



OFFICE OF THE PURCHASING AGENT

TOWN OF ARLINGTON
730 Massachusetts Avenue
Arlington, MA 02476

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DATE: October 19, 2020
TO ALL BIDDERS
BID NO. 20-40
SUBJECT: Space Lease/23 Maple Street

ADDENDUM NO. 1

TO WHOM IT MAY CONCERN:

With reference to the bid request relative to the above subject, please note the following:

SEE ATTACHED QUESTIONS & RESPONSES

BID DEADLINE EXTENDED: NOVEMBER 30, 2020, 1:00 PM

ADDENDUM MUST BE ACKNOWLEDGED WITH BID SUBMISSION.

All other terms, conditions and specifications remain unchanged.

Very truly yours,

Town of Arlington

Domenic R. Lanzillotti
Purchasing Officer

Addendum #1

Questions and Responses

Heating – is this covered by the City?

Heating will not be covered by the Town.

Does the building have AC and is this also covered by the City if it exists?

The building has AC and it is not covered by the Town.

ADA – is the first floor of the building accessible?

The Town conducting an evaluation of this building through a recent ADA Self-Evaluation and Transition Plan

(<https://www.arlingtonma.gov/home/showdocument?id=50034>, p 350).

Improvements would need to be made for ADA accessibility.

Who does the snow removal for the building?

The Town removes snow in the parking lot. The tenant is responsible for removing snow from the walkway and the porches.

I saw there is an option for a 10 year lease – is there an option for extensions beyond the 10 year.

For example two 5 year extensions?

The Town is open to considering amendments to the Model Lease.

Are there limits on building access?

There are not limits on building access.

Will the Tenant be charged taxes on the building? We are tax exempt but wanted to make sure there were no CAM charges beyond the .50 cent capital charge.

Interior Cleaning – is this covered by the Tenant or the City?

The property is owned by the Town and the tenant does not pay taxes. There are no additional charges beyond the capital contribution. The tenant would be responsible for interior cleaning.

Parking – will there be a set number of parking spaces designated for the sole use of the building?

Five parking spaces are included in this lease.

Is the outside of the building (yard) usable by the Tenant and its subs for outside programming or events? Not sure how this works with City owned land?

It is possible that outside programming or events could occur at the property with permission from the Town.

Is the Basement Rentable based on code requirements?

The Town is not planning to rent the basement as a separate space. Any proposed activities in the basement would need to be reviewed and approved by the Town and should be included in the proposal if they are known at this time.

The total space is listed at 5389 sq. ft. but the usable rental space for artist studios is about 3200 sq. ft. excluding the basement.

The rental space includes spaces that are in common and relevant to the total rent amount, including the kitchen, hallways, and restrooms. All of these shared facilities would need to be paid for by the tenants.