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Public Notice for Language Access

English: Interpretation and translation services are available to you at no cost. If you need them, please contact us at jonathan.short@boston.gov

Spanish: Tiene servicios de interpretación y traducción a su disposición sin costo alguno. Si los necesita, póngase en contacto con nosotros en el correo electrónico jonathan.short@boston.gov.

Haitian Creole: Sèvis entèpretasyon ak tradiksyon disponib pou ou san sa pa koute w anyen. Si w bezwen yo, tanpri kontakte nou nan jonathan.short@boston.gov.

Traditional Chinese: 我們可以向您提供口頭翻譯和書面翻譯服務，並不向您收取費用。如您需要，請與我們連絡，發電子郵件至jonathan.short@boston.gov。

Vietnamese: Các dịch vụ thông dịch và biên dịch được cung cấp cho quý vị hoàn toàn miễn phí. Nếu quý vị cần những dịch vụ này, vui lòng liên lạc với chúng tôi theo địa chỉ jonathan.short@boston.gov.

Simplified Chinese: 我们可以向您提供口头翻译和书面翻译服务，并不向您收取费用。如您需要，请与我们联系，发电子邮件至jonathan.short@boston.gov。

Cape Verdean Creole: Nu ta oferese-bu sirvisus di interpretason y traduson di grasa. Si bu meste kes sirvisu la, kontata-nu pa email jonathan.short@boston.gov.

Arabic: خدمات الترجمة الفورية والترجمة التحريرية متوفرة لك دون أي تكلفة. إذا كنت بحاجة إلى تلك الخدمات، يرجى الاتصال بنا عبر jonathan.short@boston.gov

Russian: Услуги устного и письменного перевода предоставляются бесплатно. Если Вам они нужны, просьба связаться с нами по адресу электронной почты jonathan.short@boston.gov.

Portuguese: Você tem à disposição serviços gratuitos de interpretação e tradução. Se precisar deles, fale conosco: jonathan.short@boston.gov.

French: Les services d'interprétation et de traduction sont à votre disposition gratuitement. Si vous en avez besoin, veuillez nous contacter à jonathan.short@boston.gov.

01

Introduction & Instructions

Purpose

The purpose of this Request for Proposals ("RFP") is to solicit proposals for the redevelopment and long-term ground lease of vacant land owned by the Boston Water and Sewer Commission (the "BWSC") and the Boston Redevelopment Authority ("BRA") doing business as the Boston Planning & Development Agency (the "BPDA"), consisting of 16 disposition parcels, known as the Boston Water and Sewer Commission Parking Lots. These parcels represent approximately 191,528 square feet of vacant land in the South End Urban Renewal Area, Project No. Mass. R-56, located at various addresses known as 8 and 49 Thorndike Street, 923-925 Harrison Avenue, 13 Newcomb Street, and 15, 17, 19, 21, 23, 25, 27, 29, 31, 33, and 35 Lenox Street in the Roxbury neighborhood of Boston (the "Property").

The BPDA seeks to convey the Property to allow mixed-use development that, in consistency with the Roxbury Strategic Master Plan and PLAN: Nubian Square, will bring a mix of housing, with an emphasis on affordability, to the Roxbury area along with community-driven ground floor activation and open space. Proposals will be subject to review and approval by the BPDA, and the Mayor's Office of Housing ("MOH") including a review of applicable planning and zoning controls, and the development objectives and guidelines described herein.

The BPDA has attempted to be as accurate as possible in this RFP, but is not responsible for any unintentional errors herein. No statement in this RFP

shall imply a guarantee or commitment on the part of the BPDA as to potential relief from state, federal, or local regulation. The BPDA reserves the right to cancel this RFP at any time until proposals are opened, or reject all proposals after the proposals are opened if it determines that it is in the best interest of the BPDA to do so. The BPDA reserves the right to waive any minor informalities.

Instructions

Accessing the RFP and Addenda

The RFP will be available for download beginning on **TO BE DETERMINED** on the [BPDA Procurement Webpage](#).

Proponents must register when downloading the RFP to ensure they receive any addendum. Requests for clarification or any questions about the RFP must be submitted by email to:

Jonathan Short
Senior Real Estate Development Officer
Boston Planning & Development Agency (BPDA)
Jonathan.short@boston.gov

The BPDA will not respond to any requests for clarification or questions concerning the RFP received after **TO BE DETERMINED**. With any request for clarification or question, proponents must include their name, address, telephone number, and email address. An addendum with questions and answers will be emailed to all prospective responders on record and posted on the BPDA website no later than five business days before the RFP deadline.

Proponents are advised to view the Property by walking or driving by the Boston Water and Sewer Commission parking lots located between Melnea Cass Boulevard, Harrison Avenue, East Lenox Street, and Washington Street.

The BPDA will communicate any updates, corrections, clarifications, or extensions to this RFP through an addendum emailed to all prospective respondents posted to the BPDA website. It shall be the responsibility of proponents to check the BPDA website regularly for any addendum.

Pre-Proposal Events

The BPDA will host a virtual pre-proposal conference where staff will take questions. All those planning to attend must register at the link below.

Event	Date and Time	Registration Link
Virtual Pre-Proposal Conference	TBD	TO BE ADDED

Submissions

There is a fee of **TO BE DETERMINED** (the "Submission Fee") to submit the RFP; the Proponent should make the check payable to the Boston Redevelopment Authority. This required Submission Fee will be applied to the security deposit for the Selected Proponent, and returned for all other Proponents. The Proponent shall submit the Minimum Submission Requirements (Section 5) electronically on two flash drives placed in a sealed envelope with the submission fee check. One flash drive should include the financial information, the other flash drive should include all remaining components required for the submission.

Flash drive #1

- PDF file containing Development Submission
- PDF file containing Design & Sustainability Submission
- PDF file containing Disclosures
- PDF Submission checklist

Flash drive #2

- *PDF file of the Price Offer Form*
- PDF file containing Financial Submission (excluding the financial workbook)
- Excel file containing the Financial Submission Workbook

Proposals must be delivered in a sealed envelope and labeled “Boston Water and Sewer Commission Parking Lots RFP Submission” no later than **TO BE DETERMINED** (the “Submission Deadline”). The envelope should be addressed to:

Teresa Polhemus
Executive Director/Secretary
Boston Planning & Development Agency
12 Channel Street, Suite 901, Boston, MA 02210

No late proposals will be accepted. Any proposals received after the date and time specified in this RFP will be rejected as non-responsive, and not considered for evaluation.

Proposal Opening

The opening of proposals received by the deadline will take place on **TO BE DETERMINED** (the “Proposal Opening Time”). Proposals will be stored in a secure location until the Proposal Opening Time. The BPDA will hold a virtual proposal opening by live-streaming and recording the event.

Proponents can access the live-streamed RFP opening at the following **TO BE ADDED**. Attendees must also register in advance of the event using such link. The video of the RFP opening will be posted on the BPDA website no later than **TO BE DETERMINED**

Date	Event	Link / Zoom Info (if applicable)
TBD	Available to download	
TBD	PRC Applications Available to download	
TBD	Virtual Pre-Proposal Conference	
TBD	Last date questions can be asked	Email: Jonathan.short@boston.gov
TBD	PRC Applications Due	
TBD	PRC Selected	
TBD	RFP Due	
TBD	RFP Opening	

02

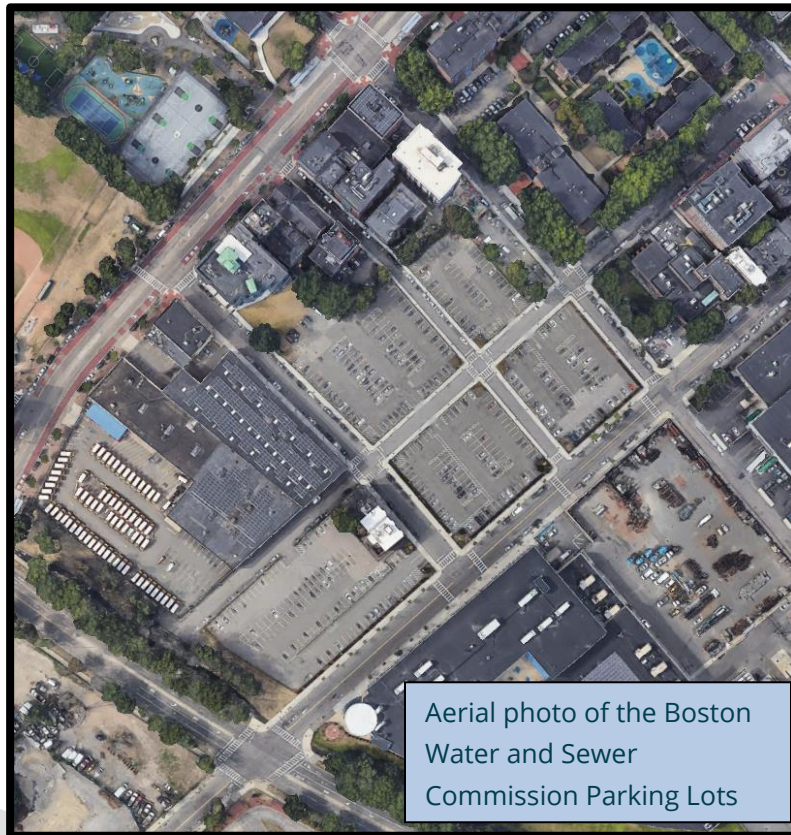
Property Description

Site Description

The Property consists of five parking lots and adjacent vacant parcel area. The first parking lot consists of Assessors Parcel ID 0801834000, known as 55 Lenox St., amounts to 28,247 square feet of land. The second parking lot consist of Assessors Parcel ID 0801854010, known as 0 Newcomb St., amounts to 21,592 square feet of land. The third parking lot consists of Assessor Parcel ID 0801903010, known as 923-925 Harrison Ave, amounts to 34,162 square feet of land. The fourth parking lot consists of Assessors Parcel ID 0801878010, known as 0 Thorndike St., amounts to 45,679 square feet of land. The fifth parking lot consists of Assessors Parcel ID 0801973000, known as 1 Thorndike St., amounts to 51,848 square feet of land. The adjacent vacant parcel area consist of the Millburn Street and Urban Renewal Parcel R-35A and Parcel R-35B, includes Assessors Parcel IDs 0801843000, 0801844000, 0801845000, 0801846000, 0801847000, 0801848000, 0801849000, 0801850000, 0801851000, 0801852000, 0801853000, known as 15, 17, 19, 23, 25, 27, 29, 31, 33, 35 East Lenox St, amounting to 10,000 square feet of vacant land. Altogether these parcels amount to 191,528 square feet of vacant land.

Address	Assessors Parcel ID	Urban Renewal Name	Lot ID
15 East Lenox St.	0801843000	Parcel R-35A	Adjacent Vacant Parcel
17 East Lenox St.	0801844000	Parcel R-35A	Adjacent Vacant Parcel
19 East Lenox St.	0801845000	Parcel R-35A	Adjacent Vacant Parcel
21 East Lenox St.	0801846000	Parcel R-35A	Adjacent Vacant Parcel
23 East Lenox St.	0801847000	Parcel R-35A	Adjacent Vacant Parcel
25 East Lenox St.	0801848000	Parcel R-35A	Adjacent Vacant Parcel
27 East Lenox St.	0801849000	Parcel R-35A	Adjacent Vacant Parcel
29 East Lenox St.	0801850000	Parcel R-35A	Adjacent Vacant Parcel
31 East Lenox St.	0801851000	Parcel R-35A	Adjacent Vacant Parcel
33 East Lenox St.	0801852000	Parcel R-35A	Adjacent Vacant Parcel
35 East Lenox St.	0801853000	Parcel R-35A	Adjacent Vacant Parcel
Millburn Street	N/A	N/A	Adjacent Vacant Parcel
55 Lenox St	0801834000	N/A	Parking Lot 1
0 Newcomb St	0801854010	N/A	Parking Lot 2
923-925 Harrison Ave	0801903010	N/A	Parking Lot 3
0 Thorndike St	0801878010	N/A	Parking Lot 4
1 Thorndike St	0801973000	N/A	Parking Lot 5

The Property is located between Harrison Street to the east, Washington Street to the west, East Lenox Street to the north, and Melnea Cass Boulevard to the south.



The Property is near other community uses and amenities such as the Congregation: Lion of Juda, Grant A.M.E. Church, Rosie's Place, Ramsay Park, and Cooper Community Center. The Property is located a short walk away from Boston University Medical Campus, Northeastern University, and Nubian Square. The parcels are surrounded by bus stops for the 1, 8, 9, 47, 171, 19, 47, CT3, 15, SL4, and SL5 making the location highly accessible across the City of Boston.

History

The Property is located in the northern section of Roxbury in-between Lower Roxbury and the South End. The land was previously used for residential, institutional, commercial, and industry businesses. The majority of 191,528 square foot combined parcels were acquired Land razed after the development of the 1975 General Plan for the City of Boston and Regional Core. The parcels were to be redeveloped through the South End Urban Renewal plan as space for the commercial, industrial, and parking uses. The Parking lots are currently being use for Boston Water and Sewer Commission employees and visitors parking while the abutting vacant parcels are used for BPDA employee parking.

Urban Renewal

The Urban Renewal Plan designated Parcel R-35A and R-35B, with Parcel IDs 0801843000, 0801844000, 0801845000, 0801847000, 0801848000, 0801849000, 0801850000, 0801851000, 0801852000, 0801853000, known as 15, 17, 19, 23, 27, 29, 31, 33, 35 East Lenox St, in the South End Urban Renewal Plan Project No. Mass R-56 are designated for 'Institutional and Open Space'. Any necessary changes regarding parcel uses located within Section 602: Land Use & Building Requirements, may undergo a Minor Modification to the Urban Renewal Plan (permitted by Section 1201: Amendment of said Plan) and adhere to the rules and regulations established by the City Council Urban Renewal Action Plan of 2016.

Existing Streets

There are existing public right-of-ways dividing the Boston Water and Sewer Parcel Lots. The streets internal to the site are local in nature. Lenox Street is on the northern boundary of the site and runs from Fellows Street to Columbus Avenue with varying one-way directionality. There are two approximately 600 foot long internal streets titled Newcomb Street and Thorndike Street providing connectivity between Washington Street and Harrison Avenue. Thorndike is bi-directional, and Newcomb Street

is one-way westbound between Reed Street and Harrison Avenue. Reed Street runs north/south on the site between its dead end terminus just north of Melnea Cass to the south and Northampton Street to the north. These streets make up the network of the site, and connect the site to more major connector roads, and beyond.

Underground Utilities

The Property includes several BWSC stormwater lines below grade. Additionally, Parcel ID 0801973000, Parcel ID 0801903010, and Parcel ID 0801834000 have strips of land designated as a 'special structure area'. The utilities reference herein are not an exclusive list of utilities and other easements, which may exist on the property, and Proponents are fully responsible for conducting their own existing conditions survey, title, and utility examination prior to development design.

Planning and Zoning Context

The Property lies within the Roxbury Neighborhood Zoning District, as shown on Map 6A-6C of the Boston Zoning Map, and is principally governed by Article 50 of the [Boston Zoning Code](#) ("Code").

For zoning purposes, the Property is situated within the New Market Industrial Development Area (Newmarket IDA) and the Multifamily Residential (MFR) subdistricts as shown on Map 6A-6C of the Boston Zoning Maps in the Roxbury Neighborhood District.

The Code and maps can be found at www.bostonplans.org/zoning. Zoning relief may be required to achieve the requirements of this RFP.

All proposals related to The Property are required to be in conformance with the [Roxbury Strategic Master Plan \(2004\)](#) ("RSMP"), a neighborhood-wide planning strategic framework to guide change and economic growth in Roxbury. The Roxbury Strategic Master Plan goals are:

- Enhance civic and cultural life in the neighborhood,

- Create a comfortable, lively, and safe public realm that reflect the diversity of residents,
- Promote diverse and sustainable growth with employment and job training opportunities for residents,
- Ensure safe and convenient public and private transportation,
- Expand and improve housing for a variety of socioeconomic groups,
- And enhance community participation and empowerment through increased accountability of government, institutions, and businesses.

Additionally, [PLAN: Nubian Square](#) (2019) is an implementation plan to mobilize development on publicly owned parcels in Roxbury's Nubian Square that aligns and builds from the RSMP. Respondents are expected to meet PLAN: Nubian Square's planning objectives which include job creation for the community, development of diverse and affordable housing options, creation of resilient and sustainable design, and commitment to diversity and inclusion in the development process.

Please refer to the Development Objective section of this RFP for additional information.

Title

Proponents are fully responsible for conducting their title examination to ensure that the title to the Property is clear. To the best of the BPDA's knowledge, the BPDA is the owner of the Property and the title is not encumbered further than what is noted in this Request for Proposals. However, the BPDA makes no representations or warranties as to the accuracy of any title examinations it may have conducted and recommends that proponents conduct their own title examinations. The BPDA further recommends that proponents commission their own boundary surveys to determine the existence of any encroachments that could exist.

03

Development Objectives and Design Guidelines

The BPDA seeks to convey the Property following the priorities laid-out in the Roxbury Strategic Master Plan, PLAN: Nubian Square, and community guidance, to bring forth a **community-oriented development** that is committed to **affordability, equity, wealth creation, community infrastructure, environmental justice, and public wellness** for the Roxbury Community.

Development Objectives

After in-depth discussions on the development of the Property, which were informed by the RSMP and PLAN: Nubian Square and led by community stewardship, the BPDA seeks to redevelop the Property in a manner consistent with the following goals:

- Consistent with Roxbury Strategic Master Plan and PLAN: Nubian Square planning goals
- Development of Equitable Housing
- Creation of Affordable Housing
- Creation of Wealth through Home Ownership
- Development of Senior Housing

- Utilization of Rent-to-Own Housing Model
- Improvements to the Roxbury community's ownership of assets, capital, healthy environment, and access to public services.
- Community Infrastructure
 - Provision of Neighborhood Services
 - Ground Floor Activation
- Urban Heat Island + Health
 - Creation of Public/Open Space
 - Healthy Development
- Equitable Mobility
 - Commitment balancing the streets for sustainable modes of transportation
- Diversity and Inclusion

Consistency with Area Planning History

The Property falls within the catchment area of Roxbury Strategic Master Plan ("RSMP") and PLAN: Nubian Square. Proponents must incorporate the combined visions of these planning documents, while capturing and addressing the current needs of the community for affordable housing, community development, and climate resilience. New housing in Roxbury should be complementary and additive to existing housing. It should focus on providing a range of affordability levels while also enhancing the opportunity for wealth creation through homeownership. Proponents should use development as a catalyst to promote health, culture, education, and economic opportunities and equity.

Equitable Affordable Housing and Wealth Creation

This development offers the opportunity to create multiple housing typologies that address different housing needs. The community has requested that three affordable housing models be included in the redevelopment of these parcels:

1. Family housing
2. Homeownership via a rent-to-own model, or another model that deepens levels of affordable homeownership
3. Senior housing

Proponents must propose at least two of the three housing models with preference for all three. Models may be combined such as family housing using a rent-to-own model. Other models - such as rental housing - are permissible but not required. Additional requirements and details on these housing models are outlined below.

Affordability

Housing and Household Composition Community Profile of the census tracts including or abutting the Property shows that 74% of the household bring \$50,000 or less based on the 2018 census. Households of one to six people earning that income fall in the range of 30% to 50% of Area Median Income ("AMI"). When that is taken into consideration with the fact that only 14% of the new housing developed in the Nubian Square area of Roxbury falls within the 50% AMI range, it shows that there is a large gap in the housing options for the Property's surrounding community. In addition, the PLAN: Nubian area of Roxbury currently provides zero income-restricted units for families earning 61-70% AMI.

Therefore, proponents are asked to maximize deeper levels of affordability with preference given to those that provide an income breakdown of:

- 1/3 of total units affordable to households earning up to 50% AMI
- 1/3 of total units affordable to households earning 51% to 70% AMI
- 1/3 of total units affordable to households earning above 70% AMI

At a minimum, at least sixty percent (60%) of all residential units must be income-restricted to a maximum of 80% Area Median Income (“AMI”) for rentals and/or 100% AMI for homeownership.

Housing Models

The household income of residents in the surrounding area is indicative of the financial barriers to homeownership for Roxbury residents. Most income-restricted homeownership units in Boston are affordable to households earning 70-100% AMI - putting them out of reach of the majority of current Roxbury residents. To address this issue, the Property has been selected to be the City of Boston’s first attempt to utilize a rent-to-own housing model on public land. Preference will be given to proposals that include rent-to-own units. Guided by the The Mayor’s Office of Housing’s (“MOH”) current RFP for rent-to-own models on privately owned land, the next section (Rent-to-Own Housing) provides details on the requirements of a proponents rent-to-own proposal.

Additionally, community members have expressed an interest in both rental and homeownership units, with a preference for plans that maximize the number of homeownership units large enough to house families. Preference will be given to proposals that provide homeownership units that are 2-bedroom, 3-bedroom, and 4-bedroom in size. Further consideration of the needs of families in the building design and amenity spaces will be viewed favorably by the evaluation committee.

The last housing model that the community has requested is to help address the lack of low-income senior housing (55+) in Boston. Therefore proponents are asked to develop units for seniors from the Roxbury neighborhood. Preference will be given to senior housing that provides studio, 1-bedroom, and 2-bedroom units.

Funding

The successful Proponent will be responsible for securing the resources necessary to support rental and home ownership opportunities at the Property. As a part of this RFP, the Mayor's Office of Housing ("MOH") is making funds available for the development of affordable housing units. Proposals with multiple phases of development including any income-restricted homeownership (including rent-to-own) housing, and which intend to utilize MOH funds, must prioritize a first phase of affordable homeownership development. See Section 4: Public Funding for additional funding requirements and details.

Income, rent, and sales price maximums are available on the BPDA website in the Housing section.

Rent-to-Own Housing

Proponents are highly encouraged to include one-third of all units as rent-to-own in order to bring homeownership within reach of households below 80% AMI. Additional details, resources, and priorities can be found in the City of Boston's "Renting to Own" RFP released in May 2023. Refer to Section 4: Public Funding, for details on City funds available to assist in the creation of income-restricted rent-to-own units.

Programmatic Requirements

In their proposal, development teams should identify and include letters of interest from partner lenders and service providers. These letters must expressly outline partners' interest in developing affordable rental-to-homeownership housing units and/or piloting the use of new financing tools that create clear pathways for low and/or moderate income Boston renters to start building equity in year one and transition to affordable homeownership in Boston within a defined and reasonable time frame (e.g. 5 years).

Programmatic elements of a development project and/or new financing tool are anticipated to include the following components. Please refer to Appendix C for detailed guidance on what to include in the narrative portion of your proposal.

1. Mechanism for accumulation of savings and/or financial returns for rent payments: A mechanism that allows for a portion of rent payments to be placed into a savings account and/or generate financial returns to support the household's financial goals
2. Financial planning and credit building support: Financial counseling and reporting of on-time monthly rent payments to credit bureaus
3. Homeownership counseling, financial, and technical assistance to maintain a home: Resources and technical assistance to prepare rental households for the realities of homeownership
4. Assurance of an affordable transition to homeownership and continued rental option for households who are unable to transition: A financing structure that ensures an affordable transition to homeownership to avoid financial shock, and anticipates that some households may be unable to successfully transition to homeownership within the defined time frame

Affordability of Rent-to-Own

Through this initiative, we are seeking to design new models of homeownership attainable for "low and moderate income" aspiring homeowners in Boston. "Affordable homeownership," consistent with the guidelines for participating lenders in the Boston Home Center's Financial Assistance program, means that the monthly mortgage payments, including principal, interest, taxes, and insurance, do not exceed 45% of a household's monthly income. When combined with other debt obligations, such as student loan payments, child support, or credit card payments, the debt to income ratio should not exceed 50% of a household's monthly income.

We define low and moderate income renters as those households who, upon move-in, have incomes between 50 and 80 percent of the Area Median Income (AMI), respectively, including residents of public housing. Preference will be given to proposals with 50% or more of rent to own units affordable to households earning up to 70% AMI. The Boston Housing Authority (BHA) is interested in models that allow public housing residents and housing

voucher recipients to transition to homeownership through a rent-to-homeownership model.

Ownership units must maintain affordability for a term of up to 30 years from the initial date of move-in. If the home transitions to a new owner during this 30 year period, the City reserves the right to extend the affordability restriction an additional 20 years beyond the initial 30 year period.

Submission Requirements

Refer to Section 4: Public Funding for general MOH policy and submission requirements. Specific rent-to-own submission requirements are outlined below:

Condominium Association: In general, developers of homeownership projects are required to establish a condominium association and to sit on the board for as long as is legally allowed. In MOH's experience, condominium projects consisting of one to five units can present significant management challenges; therefore, proposals including less than six rent to own units will not be considered. In situations where buildings may experience a transition of mixed rental and homeownership during the rent-to-own period, the Proponent must detail their management strategy for this time period in their response. Developers are responsible for ensuring that the condominium board has been trained in relation to meetings, board selection, budget management, meeting with the management company and other related condominium board requirements.

Eviction Prevention: There will be particular attention given to the eviction prevention plan for tenants involved in the rent-to-own track. As a part of the development narrative, Proponents proposing rent-to-own units must include a section describing their eviction prevention plan. This narrative must include an explanation of how rental payments beyond the maximum allowable rental limit (based on AMI) will be returned to a resident in the event of their departure from a rent-to-own unit prior to purchase.

Additionally, applicants that receive an award of funds will be required to submit information on the number of evictions and terminated tenancies in their portfolio of developments during the previous 12 month period and will be asked to submit a full eviction prevention plan. If the information submitted indicates a substantial issue, the award of funds and developer designation may be suspended. See MOH's Eviction Prevention Policy and Eviction Prevention Plan Checklist for more details.

Rental-to-Homeownership Programmatic Summary: See Appendix C for guidance.

Sample Term Sheet for Rent-to-Own lease agreements: The sample term sheet must specify terms such as sales price and interest rate at time of purchase.

Metrics of success

The Mayor's Office of Housing seeks to work closely with the successful Proponent (including development team, lender, and community based organizations) throughout all phases of the development, deployment, and/or lease-up processes to evaluate and understand the opportunities and challenges of rental-to-homeownership models. Models will be evaluated in years 5, 10, and 15 based on the following metrics:

1. Percentage of participating households who successfully transition to, and sustain, affordable homeownership, the type and cost of financing obtained, and any post-purchase issues
2. Percentage of participating households who report that this housing model allowed them to build equity and pursue other types of wealth-building opportunities (such as the attainment of higher education and debt repayment)
3. Percentage of participating households who report that this housing model allowed them to feel a greater sense of residential stability

Community Infrastructure

The community has requested a redevelopment of the systems of facilities, structures, and environment in the Roxbury neighborhood which play a vital roll in the community's health, safety, and quality of life. The sections below outline the specific needs to redevelopment this community infrastructure.

Ground Floor Activation

The Property should be developed in a manner that benefits the greater Roxbury neighborhood by investing in the public realm, particularly through ground-floor activation on the site. It was determined through the community process that proposals should prioritize uses such as neighborhood services, retail, restaurants, and community spaces within the ground floor of any development . Retail spaces should be included in a range of sizes and affordability to allow for local businesses to be included.

Small Business Development

The community has made significant requests for small start-ups to be given space to build their business at the Property by way of community kitchens, cooperatives, or incubator space. Proponents are asked to provide opportunities for startup companies and individual entrepreneurs to develop their business in some capacity by providing them with business services, shared resources, and physical space.

Neighborhood Services

One of the pillars of public-wellness is the community's access to needed neighborhood services. The services missing in this part of the Roxbury neighborhood include laundromats, community space, pharmacies, and affordable daycare centers. Proponents will be given preference for the provision of any of the above listed services.

Addressing Urban Heat Island and Public Health

According to Climate Ready Boston, 2016, the City's comprehensive climate vulnerability and preparedness study, the Roxbury area is at risk for multiple climate change-related hazards.

- Already prone to flooding from heavy rainfall, 180 acres of Roxbury will be exposed in major flooding events later this century. Stormwater flooding already occurs in Roxbury with Melnea Cass Boulevard often impacted. Even a few inches of road flooding can block access to essential services.
- Climate change means hotter temperatures in Roxbury especially area with more asphalt, impermeable surfaces, and less tree cover. This is due, in part, to urban heat island effect.
- Roxbury has some of the hottest summer temperatures and a high percentage of community members who may be more at risk of heat stroke, including low-income individuals, older Bostonians, and children, and those dealing with medical illnesses.

Urban Heat Island

The community has specifically identified increased extreme heat conditions as a major concern and seeks proposals that reduce heat island conditions in the Nubian Square area and development site. In order to mitigate the effects of climate change for the Roxbury community, proposals should mitigate urban heat island effects through the following means.

- **Creation of Open Space:** Usable outdoor amenity space created for natural conservation, outdoor residential amenities, neighborhood use, and/ or resiliency measures. Includes plazas, balconies/roof decks, yards, multi-use paths, sidewalks (including the expansion of the existing sidewalks within the public rights-of-way [PROW]), and accessory open air structures of an appropriate scale for the proposed

space (gazebos, pavilions, or the like) and green houses.

- **Creation of Tree Canopy:** Planting of native trees to the Commonwealth of Massachusetts made up of tall long-lived hardwood trees should be planted to redevelop the lost tree canopy in the Roxbury neighborhood. Please reference the City's preferred Types of Public Street Trees list - Medium to Tall Species for more information on what types of trees to consider and include in any proposed project.
- **Roof-Top Planting Opportunities:** In order to create usable and productive open spaces and capitalize on all sun-exposed rooftop spaces, the project should include urban farming or community gardening strategies in these areas and for the building residents. Green roofs are helpful with stormwater collection, abating urban heat island effect to the direct benefit of the building operational costs, as well as in providing cooling benefits to the neighborhood, at large. . These strategies will require specific considerations in the proposed building design.
- **Permeable Surfaces:** Permeable surfaces include, but are not limited to, vegetative landscapes, permeable paving/pavers, blue/green roofs, and stormwater controls such bioswales and rain gardens. These surfaces should work to provide passive irrigation to created open spaces and proposed street trees in the public rights-of-way. They do not include any area under a roof which is designed to capture or absorb water runoff.
- **Green Network:** 'Green Corridors', or public paths and sidewalks adjacent to newly envisioned open space or an expansion of existing PROW facilities are a priority to provide access between the Property and Ramsay Park, and to connect to the existing tree canopy spaces along Melena Cass Boulevard. See the open space and public realm section of the Design Guidelines below for more information.

Roxbury's Public Health

The Boston Public Health Commission recently released a report that shows that the life expectancy for residents near Nubian Square in Roxbury is only 69 years of age which is a 23-year difference when compared to the residents in the Back Bay neighborhood. When you compare these numbers to the household incomes (Roxbury: \$42,211, Back Bay: \$141,250) and educational attainment (91% of Back Bay residents over the age of 25 have a college degree, 44% of Roxbury residents have a college degree) of these communities, it is clear to see the disparities in the social determinants of health between these two communities. We request, for further planning context, the Respondent refer to the planning studies and reports listed in Appendix A to inform their proposal for the development of the Boston Water Sewer Commission Parcels and identify ways to use the redevelopment of the site to improve the public health of the Roxbury Community.

Equitable Mobility

The new development must be oriented and programmed strategically to make easy connections to/through the site and to nearby community amenities and transportation nodes such as Nubian Station, existing bus stops, landmarks, and public parks like Ramsay Park. The new development should enhance connectivity, site access, and circulation prioritizing pedestrians and people that use mobility devices.

The Project should have right-size parking count that is in alignment with the city's Go Boston 2030 goals of reducing car dependency and complying with the city's Maximum Parking Ratio for this area, while balancing the community's need for parking for low-income families.

Transportation Demand Strategy

Proponents should comply with the Boston Transportation Department's Transportation Demand Management (TDM) guidelines and utilize the "TDM Point System Tool." All efforts should be aligned to reduce car dependency and encourage and make public transit, walking/rolling, and cycling viable transportation options.

Street Circulation

All streets must be designed and built to the Boston Public Works Design Standards, and consistent with Boston's Complete Street Guidelines. This will require additional dimension to incorporate all elements of Complete Street.

Safe street design is critical. Elements of the City of Boston Street Safety Toolkit are encouraged to be thoughtfully included in proposals, especially including high visibility crosswalks, curb extensions, and clear corners. Streets should be designed as "slw streets" to minimize travel speeds. Streets should be used for site connectivity and reduce cut through traffic. Safety, views, and ease of navigation must be promoted in the site designs. Additionally, structures must be designed with clear sight lines and exterior lighting must create well-lit open spaces and streetscapes to eliminate dark pockets at night.

Bike Support

The proposed development should provide safe bike connectivity and must provide secure on-site bike storage for all users and residents, in compliance with the Boston Transportation Department's Bicycle Parking Guidelines. The proponent must comply with the requirements for short and long-term secure bike parking and contribute to the city's bike-share network.

Loading

Entrances to off-street loading areas (loading docks, waste pickup, and other areas often required for the efficient operation and maintenance of a

building site) should be no larger than necessary to minimize the impact on the public realm and enhance safety for all roadway users.

Service loading and unloading facilities should be screened and buffered from view. Service loading and unloading facilities should be designed to prevent truck back-up maneuvers in the public right-of-way and that conflict with pedestrians.

Garage doors and loading area entrances that interrupt a continuous building facade reduce the opportunity for street-level retail and other active ground floor uses, as a result curb cuts should be minimized as much as possible in the overall Project.

Service loading and unloading facilities should be strategically placed to minimize impact. The BPDA encourages proponents to strive for only one vehicular entrance and one associated curb cut for a building. This singular access point will ideally allow access for vehicles loading and unloading, as well as to parking areas for passenger vehicles.

If designated, the Proponent must perform an analysis regarding the anticipated size and relative frequency of each loading vehicle intended to access the site. The Proponent must provide turn radius diagrams to the BPDA as well. Wherever feasible, the loading drive access point(s) should be on the side or at the rear of the site, and preferably connecting to a side street or alleyway to maintain an uninterrupted sidewalk on the primary street. Coordination must occur with BPDA and other city agencies to determine the appropriate placement of access drives in relation to intersections.

Parking

The Project Site is near Nubian Station and several community amenities. Additionally, the Project Site is near MBTA Bus Stops 19,47, CT3, 1, 9, 171, 8, 15, SL4, and SL5. The Project Site is near several bike paths like the Melnea Cass Bike Path, and dedicated bike lanes on Washington Street and

Massachusetts Avenue. Given the Project Site's proximity to these multimodal options and location near Nubian Square and South End, parking should not exceed the city's Parking Ratio for this area. Additionally, parking entrances should not be larger than necessary to ensure a safe public realm for all roadway and sidewalk users. Minimizing the size of parking entrances will enhance sidewalk accessibility, improve building architecture, and allow for other on-street uses. It is not required that each building on the Project Site have parking or parking access. Shared and consolidated access is encouraged to minimize curb cuts and the impact of the public realm.

Any structured parking must be well designed and buffered with residential or other uses that limit visibility of the garage use from the public ways. It is strongly preferred that the parking is below grade and that no off-street surface parking areas be included in this proposal.

Creative and innovative alternatives are encouraged to minimize the need for the creation of additional parking square footage. Consider shared parking strategies that maximize off-hours use of commercial parking spaces (for use by residents and other establishments) and minimize the overall need and cost for off-street parking.

Selected projects will be required to undergo a transportation/traffic study as part of the Article 80 Review process. The proponent must make reasonable attempts to comply with the Boston Transportation Department's Electric Vehicle Readiness Policy for New Large Developments. This requires that 25% of their parking spaces be equipped with electric vehicle charging stations and the remaining 75% be ready for future installation.

04

Design Guidelines

The urban design guidelines are set forth herein to ensure that the development of the Property preserves and respects the general scale of the surrounding area. Proponents are encouraged to present exceptional designs and include quality and creative contributions to the public realm. This development is subject to both [BPDA Development Review Guidelines](#) as well as the guidelines set forth below.

Urban Design Context

The redevelopment of the Property will play an integral role in ensuring the compatible addition to the urban form and scale among the other redevelopments in the Nubian Square area. The illustrative diagrams in the sections below are meant to capture the key urban design principles, such as visual and physical connections, a connectivity network, development edges, and open spaces. These diagrams are not meant to be prescriptive, but intended to provide examples of how the design principles may be realized on the Property.

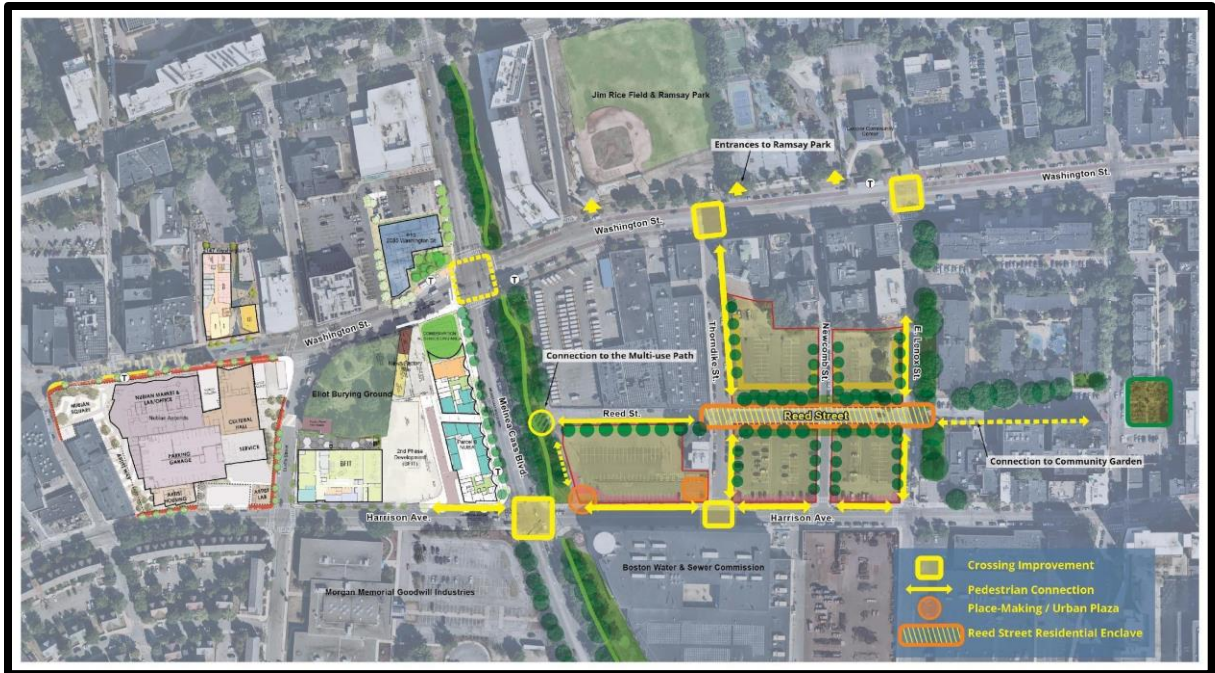


Figure: Open Space & Pedestrian Connectivity - This diagram is to illustrate how new developments on the Property would contribute to improving the overall pedestrian network and creating a neighborhood friendly urban environment.

Massing, Height, and Orientation

Building heights should be thoughtfully designed to reinforce the surrounding physical characteristics of the site. A preferred distribution of building heights for the site is shown in the illustrative graphics below. Taller heights are appropriate along Melnea Cass Boulevard and if taller height is proposed, building massing should step down towards the neighborhood sides of the site. Taller heights discussed with the community reflect recently approved 10-to 12-story developments in the Nubian Square area, but proponents can propose much taller building heights. In this case, proposals must demonstrate the provision of greater public benefits to the community.

A variety of setbacks and building heights should be employed to create volumes that are articulated, varied, and dynamic. Massing and buildings should be modulated to reduce the appearance of size and create discreet

building blocks that fit well with the surrounding neighborhoods' street and block patterns and building types.

Any separation of buildings should be designed using a network of pedestrian streets and/or programmable open spaces to provide a visual relief and building porosity. Furthermore, building massing should be configured to allow natural light down the street and into open spaces that are internal and external to the building(s). The proposed interior program should be shaped to make use of natural light within the design of the building(s).

A selected project may need to perform quantitative (wind tunnel) analysis of the pedestrian level winds for existing (no-build), build and full build (with BPDA-approved projects not yet under construction), as part of the Article 80 Review process. A determination will be made based on a building's height, relative height, or context during the Article 80 process. All projects should consider wind patterns at the surrounding pedestrian level winds while developing their proposal's massing.

Three development scenarios were discussed at the community meeting to illustrate a potential distribution of building heights, massing, and open spaces. Each scenario creates its own urban characteristics, but they are largely based on key urban design principles to ensure a socially equitable and environmentally sustainable urban neighborhood.

In the development scenario 1 shown below, 12-story building massing is positioned right on Melena Cass Boulevard, creating a strong building presence on Melena Cass Boulevard. The Harrison Avenue frontage is developed with about 20,000 square foot open space that is fully exposed to direct sunlight and 6-to 7-story buildings. Development on Reed Street, designed with much deeper setback and low building height creates a neighborhood friendly street with landscaped frontage with mature trees.

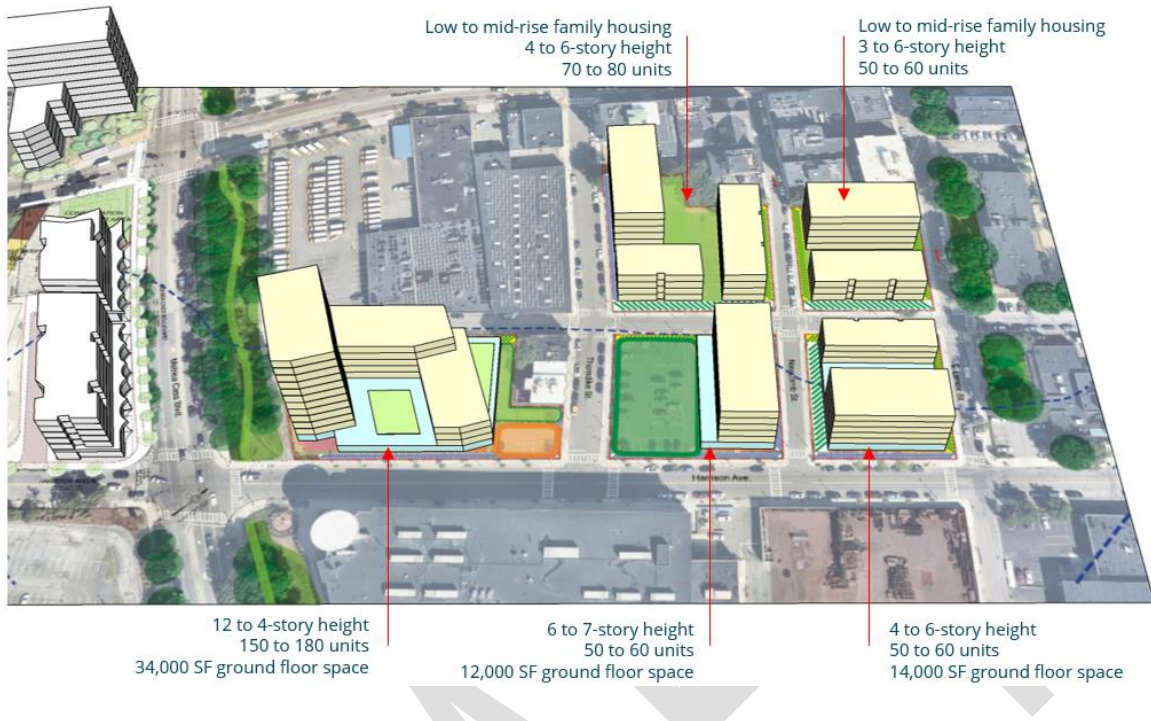


Figure: Development Scenario 1

In this development scenario 2 shown below, 12-story building massing is moved away from Melena Cass Boulevard, creating a rooftop garden exposed to sunlight. Building massing also steps down towards the 3-story row houses on Thorndike Street. The Harrison Avenue frontage is developed with a strong building wall at 6-story height and active ground floor programs. An entire development block at Reed and East Lenox Streets is dedicated to open space that is flanked by low scale housing developments. This 30,000 square foot open space centrally located at the area is large enough to accommodate a variety of programs and designs to serve larger neighborhoods. Reed Street, designed with major open space amenity, mature trees, active and landscaped frontages, and neighborhood scale buildings, becomes the heart of the area neighborhoods.

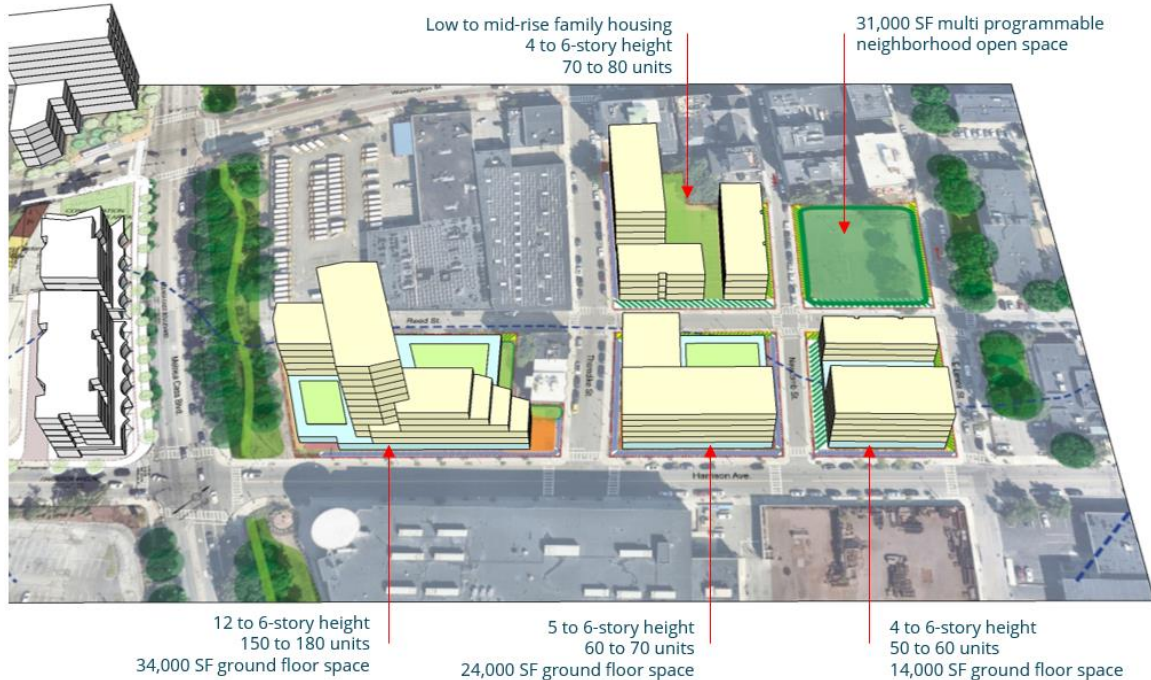


Figure: Development Scenario 2

In this development scenario 3 shown below, 12-story building massing is aligned with Reed Street, reinforcing the visual corridor along Reed Street and minimizing shadow over new developments. Building massing steps down towards the 3-story row houses on Thorndike Street. The Harrison Avenue frontage is developed with a strong building wall at 6-story height and active ground floor programs. A linear open spaces and low scale residential buildings with landscaped frontage, trees, and individual unit entrances along Reed Street create active and neighborhood-oriented place-making opportunities. Reed Street becomes a neighborhood corridor connecting the large tree canopies with multi-use path along Melnea Cass Boulevard and the community garden towards Mass. Avenue.

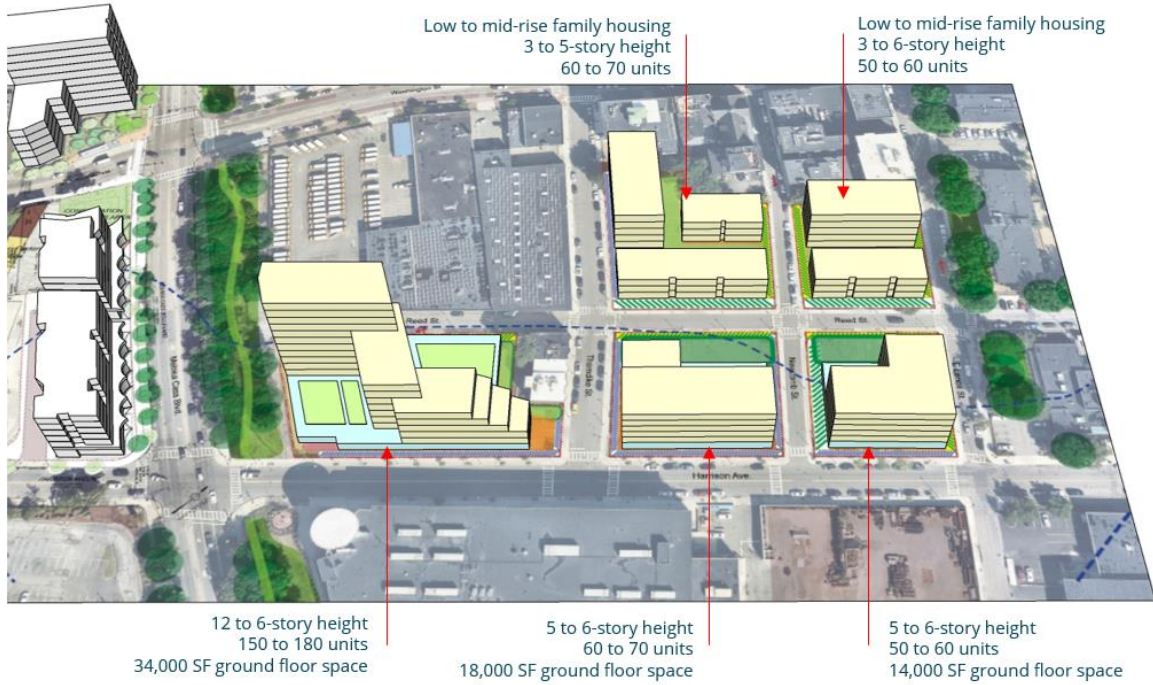


Figure: Development Scenario 3

Contextual Architectural Design

Building design should contribute to redefining the architectural identity of the neighborhoods through careful consideration of the historical, cultural, and physical context of the surrounding neighborhoods as well as recent building precedents. Exterior façade expression should be designed to transcend time, striving to ground the building in the present and connect to the future.

- Proposed buildings should be massed to maximize solar exposure for building users and in particular in social/shared building and amenity spaces. Also, proposed buildings should be massed to minimize impacts on the proposed usable open spaces and public realm, as much as possible
- Architectural detailing (windows, doors, exterior cladding, masonry, etc.) must be contextual, compatible with other area buildings, attractive and should be executed using appropriate, high quality

building materials.

- Designs should express the distinction of retail, commercial, and other community uses at the ground level to activate the building frontage and help redefine the character of the neighborhood.
- Buildings should be designed to reflect pedestrian paths and/or place-making opportunities and provide building porosity and a high percentage of transparency at the ground level for continuous and engaging pedestrian experience along public streets.
- Buildings should setback to create a high-quality streetscape design and public realm; building overhangs or cantilevers over public realm or open space are strongly discouraged.
- Disposal areas, accessory storage areas or structures and dumpsters should be placed at the rear of the building(s) and must be appropriately screened from view.

Open Space/Public Realm

The quality of the public realm surrounding any new development plays a significant role in shaping the everyday experience of a district, and providing an opportunity for new and existing users to convene. All exterior spaces must be well-maintained throughout the life of the project for the benefit of the neighborhood. Site strategies should include the following to foster a sense of place:

1. The proposed open space must sufficiently support the mix of uses proposed, as different uses bring varied levels of density. At its current density, Roxbury only provides 3.7 acres of open space per 1,000 residents. Retaining an appropriate balance between open space and users will be essential as this neighborhood densifies. Larger, consolidated open space is preferred over several smaller open spaces.

2. Proposed open space program shall be complementary to the existing open space network within the neighborhood. Proposals should consider what already exists in the neighborhood and how new open space can be added to support both existing nearby users and new users that will come with the development. Open space siting should be guided by an environmental analysis that considers advantageous sun exposure, building shadow impacts, and compatibility with adjacent uses.
3. Proposals shall provide a robust tree canopy along sidewalks and in open space, in addition to striving to preserve existing mature trees where possible. In February 2021, the City of Boston initiated the Urban Forest Plan (UFP). The goal of the UFP is to promote growth, longevity, and protection of Boston's urban canopy over the next 20 years, and to create a framework for expansion and modification for projected future conditions including climate change, development, and other factors. Roxbury is particularly at risk for higher temperature and intense heat waves due to the lower percentage of tree canopy and the resulting urban "heat-island" effect. Proposals should address tree equity with a robust tree planting plan. Where proposed building development will impact existing tree canopy, any lost canopy shall be mitigated on a one inch to one inch caliper basis on the development site or in the immediate neighborhood. Any required mitigation will technically represent a canopy loss gap for an initial period of establishment after development, but should also provide for long-term canopy gain after establishment.
4. Use open and green spaces, internal sidewalks and/or streets to break and organize development on the Property. If open spaces such as courtyards or gardens are included, to the greatest extent possible, the community has expressed a preference that those open spaces be designed to be open and accessible for the public.

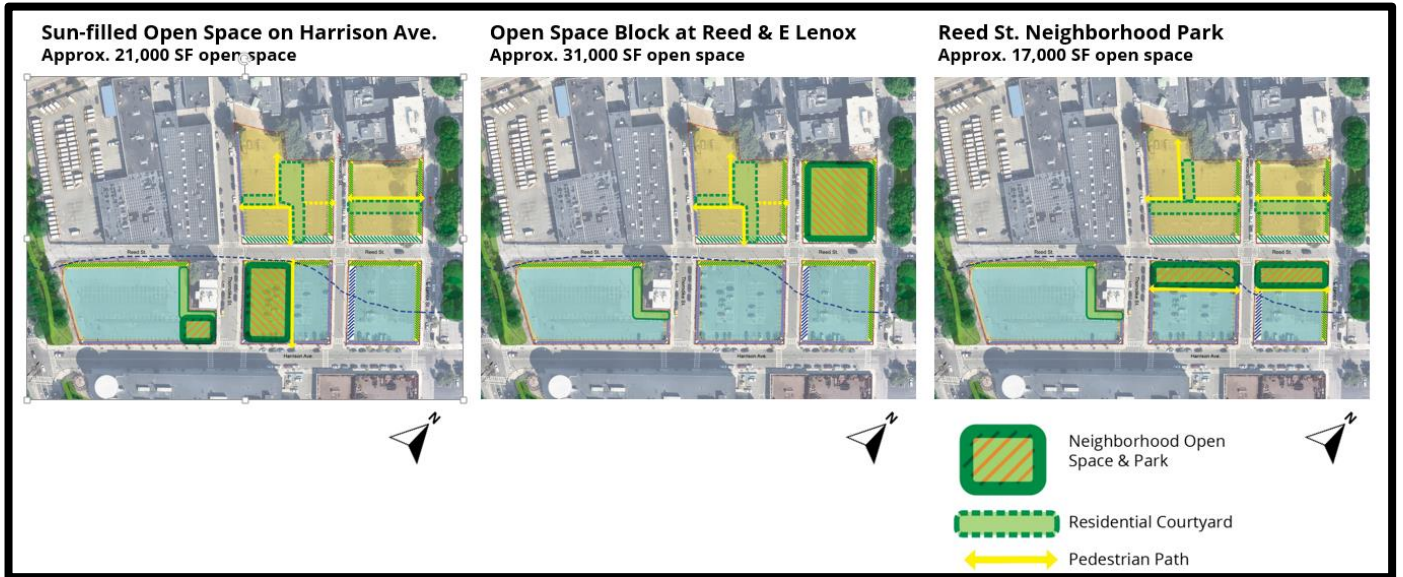


Figure: Public Realm Concepts

5. The public realm shall be designed to connect the Property to the existing fabric of the neighborhood (i.e. provide connectivity to Nubian Square, the Crescent Development Parcel, and the Parcel 10 Development Parcels as well as to localized existing public open spaces). Pedestrian scale amenities and connections, such as multi-use program open spaces for seating, performance, and pop up events , should be emphasized to shift this neighborhood away from its auto-oriented, large block character, to one that encourages walkability and active streets.
6. The public realm shall consist of a robust street network that complies with Boston Complete Streets, providing generous and accessible pedestrian zones, a robust greenspace and furnishing zone to accommodate a robust street tree canopy, and an activated frontage zone at building ground floors. Buildings should setback as required to create a high-quality public realm; building overhangs or cantilevers over public realm (particularly adjacent to PROWs) or open space are strongly discouraged.
7. Provide as much green space as possible. Utilize attractive and well-maintained plantings throughout the site, with plants that are

appropriate to the region, to all seasons and are irrigated with collected storm or gray water. Plant trees that will form connected tree canopies; incorporate neighborhood gardening opportunities; and include rooftop gardens, rooftop farms, and/or rooftop patio to help to reduce the heat island effect.

Access, Circulation, Connectivity, and Continuity

The new development must be oriented strategically to make easy connections to/through the site and to nearby community amenities and transportation nodes, existing/planned and new bus stops, landmarks, and public parks. The new development should enhance pedestrian connectivity, site access, and circulation, encourage the use of public transit, and promote bicycle network connectivity. The new development must provide secure on-site bike storage for all users and residents.

There are existing public right-of-ways dividing the Boston Water and Sewer Parcel Lots. The streets internal to the site are local in nature. Lenox Street is on the northern boundary of the site and runs from Fellows Street to Columbus Avenue with varying one-way directionality. There are two approximately 600 foot long internal streets titled Newcomb Street and Thorndike Street providing connectivity between Washington Street and Harrison Avenue. Thorndike is bi-directional, and Newcomb Street is one-way westbound between Reed Street and Harrison Avenue. Reed Street runs north/south on the site between its dead end terminus just north of Melnea Cass to the south and Northampton Street to the north. These streets make up the network of the site, and connect the site to more major connector roads, and beyond.

Any proposal should include the required setbacks to meet Complete Streets Standards on this site to provide meaningful access to the public realm and integrate into the existing urban fabric. The only street directionality change is Newcomb Street between Reed Street and Harrison Avenue to be two-way should the garage access be proximate. Minimum sidewalk setbacks and

cross sections can be found below. Street should be designed to have a minimum of 20 feet clear to meet Boston Fire Standards.

In alignment with Go Boston 2030, the City is seeking to reduce car dependency by right-sizing the parking supply, providing capacity and access to the bike-share network and bike parking, offering a suite of transportation demand management (TDM) strategies, improving pedestrian amenities and



connectivity, and encouraging and enhancing public transportation use. The new development needs to comply with the City's Maximum Parking Ratios which are determined through this site's "mobility score".

Figure-Complete Streets

RELATED TRANSPORTATION PROJECTS

- Columbus Avenue/Tremont Street
 - Phase 1: Between Franklin Park and Jackson Square: Scheduled for completion in 2021, center-running bus lanes and stations

will be installed on Columbus Avenue between Walnut Avenue (at the northern edge of Franklin Park) and the Jackson Square Orange Line station.

- Phase 2: Extension of Columbus Avenue/Tremont Street Bus Lanes: The Boston Metropolitan Planning Organization approved funding of \$15 million to support the extension of dedicated bus lanes from Jackson Square to Ruggles Station. In addition to improving bus transit service, this project will include improvements to pedestrian safety and connections, public realm enhancements, green infrastructure and street trees. This project anticipates potential implementation by 2023.
- Malcolm X Boulevard: The MBTA and City of Boston have identified Malcolm X Boulevard between Nubian Square and Tremont Street as a corridor slated for installation of dedicated bus priority. This project began a public process in 2021.
- Nubian Square Complete Streets: Nubian Square Complete Streets is a two phase project aimed to modernize existing conditions and bolster ongoing municipal public and private investment projects in Nubian Square to improve traffic and parking, conditions for buses, pedestrians and bicycles, and improve the overall safety, accessibility and beauty of the streets and sidewalks. Phase I is currently under construction on Dudley Street. Phase II started in 2022. The City has invested over \$1 million in design, along with construction 26 funding of approximately \$12 million. The limits of work are generally bounded by:
 - Dudley Street between Shawmut Avenue and Harrison Avenue
 - Washington Street between Shawmut Extension and Ruggles Street, and
 - Warren Street between Kearsarge and Washington Street

- Albany Street: BTD began community engagement in February of 2023 for improved bike facilities on Albany Street. The City plans to add separated bike lanes to Albany Street in the South End and part of Lower Roxbury from Frontage Road to Northampton Street.
- Massachusetts Avenue: BTD began community engagement in 2019 began construction in the summer of 2022 on a two-way separated bike lane on the west side of Massachusetts Avenue between Melnea Cass Boulevard and Columbia Road. The project will also include new crosswalks and reconstructed curb ramps to improve accessibility for people with disabilities, changes to intersections to improve safety and keep vehicle traffic moving, improved bus stops along the corridor, including a new pair of bus stops near the Stop and Shop driveway, modified loading and parking regulations in response to local business needs. This project is in the final construction phase.
- MBTAs Ruggles Accessibility Project: The MBTA is improving the operations and accessibility of Ruggles station in two phases as described below:
 - Phase I: Phase I was completed in December 2021. Which was focused on increasing Commuter Rail train access and making transfers and movement through the station easier for riders. Improvements included building a new 800-foot platform so more trains can stop at Ruggles, regrading the lower busway and added a new elevator to make it easier to transfer between modes, replacing four existing elevators throughout the station to improve accessibility to Orange Line and Commuter Rail platforms, and widened sidewalks and made other improvements along paths of travel to make the station safer for pedestrians
 - Phase II: Phase II is ongoing. The work includes making accessibility upgrades and structural repairs including new code-compliant Columbus Avenue entrance, flooring repairs,

lighting upgrades, including skylight replacements, stair repairs, escalator modernization, signage replacements, rehabilitated, fully- accessible restrooms and a new two way full built separated bike lane on Ruggles Street within the bounds of the station site to provide a link for the future Roxbury/Fens Connector.

BIKE SUPPORT

- The proposed development should encourage bike and public transit use and must provide secure on-site bike storage for all users and residents, in compliance with the [Boston Transportation Department's Bicycle Parking Guidelines](#). The proponent should expect to comply with the requirements for short- and long-term secure bike parking.
- The proponent should expect to provide space at a minimum of one 19-dock Bluebikes station. Additional stations may be required and will be calculated based on rates determined by the Bike Parking Guidelines that are reliant on the programming and land use of the site. The siting of this station will be decided upon through conversations between the Proponent, the BPDA, and Boston Transportation Department.

TRANSPORTATION DEMAND MANAGEMENT

- Proponents should comply with the [Boston Transportation Department's Transportation Demand Management](#) Points System. All efforts should be aligned with the goal to reduce car dependency and encourage and promote public transit and bicycle use.

STREET CIRCULATION

- All streets must be designed and built to the Boston Public Works Design Standards, and consistent with Complete Street Guidelines. This will require additional dimension to incorporate all elements of a Complete Street.

- The existing street grid on the site must be generally maintained and existing right-of-ways must be expanded via a Highway Easement with the Public Improvement Commission to accommodate for the additional density and meet Boston Fire Department requirements. All circulation including street directionality is expected to remain as is in the current condition with the exception of Newcomb Street. Any additional street parking must be added above and beyond the setback requirements and dimensions listed and depicted in the attached document. Some right-of-way expansions will not be possible to be advanced by the proponent as they abut private property not within the bounds of this disposition process.
 - Reed Street is laid out as a 30 foot right-of-way (ROW) but the functional ROW exists today as 34 feet. The existing cross section includes 7 foot sidewalks on each side of the street. The curb-to-curb space is 20 feet. Reed Street provides two-way circulation in the general north/south direction. Sidewalks are in excellent condition.
 - Future Reed Street: The proponent is required to accommodate the future condition for Reed Street. This will include expanding the sidewalks 5.5' on both sides of the street resultant in a 45' future ROW. Street trees should be prioritized and installed wherever possible.
 - Reed Street should be considered for vehicular restriction or discontinuance between Melnea Cass Boulevard and halfway, generally, between Melnea Cass Boulevard and Thorndike Street. There should be a pedestrian and bike connection that the proponent explores, designs and implements to the Melnea Cass Bike Path/South Bay Harbor Trail on the southern perimeter of the site, barring necessary coordination.

- Reed Street between East Lenox and Northampton has perpendicular parking. The proponent will be tasked with exploring redesigning the parking in this section to instead be parallel parking spaces, in compliance with city standards. This will result in a loss of parking spaces which must be offset on the project site. The proponent should prioritize widened sidewalks and enhanced streetscape in the redesign of this block. This will support a safe bike, pedestrian, and vehicular connection to the north.
- Newcomb Street: Newcomb Street is laid out as a 30 foot right-of-way (ROW) but the functional ROW exists today as 30.5 feet. The existing cross section includes 6' sidewalks on the west side of the street and 6.5' sidewalks on the east each side of the street. The curb-to-curb space is 18 feet. Newcomb Street provides one-way circulation in the general eastern direction between Washington Street and Reed Street. Newcomb Street provides one-way travel in the westbound direction between Harrison Avenue and Reed Street. Sidewalks are in excellent condition.
- Future Newcomb Street: The proponent is required to accommodate the future condition for Newcomb Street. This will include expanding the sidewalks 4' and 3.5' respectively on both sides of the street. The proponent is also required to expand the curb-to-curb space 2' resultant in a 40' future ROW. Street trees should be prioritized and installed wherever possible.
- Thorndike Street: Thorndike Street is laid out as a 51 foot right-of-way (ROW) but the functional ROW exists today as 54 feet. The existing cross section includes 8' sidewalks on the both sides of the street. The curb-to-curb space is 34'. Thorndike Street provides two-way circulation in the general eastern

direction between Washington Street and Harrison Avenue. 7' wide street parking is present on both sides of the street. Sidewalks are in excellent condition.

- Future Thorndike Street: The proponent is required to accommodate the future condition for Newcomb Street. This will include expanding the sidewalks 2' on both sides of the street resultant in a 58' future ROW. Street trees should be prioritized and installed wherever possible.
- E Lenox Street: E Lenox Street is laid out as a 40' right-of-way (ROW) but the functional ROW exists today as 39'. The existing cross section includes 6' sidewalks on the south side of the street and 10' sidewalks on the north side of the street. The curb-to-curb space is 23'. E Lenox Street provides one-way circulation in the general western direction between Washington Street and Harrison Avenue. 7' wide street parking is present on the north side of the street. Sidewalks are in excellent condition.
- Future E Lenox Street: The proponent is required to accommodate the future condition for E Lenox Street. This will include expanding the sidewalks 4' on the south side of the street. The proponent is also required to expand the curb-to-curb space to 27' resultant in a 58' future ROW. Street trees should be prioritized and installed wherever possible.
- Safe street design is critical. Elements of the City of Boston Street Safety Toolkit are encouraged to be thoughtfully included in proposals, especially including high visibility crosswalks, curb extensions, raised intersection(s), raised crosswalk(s), and clear corners. Streets should be designed as "slow street" to minimize travel speeds. Streets should be used for site connectivity, and designed in a way that does not support cut-through traffic.

- Safety, views, and ease of navigation must be promoted in the site design. Night safety is a particular concern of some neighborhood residents, so structures must be designed with clear sight lines, and the exterior lighting design must create well-lit open spaces and streetscapes without dark pockets at night.

LOADING

- Loading may not be necessary for all or any sites. If loading is included, entrances to off-street loading areas (loading docks, waste pickup, and other areas often required for the efficient operation and maintenance of a building site) should be no larger than necessary in order to minimize the impact on the public realm and enhance safety for all roadway users.
- Service loading and unloading facilities should be located off-street and screened and buffered from view. They should be designed to prevent truck back-up maneuvers in the public rights-of-way.
- Seamless street wall facades enhance the building and streetscape aesthetically. Garage doors and loading area entrances that interrupt a continuous building facade reduce the opportunity for street level retail and other active ground floor uses. All efforts should be made to put the activity in a place that limits its impact, as well as minimizes its size. The BPDA encourages proponents to strive for only one vehicular entrance and one associated curb cut for a building. This singular access point will ideally allow access for vehicles loading and unloading, as well as to parking areas for passenger vehicles. A maximum curb cut width of 20 feet for two-way operational driveways is appropriate. No loading, parking or other curb cuts should be considered on Harrison Avenue and it should be a priority to avoid parking access on Reed Street.
- Many development projects anticipate having several different types of loading vehicles serving the site over the life of the project. If designated, an analysis must be performed regarding the anticipated

size and relative frequency of each loading vehicle intended to access the site. Turn radius diagrams should be provided to the BPDA.

- Wherever feasible, the loading drive access point(s) should be on the side or at the rear of the site, and preferably connecting to a side street or alleyway to maintain uninterrupted sidewalk on the primary street. Coordination must occur with BPDA and other City agencies to determine appropriate placement of these access drives with relation to intersections including both signalized and unsignalized.

PARKING

- The Proponent should aspire to make parking entrances no larger than necessary in order to minimize the impact on the public realm and enhance safety for all roadway users. Minimizing the size of parking entrances will enhance sidewalk accessibility, improve the public realm, allow for other on-street uses, and improve building architecture. Proposals with parking areas with fewer than 50 cars can be considered for one drive aisle and a maximum driveway width and curb cut of 10 feet. Proposals with parking areas housing over 50 parking spaces should consider a two-way drive aisle and a maximum driveway width and curb cut of 20 feet.
- It is not required that each individual building on the project site have parking, nor parking access. Shared and consolidated access to minimize the curb cuts and impact on the public realm are highly encouraged.
- Curb cuts should be carefully located with approvals from BTM, BPDA and PWD.
 - Curb cuts should be located so as to not interrupt open space.

- Reed Street is anticipated to function as a critical bike and pedestrian spine of the site. Siting curb cuts on Reed Street should be avoided.
- No curb cuts will be permitted on Harrison Avenue.
- Curb cuts from two adjacent sites should not be located directly across from each other in order to minimize conflicts, protect the pedestrian experience and disperse travel patterns.
- Subsurface parking may not exist under any public right-of-way. In the event that 10-20 foot drive aisles with minimal interruption to underground utilities are necessary for undo circumstances, there must be explicit approval from the Boston Transportation Department Director of Engineering and Public Improvement Commission.
- Parking needed for the uses on the site must be provided on site. Parking on site, beyond meeting the parking needs of the BWSC is acceptable as necessary. The parking supply proposed should comply with and not exceed the draft [Boston Transportation Department Parking Maximum Guidelines](#). These are intended to be maximums and it is highly encouraged to come in at a minimum of 50% of the allowable parking spaces, as determined by the policy. The parking maximums for this site by land use are detailed below:
 - Residential - rental: 0.5 (per unit)
 - Residential - Condo: 0.75 (per unit)
 - Retail - < 5,000 sf: 0.3 (per 1,000 sf)
 - Retail - > 5,000 sf: 0.6 (per 1,000 sf)
- Any structured parking must be well designed and buffered with residential or other uses that limit visibility of the garage use from the public ways. It is strongly preferred that the parking be below grade and that no off-street surface parking be included in this proposal.

- Creative and innovative alternatives are encouraged to minimize the need for the creation of additional parking square footage. Strategies could include the installation of hydraulic parking lifts within proposed buildings, etc. Consider shared parking strategies that maximize use of parking spaces (for use by residents and other establishments) and minimize the overall need and cost for off-street parking.
- Selected projects will be required to undergo a transportation/traffic study as part of the Article 80 Review process. If multiple sites in the PLAN: Nubian Square disposition process are being designed at the same time, the project studies will be combined to ensure an accurate and comprehensive analysis. Proponents are encouraged to coordinate with other area developments undergoing pre-construction and construction activities on both privately and publicly owned sites.
- The proponent must make reasonable attempts to comply with the [Boston Transportation Department's Electric Vehicle Readiness Policy for New Developments](#). This requires that 25% of their parking spaces be equipped with electric vehicle charging stations and the remaining 75% be ready for future installation. It is suggested that a mix of Level 1, Level 2 chargers, e-bike charging, and EV car share should be installed for compliance.

Resilient Development and Green Building Design Guidelines

Proposed projects should support the community and City of Boston's Carbon Free, Climate Resilient, and Healthy Community goals including the 2019 Carbon Free Boston report and Zero Emission Buildings guidebook for affordable housing projects. [See Article 37 Green Building and Climate Resiliency Guidelines](#) and the [Mayor's Office of Housing Design Standards -](#)

[Zero Emissions Building requirements \(“MOH’s ZEB”\)](#) for additional information.

Proponents should be aware of the City's climate change preparedness and citywide resilience initiatives which guide the City of Boston's efforts to address climate change, available here: [Climate Ready Boston 2016](#). Based on this study, the Charlestown area is subject to multiple climate change related hazards. Proposed projects should include resilient building and site strategies to eliminate, reduce, and mitigate potential impacts, as follows:

- **Greenhouse Gas Reduction:** Proposed projects should exemplify the BPDA and the City of Boston’s goals by striving for zero net carbon. New buildings should be designed as low-energy structures with an enhanced envelope and efficient systems that include on-site renewable energy and identifies off-site renewable assets, credits, or certificates sufficient for achieving zero carbon emissions. Projects should assess these strategies in a first and life cycle cost analysis.
- **Higher Temperatures & Heat Events:** Proposed projects should reduce heat exposure and heat retention in and around the building. Strategies should include the use of higher albedo building and paving materials and increased shade areas through landscaping, expanded tree canopy, and shade structures. Consider the inclusion of Green infrastructure, including but not limited to green roofs with plantings, especially for smaller sites that may include less open space.
- **More Intense Precipitation:** Proposed projects should integrate strategies to both mitigate the impact of stormwater flooding on the site and reduce the Property’s contribution to stormwater flooding in the neighborhood. Strategies should focus on pervious site materials, enhanced landscaping, and Low Impact Development measures to capture and infiltrate stormwater.
- **Rising Sea Levels:** Proposed projects should reduce risks of coastal and inland flooding by elevating the base floor, critical utilities, mechanical systems, and infrastructure to the appropriate BPDA Sea

Level Rise – Design Flood Elevations (“SLR-DFE”). Proposed projects should utilize flood proofing strategies and materials for any spaces below the SLR-DFE and relocate vulnerable uses to higher floors. Due to the Property’s current and future vulnerability to coastal storm events, any improvements should utilize at a minimum, SLR-DFE of 20.5 Boston City Base (“BCB”). All critical infrastructure, mechanical systems, and residential uses should have two feet of elevation (freeboard) above the site’s base flood elevation. Proponents may view details on the [BPDA Sea Level Rise Flood Hazard Mapping Tool](#), and should follow the best practices outlined in the [Coastal Flood Resilience Design Guidelines](#)

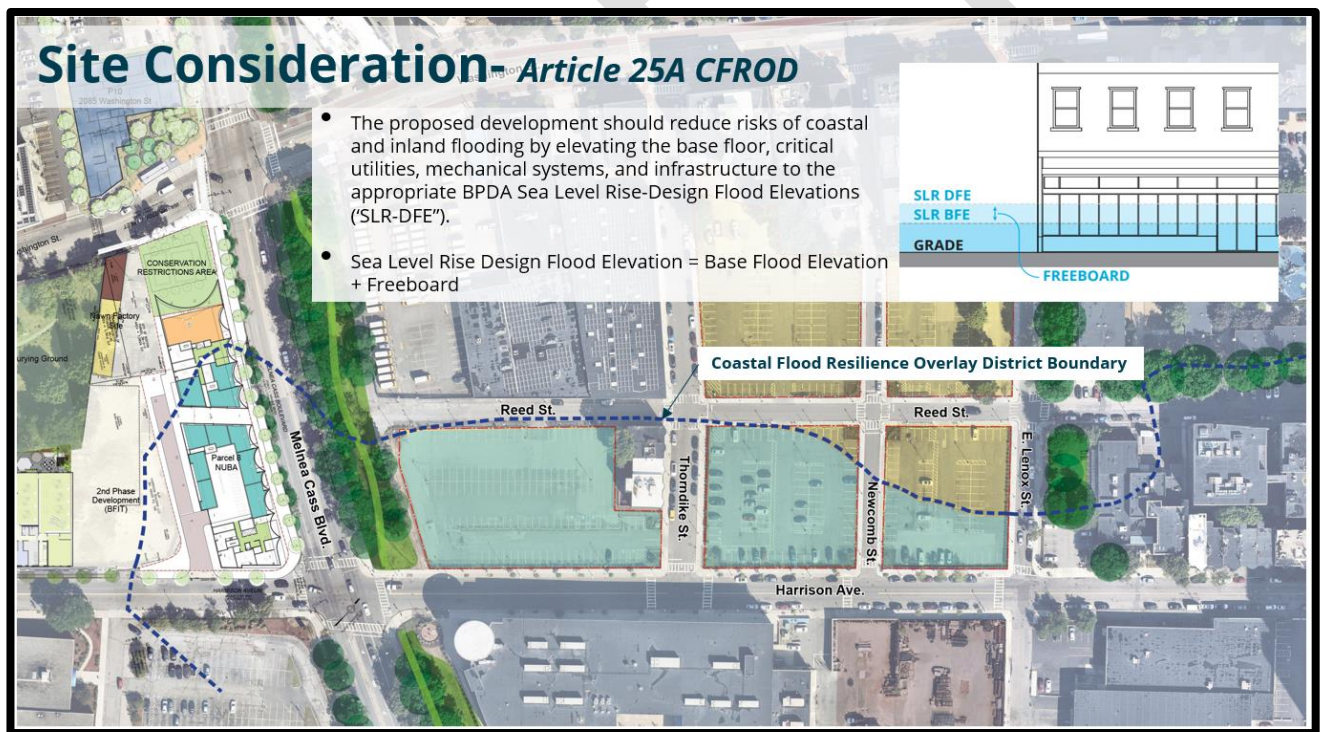


Figure: Article 25A Site Consideration

- **Sheltering in Place:** Proposed projects should provide for a cool/warm community room and essential systems to allow for extended sheltering in place and accommodation of residents during an extreme weather event or an extended disruption of utility services.

Green buildings support a comprehensive approach to addressing the adverse impacts of the built environment and to promoting human health and the wellbeing of our communities. **Accordingly, proposed projects should include the following items. Proponents should describe in their design narratives how each consideration will be incorporated into their proposed project.** Additionally, if the project will use city-subsidy to create income-restricted housing units, proponents must comply with the Mayor's Office of Housing's Zero Emissions Building (ZEB) Requirements as outlined in the [MOH Design Standards](#).

- **Green Buildings:** Achieve the United States Green Building Council's ("USGBC") requirements for LEED Platinum Certification.
- **Integrated Project Planning:** Include a LEED Accredited Professional(s) with the appropriate specialty(s) and, for residential uses, a LEED Homes Rater. Proposals should describe the team's approach to integrated project planning, including the use of preliminary and whole-building energy modeling.
- **Site Development:** Employ strategies to eliminate construction phase environmental impacts including off-site tracking of soils and construction debris. Site designs should include strategies to reduce heat island and storm water runoff impacts, and promote area natural habitats.

The site is located within an area subject to long-term heat events, including an urban heat island. Please provide further information on the following:

- Heat mitigation strategies
- Site elements to provide cooling strategies
- The site design should blend natural and hardscape elements to reduce ground surface temperatures.
- Use the above described elements to help to enhance the public realm and buffer anthropogenic heat effects from adjacent roadways.

- Consider the inclusion of a “coolwall” strategy for the proposed building or other building material based strategies to reduce heat and glare, for example, LEED v4.1 Heat Island Mitigation and Cool Walls Pilot Credit.

- **Connectivity:** Promote and support non-personal vehicle means of travel including walking and bicycling public transit, and reduced personal vehicle travel. Strategies should include easily accessible, secure, and enclosed bicycle storage space (see [Boston Bicycle Parking Guidelines](#)), shared parking, transit pass programs, and car and bike share programs. Other elements that promote connectivity include open space courtyards with landscaping and seating, desire-line footpaths, public viewing areas, and communal gardening spaces.

- **Water Efficiency:** Minimize water use and reuse storm and wastewater. Strategies should include low-flow plumbing fixtures; rainwater harvesting for gardens and building systems and ground water recharging; and drought-resistant planting and non-potable water irrigation.

- **Energy Efficiency:** Minimize all energy uses with a priority on passive building strategies. Small residential buildings should target a HERS Index of 40 (based on a current Commonwealth of Massachusetts Stretch Code of 55). Large residential/commercial buildings should target modeled performance 25% below the current Commonwealth of Massachusetts Stretch Code.
 - Passive building strategies should include building orientation and massing; high performance building envelopes that are airtight, well insulated, have an appropriate window-to-wall ratio, and include high-efficiency windows and doors; and natural ventilation and daylighting.

 - Active building strategies should include Energy Star high-efficiency appliances and equipment, dedicated outside air systems with energy recovery ventilation, air and ground source

heat pump systems for building thermal conditioning and hot water systems, high-efficiency LED lighting fixtures, and advanced lighting control systems and technologies.

- **Renewable, Clean Energy Sources and Storage:** Include and maximize the potential for onsite solar PV. Additionally, clean energy (e.g. combined heat and power), electric battery, and thermal energy storage systems should be considered.
- **Energy Efficiency Incentives:** Fully utilize any available federal, state, and utility energy efficiency and renewable energy programs.
- **Indoor Environmental Quality:** Provide high-quality healthy indoor environments by utilizing strategies that include extended roof overhangs, proper ground surface drainage and non-paper gypsum board in moist areas; passive and active fresh air systems and active ventilation at moisture and combustion sources; building products and construction materials that are free of VOC's, toxins, hazardous chemicals, pollutants, and other contaminants; entryway walk-off mats and smooth floors that reduce the presence of asthma triggers, allergens, and respiratory irritants; and easily cleaned and maintained finishes.
- **Materials Selection:** Include sustainably harvested and responsibly processed materials. Strategies should include products made with recycled and reclaimed materials; materials and products from responsibly harvested and rapidly renewable sources; and locally sourced products and materials (within 500 miles).

<http://www.carboncure.com/concrete-corner/a-complete-guide-to-low-carbon-concrete/>

<https://living-future.org/zero-carbon/>

<https://fitwel.org/>

USGBC LEED Pilot: <https://www.usgbc.org/credits/new-construction-coreand-shell-schools-new-construction-retail-new-construction-data>

- **Innovation:** Utilize both "off-the-shelf" products and practices as well as innovative strategies and "cutting edge" products to increase the sustainability and performance of the building.
- **Healthy Development:** In order to reduce the effects of air pollutants, provide high quality ventilation systems, strategic placements of air intakes away from sources of air pollution, high levels of recirculation, and quality air filters.

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Public Funding

Overview

Proponents may apply to MOH for public funding for income-restricted units proposed as part of a project that meets the eligibility requirements outlined below. Public funding available through MOH, may include, but is not limited to funding from the American Rescue Plan Act (“ARPA”). **If a Proponent opts to apply for MOH Funding, the Proponent’s response to this RFP will also serve as its application for MOH Funding.**

This funding should be considered “gap” funding, and all other reasonable funding sources should be pursued and maximized in preparing the proposal to MOH. MOH expects funding applicants to present reasonable, feasible financial models and subsidy requests.

MOH reserves the right to exceed the below project funding caps or source restrictions in order to ensure feasibility and maximize public benefit. MOH reserves the right to change the number of affordable units and other aspects of the development program outlined in this RFP depending on the needs of the development, provided that the rights of the funding applicants are not prejudiced.

For questions pertaining to requests for technical guidance and direction regarding the requirements for MOH Funding, please contact the following MOH Development Officer in writing:

Stephanie Silva, stephanie.silva2@boston.gov

Please note that the MOH Development Officer will only provide necessary background information and guidance; they will under no circumstances change the terms and conditions of this RFP or MOH Funding requirements.

Additional funding priorities can be found in the most recent MOH Request for Proposals for Rental, Cooperative, and Homeownership Development ([MOH-CPA 2022 RFP](#)). These funding priorities provide further guidance on MOH's preferences beyond the eligibility requirements outlined below. Included among these priorities is preference for development teams with a certified minority-owned business enterprise (MBE) with ownership of 25% or more of the proposed project, or development teams where 25% or more of soft costs go to MBE consultants identified at the time of application. MOH encourages development teams to consider joint ventures and/or partnerships to ensure the greatest benefit for BIPOC-led firms.

Minimum Eligibility Requirements for MOH Funding

To be eligible for MOH Funding, Proponents must meet the Development Objectives & Design Standards of this RFP (Section 3), the MOH General Policies & Requirements (outlined in this Section 4: Public Funding), and the following:

- **Homeownership:**
 - Income-restricted homeownership units for which Proponents request funding must not exceed 100% AMI.
 - At least 50% of total income-restricted homeownership units must be affordable to households at or below 60% AMI.
 - All income-restricted homeownership units shall have an affordability term of 30 years with a 20-year extension at MOH's option.
- **Rent-To-Own**
 - Rent-to-Own units should be development for low and moderate income renters.
 - Low and moderate income renters as those households who, upon move-in, have incomes between 50 and 80 percent of the

Area Median Income (AMI), respectively, including residents of public housing.

- The table below shows the current annual household income corresponding to these limits in Boston for 2022.

Household Size	Target Income Range (Lower - Upper Limit)	
	50%	80%
1 person	\$49,100	\$78,550
2 persons	\$56,100	\$89,750
3 persons	\$63,100	\$100,950
4 persons	\$70,100	\$112,150
5 persons	\$75,750	\$121,150
6 persons	\$81,350	\$130,100

- See MOH's Rent-To-Open RFP for more guidelines for public funding (Appendix A).

- **Rental:**

- Income-restricted rental units for which Proponents request funding must not exceed 80% AMI.
- Projects that include ten (10) or more rental units total (income-restricted and/or unrestricted) must comply with [MOH's Homeless Set-Aside Policy](#). Among other requirements, this policy specifies that a minimum of 10% of all rental units must be set aside for homeless or formerly homeless households with an income no greater than thirty percent (30%) AMI.
- At least 10% of the total rental housing units must be for low income tenants not to exceed 50% of AMI. Homeless Set-Aside Units may not count toward this 10% minimum.
- All income-restricted rental units must be subject to an affordable housing restriction requiring that they remain restricted at the established income limits per the term of the lease.

Projects proposing both rental and homeownership must comply with the

above requirements of both housing types.

Eligibility Requirements for Additional MOH Funding

While requests for MOH Funding are typically capped at \$1.5 million per project, MOH recognizes the tremendous demand for more housing units at lower levels of affordability across the city, and recognizes that several site-specific and project-specific factors may contribute to higher development costs at the Property. Proponents applying for MOH Funding with proposed developments that include deeper affordability than MOH's minimum criteria for funding (outlined above) will be eligible to be considered for additional MOH Funding. Please note that MOH considers applications with (i) lower subsidy requests per unit, and/or (ii) deeper levels of affordability, more favorably when considering whether to fulfill a funding request.

To be eligible for additional MOH Funding beyond \$1.5 million, Proponents must meet 1) the Development Objectives and Design Guidelines of this RFP (Section 3), the MOH Funding Minimum Requirements (outlined above), and the following

- For rental units, applicants must designate at least an additional 10% of all rental units for tenants with incomes no greater than 30% AMI. These 30% AMI units must be in addition to those required for minimum funding eligibility.
- For homeownership units, applicants must propose deeper levels of affordability than MOH's minimum requirements, or a higher proportion of affordable units than the 60% minimum of overall income-restricted units.

MOH Funding Timeline Requirements

MOH Funding available as a part of this RFP carries timeline obligations specified as a part of ARPA. As such, these funds must be obligated by December 2024 and spent by December 2026. Applications requesting city funds must include a development schedule that clearly shows how they will

meet these deadlines. Proponents must propose a phased approach that prioritizes the construction of income-restricted units built with City funds to ensure completion by the 2026 deadline. The inclusion of affordable homeownership in the first phase of development is mandatory. If a proponent intends to pursue state funding from the Massachusetts Department of Housing and Community Development (“DHCD”), they must submit for DHCD’s Winter 2024 Notice of Funding Availability (“NOFA”) and indicate relevant deadlines as a part of the proposed development schedule.

MOH Policies and General Requirements

General Compliance with MOH Policies: All applicants and proposals for MOH Funding are required to be in compliance with MOH policies. <https://www.boston.gov/departments/housing/policies>. In particular, Respondents understand that if they are seeking MOH funding they may be subject to MOH’s construction bid requirement.

Design & Sustainability: Proponents seeking MOH Funding are required to have proposals that comply with [MOH Design Standards](#), and to consult the standards in regard to site planning, unit layout, and other design requirements. The MOH Design Standards include specific requirements related to Zero Emissions Building, Green Building, and Sustainability principles. For additional information on the Design Review process for projects receiving MOH funding, see links to [Design Review](#), and [Design Review Checklists](#) on the [MOH Policies](#) webpage.

Affirmative Marketing Program: All housing developments utilizing City funds must comply with the [City’s Affirmative Fair Housing Marketing](#) Program requirements, as specified in [MOH’s Affirmative Fair Housing](#) policy.

Wages: If the Proponent seeking MOH Funding is a for-profit firm with 25 or more full-time employees, or a non-profit firm with 100 or more employees, it will be required to make best efforts to adhere to the [Boston Jobs and Living Wage Ordinance](#), and the provisions of the Promulgated Regulations, including the “First Source Hiring Agreement” provisions of said Ordinance, in

order to be eligible for MOH Funding.

Public Art: Where applicable, the Proponent must comply with the [MOH Public Art Policy](#), which governs both the installation and/or removal of public art.

Submission Requirements for MOH Funding

In response to this RFP, Proponents who opt to apply for MOH Funding shall include the following, in addition to the minimum submission requirements of the RFP (see Section 5).

Indicate Need for MOH Funding: Proponents shall include a narrative that indicates their decision to apply for MOH Funding and that clearly demonstrates the need for funding. Additionally, Proponents should demonstrate how the proposed development meets the eligibility criteria for MOH Funding and/or for Additional MOH Funding. Note that Proponents are expected to balance requests for MOH Funding with support from other agencies and sources where appropriate.

Point(s) of Contact: Proponents applying for MOH Funding shall provide the name(s), phone number(s), and email address(es) of qualified representative(s) to serve as the point of contact to assist the MOH Development Officer, as needed, throughout the MOH Funding application review process and, if selected, the award and project development.

Demonstrate Ability to Meet ARPA Funding Deadlines: If applying for MOH Funding, the Proponent must indicate dates relevant to achieving the ARPA funding deadlines noted above. In addition, the Proponent should note key deadlines for state or other funding sources.

Zero Emissions Building Requirements: Proponents shall include a narrative and description of how the proposed development will meet the Zero Emissions Building requirements outlined in the [MOH Design Standards](#). Proponents shall note any incentives or sources of green funding.

MOH Design Review Checklist: Proponents shall include a completed

[Design Review Checklist](#), along with all supplementary design documents outlined in the checklist.

'One Stop Application' for Supplemental Budget Information: Proponents applying for MOH Funding must include all budget information, outlined below, using the One-Stop Application format that can be downloaded from www.mhic.com (in the site, select the "Resources" drop-down menu and then click "OneStop Application"). If the proposal includes a combination of unit types for different income categories, the Proponent will be required to demonstrate in the required [Financial Submission Workbook](#) (Appendix B: Required Forms) how the costs associated with the development of the different income levels are covered by eligible sources. The budget must balance such that sources equal uses.

MOH has participated in the Commonwealth's working group to reduce development costs. As a result of this work, MOH has adopted streamlined and simplified Design Standards & Guidelines that should assist with cost containment. In addition, similar to MOH's existing cap on allowable developer fee, overhead and consulting line items in a development budget, MOH has implemented limitations on certain other third-party costs, such as architectural and legal cost. These measures are being taken to meet the State's newly established per unit cost limits.

The following information must be included in the relevant One Stop Exhibits, where appropriate, or provided on a separate sheet(s). Costs ineligible for certain funding sources must be broken out separately.

Acquisition. If applicable beyond the parcels ground lease, explain how the acquisition cost was derived. All debt obligations must be described in detail, particularly those that include a proposed restructure, or full or partial debt forgiveness. Please explain what parties and steps are involved in any proposed restructure, as well as the anticipated timeline for decision-making.

Construction. Applicants are required to provide a General Contractor estimate for hard costs at the time of application (Section 3 of the One Stop). Note who specifically prepared the cost estimates. Cost estimating must be

within 30 days of the RFP deadline. Costs must be broken down by building (if applicable). Commercial and Residential Sources and Uses must be clearly broken out within the One-Stop (if applicable). Income-Restricted and Market-Rate Residential Sources and Uses must be broken out within the One-Stop.

- **Property Work.** Base the cost of site work and grading on all foreseeable (known) site dimensions, topography and visible ledge, including what is evidenced on Property. Assume building site(s) will contain an old foundation(s) and fill debris when calculating site costs, unless there is accurate historical information that indicates there were no previous structures on the Property. All such historical information must be included in the RFP submission.
- **Environmental Property Costs.** In the proposal, the developer shall include sufficient funds to cover environmental remediation costs for typical urban sites (One Stop, Line 150). (The Environmental allowance and Hard Cost contingency should be combined on Line 165, but broken out in the Comments field.) The soft cost budget (Line 170) shall include sufficient funds to cover all expected and unforeseen environmental testing. Fundamentally, the developer is responsible for typical urban site redevelopment costs and these costs must be clearly itemized and carried in the hard and soft cost budgets.
- **Roads, Walks, and Utilities.** Include all fees and costs associated with street and sidewalk reconstruction. It is essential to consult with the Public Works Department to determine the required scope of work for all impacted sidewalks and streets, as well as for curb-cut and street opening permits. Costs of cutting and capping existing utility lines are also the responsibility of the developer.
- **Contingencies.** Contingencies are limited to the following in accordance with MOH policy: The hard cost contingency amount

shall be 5% of construction costs for new construction projects.

- **Construction Waste Management.** Diverting as much waste from landfills as possible is an important green building and environmental protection goal and, increasingly, due to the escalation in tipping fees, a financially prudent strategy as well. The development team should work with contractors to develop a construction waste management plan, and to identify end markets for construction waste and debris.

Soft Costs

- **Architectural & Engineering.** MOH has implemented cost containment requirements that limit costs associated with this line item for developments seeking MOH funding assistance. The total amount of all architectural and engineering fees must not exceed the following:

Project Size	Percent of Estimated Construction Contract
1-35 units	6.8%
36-70 units	6.3%
71+ units	5.8%

This line item must cover all typical architectural services items, including all phases of design, plan development, and construction monitoring. This line item must include all trades subcontracted to the architectural firm and civil engineering expenses. Please provide information on how the architecture and engineering budget has been derived and what is included in the line item (i.e. does it include all necessary civil, MEP, structural, or other engineering) requirements.

- **Sustainability Consultant.** Sustainability consultants work to

mitigate a building's environmental impact by incorporating sustainable solutions into the planning, design, construction, and operation of a building. As part of MOH's goal of moving to a net-zero carbon standard for new construction, MOH recognizes the growing need for this service. If sustainability consultants are being utilized, identify who (if known) will provide the services and how the budget was derived. Sustainability consultant fees need not be included when calculating the maximum allowable developer fee and overhead amount.

- **Survey and Permits.** If applicable, include an explanation of what costs are included in the "survey and permits" line item.
- **Construction Financing Interest.** Please provide information on how this line item was determined, including: the interest rate used, the draw on construction loan, terms and other details needed to verify the proposed amount.
- **Financing Fees and Costs.** Bank letters of interest are required from all proposed lenders. Letters must include a term sheet that provides standard DSC requirements, fees, reserve requirements, terms, and amortization. Where terms are not available, the proposal must separately explain what assumptions were used, and how the specific line-item amounts were determined.
- **Other Financing.** Identify and break out the costs associated with the various lenders, including construction, permanent, subsidy, and other third-party fees. Explain how these costs were calculated.
- **Tax Credit Syndication Cost.** Must provide a strong letter of interest that includes the projected raise, and explains the associated costs included in the budget.
- **Legal.** Through Mass Docs, public lenders have worked diligently to reduce legal expenses and reviews associated with soft debt provided in affordable housing developments. In the City's continued effort to control costs, MOH is implementing

limitations applicable to the Proponent's legal expenses for proposals seeking MOH funding. The Proponent's legal budget should be sufficient to cover all phases of the development for the Proponent and should not exceed the current legal median cost of approximately \$150,000 for the development. Proposals must include a break-out of all legal expenses. The breakout budget should include amounts for the Mass Docs lenders, Lender Legal and Borrowers Legal costs.

- **Construction Management.** Identify who (if known) will provide clerk and management services on behalf of the owner, and how this budget item was derived.
- **Consultant.** If a consultant or consultants (e.g., environmental, traffic, development) are being utilized, identify who they are and what services will be provided by each. Consultant fees are included in the calculation of maximum fee and overhead for a development.
- **Carrying Costs.** Identify additional costs associated with the pre-development period, including pre-development loans/ interest, maintenance, insurance, taxes. Confirm the time period that these costs support.
- **Soft Cost Contingency.** This line item should not exceed 2.5% of the total soft cost budget.
- **Furniture, Fixtures and Equipment (FFE).** Developers must explain what costs are carried in this line item. City of Boston funds cannot pay to support this line item.

Developer Fee and Overhead. Confirm that the developer fee, overhead and consultant items in the budget reflect MOH policy.

Sources. For each permanent financing source, identify the reasonableness of the request based upon program eligibility, limits, and/or per unit caps. Sources must be clearly defined for residential and commercial.

Rebates. All projected rebates (e.g., Energy Star, utility, etc.) should be

itemized and included as a source of permanent funding in the One Stop.

Reserves. Identify the amount of operating or capital reserves that have been specifically required by either equity or debt lenders. Explain how these reserves were determined and sized.

Operating Budget. Identify anticipated operating expenses. For homeownership units provide a schedule of HOA/Condominium Association fees to cover these annual expenses. For rental, provide a property management line item or similar.

Required Forms: In addition to all documents required by this RFP, Proponents requesting MOH Funding must submit the below, completed forms:

- [MOH Form Links- Proposal Form](#)
- [MOH Form Links- Project Summary](#)
- [Statement of Proposer's Qualifications Form](#)
- [Construction Employment Statement Form](#)
- [MOH Form Links- Property Affidavit Form](#)
- [MOH Form Links- Affidavit of Eligibility Form](#)
- [Conflict of Interest Affidavit Form](#)
- [MOH Form Links- Chapter 803 Disclosure Statement Form](#)
- [MOH Form Links- Disclosure/Beneficial Interest Statement Form](#)
- [City of Boston-Beneficiary Affidavit Form](#)
- [City of Boston- Beneficiaries of Assistance Form](#)
- [Notice to Beneficiaries](#)
- [Equity and Inclusion Plan](#)

MOH Requirements Following Award of Funding

Following successful award of MOH Funding, the awarded Proponent shall submit a detailed predevelopment schedule to its assigned MOH Development Officer, and prepare and deliver a monthly status report against this schedule. The report should include a description of the work

completed that month regarding, but not limited to, the following:

- Zoning Board of Appeal (ZBA) Application(s)
- Inspectional Services Department (ISD) Permit(s)
- Final Design Specifications
- Environmental Testing or Remediation
- Acquisition of Financing

The determination of whether the services were performed satisfactorily is at the sole discretion of MOH. Following the Award of Funding and prior to initiating work, the awarded Proponent shall confirm all scheduled project milestones with its assigned MOH Development Officer.

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Minimum Submission Requirements

Proposals must include the Submission Requirements outlined in this section. These Submission Requirements must also be submitted per the instructions outlined in Section 01 of this RFP. Omission of any of the required information may lead to a determination that the proposal is non-responsive.

Development Submission

The following information shall be submitted in the written Development Submission. This is an opportunity for the proponent to convey how the proposed development will be a highly beneficial use of the Property that will be cost-effective, completed in a timely fashion, and provide options superior to those currently available to the community.

Please provide the following items as listed:

- Introduction/Development Team:
 - Provide a letter of interest signed by the principal(s) of the proponent. This letter must introduce the development team and organization structure, including the developer, attorney, architect, contractor, marketing agent/broker, management

company, and any other consultants for the proposed development. For development teams with more than one entity, the proponent shall provide a copy of the Partnership Agreement detailing the authority and participation of all parties.

- Include all contact information for team principals, including full addresses, phone numbers, and e-mail addresses.
 - Developer Qualifications, Experience, and References: A narrative supported by relevant data regarding qualifications and past experience with similar projects. Proponents must provide detailed descriptions of previous relevant work completed and the results or outcome of that work. Proponents shall also furnish three (3) current references including names, addresses, e-mail addresses, phone numbers, and principal contacts in which the Proponent has provided comparable services. Include resumes for key personnel of the development team, including lead designers. Please emphasize past experience with mixed-use facilities and the team's design portfolio examples.
 - If applicable, explain the relationship(s) between the proponent and any third-party developers, subcontractors, or community partners that might influence the proponent's development plan.
 - The proponent shall provide a listing/description of any lawsuits brought against the proponent or any principles of the proponent in courts situated within the United States within the past five years.
- Development Concept:
 - Describe the proposed development's uses and the total square footage of each use, along with a description of how the

proposed uses and design will satisfy the Development Objectives of this RFP.

- Describe how the proposed development will benefit the surrounding community.
- Estimate the number of construction and permanent jobs that will be generated by the proposed development.
- Proposals must include a narrative of the community benefits supported by the development, including any benefits to the local community that are above those generated by the development itself.
- Development Plan:
 - Describe how the development concept will be implemented. The description should include a detailed timeline that lists all pre-development tasks from the date of Tentative Designation by the BPDA through loan closing and construction commencement. It must also indicate the start and end dates for each pre-development task within a larger phasing plan for the timeline of implementation.
 - Provide a summary of the plan for the operation of the proposed development upon development completion. Include the anticipated annual costs, as well as the planned sources of funding. For projects requesting city funds, note that MOH requires developers of homeownership projects to establish a condominium association and sit on the board for as long as legally allowed to support the establishment of strong budgeting and operations practices on the part of the condominium board.
 - Provide an outline of all required regulatory approvals and a projected timeline to obtain these approvals. The proponent

must note the currently applicable zoning districts, overlays, and provisions that govern the development of the Property and discuss the type of zoning amendments or variances that are required for the proposed development, or indicate if the proposed development can be constructed “as-of-right” under existing zoning.

- If applying for city funds, the proponent must indicate dates relevant to achieving the ARPA funding deadlines noted in section 4: Public Funding, Funding Timeline Requirements. In addition, note key deadlines for state or other funding sources.
- **Boston Residents Jobs Policy.** Proposals must describe the planned approach to meeting the goals outlined in the Boston Residents Jobs Policy (Appendix A).
- **Diversity and Inclusion Plan.** The City of Boston and the BPDA are strongly committed to ensuring that the disposition of BPDA properties provide opportunities for diversity and inclusion, wealth-creation, and workforce participation for businesses and individuals who have historically been underrepresented in real estate development. The Diversity and Inclusion Plan must discuss why it is specific, realistic, executable, and impactful. The Diversity and Inclusion Plan evaluation criterion shall comprise 25% of the BPDA’s comparative evaluation of each proposal submitted.
 - Proponents must submit a Diversity and Inclusion Plan which reflects the extent to which the proponent plans to include significant and impactful economic participation, employment, and management roles by people of color, women, certified Minority-Owned Businesses (“MBEs”), and Women-Owned Business Enterprises (“WBEs”) (collectively referred to as ‘M/WBEs’) on this project.

- MBEs and WBEs must have received or have pending applications for certification under the Commonwealth of Massachusetts Supplier Diversity Office or City of Boston. Firms with pending certification may be included in a proposal on the condition that certification is granted by the start of work or the firm is replaced by a firm certified under the Commonwealth of Massachusetts Supplier Diversity Office or City of Boston. All replacements or substitutions must be approved by the BPDA.
- The Diversity and Inclusion Plan should include the following good faith measures relating to M/WBE participation:
 - Providing information as to the M/WBE-owned firms participating in the development, the nature of their participation in the particular phase(s) of the development, and the extent to which such M/WBE involvement is committed as of the date of proposal submission. Where possible proponents should include detailed information on the M/WBE role, responsibility and total contract value in the development.
 - The proponent's strategy for supplier diversity and M/WBE outreach, including its goals and its good faith efforts the proponent may propose for M/WBE participation. Proposals should indicate what strategies will be pursued, or are being pursued, to identify M/WBE participation, including outreach and identification activities to timely inform the M/WBE community of upcoming opportunities.
 - Strategies which support sustainable capacity development in M/WBE firms, such as mentor-protégé relationships or joint ventures. These partnerships for capacity development should describe the impact of

participating in this project on the M/WBE firm's future business growth and opportunities.

- The proponent's strategy to support workforce training/capacity building for populations underrepresented in the construction trades as well as other fields of real estate development.
- A description of the Development Team's prior experience and track record undertaking similar programs at other locations including examples deployed on private property.
- The Diversity and Inclusion Plan must address all **phases** of development, including but not limited to:
 - pre-development (ex. development entity, ownership, equity and debt investment, design, engineering, legal, other consultants);
 - construction (ex. general contractor, sub-contractor, trades, workers performing construction, suppliers, engineering and other professional services); and
 - ongoing operations (ex. building tenants, facilities management, contracted services).
- **Additional Data.** Any other relevant information the proponent believes is essential to the evaluation of the proposal (i.e., aesthetic designs, environmental sustainability goals, property management plans, ideas for selection of subcontractors, methods of obtaining community engagement, etc.).

Design Submission

The Design Submission must include, but not be limited to, the following materials:

Design Narrative

- A written and graphic description explaining how the proposed design will meet the Development Objectives and Design Guidelines of this RFP. These documents must describe and illustrate all program elements and the organization of these spaces within the building.
- A description and illustration of the bicycle parking, automobile parking, and transportation and circulation plan for the proposed development based on the Urban Design Guidelines outlined in this RFP.
- A preliminary zoning analysis.
- A written and graphic description of how the proposed development will satisfy the Resilient Development and Green Building guidelines of this RFP that includes:
 - The team's approach to integrated project design and delivery;
 - Zero Carbon Building Assessment including performance targets for energy use and carbon emissions (or Home Energy Rating System ("HERS") index score);
 - Preliminary LEED Checklist;
 - Preliminary Boston Climate Resiliency Checklist reflecting proposed outcomes;
 - Key resilient development; and
 - Green building strategies
- Narrative and description of how the project will meet the Zero

Emissions Building requirements outlined in the [MOH Design Standards](#), for any project that will use city-subsidy to create income-restricted housing units. Note any incentives or sources of green funding.

Design Drawings

- A neighborhood plan (at an appropriate scale, e.g. 1"=40') as well as a site plan (1" = 20') showing how the proposed design will fit within the immediate context of existing buildings and the larger context of the neighborhood. The purpose of the neighborhood plan is to illustrate how the project meets the Design Guidelines outlined in this RFP. Therefore, the proposed building(s), existing building footprints, lot lines, streets, street names, and any other relevant contextual information should be included in the neighborhood plan. The purpose of the site plan is to illustrate the building footprint and its placement on the site, the general building organization, open space, landscape elements, driveways, curb cuts, fencing, walkways, and streetscape improvements. Proponents should coordinate the neighborhood plan and site plan through the inclusion of renderings, perspective drawings, and aerial views of the project.
- Schematic floor plans (1/8" = 1'-0" scale) showing the basement, ground floor, upper floor(s), and roof, including room dimensions, square footage of rooms, overall building dimensions, and the gross square footage of the building.
- Building Elevations (1/8" = 1'-0" scale) showing all sides of the proposed building, architectural details, building height, and notations of proposed materials.
- Street elevations (at an appropriate scale, e.g. 1/8"=1'-0") showing the relationships of the proposed building to the massing, building height, and architectural style of adjacent buildings. This street context drawing may combine drawings with photographs in any manner that

clearly depicts the relationship of the new building to existing buildings.

- Perspective drawings drawn at eye level and aerial views that show the project in the context of the surrounding area.

Financial Submission

The Financial Submission must include, but not be limited to the information listed below. If applying for city funds, the proponent must provide a financial submission that complies with all MOH policies for allowable costs, sales prices, rents, and other categories. Refer to Section 4: Public Funding.

- **Financial Documents:**
 - Financial Statements or Annual Reports for the three most recent fiscal years;
 - Interim Financial Statements for Proponent (if applicable, most recent month ending within thirty days);
 - Personal Financial Statement of principal owners of Proponent (upon request); and
 - Financial Statements of any tenants, lessees, and occupants intended to occupy the premises (if applicable); and financing commitments or project specific letters of interest from recognized funding sources.
- **Financial Submission Workbook:** Using the template provided in Appendix B, provide the following information:
 - **Sheet 1:** Development Program
 - **Sheet 2: Development Cost Pro Forma.** All costs identified must be supported by realistic funding sources and uses must equal sources.

- **Sheet 3:** Stabilized Operating Pro Forma
- **Sheet 4:** Fifteen-Year Operating Pro-Forma
- **Sheet 5:** Breakdown of condominium/HOA fee structure, if applicable. See [MOH's Affordable Condominium Fees Structure Policy](#) for requirements.
- **One-Stop:** If the sources of funds for the proposed project include City or State subsidies for affordable housing, the financial submission must include a One-Stop Application that can be downloaded from www.mhic.com (see tab "One Stop Center," then "Downloads," then "OneStop2000.") The One Stop should only include financial information for the affordable housing portion of the proposed project. Sources must have equal uses. If applicable, land costs for privately owned parcels that would be included in the proposed development must be identified in the "Acquisition" line. At the time of application, the proponent must have an accepted offer to purchase, an executed purchase and sale agreement, or a deed and the price must be supported by an as-is appraisal for that property.
- **Financial Narrative:** In addition to the pro forma spreadsheets, the Proposal must include a narrative that describes the following:
 - An implementation plan for the proposed development, including a development schedule with key milestone dates and projected occupancy date. The development schedule should outline the required regulatory approvals for the proposed development and the anticipated timing for obtaining such approvals;
 - All contingencies, specifying whether for hard costs, soft costs or total costs, design or construction, financing or other critical components of the total project costs;
 - Sources of debt and equity for the total project cost;

- All assumptions regarding financing terms on lease acquisitions, pre-development, construction, and permanent loans;
 - Any other project-related expense not included in the above categories; and
 - Calculation of total project costs.
- **Ground Lease Price Proposal:** The selected proponent will enter into a 99 -year ground lease with the BPDA. The full and fair market value of the Property, as determined through a valuation done by a professional appraiser licensed by the Commonwealth of Massachusetts, was determined to be XXX per square foot of gross floor area per year. Offered price is one of the many factors used in determining the most highly advantageous proposal. Proponents are encouraged to make competitive offers. For more information on comparative evaluation criteria, please refer to Section 06. A proponent may offer less than the appraised value, but they must credibly demonstrate that their development concept maximizes the public benefit and provides the required affordable housing in order to be consistent with community preferences, resulting in a concept not financially feasible at the asking price. Reasons may include, but are not limited to specific community benefits (such as affordable housing, community programming space, etc.) that the development will provide that will prohibit the proponent from maximizing development revenues and/or operating income. In order to offer less than the asking price, a proponent must include a detailed written explanation of why their offer price is reduced and provide development budgets and proformas that support the lower offer price. The minimum price that can be accepted is \$100. If the successful proponent receives federal funding in connection with this project, their purchase price requirements shall be adjusted downward to comply with requirements, including but not limited to federal subsidy layering rules.

Using the price proposal form included in Appendix B, clearly outline the financial offer to the BPDA by indicating the amount of your offer per gross square foot of the development constructed. This form must be signed by the authorized principal.

- **The preliminary market study**, using empirical market data, demonstrates the feasibility of the proposed lease rates of the project.
- Financing:
 - Developer Equity: The proponent must demonstrate the availability of financial resources to fund working capital and equity requirements for the proposed project. Acceptable documentation includes current bank statements, brokerage statements, and/or audited financial statements; and
 - Financing Commitments: Letters of interest and/or commitment from debt and equity sources for construction and permanent financing. Letters should include a term sheet that provides the Loan-To-Value ("LTV") and Debt Service Coverage ("DSC") requirements, fees, terms, amortization, etc.
- Proponents must be required to provide formation documents at the BPDA's request, such as Articles of Incorporation; Certificate of Status/Good Standing; Certificate of Incorporation; By-laws; Certificate of Organization (LLC 1, or LLP 1 in some states, if applicable); Borrowing Resolution; Operating/Partnership Agreement (if LLC or LLP); and Certificate of Registration as a Foreign Entity (if applicable).

Disclosures

Proponents must submit the following forms, which are referred to as the “Disclosures” (Appendix B):

- Disclosure Statement for Transaction with a Public Agency Concerning Real Property
- BPDA & City of Boston Disclosure Statement
- Certificate of Tax, Employment Security, and Contract Compliance
- HUD Form 6004: Developer's Statement for Public Disclosure and Developer's Statement of Qualifications and Financial Responsibility (Only required for property in an Urban Renewal Area with a housing use)

Submission Checklist

Proponents must submit the Submission Checklist (Appendix B).

06

Evaluation of Proposals

Description of Evaluation Process

All proposals meeting the Minimum Threshold Requirements detailed herein will be reviewed by the Evaluation Committee composed of BPDA Staff, City Staff, and the Project Review Committee. The final selection will be based on an evaluation and analysis of the information and materials required under this RFP. The most advantageous proposal from a responsive and responsible proponent, taking into consideration all comparative evaluation criteria outlined in this RFP, shall be recommended to the BPDA Board for tentative designation. If this RFP results in Tentative Designation, the BPDA will award Tentative Designation status to only one developer.

The Evaluation Committee reserves the right to seek clarifying information from proponents in writing. If requested, clarifying information will be used only to further the Evaluation Committee's understanding of the original proposal submitted. **Proponents will NOT be allowed to change the content of their submission after the submission deadline; proposals, including the price offer, must be best and final at the time of submission.**

As part of the comparative evaluation process, the BPDA further reserves the right to interview proponents at a date and time to be scheduled and held virtually or at BPDA offices. Should a determination be made that interviews

are necessary, the Evaluation Committee shall interview all proponents meeting Minimum Threshold Requirements. Proponents will NOT be allowed to change the content of their submission after the submission deadline or, to the extent applicable, during the interview process.

Project Review Committee

The BPDA is committed to making sure that community feedback is part of the evaluation process. In addition to each respondent presenting their proposals as part of a public community meeting, the BPDA will be working to establish a Project Review Committee (“PRC”). The PRC will serve in an advisory capacity and provide a community perspective throughout the RFP Review Process. As part of the review process, the PRC will evaluate the developer submissions based on the criteria developed through the RFP process and PLAN: Charlestown. The PRC will provide recommendations to the Boston Planning and Development Agency, which will work towards a consensus on the preferred development team.

Members of the Project Review Committee are expected to be a resident of their community that can provide a unique perspective to the evaluation process. Project Review Committee members must not be Respondents to this RFP or in consultation with any Respondents to this RFP regarding their proposals. The goal for the committee is to craft a recommendation on which proposal should be granted tentative designation. Members of the Project Review Committee should expect to attend at least 5-7 meetings to discuss the proposals.

On **TBD**, the BPDA will issue an application for interested Project Review Committee members. Selections will be made by **TBD**

Rule for Award

The most advantageous proposal from a responsive and responsible proponent, taking into consideration the price requirement and all comparative evaluation criteria outlined in this RFP, shall be recommended to the BPDA Board for tentative designation.

Minimum Threshold Requirements

All proposals must meet the following minimum threshold criteria:

- Only proposals that are received by the date, time, and at location indicated in Section 1 of this RFP will be accepted.
- Proposals must include all documentation specified under Submission Requirements.
- The proponent shall have the necessary finances in place to pursue this project.
- The proponent must demonstrate that it has adequate insurance.
- The proponent shall comply with the Conflict of Interest Law.

Comparative Evaluation Criteria

The BPDA will use the following Comparative Evaluation Criteria to compare the merits of all qualifying proposals. For each evaluation criterion set forth below, the BPDA's selection committee will assign a rating of Highly Advantageous, Advantageous, or Not Advantageous. The selection committee will then assign a composite rating of Highly Advantageous, Advantageous, or Not Advantageous for each proposal it evaluates. The composite rating will weigh the Diversity and Inclusion evaluation criterion at 25%. The other evaluation criteria comprising the remaining 75% will be weighted equally. In addition, Proponents seeking MOH funding will be evaluated on the below criteria as they relate to established policies, including but not limited to MOH financial underwriting, design review, and funding priorities ([Section 4](#)).

1. Development Concept

This Criterion is an evaluation of the Proponent's development plan relative to the Development Objectives set out in Section 03. Proposals that fulfill the Development Objectives and affordability requirements will be considered to be more advantageous. Proposals that do not meet the objectives specified in the Development Objectives will be considered less advantageous. **To facilitate its evaluation of this criterion, the PRC and the internal selection committee will seek community input in the form of a developer's presentation with an opportunity for public comment.**

Detailed, realistic proposals for the development of the Property that are fully consistent with and which successfully address all of the Development Objectives and Development Guidelines, including delivering affordable housing options that significantly exceed the affordability and unit type requirements outlined in the Development Objectives, will be ranked as **Highly Advantageous.**

Realistic proposals for the development of the Property that are consistent with the Development Objectives and Development Guidelines but do not completely or satisfactorily address all issues identified in them, and deliver affordable housing options that meet the minimum affordability requirements outlined in the Development Objectives, will be ranked as **Advantageous.**

Proposals for the development of the Property that are not consistent with the Development Objectives or Development Guidelines, and deliver affordable housing options that do not meet the affordability requirements outlined in the Development Objectives will be ranked as **Not Advantageous.**

2. Urban Design

This Criterion is an evaluation of the proponent's development plan relative to the Urban Design Guidelines. Proposals that better fulfill the Urban Design Guidelines will be considered to be more advantageous. Proposals that do not meet the objectives specified in the Urban Design Guidelines will be

considered less advantageous. **To facilitate its evaluation of this criterion, the PRC and the internal selection committee will seek community input in the form of a developer's presentation with an opportunity for public comment.**

Proposals that are highly compatible with the Urban Design section of this RFP and fully address each subsection and provide more detail will be ranked as **Highly Advantageous**.

Proposals that are mostly compatible with the Urban Design section of this RFP and address each subsection and provide less detail will be ranked as **Advantageous**.

Proposals that are not compatible with the Urban Design section of this RFP and/or do not fully address each subsection and provide little detail will be ranked as **Not Advantageous**.

3. Sustainable and Healthy Development

This criterion is an evaluation of the extent to which the Proponent addresses the Resilient Development and Green Building Guidelines, with a particular emphasis on healthy development . Proposals that better fulfill these objectives will be considered to be more advantageous. Proposals that do not meet these objectives will be considered less advantageous. **To facilitate the evaluation of this criterion, BPDA will seek community input in the form of developer(s) presentation(s) with an opportunity for public comment.**

Proposals that provide a detailed plan that addresses all subsections, achieves LEED Platinum certifiably, exceeds Zero Carbon Building performance, and exceeds the other requirements outlined in the Resilient Development and Green Building Design Guidelines, with a particular emphasis on healthy development and design strategies mitigating the absorption and re-emittance of heat near and around the site, will be ranked as **Highly Advantageous**.

Proposals that address most subsections, provide a feasible plan for LEED Gold certifiably and meet Resilient Development and Green Building Design Guidelines, including some healthy development and design strategies mitigating the absorption and re-emittance of heat near and around the site, will be ranked as **Advantageous**.

Proposals that address few subsections, do not provide a plan for LEED Gold certifiably and do not meet minimum Resilient Development and Green Building Design Guidelines, including few, if any, healthy development and design strategies mitigating the absorption and re-emittance of heat near and around the site, will be ranked as **Not Advantageous**.

4. Demonstration of the Ability to Execute the Project as Presented:

The purpose of this criterion is to assess the extent to which proposals can demonstrate the organization and qualifications of the development team to deliver a quality project that can be developed as presented, based upon the team's professional credentials and experience completing projects similar to the one proposed. The criterion is also designed to evaluate the proponent's ability to adhere to the proposed delivery schedule.

Proposals that thoroughly and effectively address all of the above requirements submitted will be ranked as **Highly Advantageous**.

Proposals that address the above requirements, but do not address these requirements effectively and thoroughly, will be ranked as **Advantageous**.

Proposals that do not offer sufficient detail or do not address all of the above requirements, and/or do not demonstrate experience, will be ranked as **Not Advantageous**.

5. Financial Capacity

This Criterion evaluates the relative strength of the proponent's financing plan relative to other proposals. Proposals that provide evidence of confirmed financing offers to generate sufficient capital to fund most or all of

their development budget will be considered to be more advantageous. Proposals that do not provide evidence of confirmed financing sources or only partially confirmed financing will be considered less advantageous.

Proposals that provide a complete financial submission, along with financial commitments and/or letters of interest from lenders, funders and/or equity investors; documentation of liquid equity and/or evidence of fundraising or financing to fully satisfy the development budget as presented; and demonstrate experience in previously successfully financing a similar development will be ranked as **Highly Advantageous**.

Proposals that provide a mostly complete financial submission, along with financial commitments and/or letters of interest from lenders, funders and/or equity investors, documentation of liquid equity and/or evidence of financing to fully satisfy the development budget as presented; but do not specifically demonstrate previous experience in successfully financing a similar development will be ranked as **Advantageous**.

Proposals that do not provide a complete financial submission nor evidence of, or documentation for any financing, funding sources or equity to satisfy the development budget; or the documentation or evidence of financing is insufficient or outdated, will be ranked as **Not Advantageous**.

6. Diversity and Inclusion Plan:

This criterion evaluates the comprehensiveness of the proponent's Diversity and Inclusion Plan for creating increased opportunities for people of color, women, and M/WBEs to participate in the development of the Property, including specific strategies to achieve maximum participation by people of color, women, and M/WBEs in pre-development, construction, and operations. The Diversity and Inclusion Plan should be specific, realistic and executable.

This criterion shall comprise 25% of the BPDA's comparative evaluation of each proposal submitted.

Proposals that provide a Diversity and Inclusion Plan for a project of the type proposed that includes all of the elements described in the Development Submission subsection within the Minimum Submission Requirements section will be ranked as **Highly Advantageous**.

Proposals that provide a Diversity and Inclusion Plan for a project of the type proposed that includes most all of the elements described in the Development Submission subsection within the Minimum Submission Requirements will be ranked as **Advantageous**.

Proposals that do not provide a detailed Diversity and Inclusion Plan for a project of the type proposed, and/or it does not include the elements described in the Development Submission subsection within the Minimum Submission Requirements will be ranked as **Not Advantageous**.

7. Good Jobs Standards for Full Time Employees

This criterion evaluates the relative strength of the proponent's employment strategy narrative to respond to the seven point "Good Jobs" standard as articulated in the Submission Requirements section of this RFP. Narratives that are more comprehensive, complete and are able to document a credible implementation plan, will be ranked more highly advantageously. **To facilitate its evaluation of this Criterion, BPDA will seek community input in the form of a developer's presentation with opportunity for public comment.**

Proposals that provide a comprehensive, complete and documented GJS Plan narrative that is superior to that of other proposals and is able to clearly explain its strategy for how it will attain its objectives, will be ranked **Highly Advantageous**.

Proposals that provide a comprehensive, complete and documented Good Jobs Plan that is similar or equal to all other submitted proposals will be ranked **Advantageous**.

Proposals that do not provide a comprehensive, complete and documented Good Jobs Plan that is inferior to other submitted proposals will be ranked **Not Advantageous**.

8. Development Without Displacement

This is an evaluation of the relative strength of the proposal for achieving the objective of development without displacement as articulated by the community. Proposals will be considered and rated based on the comprehensiveness of the Proponent's planned approach to assisting the current residents of Roxbury to remain in their community in the future, afford housing, and find pathways to economic opportunity. **BPDA will seek community input in the form of developer(s)' presentation(s) with opportunity for public comment.**

Proposals that provide a comprehensive, highly reasonable, and achievable development without displacement strategy for a project of the type proposed that is clearly superior to that of all other proposals shall be ranked **Highly Advantageous**.

Proposals that provide a reasonable and justifiable development without displacement strategy for a project of the type proposed that is similar or equal to all other submitted proposals shall be ranked **Advantageous**.

Proposals that do not provide a credible or detailed development without displacement strategy for a project of the type proposed, and/or propose a development without displacement strategy that is substantively inferior to all other submitted proposals shall be ranked **Not Advantageous**.

9. Additional Community Benefits

This criterion evaluates the Proponent's relative ability to provide benefits to the local community that are in addition to those generated by the development of the Project Site itself. Proposals that offer benefits that the community most desires will be considered to be more advantageous.

Proposals that offer fewer, or do not offer any additional community benefits will be considered to be less advantageous. **To facilitate its evaluation of this Criterion, BPDA will seek community input in the form of developer(s)' presentation(s) with opportunity for public comment.**

Proposals that describe and quantify specific benefits that will be provided to the community, aside from the development of the property, and offer a level of benefits that are superior to those provided by other proposals will be ranked as **Highly Advantageous**.

Proposals that describe and quantify specific benefits that will be provided to the community, aside from the development of the property, and the level of benefits provided will be equal to those provided by other proposals will be ranked as **Advantageous**.

Proposals that do not sufficiently describe and quantify specific benefits to the community, other than the development of the property, and the level of benefits provided are inferior to those provided by other proposals will be ranked as **Not Advantageous**.

Interviews (at the BPDA's option):

As part of the comparative evaluation process, the BPDA reserves the right to interview proponents at a date and time to be scheduled and held virtually. Should a determination be made that interviews are necessary, the Evaluation Committee shall interview all proponents meeting Minimum Threshold Requirements. If the Evaluation Committee chooses to hold interviews, the interviews will be one criterion within the comparative evaluation criteria matrix. The evaluation criteria for interviews are described below. Proponents will NOT be allowed to change the content of their submission after the submission deadline or, to the extent applicable, during the interview process.

Interviews where the proponent thoroughly and effectively addresses their ability to execute the project, the excellence of the design and program contributions of the development, the viability and competitiveness of their financial plan, and their realistic ability to implement a comprehensive diversity and inclusion plan will be ranked as **Highly Advantageous**.

Interviews where the proponent somewhat effectively and thoroughly addresses their proposal, their ability to execute the project, the excellence of the design and program contributions of the development, the viability and competitiveness of their financial plan, and their realistic ability to implement a comprehensive diversity and inclusion plan will be ranked as **Advantageous**.

Interviews in which the proponent does not offer sufficient detail or does not address its ability to execute the project, the excellence of the design and program contributions of the development, the viability and competitiveness of the finance plan, and their realistic ability to implement a comprehensive diversity and inclusion plan will be ranked as **Not Advantageous**.

07

Contract Terms and Conditions

Proponent Designation and Conveyance

Upon a satisfactory review of all proposals submitted to the BPDA pursuant to this RFP, as well as the completion of any subsequent applicable reviews resulting therefrom and relating thereto, BPDA staff will recommend Tentative Designation for the proponent whose proposal best meets the objectives set forth herein. BPDA staff will request BPDA Board approval to award a proponent Tentative Designation status. The Tentative Designation status of such proponent (the “selected proponent”) shall be for a nine-month period. During the Tentative Designation period, the selected proponent shall accomplish, among other things, the following to be considered for Final Designation status:

- Provide evidence of necessary financing and equity;
- Obtain approval of its development schedule including the submittal of development plans;
- BPDA Design Review;
- Article 37 Initial Filing Compliance;
- Completion of the Article 80 process with the BPDA;
- Issuance of all required building permits;
- Negotiated terms and conditions of a ground lease; and

- Application to the next (Winter 2024-2025) Massachusetts Department of Housing and Community Development (DHCD) funding round and receipt of all funding outlined in the One-Stop that was submitted to, and approved by, this RFP review committee.

Final designation will be granted upon the satisfactory completion of all required terms and conditions. The proposal will be subject to subsequent stages of BPDA development and design review, including Article 80 if required. The final designation will be automatically rescinded without prejudice and without any further authorization or approvals by the BPDA's Board, if the Property has not been conveyed by a designated time frame established by the BPDA Board.

Ground Lease Terms and Conditions

The ground lease will require the selected proponent to be responsible for paying applicable taxes and fees as well as the fixed rent. The selected proponent must indemnify and hold harmless the BPDA during the term of Tentative Designation.

The following are additional terms of the lease:

Premises. The area included in the lease will be property as described in the selected proponent's proposal.

Condition of Premises. The selected proponent acknowledges that it is familiar with the Property and agrees to accept it in "as-is" condition.

The selected proponent will be solely responsible to obtain all permits and approvals necessary to obtain a Certificate of Occupancy for the building. The selected proponent acknowledges that required upgrades include, but may not be limited to utilities and other essential base-building needs, such as electricity, sewer, sprinkler, and heating systems. Estimated costs for such improvements must be documented in the development pro forma. The selected proponent will pay for the cost of any utility relocation not paid by a utility company.

The selected proponent will assume any and all liability for any environmental clean-up pursuant to Chapter 21E of the Massachusetts General Laws.

Footprint: Any proposed redevelopment plan must assume that any new construction must occur entirely within the footprint of the Property, with the possible exception of a land swap relating to the location of sports fields.

Maintenance. The selected proponent shall be responsible for maintenance, cleaning, utilities, rubbish disposal, and snow removal.

Utilities. The selected proponent shall make arrangements with the utility providers to separately meter and pay utility provider(s) directly, for required needs on-site, such as but not limited to electricity, gas, and water and sewer usage in the Property.

Fixed Rent. Fixed rent shall be NNN to BPDA. Three percent annual increases must be applied as a part of the ground lease within the financial workbook submission. Payments would be made due monthly.

Market Reset. The BPDA may include a market reset provision in the ground lease upon date certain or upon any extensions or renewals to the lease term.

Transaction Rent: Shall be due to BPDA as additional rent in the following amounts and for the following capital events: a) two percent (2%) of the gross sale price for any sale or assignment of the Ground Lease, which shall only be granted through written approval; and b) two percent (2%) of any refinancing proceeds after paying any outstanding debt secured by a BPDA approved leasehold mortgage. With respect to portions of Homeownership Units sold to individual homeowners, when such units are sold without use and price restrictions, 2% of the sales proceeds shall be due to the BPDA.

Taxes. Upon the lease commencement date, the selected proponent shall be responsible to pay all real property taxes, personal property taxes, and/or PILOT payments assessed or otherwise imposed upon the Property by the

City of Boston in accordance with Chapter 59 of the Massachusetts General Laws.

Notice. Notice shall be given in writing to the BPDA and/or the selected proponent, and their designated agents, at their respective addresses noted in the Lease.

Cause to Terminate the Lease. Include notice prior to termination, and what opportunity to cure.

Conflict of Interest. Any activity that would constitute a violation of the conflict of interest law (M.G.L. c. 268A) is prohibited.

Certifications and Disclosures. The Lessee shall complete and submit a certification of tax compliance (M.G.L. c 62C, section 49A) and a disclosure of beneficial interests (M.G.L. c. 7C, section 38).

Other Terms of Lease. The BPDA reserves the right to negotiate any other terms of the lease. The ground lease term will be 99 years.

Entire Agreement. The Lease constitutes the entire agreement and there are no agreements other than those incorporated herein.

Brokerage. If the selected proponent is represented by a real estate broker, currently licensed in the Commonwealth of Massachusetts, the selected proponent is fully responsible for any brokerage commission. The BPDA will not pay a broker's fee to any individual or concern.

All other material terms and conditions of the ground lease will be negotiated following Tentative Designation of a selected proponent within the time period specified in the Tentative Designation Board Vote.

Additional Terms and Conditions

Boston Resident Jobs Policy. Construction on this redevelopment project must comply with the Boston Residents Jobs Policy. Compliance review includes an assessment of whether the project is meeting the following employment standards:

- At least fifty-one percent (51%) of the total work hours of journey people and fifty-one percent (51%) of the total work hours of apprentices in each trade must go to Boston residents;
- At least forty percent (40%) of the total work hours of journey people and forty percent (40%) of the total work hours of apprentices in each trade must go to people of color, and
- At least twelve percent (12%) of the total work hours of journey people and twelve percent (12%) of the total work hours of apprentices in each trade must go to women.

For more information on how to achieve compliance with the Boston Residents Jobs Policy, please see the City of Boston Code, Ordinances, Section 8-9, and Appendix B.

Development Costs. The preparation and submission of all proposals by any person, group, or organization are totally at the expense of such person, group, or organization. Proponents shall be responsible for any and all costs incurred in connection with the planning and development of the Property. The BPDA and the City of Boston shall not be liable for any such costs nor shall be required to reimburse the proponents for such costs.

Site improvements. All site improvements, including sidewalks, street lights and street trees, shall be paid by the Selected Proponent, and the estimated costs for such improvements must be documented in the development pro forma. The Selected Proponent will pay for the cost of any utility relocation not paid by a utility company. The Selected Proponent will assume any and all liability for any environmental clean-up pursuant to Chapter 21E of the Massachusetts General Laws. The Selected Proponent may be responsible 49 for having the Property surveyed, with plans that are suitable for recording, at the expense of the proponent.

Policies and Regulations. Development of the Property shall comply with the City of Boston's zoning and building regulations and procedures and any other applicable City and/or State code(s). The project will be assessed and

taxed by the City of Boston under normal real estate taxation procedures pursuant to M.G.L. Chapter 59.

Signage During Construction. During the construction of the Property, the proponent shall provide and display, at their expense, appropriate signage as required by the BPDA. Such signage must be approved by the BPDA before installation. The proponent should also provide signage that describes the project, including the number of affordable units, if applicable.

Compliance with City of Boston Eviction Prevention Efforts. Data collected from Boston Housing Court in 2015 indicates that at least 67% of evicted tenants were evicted from subsidized units. Because tenants that are evicted are often unable to secure alternate housing and also may be disqualified from future affordable housing opportunities, the City of Boston and BPDA are implementing eviction prevention strategies. Selected proponents developing affordable housing financed with public resources will be required to submit data on the number of evictions and terminated tenancies that exist in their portfolio of property during the previous twelve-month period. They may also be asked to submit an eviction prevention plan. If the information received from selected proponents receiving City of Boston funding indicates a significant presence of evictions or terminated tenancies, the award of these funds may be suspended.

Non-Binding. This RFP and all proposals accepted as a result are deemed non-binding in nature. The BPDA makes no representations or guarantees with respect to the redevelopment project selection process or awarding of development rights. The BPDA reserves all rights including its right to cancel the RFP, cancel the selection process or cancel subsequent lease negotiations at any time, with or without cause and at the BPDA's sole discretion. In such an event, the BPDA shall not be liable for costs or expenses incurred by Proponents or other interested parties relating to this RFP or any responses prepared in conjunction therewith.

BPDA and MOH thank you for your interest and look forward to working with you.

Appendix A: Information Resources

Proponents should consult the following web links for information to assist in proposal preparation.

- **Plan of the site ([link](#))**
- **Roxbury Past Planning Studies**
 - PLAN: Nubian Square (2019) ([link](#))
 - Roxbury Strategic Master Plan (2004) ([link](#))
- **Relevant zoning code ([link](#))**
 - BPDA Development Review Information, including Article 80, Article 37, and Article 62 ([link](#))
- **Boston Residents Jobs Policy ([link](#))**
- **Resources for M/WBE Outreach**
 - Builders of Color Coalition ([link](#))
 - Black Economic Council of Massachusetts ([link](#))
 - Massachusetts Minority Contractors Association ([link](#))
 - City of Boston Certified Business Directory ([link](#))
 - Commonwealth of Massachusetts Certified Business Directory ([link](#))
- **[MOH Policies & Procedures](#)**
- **Relevant Citywide Planning Studies, Reports, Initiatives**
 - BPHC Health of Boston 2023, Ongoing ([Link](#))

- Open Space Plan 2023-2029, Expected completion 2023 ([Link](#))
- 2022 Annual Homeless Census Memo ([Link](#))
- Boston Citywide Land Audit, 2022 ([Link](#))
- Boston Housing Conditions and Real Estate Trends Report 2022 ([Link](#))
- Complete Street Guidelines, 2022 ([Link](#))
- Heat Resilience Solution for Boston (2022) - Special attention to Roxbury Chapter starting on page 164. ([Link](#))
- Green Infrastructure ([Link](#))
 - Boston Parks and Recreation Green Stormwater Infrastructure Design and Implementation Guide ([Link](#))
 - BWSC Boston Green Infrastructure Planning and Design Handbook, 2022 ([Link](#))

Appendix B: Required Forms

- Price Proposal ([LINK](#))
- Financial Submission Workbook ([LINK](#))
- For entering Sources and Uses of Funds, operating budget, and other budget items, Proponents must use a One-Stop Application format that can be downloaded from www.mhic.com (in the site, select the “Resources” drop-down menu and then click “OneStop Application”)
- HUD Form 6004: Developer's Statement for Public Disclosure and Developer's Statement of Qualifications and Financial Responsibility ([LINK](#))
- Disclosure Statement for Transaction with a Public Agency Concerning Real Property ([LINK](#))
- BPDA & City of Boston Disclosure Statement ([LINK](#))
- Certificate of Tax, Employment Security, and Contract Compliance ([LINK](#))
- Submission Checklist ([LINK](#))