



RFP

Real Estate for Purchase

For the development of below market-rate housing

Issued:	May 10, 2023
Issued by:	Cambridge Redevelopment Authority 255 Main Street, 8th Floor Cambridge, MA 02142
Contact:	Kyle Vangel, Director of Projects and Planning, kvangel@cambridgeredevelopment.org
Proposals Due:	Proposals will be reviewed on a rolling basis. The deadline for proposals will be 4:00 PM on May 4, 2024. The process may be extended or repeated if the need is unmet.
No. of Copies:	1 electronic copy, submitted to kvangel@cambridgeredevelopment.org

The Cambridge Redevelopment Authority (CRA) is seeking proposals from property owners and/or their representatives (Respondents) to purchase real estate for the development of below market-rate ownership housing. Responses will be reviewed on a rolling basis. This RFP will close on May 4, 2024. The deadline may be extended if the need is still unmet.

If needed, supplementary materials for this RFP will be posted at: www.cambridgeredevelopment.org/jobs-contracting. Respondents interested in receiving notices about these updates should provide an email address to Kyle Vangel at kvangel@CambridgeRedevelopment.org.

1. CONTEXT

The Cambridge Redevelopment Authority was founded on November 12, 1956 pursuant to the authority granted by what is now M. G. L. ch. 121B, § 3. In the Commonwealth of Massachusetts, redevelopment authorities are provided with broad powers to plan and implement activities needed to redevelop underutilized, deteriorated or blighted areas, to encourage new development, and to promote sound growth. Over the years, the CRA has worked on projects throughout Cambridge including the Riverview Project, the Rogers Block (Technology Square) Project, the Wellington-Harrington Neighborhood Renewal Project, the Walden Square Urban Renewal Project, the Alewife Feasibility Study, the Broad Canal Land Assembly Project, and most notably, the Kendall Square Urban Redevelopment Plan ("KSURP"). Since 1965, under the direction of the CRA, Kendall Square was

transformed from a blighted area of underutilized and obsolete industrial space into a dynamic center of technology, commerce and academia. Over the past few years, the CRA has worked with the City of Cambridge to deliver the Foundry Building in East Cambridge, revitalizing and programming the historic manufacturing building as a community arts and education center, and purchased and renovated 99 Bishop Allen Drive to maintain below market rate-office space for non-profit organizations, among other neighborhood investment programs.

On February 3, 2021, the CRA committed to build at least 20,000 square feet of below market-rate for-sale housing within the City of Cambridge as detailed in a “Letter of Commitment” referenced in Section 14.39 of Article 14 of the Zoning Ordinance (the MXD Zoning Amendment). This RFP seeks to assist the CRA in procuring real estate to meet that obligation in conformance with the Chapter 30B of M.G.L.

For more information about the CRA, please go to www.cambridgeredevelopment.org.

2. PROPOSAL SUBMISSION GUIDELINES

Responses will be reviewed on a rolling basis, but are due no later than May 4, 2024. The response deadline may be extended or repeated if the CRA’s property needs are still unmet. This RFP may be satisfied by multiple respondents.

To respond to this RFP, Respondents must provide one electronic response marked “[*Organization’s Name*] Real Estate for Purchase RFP Response, to Kyle Vangel at kvangel@CambridgeRedevelopment.org. The response may be attached to the e-mail or provided via a weblink through Dropbox, Google Drive, or similar site that CRA staff can access. The total electronic file size must not exceed 25MB. You will receive an email confirmation of receipt of your submission within three business days. Delivery to any other CRA staff person does not constitute compliance with this paragraph. It is the responsibility of the applicant to assure proper delivery.

The CRA is not liable for any cost incurred by Respondents in the preparation of their submission. The CRA may request additional information in support of responses after they are submitted.

3. DESCRIPTION OF THE PROPERTY REQUIREMENT

The CRA is searching for property suitable for multi-family housing development in the City of Cambridge that is available for purchase, or is expected to become available for purchase in the near future. Generally, the CRA is interested in property with or without an existing structure, between 3,000 – 30,000 square feet in size, however these dimensional requirements are approximate. The CRA may look to acquire multiple parcels to meet its housing development obligations.

Please email questions relating to this RFP to Kyle Vangel at kvangel@CambridgeRedevelopment.org. Any RFP questions received will be posted as addendum on the CRA’s webpage, www.cambridgeredevelopment.org/jobs-contracting and will be emailed to all potential respondents that have previously contacted the CRA.

4. RFP SUBMISSION REQUIREMENTS

In order to qualify, respondents must submit a proposal which adheres to the format outlined below and includes the information requested in this section. The CRA reserves the right to consider multiple responses and may request additional information from proposals, including incomplete responses.

Part 1: Description of Property

Provide a listing sheet or other document with a brief overview of the property including:

- Address
- Total site square footage
- Site description
- Description of any existing structures or uses
- Current zoning
- Tax history
- List of any encumbrances on the land
- History of property ownership
- Recent improvements
- Description of known environmental issues or site evaluations
- Survey and building plans, if available
- Date of availability
- Photos of the property/initial asking price

Part Two: Respondent Information

- Provide contact information of the owner and/or owner representative
- Propose dates of availability for a site visit

Part Three: Forms.

- Complete the Non-Collusion, Non-Discrimination, and Tax/Employment Statements forms provided in Appendix A.

5. RULE FOR AWARD

Offers from responsive proposers that are deemed advantageous to the CRA, taking into consideration all evaluation criteria and price, will be selected for follow up discussions. CRA staff may conduct one or more site visits at mutually agreeable times.

The evaluation criteria for the selection are based on:

- Site conditions
 - Building and improvement conditions
 - Environmental conditions
 - Location
 - Encumbrances on the land
 - Flooding concerns
 - Topography and parcel shape
- Feasibility of developing below market-rate housing on the site
 - Zoning
 - Existing reuse or need for new construction

- Price per buildable square foot

Before making an offer, CRA staff would make a recommendation of a favorable proposal to the CRA Board, and the CRA Board would need to vote on any procurement of real property.

Conflict of Laws, Assignments, & Integration Clauses, and DCAMM Disclosure Statement

Unless otherwise specified, this Agreement shall be governed by the laws of the City of Cambridge and the Commonwealth of Massachusetts.

The Respondents, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party with respect to all covenants of the Agreement. Neither the Owner nor the Respondent shall assign, sublet, or transfer any interest in the Agreement without the written consent of the other.

The Agreement will represent the entire and integrated Agreement between the Owner and the Respondents and supersedes all prior negotiation, representations, or agreements; either written or oral. The Agreement may be amended only by written instrument signed by both the Owner and the Respondents.

All Respondents are required to include non-collusion, non-discrimination, and tax/employment statements (Appendix A) with their RFP submission. Before signing a final agreement for the sale of property with the CRA, property owners will be required to send the disclosure of beneficial interest statement (Appendix B) to the Division of Capital Assets Management and Maintenance (DCAMM) as required by MGL Chapter 7C, Section 38.

APPENDIX

- A. Non-Collusion, Non-Discrimination, Tax/Employment Statements
- B. Division of Capital Assets Management and Maintenance (DCAMM) Disclosure Statement for Transaction with a Public Agency Concerning Real Property.

APPENDIX A : NON-COLLUSION, NON-DISCRIMINATION, AND TAX/EMPLOYMENT STATEMENTS

NON-COLLUSION, NON-DISCRIMINATION, and TAX/EMPLOYMENT STATEMENTS

NON-COLLUSION STATEMENT

The undersigned bidder or agent, being duly sworn on oath, says that he/she has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him/her, entered into any combination, collusion or agreement with any person relative to the RFQ response, to prevent any person from responding nor to include anyone to refrain from responding, and that this response is made without reference to any other response and without any agreement, understanding or combination with any other person in reference to such response.

I HEREBY AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FACTS AND INFORMATION CONTAINED IN THE FOREGOING RFQ FOR THE CRA ARE TRUE AND CORRECT.

Dated this ____ day of _____, _____

Name of Organization,

Title of Person Signing

Signature

CERTIFICATE OF TAX, EMPLOYMENT SECURITY, AND CHILD CARE COMPLIANCE

Pursuant to Massachusetts General Laws Chapter 62C, §49A and Chapter 151A, §19A(b) and Chapter 521 of the Massachusetts Acts of 1990, as amended by Chapter 329 of the Massachusetts Acts of 1991,

I _____ (Name) whose principal place of business is located at _____ (Address), do hereby certify that:

A. The above-named Respondent has made all required filings of state taxes, has paid all state taxes required under law, and has no outstanding obligation to the Commonwealth's Department of Revenue.

B. The above-named Respondent/Employer has complied with all laws of the Commonwealth relating to unemployment compensation contributions and payments in lieu of contributions.

C. The undersigned hereby certifies that the Respondent/Employer (please check applicable item):

1. _____ employs fewer than fifty (50) full-time employees; or
2. _____ offers either a dependent care assistance program or a cafeteria plan whose benefits include a dependent care assistance program; or
3. _____ offers child care tuition assistance, or on-site or near-site subsidized child care placements.

Signed under the penalties of perjury this _____ day of _____, 202__.

Federal Identification Number: _____

Signed (type name): _____

Title: _____

Date: _____

**APPENDIX B - DISCLOSURE STATEMENT FOR
TRANSACTION WITH A PUBLIC AGENCY CONCERNING REAL PROPERTY
M.G.L. c. 7C, s. 38 (formerly M.G.L. c. 7, s. 40J)**

INSTRUCTION SHEET

NOTE: The Division of Capital Asset Management and Maintenance (DCAMM) shall have no responsibility for insuring that the Disclosure Statement has been properly completed as required by law. Acceptance by DCAMM of a Disclosure Statement for filing does not constitute DCAMM's approval of this Disclosure Statement or the information contained therein. Please carefully read M.G.L. c. 7C, s. 38 which is reprinted in Section 8 of this Disclosure Statement.

Section (1): Identify the real property, including its street address, and city or town. If there is no street address then identify the property in some other manner such as the nearest cross street and its tax assessors' parcel number.

Section (2): Identify the type of transaction to which this Disclosure Statement pertains --such as a sale, purchase, lease, etc.

Section (3): Insert the exact legal name of the Public Agency participating in this Transaction with the Disclosing Party. The Public Agency may be a Department of the Commonwealth of Massachusetts, or some other public entity. Please do not abbreviate.

Section (4): Insert the exact legal name of the Disclosing Party. Indicate whether the Disclosing Party is an individual, tenants in common, tenants by the entirety, corporation, general partnership, limited partnership, LLC, or other entity. If the Disclosing Party is the trustees of a trust then identify the trustees by name, indicate that they are trustees, and add the name of the trust.

Section (5): Indicate the role of the Disclosing Party in the transaction by checking one of the blanks. If the Disclosing Party's role in the transaction is not covered by one of the listed roles then describe the role in words.

Section (6): List the names and addresses of every legal entity and every natural person that has or will have a direct or indirect beneficial interest in the real property. The only exceptions are those stated in the first paragraph of the statute that is reprinted in Section 8 of this Disclosure Statement. If the Disclosing Party is another public entity such as a city or town, insert "inhabitants of the (name of public entity)." If the Disclosing Party is a non-profit with no individual persons having any beneficial interest then indicate the purpose or type of the non-profit entity. If additional space is needed, please attach a separate sheet and incorporate it by reference into Section 6.

Section (7): Check "NONE" in the box if none of the persons mentioned in Section 6 is employed by DCAMM or an official elected to public office in the Commonwealth of Massachusetts. Otherwise list any parties disclosed in Section 6 that are employees of DCAMM or an official elected to public office.

Section (8): The individual signing this statement on behalf of the Disclosing Party acknowledges that he/she has read the included provisions of Chapter 7C, Section 38 (formerly Chapter 7, Section 40J) of the General Laws of Massachusetts.

Section (9): Make sure that this Disclosure Statement is signed by all required parties. If the Disclosing Party is a corporation, please make sure that this Disclosure Statement is signed by a duly authorized officer of the corporation as required by the statute reprinted in Section 8 of this Disclosure Statement.

DCAMM's acceptance of a statement for filing does not signify any opinion by DCAMM that the statement complies with applicable law.

This completed and signed Disclosure Statement should be mailed or otherwise delivered to:

Deputy Commissioner for Real Estate
Division of Capital Asset Management and Maintenance
One Ashburton Place, 15th Floor, Boston, MA 02108

The undersigned party to a real property transaction with a public agency hereby discloses and certifies, under pains and penalties of perjury, the following information as required by law:

(1) REAL PROPERTY:

(2) TYPE OF TRANSACTION, AGREEMENT, or DOCUMENT:

(3) PUBLIC AGENCY PARTICIPATING in TRANSACTION:

(4) DISCLOSING PARTY'S NAME AND TYPE OF ENTITY:

(5) ROLE OF DISCLOSING PARTY (Check appropriate role):

_____ Lessor/Landlord

_____ Lessee/Tenant

_____ Seller/Grantor

_____ Buyer/Grantee

_____ Other (Please describe): _____

(6) The names and addresses of all persons and individuals who have or will have a direct or indirect beneficial interest in the real property excluding only 1) a stockholder of a corporation the stock of which is listed for sale to the general public with the securities and exchange commission, if such stockholder holds less than ten per cent of the outstanding stock entitled to vote at the annual meeting of such corporation or 2) an owner of a time share that has an interest in a leasehold condominium meeting all of the conditions specified in M.G.L. c. 7C, s. 38, are hereby disclosed as follows (attach additional pages if necessary):

NAME

RESIDENCE

(7) None of the above- named persons is an employee of the Division of Capital Asset Management and Maintenance or an official elected to public office in the Commonwealth of Massachusetts, except as listed below (Check "NONE" if NONE):

NONE

NAME:

POSITION:

(8) The individual signing this statement on behalf of the above-named party acknowledges that he/she has read the following provisions of Chapter 7C, Section 38 (formerly Chapter 7, Section 40J) of the General Laws of Massachusetts:

No agreement to rent or to sell real property to or to rent or purchase real property from a public agency, and no renewal or extension of such agreement, shall be valid and no payment shall be made to the lessor or seller of such property unless a statement, signed, under the penalties of perjury, has been filed by the lessor, lessee, seller or purchaser, and in the case of a corporation by a duly authorized officer thereof giving the true names and addresses of all persons who have or will have a direct or indirect beneficial interest in said property with the commissioner of capital asset management and maintenance. The provisions of this section shall not apply to any stockholder of a corporation the stock of which is listed for sale to the general public with the securities and exchange commission, if such stockholder holds less than ten per cent of the outstanding stock entitled to vote at the annual meeting of such corporation. In the case of an agreement to rent property from a public agency where the lessee's interest is held by the organization of unit owners of a leasehold condominium created under chapter one hundred and eighty-three A, and time-shares are created in the leasehold condominium under chapter one hundred and eighty-three B, the provisions of this section shall not apply to an owner of a time-share in the leasehold condominium who (i) acquires the time-share on or after a bona fide arms length transfer of such time-share made after the rental agreement with the public agency is executed and (ii) who holds less than three percent of the votes entitled to vote at the annual meeting of such organization of unit owners. A disclosure statement shall also be made in writing, under penalty of perjury, during the term of a rental agreement in case of any change of interest in such property, as provided for above, within thirty days of such change. Any official elected to public office in the commonwealth, or any employee of the division of capital asset management and maintenance disclosing beneficial interest in real property pursuant to this section, shall identify his position as part of the disclosure statement. The commissioner shall notify the state ethics commission of such names, and shall make copies of any and all disclosure statements received available to the state ethics commission upon request. The commissioner shall keep a copy of each disclosure statement received available for public inspection during regular business hours.

(9) This Disclosure Statement is hereby signed under penalties of perjury.

PRINT NAME OF DISCLOSING PARTY (from Section 4, above)

AUTHORIZED SIGNATURE of DISCLOSING PARTY DATE (MM / DD / YYYY)

PRINT NAME & TITLE of AUTHORIZED SIGNER