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Introduction & Instructions

Overview

The City of Boston Department of Neighborhood Development (DND), formerly the Public Facilities Department, is the local government agency in the City of Boston that:

- Creates affordable and mixed-income housing;
- Establishes short and long term housing policy and priorities for the City;
- Implements programs to support economic development in Boston neighborhoods;
- Provides homeownership opportunities, grants, loans and trainings;
- Assists renters in housing crisis to find housing stability;
- Partners with organizations across Boston to end homeless in our City;
- Supports the preservation of historic architecture; and
- Develops open spaces, including community gardens and farms.

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DND is also responsible for disposing of tax foreclosed and surplused real property that is under the care and custody of the Public Facilities Commission. DND's property disposition process operates in accordance with Massachusetts General Law (M.G.L.), Chapter 30B which governs municipal property dispositions. Accordingly, **DND is hereby offering the Nawn Factory Parcels in Roxbury, MA** under this Request for Proposals ("RFP").

RFPs are an opportunity to offer local and historically disadvantaged businesses a unique opportunity to enhance their capacity. It is the intent of the Mayor that these opportunities provide a framework and model for inclusiveness both in the development teams and throughout the various levels of contracting.

Before offering a property such as this, DND consults extensively with local residents, community organizations, and community leaders to establish development guidelines that reflect the community preferences for acceptable and unacceptable uses of the offered property. Those preferences are then incorporated into the RFP and set the parameters of the final contract between the City and the selected developer for the property ("Successful Proposer"). DND reviews all proposals it receives; disqualifies any that do not meet the "Minimum Eligibility Criteria" described in Section 5 of this RFP; ranks the remaining proposals according to the Comparative Evaluation Criteria and Compliance Review set forth in Section 5; and then designates the selected developer for the property.

The parcels included in this RFP were included in the second round of **PLAN: Dudley Square** workshops, held this spring. The objective of this RFP is to redevelop these parcels consistent with the community vision expressed throughout this process. For more information on this process and a summary of what was heard, see the PLAN: Dudley Square Roxbury summary referenced in this RFP and visit: bit.ly/PlanDudley.

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Purpose

The purpose of this Request for Proposals ("RFP") is to solicit proposals for the redevelopment and disposition of property owned by the City of Boston Department of Neighborhood Development (“DND”), consisting of approximately 10,841 square feet (.25 acres) of land on Washington Street, approximately 90 feet from the intersection with Melnea Cass Boulevard, in the Roxbury neighborhood of Boston (the "Property"). The Property, which consists of two parcels, is improved with the Historic Nawn Factory building, two-story brick structure, unpaved parking and underutilized green space.

DND will consider conveying the Property in order to allow development of commercial, office and/or non-profit public uses. The primary goal is to restore and repurpose the Nawn Factory and create an educational asset that will introduce the public to the rich history of Roxbury. Proposals will be subject to review and approval by DND in collaboration with the Boston Redevelopment Authority d/b/a Boston Planning & Development Agency (“BPDA”). Review will include applicable planning and zoning controls, and the development objectives and guidelines described herein. Because this property is subject to a Preservation Restriction, any development will also be subject to review by the Boston Landmarks Commission and the Massachusetts Historical Commission, and some uses may be prohibited. Proposals must meet all minimum evaluation criteria, complete the enclosed proposal form and price summary form, and include the requested documents.

DND 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 DND as to potential relief from state, federal or local regulation. DND 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 DND and BPDA to do so. DND and BPDA reserve the right to waive any minor informalities.

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Instructions

The RFP will be available for download beginning on **July XX, 2019** at bit.ly/PlanDudley and www.boston.gov/dnd/rfps. Proposals can also be picked up at the Bid Counter, located at 26 Court Street, 10th floor, Boston, MA 02108..

Proposers should register when downloading the RFP to ensure they receive any addendum. Requests for clarification or any questions about the RFP must be submitted in writing by either e-mail or U.S. mail and addressed as shown below:

E-mail: beverly.estes-smargiassi@boston.gov

U.S. Mail: Department of Neighborhood Development
Attn: Beverly Estes-Smargiassi, Assistant Director
26 Court Street, 8th Floor
Boston, MA 02108

Bidders Conference

Proposers are advised to avail themselves to attend a technical assistance workshop. The workshop will be held at 26 Court Street, 1st floor, Winter Chambers on the following dates:

DAY, DATE from 10:00 am until 12 noon
DAY, DATE from 10:00 am until 12 noon

A site/building walkthrough at the Nawn Factory site is scheduled for:

DAY, DATE from 10:00 am until 12 noon

No requests or questions regarding the RFP will be accepted after **DAY**, **DATE, 2018 at 4:00 PM.** Proposers must include their name, address, telephone number and email address with any questions. An addendum with questions and answers will be emailed to all prospective responders on record and posted on the City website prior to the RFP deadline.

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Disclaimer: DND will attempt to communicate any changes/addenda to this RFP; however, it is the Proposer's responsibility to check the DND's website regularly for any updates, corrections or information about deadline extensions.

Proposers MUST submit **one (1) original and three (3) printed copies and a complete digital copy on a CD or USB drive** of the proposal in a sealed envelope. The Design Submission must include: (1) full set of reduced drawings in an 8 1/2" x 11" format; and one (1) set of the drawings at full scale; and one (1) set of drawings mounted on boards, no smaller than 30"x 40" in presentation form.

Three (3) sealed copies and one (1) original of the Financial Submission must be provided separately from the Development Submission and Disclosures and Design Submission. Proposals must be submitted (in person or by mail) no later than **Day, Date at 4:00 PM to:**

Department of Neighborhood Development, Bid Counter
26 Court Street, 10th Floor
Boston, MA 02108

The Bid Counter hours are Monday—Friday from 9:00 am - 4:00 pm.

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.

Notice to Proposers Regarding Downloadable RFPs

If you have picked up this Request for Proposals from DND's Bid Counter, you should know that this RFP is also available for download at: http://www.boston.gov/dnd/rfps The online version of the RFP is identical to the version available through the Bid Counter. To access this function you will need the most recent edition of Adobe Reader installed on your computer. A link to the free download program is provided in the right hand column of the webpage listed above.

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Property Description

Site Description

The Property consists of two parcels totaling approximately 10,841 SF (.25 acres) of land located at 2080 Washington Street, Roxbury (the "Proposed Project Site"). The property is improved with the Owen Nawn Factory. Proposers are required to apply for both parcels, and restore and repurpose the Factory.

Built in 1880, the Owen Nawn Factory is named for Owen Nawn, a local general contractor who built the former elevated Orange Line that ran along Washington Street in front of the building. Over time, the building also housed other manufacturing businesses but has stood vacant for the past 50 years.

The building is a two-story brick structure constructed in a simple Italianate industrial style in keeping with its commercial function; damaged by a series of fires, the current building is now only approximately one-third of its original size. Located in the City of Boston's Eustis Street Architectural District and Conservation Area, the Nawn Factory is part of a cluster of sites that includes the John Eliot Burying Ground (1630) and Eustis Street Firehouse (1859). The site is also significant due to its location at the end of Roxbury Neck (Boston Neck), the only land route in and out of Boston until the nineteenth century.

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The neighborhood has been the subject of several extensive planning initiatives, including the Roxbury Strategic Master Plan, Dudley Vision, and most recently, PLAN: Dudley Square.

Street Address	Assessor's Parcel Number	Lot Size (square feet)
Washington Street	0802426010	3,781
Washington Street	0802426020	7,060
		Total = 10,841 (0.25 acres)

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<Insert plot plan>

Planning and Zoning Context

For zoning purposes, the Property is part of the Roxbury Heritage State Park Community Facilities as shown on Map 6A-6C of the Boston Zoning Maps in the Roxbury District, and therefore is principally governed by the provisions of Article 50 Section 23 of the Boston Zoning Code ("Code"). Please consult: https://library.municode.com/ma/boston/codes/redevelopment_authority?nodeId=ART50RONEDI_REGULATIONS_APPLICABLE_COMMUNITY_FACILITIES_SUBDISTRICTS_S50-23ESCOFASU for details on zoning.

The Property is also located within a Boulevard Planning District with overlays to underlying sub-districts. Within Boulevard Planning Districts, special design review requirements and design guidelines apply as set forth in Subsection 50-38.1, Section 50-39, and Section 50-40; and screening and buffering requirements apply as set forth in Section 50-41. The Code and maps can be found at *www.bostonplans.org/zoning*. Zoning relief may be required to achieve the requirements of this RFP.

<insert zoning map>

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Development Objectives and Guidelines

Development Objectives

The Nawn Factory Vision

The vision for the Nawn Factory site has been a subject of community meetings and discussions since the Roxbury Heritage State Park was first conceived in the 1980's. The core goal of the community vision has been to strongly encourage development proposals that include at least 1,200 square feet of interior space for a museum/educational resource area that will bring the history of Roxbury to life for both visitors and Roxbury residents. This education space should be open to the public and be a sustainable enhancement to the Roxbury Heritage State Park.

Tied to this, the preservation of the existing building is a second core goal. The site is protected by a preservation restriction, and any reuse, redevelopment and/or new structures must be approved by the Massachusetts Historical Commission (MHC) and Boston Landmarks Commission (BLC). The exterior of the building must

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be preserved and, where appropriate, the interior rehabilitation should maintain and repurpose the historic and unique building elements. Development proposals should describe their preservation and repurposing approach. Proposals that include new structures and/or building additions must adhere to the Secretary of the Interior's guidelines and must obtain MHC and BLC design approvals.

The successful applicant will place special emphasis on ensuring that maximum opportunities are afforded to local, small and disadvantaged businesses, as well as people of color and women, in the areas of job creation and training, business development and the procurement of goods, services and construction services in association with construction projects.

The redevelopment and repurposing of the Nawn Factory as a public education and historical asset is one of the Critical Community Improvements priorities outlined in the Whittier Choice Neighborhood Implementation Plan. At least 1200 SF of interior space should be devoted to this use. Additional proposed uses for the property, including rebuilding the demolished portion of the Factory, adding commercial or other uses, should be consistent with and support the core goals.

Applications that address the core goals will be eligible for up to $500,000 in U.S. Department of Housing and Community Development Choice Neighborhood Initiative funds for the restoration of the building and development of the public education facility.

Because the Choice Neighborhood Initiative funds must be spent within the Grant Implementation period, the restoration and reuse of the Nawn Factory must be completed no later than July 1, 2023.

Plan Dudley Objectives

After careful analysis of the property, the Department of Neighborhood Development ("DND") and the Boston Planning & Development Agency ("BPDA"), in

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collaboration with neighborhood residents and the Roxbury Strategic Master Plan Oversight Committee, have established development guidelines for the property.

The Proposer must address the development objectives below in a development concept narrative, construction description narrative, and design documents as appropriate. Further, the Proposer must agree to work with DND and the community to resolve any future issues or concerns that may arise as the development project moves forward.

Proposals with commercial uses must promote local business and job opportunities. Special emphasis is to be made in the proposals to provide the maximum opportunities for local, small and disadvantaged businesses, as well as people of color and women, in the areas of job creation and training, business development and the procurement of goods, services and construction services in association with construction projects. Proposals that combine adjoining parcels to increase economic feasibility, create jobs, and improve vehicular and pedestrian access are encouraged. If the proposed design makes use of adjacent parcels, the Proposer must demonstrate site control of such other parcels by way of a fully executed, and currently dated, Purchase and Sale Agreement or a signed, and currently dated, Option Agreement.

Development teams are required to incorporate the vision of past planning projects, such as Roxbury Strategic Master Plan and Dudley Vision while capturing and addressing the current needs of the community for affordable housing, economic development, and job opportunities. Emphasis on making the development a catalyst for the Arts, Culture, Commercial, Retail and History of this historic neighborhood are to remain paramount. Neighborhood amenities such as museums, art galleries, bookstores, entertainment venues, performance spaces ,artist live/work spaces, and public open spaces of varying sizes are encouraged. Evening amenities and programming are strongly encouraged to provide activities that allow residents to stay local to the Dudley Square area for entertainment, shopping and dining to support local businesses. Preference will be given to projects that include uses that support neighborhood control and/or household

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wealth creation, whether it be through homeownership, the creation of a cooperative, and/or control by a community land trust.

Economic Development

An important priority of the PLAN: Dudley Square initiative is that parcels be developed in a manner that supports the economic growth of the district and provides opportunities for area residents to participate in those expanding sectors of Boston's economy. Development teams submitting proposals should are to describe how the proposed uses will generate new employment prospects in such areas of interest as education, health, finance and the sciences. Similarly respondents are to describe their experience in and capacity to attract new local employment opportunities through the uses proposed.

Implicit in the priority for economic development is the desire that wages associated with both construction and permanent jobs for projects being proposed for these parcels be appropriate for their associated categories and provide for enhanced quality of life and the prospect of economic mobility.

Affordable/Income-Restricted Housing. Proposals that include rental housing must be consistent with the affordable housing goals identified in the most recent series of public discussions with the community as part of the Plan: Dudley Square process. Specifically, a minimum of two- thirds of all housing units must be income-restricted affordable housing with one third targeting low and moderate income households and one third targeting middle income households. These requirements vary for homeownership versus rental development. Proposals should target one resident minimum per bedroom for affordable units.

- Rental housing proposals must provide a minimum of one-third of units to low-income households (ranging from less than 30% to 50% of Area Median Income ("AMI")) as defined by the U.S. Department of Housing and Urban Development), with the maximum AMI for these units not to exceed 50% of AMI. For projects seeking affordable housing subsidy DND requires that the project provide a minimum of 10% of the overall units (i.e. one third of the required low income units) as homeless set-aside units at 30% or less of AMI. The middle income units should also include a range of affordability options with the average AMI not to exceed 80% AMI. Up to but not more than one-third of units may be market rate. Additionally,

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proposals must describe measures they will take to avoid displacement of existing residents of the Roxbury neighborhood.

- Where homeownership units are included, a minimum of two-thirds of the units must be targeted to households with a range of incomes, from 60% to 100% of AMI, with the maximum AMI not to exceed 80% of AMI, and the remaining one-third of units may be market rate.

Community members have expressed a strong preference for projects which can exceed these minimum affordability standards. Developments which can reach deeper levels of affordability and/or a higher percentage of income-restricted housing are preferred. Preference will also be given to projects that include affordability at many income levels (e.g. 30%, 40%, 50%, 60%, 80%, 100% of AMI, etc.). In addition, while the AMI is defined by the U.S. Department of Housing and Urban Development for the Greater Boston region, developers are encouraged to present their affordable housing proposals using both AMI and the corresponding, qualifying income ranges.

DND and BPDA affordability requirements require owner occupancy of income restricted homeownership units and prohibit subleasing of income restricted rental units. On this proposed property site, DND and BPDA will also require that market rate rental units have rental periods of at least one year. Market rate rental units will also be subject to sub-leasing restrictions, prohibiting either short-term rentals or rental services.

Please note that since this Proposed Property Site is in the vicinity of the Whittier Choice Neighborhoods program, this HUD funded initiative seeks not only to rebuild the existing Whittier BHA development, but also to deconcentrate poverty and invest in the people and places surrounding Dudley Square. Because the initiative includes enhanced assistance for target area homebuyers, the Boston Housing Authority ("BHA"), DND and BPDA are encouraging the creation of homeownership opportunities in nearby developments. If rental units are proposed, project-based Section 8 vouchers may be available to assist with more deeply affordable units. Proponents should contact Andrew Gouldson at the BHA at Andrew.Gouldson@bostonhousing.org for more information.

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Development Without Displacement

Proposals must describe measures they will take to avoid displacement of existing residents of the Roxbury neighborhood. As part of their submission, developers must present a narrative explaining how their proposal supports the community's goal of "development without displacement." More details on the requirements of the development without displacement narrative can be found below in Section 4 - submission requirements.

Community Benefits

Proposals must also describe specific contributions to the project above and beyond the development objectives described above. These should support the PLAN: Dudley Square vision through direct support of programming, creation of institutions, financial support of existing institutions, and direct initiatives whose mission is to promote and maintain the underlying vision of the community represented in this RFP and the Roxbury Strategic Master Plan. Community Benefits could take many forms, such as:

- Incorporation of specific uses into the proposal such as Cultural, Arts, Entertainment and Performance uses
- Initiatives that for example foster the incubation of new entrepreneurs, educational opportunities that prepare local residents and young adults for future career opportunities
- Seed funding and organizational support to existing local and/or non-profit organizations including organizations that support business improvement or cultural district within Dudley Square

In order to achieve the development objectives within this RFP (around the affordability of housing, good jobs, economic development opportunities and development without displacement) it is expected that there may be a significant contribution of city resources to achieve these goals. Proposals that rely heavily on government subsidies to achieve the development objectives of this RFP may understandably not have significant additional resources to commit to community benefits. However, all proposals must submit a community benefits narrative which speaks to overall community contribution of the proposed development.

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Design Guidelines

The development is subject to both BPDA and DND Development Review Guidelines as well as the guidelines as set forth below. In addition, the restoration of the Nawn Factory property and any new construction must follow the U.S. Secretary of the Interior's standards and will be subject to review by BLC and MHC. The agencies' guidelines can be found online at:

- http://www.bostonplans.org/projects/development-review
- https://www.boston.gov/departments/neighborhood-development/neighborhood-development-housing-policies
- https://www.boston.gov/sites/default/files/design_standards-revised-2017-08-17.pdf
- https://www.nps.gov/tps/standards.htm

Planning and Urban Design Context

Parcel 8

Use Guidelines

The use guidelines are reflective of the engagement process and are set forth to ensure alignment with community desires. Key use guidelines are as follows:

1. The building uses must be a combination of retail, cultural and/or entertainment uses that contribute to the identity of the Dudley Square Cultural District and the Roxbury Heritage State Park. Office uses are possible at the ground floor as long as they create an active and engaging streetscape for the neighborhood.
2. The community has expressed a strong preference for the creation of a place of engagement that showcases and honors the neighborhood's rich history and that informs residents and visitors about the neighborhood's cultural activities. The community has also expressed desire to have the property contribute to the larger Roxbury community--a gateway that will strengthen

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and increase the connectivity from Downtown Boston to the central commercial core of Dudley Square.

3. The restoration and reuse of the Nawn Factory property should include the following:
    - A publicly accessible indoor facility (at least 1,200 square feet) that: 1) interprets the geographic significance of Roxbury over time including its place as the only land connection to the peninsula of Boston in the seventeenth and eighteenth centuries; 2) contributes to an increased understanding of and pride in the important role of Roxbury and its residents in the history of the City of Boston including the activism of its residents in preventing the 1960s Inner Belt Highway (which threatened the Nawn Factory) and in the civil rights movement; and 3) provides cultural and interpretative history of the community.
    - Provide a welcoming environment to complement the existing Dudley Square businesses
    - Provide retail/office uses to complement the public uses.
    - Open space uses that are complementary to the interior uses.
    - Provide handicap access to the abutting Eliot Burying Ground;
    - Create educational partnerships with the Boston Public Schools to use the space for walkable field trips related to land use, urban planning, and the role of Roxbury in the history of Boston, including the Commonwealth's third grade learning standards focused on the geography and history of cities and towns in Massachusetts;
    - Contribute to a broader vision for open public space at a key intersection (Washington Street and Melnea Cass Boulevard) in the neighborhood; and
    - Demonstrate a commitment to Section 3 hiring for construction period and permanent jobs.
4. The project is part of the Critical Community Improvements Plan of the Whittier Choice Neighborhoods Implementation Grant. Proposals should be aligned with the goals set forth in the plan <insert link>.
5. Proposers are encouraged to coordinate their development plans with proposers interested in the development of Parcel 8. Because parking will not be an allowed use on these parcels, making alternative parking

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arrangements with adjacent owners and prospective developers is strongly encouraged.

6. Proposals that do not include a public facility component, or which do not address the historical restoration requirements of the property will not be considered.

Urban Design Guidelines

The urban design guidelines set forth will ensure that the development of the Property reflects the community desires that have been expressed throughout the PLAN: Dudley Square engagement process.

Massing, Height and Orientation

The Nawn Factory property is situated at the gateway to Roxbury and Dudley Square, near the corner of Washington Street and Melnea Cass Blvd and adjacent to the historic Eliot Burying Ground. Once developed, the Nawn Factory will become an integral part of the Roxbury's cultural and historic resources.

Sited on two parcels totaling 10,841 SF, the Nawn Factory Building faces Washington Street. The Factory is a two-story structure with approximately 3,725 SF per floor. Behind the building, the foundation walls of demolished portions of the building are visible.

Because of the importance of this property to the history of Roxbury, the Commonwealth of Massachusetts requires that a Preservation Restriction be placed on the property. This restriction will strictly limit the building of any additional structures on the property.

1. Additional structures will be limited to the reconstruction of the demolished portion of the Nawn Factory on the original building footprint.
2. New and original structures will be limited to 2 stories.

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3. Building orientation will remain unchanged.
4. Original features, including doors, windows and facade features must remain intact.
5. Developers should refer to The U.S. Department of the Interior's Standards for Historic Structures.

Building History, Architectural Design & Characteristics

Built in 1880, the Owen Nawn Factory is named for Owen Nawn, a local general contractor who built the former elevated Orange Line that ran along Washington Street in front of the building. Over time, the building also housed other manufacturing businesses but has stood vacant for the past 50 years.

The building, a two-story brick structure constructed in a simple Italianate industrial style, was constructed in various phases of multi-wythe brick load-bearing perimeter walls with a cast-in-place concrete slab at the first floor and clear spanning heavy timber wood framing at the second floor. The original heavy timber roof framing was replaced in the 1990s as part of an important stabilization program. The building has been damaged by a series of fires, resulting in the demolition of the back two-thirds of the original building. However, the foundation walls of the demolished structure remain in place and the existing first floor concrete slab has been capped to protect it from the elements. Many of the existing historic windows, while boarded up, remain in place.

Located in the City of Boston's Eustis Street Architectural District and Conservation Area, the Nawn Factory is part of a cluster of sites that includes the John Eliot Burying Ground (1630) and Eustis Street Firehouse (1859). The site is also significant due to its location at the end of Roxbury Neck (Boston Neck), the only land route in and out of Boston until the nineteenth century.

1. Building construction must take into consideration the existing standards of the community, i.e., building height, mass, and scale. The Successful Proposers must take a preservationist approach to the property maintaining The Secretary of the Interior Standards for Preserving, rehabilitation, Restoring, and Reconstructing Historic Buildings. All designs must be

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approved by Boston Landmarks Commission and Massachusetts Historical Commission.

2. The building restoration and design must include a thoughtful exterior with attractive windows, doors, and exterior cladding and/or masonry, while maintaining the existing historic integrity of these elements. The architectural integrity and appearance of the building must not be altered in any significant way and the historic character and authenticity must be maintained.
3. A Proposer must demonstrate the capacity to interpret and develop the public open space and archeologically significant foundations.
4. Building materials must be of a high quality and expressive of the prominent location and special nature of the corner of Washington Street and Dudley Street. Material usage should ground the building in the present and convey stability into the future.

1. Proposals are to express the distinction of retail, commercial, and public uses at ground level to animate the edges of the street and help define the streetscape along Dudley Street.
2. Building construction, materials and MEP systems must be of good quality and take advantage of sustainable building principles.
3. Disposal areas, accessory storage areas and dumpsters must be placed at the rear of the property and must be appropriately screened from view.

Access and Circulation

Primary pedestrian access to the Nawn Factory site should be on Washington Street.

1. Proposers should work with adjacent owners and developers to create a network of pedestrian/bike through-block connections for Washington Street, Melnea Cass Boulevard, Harrison Avenue, and Eustis Street.
2. Proposers should develop accessible design to the Eliot Burying Ground in consultation with the Boston Landmark Commission and Massachusetts Historical Commission.

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3. Design of pedestrian paths should respond to the park design of the Preservation/Conservation area located at the northwest corner of P- 8 as well as pedestrian and bike accommodation improvements that are currently undertaken by the Boston Transportation Department and the Public Works Department for the Dudley Square area.
4. Vehicular and service access should be from Harrison Avenue, which will require a coordinated vehicular circulation with P-8 development.
5. Proposals must develop adequate but not excessive parking strategies for new employees, and/or customers and visitors to prevent on-site parking and overburdening street parking used by area residents.
6. Safety, views and ease of navigation must be considered in the site design. Night safety is a particular concern of neighborhood residents, so exterior lighting must be carefully designed not to conflict with the architectural and historical significance of the site and create well-lit open spaces without any dark pocket in landscape and streetscapes.

Open Space/Public Realm/Public Art

The quality of the public realm surrounding any new development will play a significant role in shaping the everyday experience of the district. A Project should strive to define a distinct and memorable public realm with innovative landscape design, enhanced paving, distinctive street furniture (light fixtures, benches, street trees) and create opportunities for temporary and permanent public art.

1. The Nawn Building will include interior public space as a requirement of development.
2. The Project should provide a new distinct and memorable public realm, with an enhanced sidewalks and walkways, signage and other elements that are complementary to the restored Nawn Factory building.
3. The developer is strongly encouraged to work with the Parcel 8 designated developer to ensure that the conservation restricted area of Parcel 8 and the Nawn Factory parcels have complementary and consistent plans for the use of the open space
4. Because of its proximity to the Roxbury Heritage State Park, the open space plan for the Nawn Building parcels will be subject to review and approvals

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from the Boston Landmarks Commission and the Massachusetts Historical Commission.

5. The selected proposer must repair and/or replace, as appropriate, any alteration or damage of existing sidewalks, paving, lights and street trees that occurs during construction.
6. Provide attractive and well maintained plantings throughout the site. Use plants appropriate to the region and to all seasons that require little or no irrigation or irrigate with collected stormwater or gray water.
7. All exterior spaces must be well-maintained throughout the life of the project for the benefit of the neighborhood.

Resilient Development and Green Building Design Guidelines

Proposed projects should support the community's and City of Boston's Carbon Free, Climate Resilient, and Healthy Community goals.

The Dudley Square area is subject to multiple climate change related hazards based upon the City's comprehensive climate vulnerability and preparedness study, Climate Ready Boston (2016). Proposed projects should include resilient building and site strategies to eliminate, reduce, and mitigate potential impacts:

1. **Greenhouse Gas Reduction**: Proposed projects should exemplify Mayor Walsh's Carbon Free 2050 goals by striving for net zero or net positive energy use.
2. **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. Green roofs with plantings should be considered, especially for smaller sites that may have less open space.
3. **More Intense Precipitation**: Integrate strategies to both mitigate the impact of stormwater flooding to the site and reduce the site's contribution to stormwater flooding in the neighborhood. Strategies should focus on

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pervious site materials, enhanced landscaping and Low Impact Development measures to capture and infiltrate stormwater.

4. **Rising Sea Levels**: Reduce risks of coastal and inland flooding through the elevating the base floor, critical utilities, mechanical systems and infrastructure above anticipated flood levels. Utilization of flood proof materials below any future flood level and relocating vulnerable use to higher floors.
5. **Sheltering in Place** - Provide for a cool/warm community room and essential systems to allow for extended sheltering in place and accommodating local residents during an extreme weather event or 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 wellbeing of our communities. **Proposed projects should include the following:**

1. **Green Buildings**: Proposed projects should strive to achieve and surpass the US Green Building Council's (USGBC's) requirements for LEED Platinum with a minimum requirement of LEED Silver Certified. Projects are to be registered upon Tentative Designation and certified by the USGBC within one year of construction completion.
2. **Integrated Project Planning**: Project Teams should 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.
3. **Site Development:** Proposed projects should employ strategies to eliminate construction phase impacts including off-site tracking of soils and construction debris. Site designs should include strategies to reduce heat island and stormwater runoff impacts, and promote area natural habitats.
4. **Connectivity:** Proposed projects should 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

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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.

5. **Water Efficiency:** Proposed projects should 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.
6. **Energy Efficiency:** Proposed designs should minimize all energy uses with a priority on passive building strategies. Small residential buildings should surpass a HERS Index of 40 with a minimum of 45 (based on current Mass. Stretch Code of 55). All other buildings should surpass modeled performance 30% or more below the current Mass. Stretch Code with a minimum performance of 20% below code (not including on-site renewable energy).
    a. Passive building strategies should include: building orientation and massing; high performance building envelopes that are airtight, well insulated, and include high efficiency windows and doors; and natural ventilation and daylighting.
    b. Active building strategies should include: Energy Star high efficiency appliances and building heating, cooling, and hot water systems sized to meet, but not exceed, occupant needs; and high efficiency LED lighting fixtures and advanced lighting control systems and technologies.
7. **Renewable, Clean Energy Sources and Storage:** Proposed projects should 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.
8. **Energy Efficiency Incentives:** Proposed projects should fully utilize federal, state, and utility energy efficiency and renewable energy programs. The proposal must describe supporting programs.
9. **Indoor Environmental Quality:** Proposed projects should provide high quality healthy indoor environments. Strategies should include extended roof overhangs, proper ground surface drainage and non-paper gypsum board in moist areas; passive and active fresh air systems and active

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ventilation at moisture and combustion sources; building products and construction materials should be 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.

10. **Materials Selection:** Proposed projects should 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).
11. **Innovation:** Project teams are strongly encouraged to 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.

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04

Minimum Submission Requirements

Proposals should include the Minimum Submission Requirements described in this section and be submitted in accordance with the instructions set forth in Section 01.

Development Submission

In addition to the required forms found in the submission checklist, the following information shall be submitted in the written Proposal Summary. This is an opportunity for the Proposer to convey, in their own words to the Evaluation Team, how the proposed project will be a highly-beneficial use of the Property that will be cost-effective, timely, and provide options superior to those currently available to the community. Omission of any of the required information may lead to a determination that the proposal is non-responsive. Please provide the following items as listed:

Introduction/Development Team. A letter of interest signed by the principal(s). This letter should 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 joint ventures, provide a copy of the Partnership Agreement detailing the

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authority and participation of all parties. A chief contact person for each specialty should be listed. A description of any lawsuits brought against the Proposer or principals in courts situated within the United States within the past five years should also be included.

Development Plan. A description that conveys that the Proposer understands the services to be performed. The Proposer must indicate and fully explain their plan for development and how it coincides with DND's stated scope for PLAN: Dudley Square and the project requirements. Also, the Proposer must provide a credible scheme for accomplishing its stated goals and/or objectives. A time schedule proposed to accomplish the tasks listed in the development timetable, Scope of Project as well as the goals/objectives unique to the submitted proposal.

The Nawn Factory proposal must include a public facility component that addresses the goals and priorities outlined in this RFP.

Operational Plan

Summary of the plan for the operation of the facility once development is complete. Include the anticipated annual costs, as well as the planned sources of funding.

The plan for the management and operation of the public education/history space must include a proposed operating partner with experience running similar facilities.

Boston Residents Jobs Policy. Proposals must describe the planned approach to meeting the goals outlined in the Boston Residents Jobs Policy which can be accessed via the following link: *https://www.boston.gov/departments/economic-development/boston-residents-jobs-policy-construction-projects*

Good Jobs Strategy Plan: Proponents must include a narrative explaining how their proposal supports the community's expressed priorities regarding the support of good permanent jobs in all phases of the development and in particular, end

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user jobs that will be located in the development. This includes engaging in fair hiring practices which will support the participation of the people of Roxbury and the immediate neighborhood. The narrative should include the proponent's commitments towards achieving the seven (7) "good job standards criteria" listed below. Proponents will be required to make their commitments public and these commitments will be evaluated and enforced on a long term basis after construction is complete. While the Boston Residents Jobs Policy is focused primarily on construction hiring, Good Jobs Standards are not only more expansive, but focus more on the people employed at the Property after construction is complete.

If the proponent believes that it is not able to achieve any of the individual standards listed below, this should be clearly indicated in the narrative and an alternative commitment should be suggested.

The seven (7) priority "good job standards" are:

1. At least 51% of the total employee work-hours performed on the Property, and for each employer occupying the Property, shall be by bona fide Boston Residents.
2. At least 51% of the total employee work-hours performed on the Property, and for each employer occupying the Property, shall be by people of color.
3. At least 51% of the total employee work-hours performed on the Property, and for each employer occupying the Property, shall be by women.
4. All employees shall be paid a "good wage", defined as a salary or hourly wage equal to or greater than the Boston Living Wage, which shall be defined as $16.89 on January 1, 2017 and thereafter increasing annually by the rate of inflation.
5. At least 75% of all employees working on the Property, and at least 75% of all employees of each lessee, sub-lessee, or tenant working on the Property, shall be full-time employees. "Full time" shall mean at least 30 hours per week.
6. All employees shall work "stable shifts," which include a predictable schedule that is appropriate for the particular field of work. Such a work schedule

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allows employees to reasonably schedule other family care, educational, and work obligations. A schedule that does not include “on-call” time and has a set weekly pattern that does not change more than two times per year shall be presumed to be stable.

7. All full-time employees shall be offered benefits, defined as the opportunity to opt into a company sponsored health insurance plan with coverage that meets Massachusetts Minimum Creditable Coverage (“MCC”).

DND does not believe these job standards are applicable to small businesses, defined as those with fewer than 15 employees or less than $5 million in annual revenue. Therefore, if all commercial businesses proposed are intended to be small businesses of this size or smaller, the proponent should submit a good jobs narrative to explain why the jobs standards is not applicable. The proposal will then be evaluated as "not applicable" on this criterion.

Diversity and Inclusion Plan. Proposers must include a narrative setting forth a plan (hereinafter, a “Diversity and Inclusion Plan”) for establishing and overseeing a minority outreach program aimed at creating increased opportunities for people of color, women, and M/WBEs to participate in the development of the Property. Proposals should reflect the extent to which the proposer plans to include meaningful participation by people of color, women, and M/WBEs in the following professional fields:

Construction;
Design;
Development;
Financing;
Operations; and
Ownership.

A Minority Business Enterprise or “MBE” is a firm that is owned, operated, and controlled by one or more individuals who are African American, Hispanic American, Native American, or Asian American who have at least 51% ownership of the firm.

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A Woman Business Enterprise or "WBE" is a firm that is owned, operated, and controlled by one or more women who has or have at least 51% ownership of the firm.

Proposals will be considered and rated based on the comprehensiveness of the Proposer'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 the fields of construction, design, development, financing, operations, and/or ownership. The Diversity and Inclusion Plan should be realistic and executable.

Developer Qualifications, Experience and References
A narrative supported by relevant data regarding qualifications and past experience with similar projects. Proposer must provide detailed descriptions of previous relevant work completed and the results or outcome of that work. Proposers shall also furnish three current references including names, addresses, e-mail addresses, phone numbers, and principal contacts in which the Proposer has provided comparable services.

Development Without Displacement Plan Developers must present a narrative explaining how their proposal supports the community's goal of "development without displacement." Specifically, this narrative should address how the proposed development will assist the current residents of Roxbury to remain in their community in the future, afford housing, and find pathways to economic opportunity. At a minimum this narrative should include the affordable housing production goals of the project and how the proposed rents meet the needs of Boston and Roxbury residents. This discussion should also identify how proposed sizes of units meet the needs of community members. Community members have suggested that larger unit sizes (2, 3 and 4 bedrooms) are needed for local families, while smaller unit sizes may be appropriate for seniors.

The development teams track record for supporting projects and policies which promote development without displacement should also be included. If applicable,

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the development team should include their experience preventing eviction of tenants when acquiring, developing and operating property. If the proposed development will result in the direct eviction of any current tenants on property owned or acquired by the development team, this must be disclosed and will generally be viewed negatively.

Community members have expressed interest in innovative strategies to support community stability - such as cooperative ownership, land trust participation, and rent-to-own strategies. Including elements such as these or other innovative strategies to prevent displacement will dramatically increase the favorability of the proposal.

Community Benefits Plan As described in the Development Objectives, 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.

Good Jobs Strategy Plan Developers must present a narrative explaining how their proposal supports the community's expressed priorities around supporting good permanent jobs at site and engaging in fair hiring practices which will support the participation of people of Roxbury and the immediate neighborhood. This narrative should include the respondent's commitments toward achieving the seven (7) good job standards criteria listed below. In addition, the respondent should explain how their performance against these commitments will be made public, evaluated and enforced in the years after construction is complete. To be clear, these standards are focused less on construction hiring and more on the people employed at the site after construction is complete.

If the respondent believes that they are not able to achieve one or more of the standards listed below, this should be made clear in the response and an alternative commitment should be suggested.

The seven (7) priority good job standards are:

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1. At least 51% of the total employee work-hours performed on the Parcel, and for each employer occupying the Parcel, shall be by bona fide Boston Residents
2. At least 51% of the total employee work-hours performed on the Parcel, and for each employer occupying the Parcel, shall be by people of color
3. At least 51% of the total employee work-hours performed on the Parcel, and for each employer occupying the Parcel, shall be by women.
4. Good Wages: All employees shall be paid a salary or hourly wage equal to or greater than the Boston Living Wage - which shall be defined as $16.89 on January 1, 2017 thereafter increasing annually by the rate of inflation
5. Full-time employees: At least 75% of all employees working on the Parcel, and at least 75% of all employees of each lessee, sublessee, or tenant working on the Parcel, shall be full-time employees. "Full time" shall mean at least 30 hours per week.
6. Stable shifts: All employees shall have a stable schedule appropriate for the field of work, defined as a work schedule that allows the employee to reasonably schedule other family care, educational, and work obligations; and a schedule that does not include "on-call" time and has a set weekly pattern that does not change more than two times per year shall be presumed to be stable.
7. Benefits: All full-time employees shall be offered the opportunity to opt into a company sponsored health insurance plan and coverage that meets Massachusetts (MCC).

The City does not believe these job standards are applicable to small businesses with fewer than 15 employees or less than $5million in annual revenue. Therefore if all commercial businesses proposed are intended to be small businesses of this size or smaller, the respondent can optionally submit a good jobs narrative explaining why the jobs standards are not applicable due to this small business exemption and the proposal will be evaluated as "not applicable" on this criteria.

Permits/Licenses A list of relevant business permits/licenses including expiration dates.

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Subcontractors or Partnerships If applicable, explain the relationship(s) between the Proposer and any third-party developers, subcontractors, or community partners that might influence the Proposer's development plan.

Additional Data Any other relevant information the Proposer 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.).

Development Concept

1. Describe the proposed project 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 and Development Guidelines of this RFP.

2. Describe how the proposed project will benefit the surrounding community.

3. Estimate the number of construction and permanent jobs that will be generated by the proposed project.

4. Provide an outline of all required regulatory approvals and a projected timeline to obtain these approvals. The proposer should note the currently applicable zoning districts, overlays and provisions that govern 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.

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Design Submission

All drawings must be submitted in both hard copy and digital format (PDF or JPEG, at minimum 300 DPI). The Design Submission must include, but not be limited to, the following materials:

1. A written and graphic description explaining how the proposed design will meet the Development Objectives & Design Guidelines of this RFP and the PLAN: Dudley Square document. These documents must describe and illustrate all the program elements and the organization of these spaces within the building.

2. A Neighborhood Plan (at appropriate scale, e.g.1"=40') and Site Plan (I"= 20' scale) showing how the proposed design will fit within the immediate context of existing buildings and within the larger context of the Dudley Square neighborhood. The neighborhood plan is to illustrate how the project meets the Urban Design Guidelines established for this site in the RFP. The proposed building, existing building footprints, lot lines, streets, street names and any other relevant contextual information is to be included in the plan. The site plan is to illustrate the building footprint & placement on the site, the general building organization, open space, landscape elements, driveways, curb cuts, fencing, walkways, streetscape improvements. The neighborhood and site plan should coordinate with renderings, perspective drawing and aerial views of the project.

3. 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.

4. Building Elevations (1/8" = 1'-0" scale) showing all sides of the proposed building, architectural details, building height and notations of proposed materials.

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5. Street elevations (at 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.

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

7. A description and illustration of the bicycle parking, automobile parking and transportation plan for the proposed development based on the Urban Design Guidelines established for this site in the RFP.

8. A preliminary zoning analysis.

9. A written and graphic description of how the proposed project will satisfy the Resilient Development and Green Building guidelines of this RFP that includes:
    a. The team's approach to integrated project design and delivery;
    b. Performance targets for energy use and carbon emissions (or HERS score);
    c. Preliminary LEED Checklist;
    d. Preliminary Boston Climate Resiliency Checklist reflecting proposed outcomes;
    e. Key resilient development; and
    f. Green building strategies.

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Financial Submission

The financial submission shall include, but not be limited to the information listed below. The pro forma should provide separate sources and uses for each project component (e.g. commercial, housing, parking, etc.) or phase, if applicable, as well

as a combined budget for the entire project. The pro forma should be provided in both hard copy and flash drive form in Microsoft Excel. Projects should use the Development and Operating Pro Forma format shown in the submission checklist or a similar format. **The Financial Submission must be submitted in a separate, sealed envelope and include a formal price offer on the Price Proposal form.**

1. Development Program: Tabulate gross and net square footage for each project component and include the number of parking spaces and/or commercial or office space, as well as totals for the complete project.
2. Development and Operating Pro Forma (all costs should be provided on a total and per gross square foot basis):
    a. Property acquisition costs.

    b. Hard costs (disaggregated into site work, foundations, base building, garage, tenant improvements, FFE, contingencies, etc.).

    c. Soft costs (disaggregated into individual line items such as architectural, engineering, legal, accounting, development fees, other professional fees, insurance, permits, real estate tax during construction, contingencies, etc.).

    d. Any other project-related costs that are not included within the above categories, including any linkage fees, costs of providing community benefits, etc.

    e. Total development cost.

    f. Sources of construction and permanent financing, including all assumptions regarding terms (fees, interest rates, amortization, participation, etc.) and required financial returns (return on cost, internal rate of return, etc.).

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g. Sources and anticipated amount requested of any public funding/subsidies that may be required to create a financially feasible project.

h. For entering Sources and Uses of Funds, operating budget and other budget items, Applicants must use a One-Stop Application format that can be downloaded from www.mhic.com (in the site, see tab "One Stop Center" then "Downloads" then "OneStop2000"). If the proposal includes a combination of unit types for different income categories, the applicant will be required to submit a separate budget that illustrates that the costs associated with the development of the different income levels are covered by eligible sources. Sources must 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 to DND, the applicant 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.

3. Ten-year operating pro forma (income and expenses should be provided on a total, and per net square foot basis) that includes:
   a. A schedule of all rents.

   b. Anticipated operating expenses and real estate taxes with a division of owner and tenant expenses clearly identified.

   c. All other revenue, expenses and vacancy assumptions that are required to calculate net operating income.

   d. Calculation of net operating income, debt service, before tax cash flow, and debt coverage ratios.

4. Condominium sales pro forma (if applicable), including, but not limited to, the following information:

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a. A schedule of unit types showing the average net square feet (NSF), number of bedrooms, condominium fees, price per unit and price per NSF for each unit type. Comparable data should also be provided for commercial and parking spaces that will be sold.

b. Gross Sales Revenue

c. Sales costs, including brokerage, legal, and other conveyance costs.

d. Net Sales Revenue.

e. Assumptions regarding pre-sales and projected sell-out period.

5. Preliminary market study, using empirical market data, that demonstrates the feasibility of the proposed sale and/or lease rates of the project.

6. Financing
   a. Developer Equity: The Proposer 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.

   b. 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, term, amortization, etc.

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Submission Checklist

The following is a list of all documents necessary for a complete proposal. Submitting these documents in the order listed below will facilitate the City's ability to determine if your application is complete and eligible for further review. Incomplete proposals will be rejected.

1. Proposal Summary
2. Development Submission
3. Design Submission
4. Financial Submission
5. Required Forms
    a. Statement of Proposer's Qualifications Form
    b. One Stop Application for Development Budget
    c. Preliminary Development Budget Form
    d. Preliminary Operating Budget Form
    e. Development Timetable Form
    f. Construction Employment Statement Form
    g. Property Affidavit Form
    h. Affidavit of Eligibility Form
    i. Chapter 803 Disclosure Statement Form
    j. Beneficial Interest Statement Form
6. Presentation Boards

    Each proposal must include the following for public exhibit purposes:
    a. A maximum of two, 30" x 40", horizontal formatted presentation boards depicting the proposed building(s) and site design and highlighting features including program, civic, urban design, green building, and resiliency elements.
    b. Provide high quality, high resolution digital presentation board images in JPG image and PDF formats.

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05

Evaluation of Proposals

Description of Evaluation Process

Proposals must meet the City's Minimum Threshold Criteria as described below. The Selection Committee shall then assign a composite ranking for each proposal it evaluates based upon the weighted Comparative Evaluation Criteria as described below. The Most Highly Advantageous proposal from a Proposer meeting both the Minimum and Comparative Evaluation Criteria will be selected.

Only Proposals that satisfy the Minimum Threshold Criteria will be comparatively evaluated based on the weighted Comparative Evaluation Criteria below. A ranking of Highly Advantageous, Advantageous or Not Advantageous will be decided for each criterion. The Selection Committee will formulate a comparative composite ranking to determine the Most Highly Advantageous proposal.

To facilitate DND's final evaluation of Comparative Evaluation Criteria, DND will require Proposers that meet threshold criteria to present their plans of development to the community and respond to questions and comments from the Roxbury Strategic Master Plan Oversight Committee. The Selection Committee will then factor community input received at this presentation into the final overall rating.

Award of Contract

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Prior to designation by the Public Facilities Commission, the "Most Highly Advantageous Proposer," who has satisfied the Minimum Threshold Criteria and is found to have the overall most highly advantageous composite rating based on the Comparative Evaluation Criteria, will be subject to a final Statutory Compliance Review to determine compliance with various City regulations, ordinances and policies. DND will review and evaluate proposals promptly after the submission deadline.

DND reserves the right to obtain the opinion of Counsel regarding the legality and sufficiency of proposals. A proposal may be rejected if it is incomplete, illegible, or conditional. DND reserves the right to award contracts to multiple Proposers, to reject any or all proposals, to waive any informality in the proposal process, or to cancel in whole, or in part, this solicitation if it is in the best interest of the City to do so.

An acceptable offer will not include conditional requirements, such as:

- Altering the square footage of the Property;
- Proposing a use for the Property beyond those specified in Section 3. Development Guidelines and Objectives; or
- Proposing a use for the Property that does not benefit the residents of Boston.

The contract will be awarded, if at all, to the responsive, responsible Proposer(s) that receives the highest overall composite rating in the evaluation process.

Minimum Threshold Criteria

All proposals must meet the following minimum threshold criteria:

1. Only proposals that are received by the date, time, and at the location indicated in Section 1 of this RFP will be accepted.

2. Proposals must include all documentation specified under Submission Requirements.

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3. Proposals must meet or exceed the affordable housing goals of the development guidelines if a residential component is included.

4. The proposer must not be experiencing any financial problems that might render it unable to complete the redevelopment of the Property.

5. The proposer must demonstrate that it has adequate insurance and an appropriate risk management strategy.

6. The City shall have determined that the proposer is in compliance with all applicable statutes governing conflict of interest.

Withdrawal of Proposals

Proposals may be withdrawn either personally, by written request or by electronic request at any time prior to the scheduled closing time of receipt of proposals.

Comparative Evaluation Criteria

The City will use the following Comparative Evaluation Criteria to compare the merits of all qualifying proposals. For each evaluation criterion set forth below, the City's selection committee shall assign a rating of Highly Advantageous, Advantageous or Not Advantageous. The selection committee shall then assign a composite rating of Highly Advantageous, Advantageous or Not Advantageous for each proposal it evaluates. All comparative evaluation criteria shall be weighed equally.

To facilitate evaluation of these Criteria, DND and BPDA will seek community input in the form of a developer's presentation with opportunity for public comment as supported and directed by the Roxbury Strategic Master Plan Oversight Committee.

1. **Development Concept**

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This Criterion is an evaluation of the Proposer's development plan relative to the Development Objectives set out in Section 3. Proposals that better fulfill the Development Objectives and affordability requirements relative to other proposals will be considered to be more advantageous. Proposals that do not meet the objectives specified in the Development Objectives will be considered less advantageous. ***We will seek community input in the form of a developer's presentation with opportunity for public comment.***

Detailed, realistic proposals for development of the Property that are consistent with and which successfully address the Development Objectives, will be ranked as **Highly Advantageous.**

Realistic proposals for development of the Property that are consistent with the Development Objectives but do not completely or satisfactorily address all issues identified in them will be ranked as **Advantageous.**

Proposals for development of the Property that are not consistent with the Development Objectives and/or do not address most of the issues identified by them will be ranked as **Not Advantageous.**

2. **Design Concept**

   This Criterion is an evaluation of the Proposer's development plan relative to the Design Guidelines outlined in Section 3. Proposals that better fulfill the Design Guidelines relative to other proposals will be considered to be more advantageous. Proposals that do not meet the objectives specified in the Design Guidelines will be considered less advantageous. ***We will seek community input in the form of a developer's presentation with opportunity for public comment.***

   Proposals that are highly compatible with the Design Guidelines described in this RFP and meet more of the identified objectives than competing proposals will be ranked **Highly Advantageous.**

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Proposals that include most, but not all required drawings and design documents, with designs that follow most, but not all of the Design Guidelines outlined in this RFP will be ranked **Advantageous.**

Proposals that include few of the required drawings and design documents, with designs that do not adequately follow most of the Design Guidelines outlined in this RFP, and/or utilize inferior quality materials will be ranked **Not Advantageous.**

3. **Sustainable Development**

   This Criterion is an evaluation of the Proposer's sustainable and resilient development strategies relative to the objectives as specified in Section 3. Proposals that better fulfill the Sustainable Development Objectives relative to other proposals will be considered to be more advantageous. Proposals that do not meet the Sustainable Development Objectives will be considered less advantageous. ***We will seek community input in the form of a developer's presentation with opportunity for public comment.***

   Proposals that provide a detailed plan that exceeds LEED Silver certification and exceed the other requirements outlined in the Resilient Development and Green Building Design Guidelines will be ranked as **Highly Advantageous.**

   Proposals that provide a feasible plan for LEED Silver certification and meet Resilient Development and Green Building Design Guidelines will be ranked as **Advantageous.**

   Proposals that fail to provide a plan for LEED Silver certification and do not meet minimum Resilient Development and Green Building Design Guidelines will be ranked as **Not Advantageous.**

4. **Development Team Experience**

   This Criterion is an evaluation of the Proposer's experience and capacity to undertake the proposed project. This will be evaluated based on the

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Proposer's experience relative to that of other Proposers. Newly formed development teams and or Joint Venture Partnerships will be evaluated based on their combined development experience. Development teams with the greatest experience, especially experience in the city of Boston, will be considered to be more advantageous than development teams with less experience.

Proposals that provide all of the requested information regarding the development team's experience and capacity and demonstrate that the development team has successfully completed one or more similar projects in the city of Boston in the last five years, will be ranked as **Highly Advantageous.**

Proposals that provide most of the requested information regarding the development team's experience and capacity and illustrate that, although the development team has not successfully completed any similar projects in the City of Boston, it has successfully completed one or more similar projects elsewhere, or can demonstrate transferable experience from another type of project, will be ranked as **Advantageous.**

Proposals that do not include any of the requested information regarding the development team's experience and capacity and do not demonstrate that the development team has successfully completed a similar project to the one proposed, will be ranked as **Not Advantageous.**

5. **Financial Capacity**

This Criterion evaluates the relative strength of the Proposer's financing plan relative to other proposals. Proposals that can show that they have confirmed financing offers to generate enough capital to fund most or all of their Development Budget will be considered to be more advantageous. Proposals that do not have confirmed financing sources or have confirmed financing for only part of the Development Budget will be considered less advantageous.

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Proposals that include approved or conditionally approved financing to initiate and complete the proposed development within a definitive timeframe, illustrate if the project will require federal, state or local subsidy, and otherwise provides a financial plan detailing and evidencing any and all proposed, available resources will be ranked as **Highly Advantageous.**

The Proposer must be able to demonstrate experience in successfully raising funds in this manner for another significant project. Proposals that provide a feasible financing plan using public (federal, state or local subsidy) sources, and private funding, to initiate and complete the development and include letters of interest for all sources of debt and equity, indicated with timelines for commitments, will be ranked as **Advantageous.**

Proposals that provide a financing plan to initiate and complete the development but do not include letters of interest from funding sources or any other evidence of potential sources of private and public debt and equity; and/or include little to no documentation of a financial plan, will be ranked as **Not Advantageous.**

6. **Financial Impact**[1]

   This Criterion evaluates the financial impact to the City of Boston of the Proposer's 99 year ground lease price proposal. Proposals with a Ground Lease Offer Price above that of other proposers will be considered to be more advantageous proposals, provided they remain consistent with the objectives and preferences outlined in this RFP. Proposals with a Ground Lease Offer Price below that of other proposers will be considered to be less advantageous proposals.

   Proposals that rely on no sources of public funding and includes an Offer Price to the City not less than the Appraised Value will be ranked as **Highly Advantageous.**

[1] *The primary objective for the sale of tax-foreclosed properties is to positively impact the community by placing properties back into productive, community-supported use while recovering unpaid tax revenues and maintenance expenses. For tax-foreclosed properties, the City's policy is to consistently set the asking price at the current appraised value for the property. If a Proposer is unable to meet the stated objectives and minimum requirements at that price, the City will entertain lesser offers*

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Proposals that include an Offer Price less than the Appraised Value and/or rely on reasonably justified sources of public funding will be ranked as **Advantageous.**

Proposals that offer less than the appraised value and do not justify the basis for the reduction will be ranked as **Not Advantageous.**

7. **Development Cost Feasibility and Operating Pro Forma**

This Criterion evaluates the relative strength and completeness of the Proposer's Development Budget relative to other proposals. Proposals that most completely specify all anticipated costs and contingencies and are in line with current industry standards will be considered to be more advantageous. Proposals that have incomplete development budgets or have costs that are not consistent with industry standards will be considered less advantageous.

Proposals that include a Development and Operating Pro Forma that is consistent with the use DND and BPDA requested in this RFP, includes cost estimates that are appropriate for the proposed project and its ongoing operations, and is supported by documents such as estimates from recognized professionals or price quotes from licensed builders or contractors will be ranked as **Highly Advantageous.**

Proposals that include a Development and Operating Pro forma that is consistent with the use DND and BPDA requested in this RFP and includes cost estimates that are appropriate for the proposed project and its ongoing operations, but do not provide supporting documentation for the most significant costs will be ranked as **Advantageous.**

Proposals that do not submit a Development and Operating Pro forma or include a Development and Operating Pro forma that is lacking in detail, or

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not realistic or appropriate for the project and its ongoing operations will be ranked as **Not Advantageous.**

8. **Operating and Management of the Commercial and Public Facilities**
   This Criterion evaluates the completeness and relative strength of the proposal's Operating and Management plans relative to other proposals.

   Proposals that include Operating and Management plans that are consistent with the use DND and BPDA requested in this RFP and include a public facilities operator with direct experience appropriate to the proposed facility program will be ranked as **Highly Advantageous.**

   Proposals with Operating and Management plans that are not consistent with the use DND and BPDA requested in this RFP and/or do not include a public facilities operator with direct, appropriate experience will be ranked as **Not Advantageous.**

9. **Diversity and Inclusion**
   This is an evaluation of the relative strength of the proposal for achieving diversity and inclusion in the proposed project. Proposals will be considered and rated based on the comprehensiveness of the Developer's planned approach to achieving participation, including specific strategies to achieve maximum participation of MWBEs in non-traditional functions as defined in the Diversity and Inclusion Plan in the Minimum Submission Requirements. The planned approach should be realistic and executable. ***We will seek community input in the form of a developer's presentation with opportunity for public comment.***

   Proposals that provide a comprehensive, highly reasonable, and justifiable Diversity and Inclusion Plan for a project of the type proposed that is clearly superior to that of all other proposals shall be ranked **Highly Advantageous.**

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Proposals that provide a reasonable and justifiable Diversity and Inclusion Plan 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 Diversity and Inclusion Plan for a project of the type proposed, and/or propose a Diversity and Inclusion Plan that is substantively inferior to all other submitted proposals shall be ranked **Not Advantageous.**

10. **Development Timetable**

This Criterion evaluates the relative strength of the Proposer's Development Timetable relative to that of other proposers. Proposals that are able to start construction in a timely manner and have a realistic construction schedule will be considered to be more advantageous. Proposals that are unable to commence in a timely manner, or have unrealistic construction schedules will be considered to be less advantageous proposals.

Proposals that provide a detailed development timetable that is feasible, demonstrate an understanding of the development process, and provide clear indication that the project does not need additional funding and can close within twelve (12) months of tentative designation and will be completed within fifteen (15) to eighteen (18) months of closing will be ranked as **Highly Advantageous.**

Proposals that provide a detailed development timetable that is feasible, demonstrate an understanding of the development process, and provide clear indication that the project will close within six (6) months of receiving all necessary funding and be completed within fifteen (15) to eighteen (18) months of closing will be ranked as **Advantageous.**

Proposals that fail to provide a development timetable or propose a development timetable that is either impractical, demonstrates a lack of understanding of the development process or indicates that the project will

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not close within six (6) months of receiving all necessary funding or that it will be completed in more than 18 months following closing will be ranked as **Not Advantageous.**

11. **Good Jobs Standards for Full Time Employees**

This Criterion evaluates the relative strength of the Proposer's employment strategy relative to the Boston Residents Jobs Policy and The strength of the Proposer's Good Jobs Plan submitted as part of minimum submission requirements. ***We will seek community input in the form of a developer's presentation with opportunity for public comment.***

Proposals that provide a comprehensive, highly reasonable, enforceable and achievable Good Jobs Strategy for the proposed project that is clearly superior to that of all other proposals shall be ranked **Highly Advantageous.**

Proposals that provide a reasonable and justifiable Good Jobs Strategy for the proposed project that is similar or equal to all other submitted proposals shall be ranked **Advantageous.**

Proposals that do not provide a credible or detailed Good Jobs Strategy for the proposed project, and/or propose a Good Jobs Strategy that is substantively inferior to all other submitted proposals shall be ranked **Not Advantageous**

12. **Development Without Displacement**

This is an evaluation of the relative strength of the proposal for achieving the development without displacement articulated by the community. Proposals will be considered and rated based on the comprehensiveness of the Developer'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. ***We will seek community input in the form of a developer's presentation with opportunity for public comment.***

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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.**

13. **Additional Benefits**

This Criterion evaluates the Proposer's relative ability to provide benefits to the local community that are above those generated by the development itself. Proposals that offer benefits that the community most desires will be considered to be more advantageous. Proposals that offer less or no community benefits will be considered to be less advantageous. ***We will seek community input in the form of a developer's presentation with opportunity for public comment.***

Proposals that describe and quantify specific benefits that it will provide to the community, aside from the development of the property. The level of benefits provided will be superior to those provided by other Proposers will be ranked as **Highly Advantageous.**

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

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Proposals that do not sufficiently describe and quantify specific benefits to the community, aside from the development of the property. The level of benefits provided would be inferior to those provided by other Proposers will be ranked as **Not Advantageous.**

14. **Parking**

This Criterion is an evaluation of the proposed projects' parking strategy relative to the parking goals outlined in the Use Guidelines and Access and Circulation subsections in Section 3. The parking goals go above and beyond the minimum parking requirements for this site. Proposals that better fulfill the parking goals relative to other proposals will be considered more advantageous. Proposals that do not meet the parking goals will be considered less advantageous. ***We will seek community input in the form of a developer's presentation with opportunity for public comment.***

Proposals that provide plentiful public parking and adequate parking for the development uses will be ranked **Highly Advantageous.**

Proposals that provide some public parking and adequate parking for the development uses will be ranked **Advantageous.**

Proposals that fail to provide any public parking or adequate parking for the development uses will be ranked **Not Advantageous.**

15.. **Open Space**

This Criterion is an evaluation of the proposed projects' open space concept relative to the open space goals outlined in the Use Guidelines and Open Space/Public Realm/Public Art subsections in Section 3. Proposals that better fulfill the open space goals relative to other proposals will be considered more advantageous. Proposals that do not meet the open space will be considered less advantageous. ***We will seek community input in the form of a developer's presentation with opportunity for public comment.***

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Proposals that provide a large public plaza or park with programmable space, plentiful green space, and several of the specific outdoor amenities that the community desires will be ranked **Highly Advantageous.**

Proposals that provide an adequately-sized public plaza or park with programmable space and adequate green space, but that don't indicate that they will provide any of the more specific outdoor amenities that the community desires will be ranked **Advantageous.**

Proposals that fail to provide an adequately-sized public plaza or park with programmable space, adequate green space, or any of the more specific outdoor amenities that the community desires will be ranked **Not Advantageous.**

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Contract Terms and Conditions

Disposition Price

The offer price for proposals is $100 per parcel ($200.00) due to the requirement that the development has a public facility component that requires DND subsidy. Federal regulations prohibit the city's sale of land for projects receiving federal subsidies for more than nominal consideration. Proposals that do not offer the offer price amount will be deemed non-responsive and will be disqualified from further consideration. Please include price in Appendix 2 - DND Form Links - Solicitation Offer and Award.

*If a Proposer is a church or religious entity, in accordance with the Massachusetts constitution, it must offer 100% of the assessed value. Failure to make such offer will be grounds for disqualification of the proposal.

Conveyance

Conveyance documents shall include an acknowledgement that the designated Proposer is familiar with the Proposed Project Site and agrees to accept it in "as-is" condition. Any environmental conditions existing at the Project Site will be the responsibility of the designated Proposer. The designated Proposer will assume

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any and all liability for any environmental clean-up pursuant to M.G.L. c. 21E. The designated Proposer will be solely responsible to obtain all permits and approvals necessary to obtain a Certificate of Occupancy for the building.

The land and improvements on the Proposed Project Site will be assessed and taxed by the City of Boston under normal real estate taxation procedures in accordance with Chapter 59 of the Massachusetts General Laws (M.G.L.). The ground lease will require the designated Proposer to be responsible for paying applicable taxes and fees.

All site improvements, including sidewalks, street lights and street trees, shall be paid by the designated Proposer, and the estimated costs for such improvements must be documented in the development Pro Forma. The designated Proposer will pay for the cost of any utility relocation not paid by a utility company.

The proposed project shall comply with the City of Boston's zoning and building regulations and procedures; the Boston Jobs Policy; and any other applicable City and/or State code(s). To the extent that the proposed project requires relief from the Boston Zoning Code, the proponent must obtain authorization from the zoning board of appeal.

During the construction period, the designated Proposer shall provide at their expense, and display, a DND/BPDA proposed project development sign, which should be approved by the DND/BPDA staff prior to installation. The designated Proposer should also provide signage that describes the proposed project, including the number of affordable units if included in the proposed project. If the designated Proposer is represented by a real estate broker, currently licensed in the Commonwealth of Massachusetts, the designated Proposer is fully responsible for any brokerage commission. DND will not pay a broker's fee to any individual or firm in the conveyance of the Project Site.

The designated Proposer shall be responsible for any and all costs incurred in connection with the planning and development of the Proposed Project Site. The

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City of Boston shall not be liable for any such costs nor shall be required to reimburse the Proposer for such costs.

All other material price terms and conditions of the ground lease will be negotiated following Tentative Designation of a developer within the time period specified in the Tentative Designation Resolution.

Proposer Designation and Conveyance

After the evaluation process is complete, DND will recommend to the Public Facilities Commission, the tentative designation of the proposer whose proposal best meets the criteria in this RFP. During tentative designation the developer must apply for building permits, acquire zoning variance(s), complete the project design drawings, secure financing, etc. Once the developer satisfactorily completes the aforementioned tasks prior to the expiration of the tentative designation, a Conveyance vote is submitted to the Public Facilities Commission.

Final designation will be granted upon satisfactorily completing all required terms and conditions. The proposal will be subject to subsequent stages of City development and design review, including Article 80 if required.

Compliance Review ("Disqualifiers")

1. **Tax Delinquency Review.** The City of Boston Collector-Treasurer's Office will conduct a review of the selected proposer's property tax history. The selected proposer cannot be delinquent in the payment of taxes on any property owned within the City of Boston. The selected proposer must cure any such delinquency prior to the conveyance of the Property. If the selected proposer has been foreclosed upon by the City of Boston for failure to pay property taxes, then said proposer will be deemed ineligible for conveyance of the Property offered pursuant to this RFP, unless such proposer promptly

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causes the decree(s) or judgment(s) of foreclosure to be vacated by the Land Court and the City made whole. DND, in its sole discretion, shall determine the timeliness of the selected proposer's corrective action in this regard and will disqualify the proposer if vacating the tax-title foreclosure is not prosecuted expeditiously and in good faith, so as to avoid undue delay.

2. **Water and Sewer Review.** The City of Boston Water and Sewer Commission will conduct a review of the selected proposer's water and sewer account(s). The selected proposer cannot be delinquent in the payment of water and sewer charges on any property owned within the City of Boston and, if found to be delinquent, must cure such delinquency prior to a vote request to the Public Facilities Commission for conveyance of the Property.

3. **Property Portfolio Review.** The City will review the selected proposer's portfolio of property owned to ascertain whether there has been abandonment, Inspectional Services Department ("ISD") code violations, or substantial disrepair. If unacceptable conditions exist in the selected proposer's property portfolio, DND may deem the selected proposer ineligible for conveyance of the Property.

4. **Prior Participation Review.** The City will review the Proposer's prior participation in any City of Boston programs, including BPDA and DND programs, to ascertain Proposer's previous performance. Proposers found to have not fulfilled their duties or obligations under previous agreement with the City may be deemed to be ineligible for conveyance of the Property.

5. **Employee Review.** Neither the Proposer, nor any of the Proposer's immediate family, nor those with whom s/he has business ties may be currently, or have been within the last twelve (12) months, an employee, agent, consultant, officer, or an elected official of the Department of Neighborhood Development or the Boston Planning & Development Agency. An "immediate family member" shall include parents, spouse, siblings or children, irrespective of their place of residence. Any proposer who fails to

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satisfy this requirement may be deemed to be ineligible for conveyance of the Property.

6. **Compliance with DND 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 often find themselves with no place to go and may be disqualified from future affordable housing opportunities, we are implementing eviction prevention efforts. DND's expectation is that our partners, who develop affordable housing using City resources, are doing what they can to prevent evictions.

   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 may be asked to submit an eviction prevention plan. If the information submitted indicates a substantial issue, the award of funds may be suspended.

All forms required for DND's Compliance Reviews are included in the links located at the end of the Table of Contents of this Request for Proposals.

Additional Terms and Conditions

1. **Good Jobs Standards Policy.** Projects must comply with the Good Jobs Standards Policy. For original standards agreed upon by the Roxbury Strategic Master Plan Oversight Committee see the Good Jobs Standards Fact Sheet in the appendix.

2. **Boston Resident Jobs Policy**. Construction on this project must comply with the Boston Residents Jobs Policy. Compliance review includes an assessment of whether the project is meeting the following employment standards:
   a. At least 51 percent of the total work hours of journey people and fifty-one percent of the total work hours of apprentices in each trade must go to Boston residents;
   b. at least 40 percent of the total work hours of journey people and forty percent of the total work hours of apprentices in each trade must go to people of color, and

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c. at least 12 percent of the total work hours of journey people and twelve percent 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 City of Boston Code, Ordinances, Section 8-9, and Appendix H.

3. **Development Costs.** The preparation and submission of all proposals by any person, group or organization is totally at the expense of such person, group or organization. Proposers 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 applicants for such costs.

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

5. **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.

6. **Signage During Construction.** During the construction period, the proposer shall provide and display, at their expense, appropriate signage as required by the BPDA. Such signage must be approved by the BPDA prior to

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installation. The proposer should also provide signage that describes the project, including the number of affordable units, if applicable.

7. **Assumption of Risk.** The City accepts NO financial responsibility for costs incurred by Proposers in responding to this Request for Proposals. Proposers are responsible for any and all risks and costs incurred in order to provide the City with the required submission.

8. **Public Property.** Proposals submitted to DND will become property of the City. After opening, all proposals become public documents and are subject to the requirements of the Massachusetts Public Records Law (M.G.L. c. 4, § 7(26)).

9. **Terms of Land Lease.** After a final proposal has been selected, the Successful Proposer will be contacted by DND to finalize the terms of the land lease. The terms of the sale will and must be consistent with this Request for Proposals, including the advertised price and Project Requirements.

10. **"As Is" Conveyance.** DND will convey the property in "AS IS CONDITION" without warranty or representation as to the status or quality of title. The Successful Proposer/Buyer shall, to the fullest extent permitted by law, assume any and all liability for environmental remediation pursuant to Chapter 21E of the Massachusetts General Laws. Finally, any and all site improvements, such as utility connections and/or street repairs, are the responsibility of the Successful Proposer.

11. **Negotiations.** DND reserves the right to negotiate for changes to the selected proposal. These negotiations may encompass values described in the Request for Proposal, as well as values and items identified during the Request for Proposal and negotiation process. On the basis of these negotiations, DND may decline to sell the property even after the selection process is complete and negotiations have begun.

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12. **Design Review**. The Successful Proposer must coordinate with and obtain DND's approval of proposed building elevations prior to submission to the BPDA, ISD, and any other authority having jurisdiction. Acceptance of a Proposal in response to this RFP does not constitute approval of proposed designs.

13. **Closing.** The Successful Proposer must execute a Purchase and Sales Agreement and then close on the sale within ninety (90) days of the date of execution, unless otherwise agreed upon (in writing) by DND. Failure to comply with the obligations of closing may result in the rescission of any prior agreement(s) with DND regarding the Property.

14. **Monitoring.** The Successful Proposer must coordinate and comply with DND's regular on-site monitoring of the proposed development from construction through final completion, providing reports on progress, schedule, and budget as requested by DND.

15. **Restrictions on Transfer.** Properties sold by DND will have particular deed riders and mortgages, as appropriate to the particular disposition, restricting the use of the Property. Unless authorized in writing by DND, the Successful Proposer may not substantially alter the use of the property; permanently cease operations; transfer title of the property; or have any unauthorized financial liens placed on the property. Such actions will trigger a reversionary clause in the deed, if applicable, automatically transferring title of the Property back to DND.

16. **Payment.** Unless otherwise agreed to by DND in writing, the Successful Proposer is required, at the time of conveyance, to make full payment for the Property by Treasurer's or Cashier's Check. In addition, the Successful Proposer will be responsible for paying all recording and registrations fees (including the cost of recording the deed and conveyance documents at the Suffolk County Registry of Deeds), and making a pro forma tax payment.

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17. **Reservation of Rights.** DND reserves the right to postpone or withdraw this RFP; to accept or reject any and all proposals; to modify or amend the terms of this RFP through an addendum; to waive any informality, and to interview, question and/or hold discussions regarding the terms of any proposal received in response to this RFP. DND reserves the right to cancel a sale for any reason. DND reserves the right to select the next highest ranked proposal, if the initially Successful Proposer is unable to proceed in a timely manner or otherwise fails to satisfactorily perform. DND reserves the right to waive any requirement or restriction set forth in this RFP or conveyance documents, if such waiver is deemed appropriate by DND, in its sole discretion.

18. **Changes to Program.** DND reserves the right to change aspects of the development program outlined in this RFP, using its best judgment as to the needs of the program and the furtherance of its mission, provided that the rights of the Proposers are not prejudiced.

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Successful Proposer Terms and Conditions

1. **General**
   a. While DND has conducted a title examination of the property, DND makes no warranty or representations as to its accuracy and recommends that Proposers conduct their own title examinations.
   b. The developer shall prepare and deliver to their assigned DND Project Manager a monthly status report. The report should include a description of the work completed that month regarding, but not limited to, the following:
      i. Zoning Board of Appeal (ZBA) Application(s)

ii. Inspectional Services Department (ISD) Permit(s)
iii. Final Design Specifications
iv. Environmental Testing or Remediation
v. Acquisition of Financing
vi. Community Feedback

c. The Successful Proposer shall designate qualified representatives as points of contact to assist DND, as needed, throughout the engagement. Names, phone numbers, and e-mail addresses of proposed representatives are to be listed in the proposal.

2. Redevelopment Plan

a. The Successful Proposer will produce an appropriate redevelopment plan that meets the City's requirements within specified time frames. The Proposer must fully explain its plan for development and how it coincides with DND's stated scope for the Project.

b. The contract period of performance to close on the acquisition, funding, and permitting for the proposed development shall be for twelve (12) months from the tentative designation award. If the Property has not been made development-ready within twelve (12) months, DND may at its discretion choose to grant additional time for performance or to rescind the award. Projects needing funding subsidies will likely need additional time to secure funding, and it is likely that the tentative designation award will be extended if the project is proceeding in compliance with the relevant policies and expectations.

c. The determination of whether services were performed satisfactorily is at the sole discretion of DND.

d. The Successful Proposer will confirm all scheduled project milestones with DND prior to initiating work.

3. Operational

a. The Successful Proposer shall maintain a safety and environmental program that complies with all applicable local, state and federal regulations.

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b. After conveyance the Successful Proposer will be responsible for the condition of the property. He/she/they must take any steps necessary to keep the property free of trash, debris, and snow.
c. The Successful Proposer will affirmatively and fairly solicit qualified subcontractors from residents of the local community.
d. The Successful Proposer shall comply and cooperate with DND's regular on-site monitoring of the development project during construction through completion in an effort to ensure compliance with the accepted plan of development and final terms of the sale of the property.

4. Urban Design

DND's Design Standards are described in a document that can be found on DND's website at the following location: https://www.boston.gov/sites/default/files/design_standards-revised-2017-08-17.pdf

a. The Successful Proposer shall comply with DND's Design Review policy, which, at a minimum for unsubsidized market rate developments, shall require DND approval of building elevations prior to submission to BPDA, ISD, and other authorities having jurisdiction.
b. The Architectural Approval Process is described on DND's website at the following location: https://www.boston.gov/departments/neighborhood-development/neighborhood-development-housing-policies#architectural-approval-process

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DND thanks you for your interest

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