if applicable:

Submit this form with your proposal.

INSTRUCTIONS for PRICE SUMMARY FORM

The attached price summary form must be submitted with the offeror's proposal. Failure to adhere to this instruction will result in automatic disqualification of your proposal. The price summary form must provide (on the attached worksheet):

- a. Your cash offer.
- b. A plan of adjacent parcels owned or otherwise controlled by the bidder, with ownership certificates, deeds, or other documents evidencing your ability to use the disposed Property, and that will be used in conjunction with the disposed Property, to accommodate the anticipated development.
- c. Schematic plans, elevations and other drawings describing the development that is proposed on the Property, along with adjacent properties.
- d. A schedule indicating when the anticipated development will be completed.

PRICE SUMMMARY FORM

(A) *Cash offer*

\$ _____

in words

(_____)

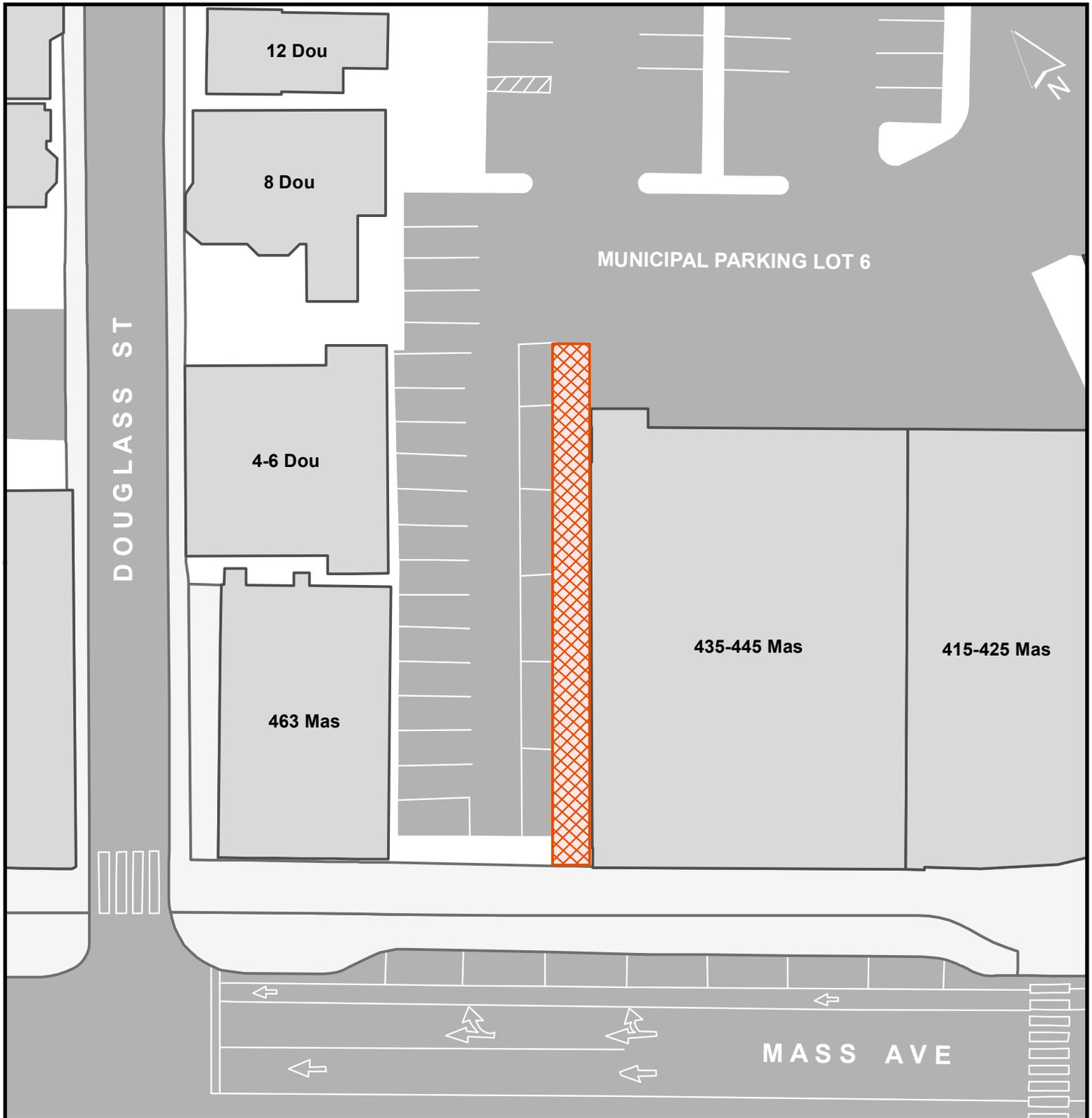
Signature of Offeror: _____

Submit this form with your proposal.

**File No.7046 - Real Estate Disposition Coolidge Place
Monday November 9, 2015 @ 10:00 am**

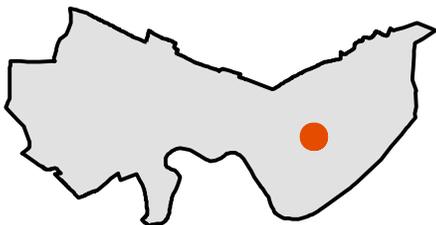
Attachments:

**Plan of Coolidge Place
Assessor's Map #91**



CITY OF CAMBRIDGE
PUBLIC WORKS
ENGINEERING DIVISION

 **COOLIDGE PLACE**

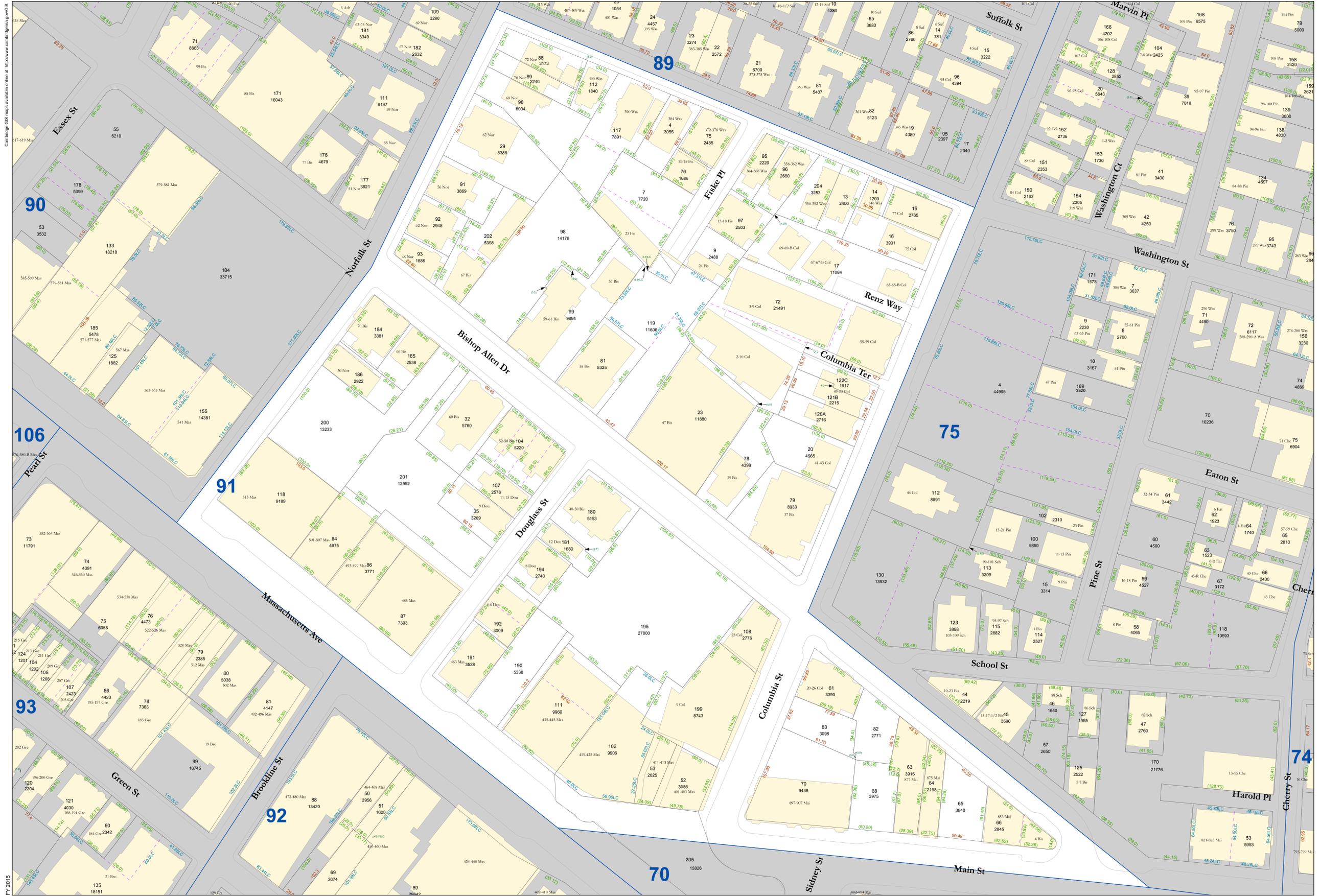


Beginning at a point in the Northeasterly line of Massachusetts Avenue 100.0 feet Southeasterly from the Southeasterly line of Douglass Street, thence Northeasterly by the Southeasterly line of Coolidge Place 130.2 feet, thence Northwesterly 8.0 feet, thence Southwesterly 130.2 feet, thence Southeasterly by Massachusetts Avenue 8.0 feet.

Containing 1042 square feet as shown as Lot F on 'Plan of Land in Cambridge' dated June 18, 1957 by Edward Smith.



BLOCK 91



FY 2015



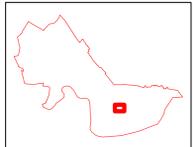
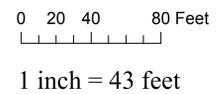
City of Cambridge
Assessing Department

795 Massachusetts Ave.
Cambridge, MA 02139

-  Buildings
-  Water
-  Lot Line
-  Sub-Parcel Line
-  Block Line
-  Easement
-  City Boundary
-  Railway

- 10 Lot Number
- 91 Block Number
- 10 Cam Street Number
- (125.0) Deed Dimension
- 100 Parcel size in Sq. Ft.
- 44.0LC Land Court Dimension
- 65.0 Survey Dimensions

DISCLAIMER:
All Real Property shown on this map was compiled from existing Assessor's Tax Maps dated 1920 to 2015 and maintained by the City Assessor's Office and the Department of Public Works. Subsequent maintenance has been completed using the City of Cambridge Geographic Information System (GIS). Parcels have not been created from survey, and map is suitable for assessing purposes only.
The City of Cambridge assumes no legal responsibility for information shown on this map.



Parcel Block Map

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