



Town of Arlington

FAQ: 17 Irving Street (Parmenter School Building) Lease

What is 17 Irving Street-Parmenter School?

The Parmenter School Building, located at 17 Irving Street, was a public school for decades leading up to the early 1980s, at which time the Town of Arlington declared the site as surplus Town-owned property and began leasing the space. There is one building on the site with two distinct sections that have been used by private schools over the course of the past several decades. The front portion of the building, consisting of 14,680 square feet of space, was for decades the home of the International School of Boston until June 30, 2019. In preparation for rebuilding Arlington High School, the Town of Arlington moved Menotomy Preschool (the Town's public preschool) to the front portion of the building after the International School of Boston moved out. In January 2024, Menotomy Preschool moved out of 17 Irving Street and the Arlington Recreation Department moved in, along with its afterschool and preschool programs. Since the Gibbs School re-opened as a public school, these displaced Recreation Department programs had been operating in a privately leased storefront on Massachusetts Avenue with a rent of \$45 per square foot and requirements to pay utilities (including water and sewer charges) as well as property taxes. The Arlington Children's Center is the current tenant of the back portion of 17 Irving Street, which consists of 8,632 square feet of space.

What is the history of the current public bidding process?

The current tenant, Arlington Children's Center, had a lease for its use of space at 17 Irving Street. This lease, with a rental price of approximately \$8.48 per square foot, was set to expire in July 2024 with no provision for further extension. Pursuant to Chapter 30B, the Town of Arlington issued a Request for Proposals (RFP) to dispose of (by lease) this space at 17 Irving Street. This process was consistent with the one conducted in 2014 for the same space at 17 Irving Street. In addition, it is noted that RFP processes were followed in 2016 for space at 27 Maple St., now occupied by the Arlington Center for the Arts, and in 2023 for space at 23 Maple St., now occupied by the Mystic River Watershed Association. Notably, where the current RFP for the lease of space at 17 Irving Street had several proposers in response to that RFP, the prior Town-owned properties (27 Maple Street and 23 Maple Street) only resulted in one proposal each in response to RFPs issued for those respective spaces.

The initial publicly advertised posting to lease space at 17 Irving Street was RFP 24-25. The Town received three proposals in response to RFP 24-25, evaluated the proposals, and conducted interviews with all three proposers. Based on the evaluation of the respective proposals, Arlington Children's Center was not selected as the most advantageous proposer because it did not score higher than the other two proposers. The Town ultimately canceled RFP 24-25 and did not award the lease to the highest scoring proposer because the Town determined it could not turn over possession of the premises by the lease commencement date advertised in RFP 24-25. As a result, and in order to comply with applicable procurement laws, the Town issued a new RFP (RFP 24-38) to lease the space at 17 Irving Street to commence in July 2025.

The Town then entered into a license agreement with Arlington Children’s Center following the expiration of its lease, with a termination date of July 21, 2025.

In response to public records requests, the proposals received by the Town in response to RFP 24-25 and the subsequent evaluations were produced in accordance with the Public Records Law.

Why did the Town of Arlington issue a Request for Proposal (RFP) to lease the 17 Irving Street-Parmenter site?

Pursuant to M.G.L. Chapter 30B, the state’s public bidding requirements for real property, the Town of Arlington engaged in a competitive public bidding process for the lease of space at 17 Irving Street. Chapter 30B was utilized by the Town of Arlington for this lease to ensure compliance with applicable laws related to the disposition of Town-owned property, and to ensure a fair and open process that yielded the best value and most advantageous proposal for the Town and its taxpayers.

The statutory provisions of Chapter 30B establish a process for advertised proposals that a governmental body like the Town of Arlington, must follow when it disposes of real property by sale or rental with a value greater than \$35,000. During the final year of their lease, the current tenant paid approximately \$73,199.36 in rent and provided a \$5,179.20 capital improvement contribution. As a result, the Town’s lease of space at 17 Irving Street required a competitive bidding process because it involved the disposition of real property with a value in excess of \$35,000. Chapter 30B has additional requirements for the disposition of real property, regardless of its value.

The Town is also required to follow other steps and key requirements to comply with disposing of real property under 30B:

- Step 1: Declare property available for disposition and identify reuse restrictions
- Step 2: Determine the value of the property
- Step 3: Develop the solicitation
- Step 4: Advertise for proposals
- Step 5: Distribute the solicitation
- Step 6: Open and evaluate proposals
- Step 7: Submit disclosures
- Step 8: Execute the contract
- Step 9: Retain records

How many applicants submitted a proposal for RFP 24-38, which was due on July 29, 2024?

There were two proposals received in response to RFP 24-38. Both respondents proposed private childcare and preschool centers with an afterschool option.

How does the Town select the winning proposal?

In addition to requiring a statutorily mandated bidding process, Chapter 30B also requires that the Town establish a rule for award in RFP 24-38 stating how the winning offer will be selected. Here, the Town established a rule for award that weighed which proposal was the most advantageous from a responsive and responsible proposer, taking into consideration price and all other evaluation criteria set forth in the solicitation. Chapter 30B ***only*** allows the Town to evaluate the proposals using the criteria it identified in the RFP. Additional information submitted in response to the RFP, or outside of the RFP process, cannot be considered

by the Town when selecting a winning proposal, because it would create an unfair advantage that would conflict with the spirit and language of Chapter 30B.

An evaluation committee selected for their diverse perspectives reviewed proposals in response to RFP 24-38, and attended presentations from proposers in order to score each proposal based on the evaluation criteria set forth in that RFP. The proposals for RFP 24-38 are available on the [Town's website](#).

Both applicants submitted thoughtful and competitive proposals. The successful proposer was scored as the most highly advantageous proposer on the Comparative Evaluation Criteria, the Rent Evaluation Criterion, and the Capital Contribution Criterion outlined in the RFP. This resulted in the lease being awarded to the proposer with the proposal that was most advantageous to the Town.

Can an applicant amend their proposal to match another proposal after it has been submitted?

No. State law does not allow for an applicant to match another proposal or amend their proposal after the proposal has been received by the municipality. This would create an unfair advantage and would conflict with the spirit and language of Chapter 30B.

Why could the Town of Arlington not provide special consideration for a current longstanding tenant?

The RFP process is required to be open, fair and competitive. To that end, providing additional credit to an incumbent proposer would violate Chapter 30B because it would create an unfair advantage not available to other proposers. In addition, Chapter 30B defines responsive and responsible bidders/offers, which establishes threshold parameters in which the Town is required to evaluate proposers.

Why did the Town of Arlington choose a for-profit business over a non-profit business to occupy Town-owned space?

As described above, the Town of Arlington issued an RFP for the space at 17 Irving Street as required by Chapter 30B. The RFP that was issued sought proposals from proposers seeking to use the property in a manner that complied with the Zoning Bylaw and other applicable laws. The proposals were evaluated on a number of criteria and the most advantageous applicant was awarded the opportunity to lease the space. In this latest RFP process, the Town of Arlington evaluated each proposal for proposed community benefits, among other things, but did not consider tax-exempt status as an evaluation component in the RFP. Both applicants proposed private preschool options.

The Town did not restrict proposers based on corporate structure because it established other procurement goals in the RFP that served the community benefits outlined therein.

What will happen to the Arlington Children's Center at 17 Irving Street?

The Arlington Children's Center will be required to vacate the 17 Irving Street space on July 21, 2025, upon the expiration of their license agreement.

Are there exceptions to the requirements imposed by Chapter 30B for disposing of Town property?

Yes, there are exceptions permitted by Chapter 30B, but the RFP issued by the Town for 17 Irving Street did not meet the exceptions. Some of the exceptions to Chapter 30B are listed below:

- A contract to sell or lease residential, institutional, industrial or commercial real property by a public or quasi-public economic development agency or urban renewal agency engaged in the development and disposition of said real property in accordance with a plan approved by the appropriate authorizing authority (M.G.L. c. 30B, § 1(b)(25));
- an agreement between agencies, boards, commissions, authorities, departments or ***public*** instrumentalities of the Town (M.G.L. c. 30B, § 1(b)(7)) (emphasis added);
- licenses or permits for ***limited use*** of real property (a license is a revocable permit to enter the property of another for a particular activity)

How are lease terms and conditions determined?

The lease terms and conditions are outlined in the RFP and specify the length of the lease, payment terms, responsibilities of each party, and any other mandatory or relevant provisions governing the use of the property subject to disposition. While the Town generally has the discretion to establish the lease terms, Chapter 30B mandates that the Town require a certification of tax compliance by the lessee (pursuant to M.G.L. c. 62C, § 49A) and a disclosure of beneficial interests (pursuant to M.G.L. c. 7C, § 38).

For dispositions of real property like 17 Irving Street, the lease must include all of the terms and conditions stated in the RFP.

What are the penalties for non-compliance with Chapter 30B?

Contracts (including leases) that are made in violation of Chapter 30B are presumptively invalid under Section 17 of the law. Section 17 imposes the following violations:

- A person who causes or conspires with someone else to cause a contract (or lease) to be solicited and awarded in violation of Chapter 30B will be required to pay the Town not more than \$2,000 for each violation
- That person shall also pay double the amount of damages sustained by the Town as a result of the violation, together with the costs of any actions taken in relation to the violation. If more than one person is involved in the violation, the damages and costs are apportioned among them.

The Inspector General also has the authority to initiate a civil lawsuit to enforce damages if the Office of the Attorney General authorizes it.

Further, a governmental employee that violates Chapter 30B may be subject to other enforcement or consequences, such as violations of the state ethics law, M.G.L. Chapter 268A.

How can I learn more about the leasing process under Chapter 30B?

The full text of Chapter 30B is available online at the Massachusetts General Court's website which can be viewed [here](#), and the Inspector General's 30B manual can be found [here](#).



Town of Arlington
Office of the Town Manager

730 Massachusetts Avenue
Arlington, MA 02476

James R. Feeney
Town Manager
Tel: (781) 316-3016

August 21, 2024

Elizabeth's Daycare and Preschool Center
c/o Elizabeth Yanez and Elizabeth Noguera
6 Schouler Court
Arlington, MA 02476

Re: 17 Irving Street, Request for Proposals No. 24-38

Dear Elizabeth and Elizabeth,

Please be advised that Elizabeth's Daycare and Preschool Center has been awarded the Town of Arlington's June 27, 2024 Request for Proposals (No. 24-38) for the lease of space at 17 Irving Street for five years, commencing July 1, 2025.

In accordance with M.G.L. ch. 30B and the Request for Proposals, Elizabeth's Daycare and Preschool Center will be required to enter into a lease agreement with the Town.

Please contact Christine Bongiorno, Deputy Town Manager of Operations, cbongiorno@town.arlington.ma.us to proceed with this next step.

Sincerely,

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke, representing Jim Feeney.

Jim Feeney, Town Manager

cc: Christine Bongiorno, Deputy Town Manager, Operations
Michael C. Cunningham, Town Counsel



Town of Arlington

RFP 24-38 Parmenter School Building – 17 Irving Street Lease (8,632 sq. ft.)

Rent and Capital Contribution Proposal Comparison

	Arlington Children's Center	Elizabeth's Daycare & Preschool Center	Difference between applicants
Rent Proposal	\$17.50/sq. ft.	\$20.00/sq. ft.	\$2.50/ sq. ft.
Annual Increase	3%	3%	-
Capital Contribution	\$4.50/sq. ft.	\$5.00/ sq. ft.	\$0.50/ sq. ft.
Total Years 1-5	\$ 996,218.06	\$ 1,132,369.21	\$ 136,151.15

If the lease has not been terminated prior to the Original Expiration Date, then the Landlord (Town of Arlington) shall have the option to extend the initial term for two five (5) year extensions.

If the Town chooses to extend the lease as referenced above, the totals and differences are provided below.

	Arlington Children's Center	Elizabeth's Daycare & Preschool Center	Difference between applicants
Total Years 6-10	\$ 1,123,955.55	\$ 1,278,354.92	\$ 154,399.36
Total Years 11-15	\$ 1,272,038.32	\$ 1,447,592.37	\$ 175,554.05
15 Year Lease Term Total	\$ 3,392,211.93	\$ 3,858,316.49	\$ 466,104.56

17 Irving Street RFP 24-38 Rating Sheet Summary

HA: Highly Advantageous, A: Advantageous, NA: Not Advantageous

	Arlington Children’s Center	Elizabeth’s Day Care and Preschool Center
WADEN	1. HA 2. HA 3. A 4. HA 5. A 6. HA 7. HA	1. HA 2. HA 3. HA 4. HA 5. HA 6. HA 7. HA
LUCZAI	1. HA 2. HA 3. HA 4. A 5. HA 6. A 7. HA	1. HA 2. HA 3. HA 4. HA 5. HA 6. HA 7. HA
MAGEE	1. HA 2. HA 3. A 4. HA 5. HA 6. HA 7. HA	1. HA 2. HA 3. HA 4. HA 5. HA 6. HA 7. HA
DINGMAN	1. HA 2. HA 3. A 4. HA 5. HA 6. A 7. HA	1. HA 2. HA 3. HA 4. HA 5. HA 6. A 7. HA
BONGIORNO	1. HA 2. HA 3. A 4. HA 5. HA 6. HA 7. HA	1. HA 2. HA 3. HA 4. HA 5. HA 6. HA 7. HA
	HA 27 A 8	HA 34 A 1

17 Irving Street RFP 24-38 Rating Sheet Summary

1. Proposed number of tenants: Highly Advantageous – One (1) tenant is proposed for the entire space. Advantageous – Two (2) or more tenants are proposed for the entire space. Not Advantageous – More than two (2) tenants are proposed for the entire space.
2. Proposed term of lease: Highly Advantageous – A five (5)-year lease term is proposed with option to extend to two additional five (5) year terms. Advantageous – A lease term less than 5 years but more than one year is proposed. Not Advantageous – A lease term of 1 year is proposed.
3. Proposed model lease changes: Highly Advantageous – No or very few substantive changes are proposed for the Model Lease. Advantageous – Many substantive changes are proposed for the Model Lease. Not Advantageous – An altogether different lease is proposed.
4. Proposed community benefits: Highly Advantageous- Proposed use provides significant benefits to Arlington through employment and training opportunities, provides benefit to Arlington residents, proposer has sufficiently demonstrated ability to maintain rental and operating expenses. Advantageous- Proposed use provides minimal benefits to Arlington through employment and training opportunities and to benefits to Arlington residents. Proposer has demonstrated ability to maintain rental and operating expenses. Not Advantageous- Proposed use does not provide benefits to Arlington and proposer does not demonstrate ability to maintain rental and operating expenses.
5. Proposed building upgrades: Highly Advantageous – Proposed upgrades will substantially improve the space including improvements to building systems including but not limited to heating and cooling, conservation and efficiency upgrades through new lighting and plumbing fixtures, ADA improvements and outdoor improvements. Upgrades will be done within the first year of the lease. Timeline for implementation to be included. Advantageous – Proposed upgrades will update space including flooring and wallcoverings, lighting and plumbing fixtures. Upgrades will be done within the first five year term of the lease. Timeline for implementation to be included. Not Advantageous – Very minimal updates to space proposed.
6. Optional interview/presentation: Highly Advantageous – Well-designed, concise, original presentation, with specific focus on, and clarification of, the written proposal, made by prospective tenant; concise, “on-point” answers to questions. Advantageous – Average presentation, with general focus on, and clarification of, the written proposal, or average answers to questions, made by prospective tenants. Not Advantageous – Poor presentation, with very little focus on, and clarification of, the written proposal, or poor answers to questions, made by prospective tenants.
7. Level of disruption caused by proposed use: Highly Advantageous – Proposed use is the same as or very similar to existing uses in the building, and does not potentially cause substantial disruption to existing uses or the neighborhood. Advantageous – Proposed use, though not similar to existing uses in the building, is demonstrably not potentially a cause of substantial disruption to existing uses or the neighborhood. Not Advantageous – Proposed use is not similar to existing uses in the building, and would potentially cause substantial disruption to existing uses or the neighborhood.

Reason:

- (Clerical) Proposed change to commencement date- July 1, to July 25th
- (Clerical) Change to demise premises from 14,680 to 8,632 square feet
- (Substantive) Request exclusive use of back school yard behind building
- (Substantive) Change language in section 4 to grant tenant option to extend rather than landlord

4. PROPOSED COMMUNITY BENEFITS Rating: HA

A. How will the proposed use provide employment or training opportunities?

B. How will the proposed use serve Arlington residents?

C. Has the proposer demonstrated sufficient financial resources to maintain rental and operating expenses?

Highly Advantageous- Proposed use provides significant benefits to Arlington through employment and training opportunities, provides benefit to Arlington residents, proposer has sufficiently demonstrated ability to maintain rental and operating expenses.

Advantageous- Proposed use provides minimal benefits to Arlington through employment and training opportunities and to benefits to Arlington residents. Proposer has demonstrated ability to maintain rental and operating expenses.

Not Advantageous- Proposed use does not provide benefits to Arlington and proposer does not demonstrate ability to maintain rental and operating expenses.

Reason:

- Employees 21 Arlington residents out of 56 full/part-time employees (35 @ Parmenter)
- Staff paid up to 16 training hours per year, training courses paid by ACC, subsidizes cost of required course work/CEU's for MA preschool teacher qualifications
- First Aid/CPR offered annually to staff
- Weekly meetings w/ teacher and Education Director
- Provides care to 133 students/114 Arlington children@ Parmenter
- Care Programs: Toddlers, Pre-school, Transitional Kindergarten, School age after school, School age- summer/vacation camps
- ACC scholarship fund
- Tuition assistance program- September 2025
- Site utilized for AHS students to perform community service hours
- Supports local charities
- Pre-School Fund to support public preschool- Menotomy Preschool
- Employs AHS students as Classroom Assistants

- Proposed budget covers rental and operating expenses.

5. PROPOSED BUILDING UPGRADES

Rating: A

Highly Advantageous – Proposed upgrades will substantially improve the space including improvements to building systems including but not limited to heating and cooling, conservation and efficiency upgrades through new lighting and plumbing fixtures, ADA improvements and outdoor improvements. Upgrades will be done within the first year of the lease. Timeline for implementation to be included.

Advantageous – Proposed upgrades will update space including flooring and wallcoverings, lighting and plumbing fixtures. Upgrades will be done within the first five year term of the lease. Timeline for implementation to be included.

Not Advantageous – Very minimal updates to space proposed.

Reason:

- ADA: ramp and railings, drinking water fountains, interior door hardware, signage, renovate 1st floor bathroom, add automated door control to front door of school
- Upgrade outdoor lighting- LED fixtures, replace timers for outdoor lighting
- Outdoor- add plants to front garden, upgrade wooden playhouse, add plants, paint concrete shed, paint front door and portico, add wood mulch, sand, and soil to lower playground areas
- Timeline 1st year- heating assessment, install mini-split system in basement classroom, replace classroom lighting w/ LED fixtures, replace classroom ceiling fans, begin phased process of upgrading kitchen areas, plan and design bathrooms, add ADA ramp and railings to front entrance, replace 2 drinking fountains, add automated door to front door, add signage, repair stairs to lower level playground, replace walkway from rear of building to playground
- Timeline- within first term of lease (5 year) complete kitchen upgrades, renovate bathrooms (including accessible bathroom features where possible), replace window AC units with mini split systems or upgraded efficient A/C units in 4 additional classrooms.

6. OPTIONAL INTERVIEW/PRESENTATION

Rating: HA

Highly Advantageous – Well-designed, concise, original presentation, with specific focus on, and clarification of, the written proposal, made by prospective tenant; concise, “on-point” answers to questions.

Advantageous – Average presentation, with general focus on, and clarification of, the written proposal, or average answers to questions, made by prospective tenants.

Not Advantageous – Poor presentation, with very little focus on, and clarification of, the written proposal, or poor answers to questions, made by prospective tenants.

Reason:

- Provided visual presentation w/ color print out
- Discussed history of business
- Discussed plans for use of space and community they serve
- Discussed renovations/repairs and timeline
- Discussed Staff development, training and benefits
- Discussed Tuition Assistance Program
- Discussed financial contributions over the years and ongoing plans

7. LEVEL OF DISRUPTION CAUSED BY PROPOSED USE Rating: HA

Highly Advantageous – Proposed use is the same as or very similar to existing uses in the building, and does not potentially cause substantial disruption to existing uses or the neighborhood.

Advantageous – Proposed use, though not similar to existing uses in the building, is demonstrably not potentially a cause of substantial disruption to existing uses or the neighborhood.

Not Advantageous – Proposed use is not similar to existing uses in the building, and would potentially cause substantial disruption to existing uses or the neighborhood.

Reason:

- Proposed use is the same as current use.

4. PROPOSED COMMUNITY BENEFITS Rating: HA

- A. How will the proposed use provide employment or training opportunities?
- B. How will the proposed use serve Arlington residents?
- C. Has the proposer demonstrated sufficient financial resources to maintain rental and operating expenses?

Highly Advantageous- Proposed use provides significant benefits to Arlington through employment and training opportunities, provides benefit to Arlington residents, proposer has sufficiently demonstrated ability to maintain rental and operating expenses.

Advantageous- Proposed use provides minimal benefits to Arlington through employment and training opportunities and to benefits to Arlington residents. Proposer has demonstrated ability to maintain rental and operating expenses.

Not Advantageous- Proposed use does not provide benefits to Arlington and proposer does not demonstrate ability to maintain rental and operating expenses.

Reason:

- Proposing to hire 20-28 staff for Parmenter
- Training opportunities for parents, staff and local educators
- Program includes: Infant care, toddler care, Pre-school, Afterschool care-Elementary age
- Proposing child capacity 108-119- final numbers depend on EEC
- Provides bilingual education program
- Provides Meal plan options for breakfast, lunch and dinner
- Budget friendly tuition
- Proposes 6-8 subsidies spaces to allow for vouchers
- Proposed budget covers rental and operating expenses

5. PROPOSED BUILDING UPGRADES Rating: HA

Highly Advantageous – Proposed upgrades will substantially improve the space including improvements to building systems including but not limited to heating and cooling, conservation and efficiency upgrades through new lighting and plumbing fixtures, ADA improvements and outdoor improvements. Upgrades will be done within the first year of the lease. Timeline for implementation to be included.

Advantageous – Proposed upgrades will update space including flooring and wallcoverings, lighting and plumbing fixtures. Upgrades will be done within the first five year term of the lease. Timeline for implementation to be included.

Not Advantageous – Very minimal updates to space proposed.

Reason:

- Upgrade to plumbing (sinks, toilets, floor drains, hot water heater, grease trap)
- Heating and Cooling upgrades (new mini-splits w/ temp control)
- Electrical (new wiring, switches, outlets, new kitchen appliances LED light switches)
- Interior (construction of 6 classrooms, office, closets, bathrooms, kitchenette, and rooms, as well as painting & patching)
- Outdoor (repair & patch exterior walls & walkways, repair fence, replace side door, replace mulch, remove and add flowers, invest 25K to playground equipment, mentioned addition of ramp in general construction)
- Timeline- construction July 1, 2025 completion by October 2025

6. OPTIONAL INTERVIEW/PRESENTATION Rating: HA

Highly Advantageous – Well-designed, concise, original presentation, with specific focus on, and clarification of, the written proposal, made by prospective tenant; concise, “on-point” answers to questions.

Advantageous – Average presentation, with general focus on, and clarification of, the written proposal, or average answers to questions, made by prospective tenants.

Not Advantageous – Poor presentation, with very little focus on, and clarification of, the written proposal, or poor answers to questions, made by prospective tenants.

Reason:

- Provided visual presentation w/ color print out
- Discussed history of business
- Discussed plans for use of space and community they serve
- Discussed renovations/repairs and timeline
- Discussed Staff development, training and benefits
- Discussed Meal Program
- Discussed Fee structure

7. LEVEL OF DISRUPTION CAUSED BY PROPOSED USE Rating: HA

Highly Advantageous – Proposed use is the same as or very similar to existing uses in the building, and does not potentially cause substantial disruption to existing uses or the neighborhood.

Advantageous – Proposed use, though not similar to existing uses in the building, is demonstrably not potentially a cause of substantial disruption to existing uses or the neighborhood.

Not Advantageous – Proposed use is not similar to existing uses in the building, and would potentially cause substantial disruption to existing uses or the neighborhood.

Reason:

- Proposed use is childcare facility which matches the current use of the space.

4. PROPOSED COMMUNITY BENEFITS Rating: Advantageous

- A. How will the proposed use provide employment or training opportunities?
- B. How will the proposed use serve Arlington residents?
- C. Has the proposer demonstrated sufficient financial resources to maintain rental and operating expenses?

Highly Advantageous- Proposed use provides significant benefits to Arlington through employment and training opportunities, provides benefit to Arlington residents, proposer has sufficiently demonstrated ability to maintain rental and operating expenses.

Advantageous- Proposed use provides minimal benefits to Arlington through employment and training opportunities and to benefits to Arlington residents. Proposer has demonstrated ability to maintain rental and operating expenses.

Not Advantageous- Proposed use does not provide benefits to Arlington and proposer does not demonstrate ability to maintain rental and operating expenses.

Reason: The proposed use will allow Arlington Children's Center (ACC) to continue to operate their current business as a preschool, daycare and afterschool provider. ACC has been operating in Arlington for more than 50 years and serves children both from Arlington and the surrounding communities. ACC focuses on individualized support and instruction and exceeds EEC ratios.

The proposed use will maintain existing employment and training opportunities for 21 Arlington residents (half of staff) and opportunities for Arlington High School students but will not expand employment or training opportunities. Within the organization the Administrative Coordinator identifies training opportunities for staff. Employee benefits are competitive and provides health insurance.

The proposer has demonstrated sufficient financial resources to maintain rental and operating expenses.

Arlington Children's Center has been great member of the Arlington community and excels at building community among their school networks. Their education focuses on building an internal sense of community and a child's sense of belonging.

This is rated as advantageous and not highly advantageous primarily because the space is underutilized as capacity for childcare could be higher, range of childcare services could meet demand reflective of the market/community and community training and employment opportunities are limited.

5. PROPOSED BUILDING UPGRADES

Rating: Highly Advantageous

Highly Advantageous – Proposed upgrades will substantially improve the space including improvements to building systems including but not limited to heating and cooling, conservation and efficiency upgrades through new lighting and plumbing fixtures, ADA improvements and outdoor improvements. Upgrades will be done within the first year of the lease. Timeline for implementation to be included.

Advantageous – Proposed upgrades will update space including flooring and wallcoverings, lighting and plumbing fixtures. Upgrades will be done within the first five year term of the lease. Timeline for implementation to be included.

Not Advantageous – Very minimal updates to space proposed.

Reason: Proposed upgrades will substantially improve the space including improvements to building systems including but not limited to heating and cooling, conservation and efficiency upgrades through new lighting and plumbing fixtures, ADA improvements and outdoor improvements. Upgrades will be done within the first year of the lease. Timeline for implementation to be included.

ACC's proposed upgrades include the installation of an accessible ramp and automatic door control, mini split systems and upgraded A/C units in classrooms, renovations to bathrooms. Native plantings are proposed for the outdoor areas as well as the installation of a mural.

6. OPTIONAL INTERVIEW/PRESENTATION

Rating: Advantageous

Highly Advantageous – Well-designed, concise, original presentation, with specific focus on, and clarification of, the written proposal, made by prospective tenant; concise, “on-point” answers to questions.

Advantageous – Average presentation, with general focus on, and clarification of, the written proposal, or average answers to questions, made by prospective tenants.

Not Advantageous – Poor presentation, with very little focus on, and clarification of, the written proposal, or poor answers to questions, made by prospective tenants.

Reason: Average presentation, with general focus on, and clarification of, the written proposal, or average answers to questions, made by prospective tenants. Questions regarding maintenance, capacity/enrollment and proposed tuition program/vouchers could have been better addressed.

7. LEVEL OF DISRUPTION CAUSED BY PROPOSED USE

Rating: Highly

Advantageous

Highly Advantageous – Proposed use is the same as or very similar to existing uses in the building and does not potentially cause substantial disruption to existing uses or the neighborhood.

Advantageous – Proposed use, though not similar to existing uses in the building, is demonstrably not potentially a cause of substantial disruption to existing uses or the neighborhood.

Not Advantageous – Proposed use is not similar to existing uses in the building and would potentially cause substantial disruption to existing uses or the neighborhood.

Reason: Proposed use is the same as or very similar to existing uses in the building and does not potentially cause substantial disruption to existing uses or the neighborhood.

4. PROPOSED COMMUNITY BENEFITS

Rating: Highly Advantageous

- A. How will the proposed use provide employment or training opportunities?
- B. How will the proposed use serve Arlington residents?
- C. Has the proposer demonstrated sufficient financial resources to maintain rental and operating expenses?

Highly Advantageous- Proposed use provides significant benefits to Arlington through employment and training opportunities, provides benefit to Arlington residents, proposer has sufficiently demonstrated ability to maintain rental and operating expenses.

Advantageous- Proposed use provides minimal benefits to Arlington through employment and training opportunities and to benefits to Arlington residents. Proposer has demonstrated ability to maintain rental and operating expenses.

Not Advantageous- Proposed use does not provide benefits to Arlington and proposer does not demonstrate ability to maintain rental and operating expenses.

Reason: The proposed use will allow Elizabeth's to expand their current business as a locally owned and operated bilingual, Spanish immersion preschool and daycare center while prioritizing Arlington residents. Elizabeth's additionally provides infant care which is in high demand in the community. Notably, Elizabeth's services childcare services are affordable and accessible. By expanding capacity Elizabeth's will be able to accept vouchers, continuing to be an accessible preschool and childcare provider in the community. Elizabeth's also offers a meal program for families. Elizabeth's will be providing afterschool care as well. The most significant benefit to Arlington residents is that Elizabeth's is proposing to increase childcare capacity in the existing space which will accommodate the high demand for childcare in the market while maintain existing EEC requirements.

The proposed use will provide additional employment and training opportunities for Arlington residents and regional candidates. Within the organization, Elizabeth's has a Training Coordinator to ensure their staff is well trained. Opportunities are provided for Arlington High School students. Elizabeth's has a waiting list of potential employees and currently collaborates with local universities such as Lesley University, Urban College, Bunker Hill Community College and University of Massachusetts Boston to provide training opportunities. Employee benefits are competitive and focus on work-life balance.

The proposer has demonstrated sufficient financial resources to maintain rental and operating expenses.

Elizabeth's is owned by two Arlington residents and currently operates three Arlington locations. Starting with one location they identified an unmet need in the community and grown and expanded their business across Arlington to provide

services for residents over the last 18 years. Their commitment to the community and reactivity to the needs of the community over time demonstrates significant benefit to Arlington residents.

5. PROPOSED BUILDING UPGRADES

Rating: Highly Advantageous

Highly Advantageous – Proposed upgrades will substantially improve the space including improvements to building systems including but not limited to heating and cooling, conservation and efficiency upgrades through new lighting and plumbing fixtures, ADA improvements and outdoor improvements. Upgrades will be done within the first year of the lease. Timeline for implementation to be included.

Advantageous – Proposed upgrades will update space including flooring and wallcoverings, lighting and plumbing fixtures. Upgrades will be done within the first five year term of the lease. Timeline for implementation to be included.

Not Advantageous – Very minimal updates to space proposed.

Reason: Proposed upgrades will substantially improve the space including improvements to building systems including but not limited to heating and cooling, conservation and efficiency upgrades through new lighting and plumbing fixtures, ADA improvements and outdoor improvements. Upgrades will be done within the first year of the lease. Timeline for implementation to be included.

Elizabeth’s proposed upgrades were highly detailed and comprehensive attending to the description of highly advantageous above. Additionally, upgrades included replacing the mulch, repairing the outdoor steps, repairing the fencing and repairing the cement. The presentation also included a new outdoor play structure. Classrooms will be reconfigured to accommodate infant care and meal preparation as well as staff restrooms.

6. OPTIONAL INTERVIEW/PRESENTATION

Rating: Highly Advantageous

Highly Advantageous – Well-designed, concise, original presentation, with specific focus on, and clarification of, the written proposal, made by prospective tenant; concise, “on-point” answers to questions.

Advantageous – Average presentation, with general focus on, and clarification of, the written proposal, or average answers to questions, made by prospective tenants.

Not Advantageous – Poor presentation, with very little focus on, and clarification of, the written proposal, or poor answers to questions, made by prospective tenants.

Reason: Well-designed, concise, original presentation, with specific focus on, and clarification of, the written proposal, made by prospective tenant; concise, “on-point” answers to questions.

7. LEVEL OF DISRUPTION CAUSED BY PROPOSED USE Rating: Highly Advantageous

Highly Advantageous – Proposed use is the same as or very similar to existing uses in the building and does not potentially cause substantial disruption to existing uses or the neighborhood.

Advantageous – Proposed use, though not similar to existing uses in the building, is demonstrably not potentially a cause of substantial disruption to existing uses or the neighborhood.

Not Advantageous – Proposed use is not similar to existing uses in the building and would potentially cause substantial disruption to existing uses or the neighborhood.

Reason: Proposed use is the same as or very similar to existing uses in the building and does not potentially cause substantial disruption to existing uses or the neighborhood.

3. PROPOSED MODEL LEASE CHANGES Rating: A

Highly Advantageous – No or very few substantive changes are proposed for the Model Lease.

Advantageous – Many substantive changes are proposed for the Model Lease.

Not Advantageous – An altogether different lease is proposed.

Reason: ACC proposes to have exclusive use of one of the outdoor spaces by the Parmenter building. The space could be utilized for other public recreation purposes. ACC also proposes changing the lease language to give lease renewal option to the tenant (ACC) and not the landlord (Town of Arlington). These merit substantial changes to the terms.

4. PROPOSED COMMUNITY BENEFITS Rating: HA

A. How will the proposed use provide employment or training opportunities?

B. How will the proposed use serve Arlington residents?

C. Has the proposer demonstrated sufficient financial resources to maintain rental and operating expenses?

Highly Advantageous- Proposed use provides significant benefits to Arlington through employment and training opportunities, provides benefit to Arlington residents, proposer has sufficiently demonstrated ability to maintain rental and operating expenses.

Advantageous- Proposed use provides minimal benefits to Arlington through employment and training opportunities and to benefits to Arlington residents. Proposer has demonstrated ability to maintain rental and operating expenses.

Not Advantageous- Proposed use does not provide benefits to Arlington and proposer does not demonstrate ability to maintain rental and operating expenses.

Reason: ACC really seems to value their employees and offers good benefits and ample training, and places a premium on employee retention/longevity. They employ a large number of Arlington residents and currently serve a lot of Arlington families. Most of their students are from Arlington families. ACC mentioned charitable giving in their response, which included various Arlington-based non-profit organizations. ACC has demonstrated sufficient financial resources and noted conservative financial practices in general in their presentation.

5. PROPOSED BUILDING UPGRADES

Rating: __ HA _____

Highly Advantageous – Proposed upgrades will substantially improve the space including improvements to building systems including but not limited to heating and cooling, conservation and efficiency upgrades through new lighting and plumbing fixtures, ADA improvements and outdoor improvements. Upgrades will be done within the first year of the lease. Timeline for implementation to be included.

Advantageous – Proposed upgrades will update space including flooring and wallcoverings, lighting and plumbing fixtures. Upgrades will be done within the first five year term of the lease. Timeline for implementation to be included.

Not Advantageous – Very minimal updates to space proposed.

Reason: _____ ACC provided a roadmap to various building upgrades and noted around \$350,000 of work to be done before September 2025 which included various “green” updates.

6. OPTIONAL INTERVIEW/PRESENTATION

Rating: __ HA _____

Highly Advantageous – Well-designed, concise, original presentation, with specific focus on, and clarification of, the written proposal, made by prospective tenant; concise, “on-point” answers to questions.

Advantageous – Average presentation, with general focus on, and clarification of, the written proposal, or average answers to questions, made by prospective tenants.

Not Advantageous – Poor presentation, with very little focus on, and clarification of, the written proposal, or poor answers to questions, made by prospective tenants.

Reason: ___ ACC’s presentation was thorough and well done. There was some confusion about how many students they actually have in their daily programming vs. what their license allows for. _____

7. LEVEL OF DISRUPTION CAUSED BY PROPOSED USE

Rating: __ HA _____

Highly Advantageous – Proposed use is the same as or very similar to existing uses in the building, and does not potentially cause substantial disruption to existing uses or the neighborhood.

Advantageous – Proposed use, though not similar to existing uses in the building, is demonstrably not potentially a cause of substantial disruption to existing uses or the neighborhood.

Not Advantageous – Proposed use is not similar to existing uses in the building, and would potentially cause substantial disruption to existing uses or the neighborhood.

Reason: _____ ACC is the current tenant and their proposed use is to continue operations.

3. PROPOSED MODEL LEASE CHANGES Rating: __ HA _____

Highly Advantageous – No or very few substantive changes are proposed for the Model Lease.

Advantageous – Many substantive changes are proposed for the Model Lease.

Not Advantageous – An altogether different lease is proposed.

Reason: Elizabeth’s proposal did not have any substantive changes to the lease terms; they were typographical or language-clarifying in nature

4. PROPOSED COMMUNITY BENEFITS Rating: __ HA _____

A. How will the proposed use provide employment or training opportunities?

B. How will the proposed use serve Arlington residents?

C. Has the proposer demonstrated sufficient financial resources to maintain rental and operating expenses?

Highly Advantageous- Proposed use provides significant benefits to Arlington through employment and training opportunities, provides benefit to Arlington residents, proposer has sufficiently demonstrated ability to maintain rental and operating expenses.

Advantageous- Proposed use provides minimal benefits to Arlington through employment and training opportunities and to benefits to Arlington residents. Proposer has demonstrated ability to maintain rental and operating expenses.

Not Advantageous- Proposed use does not provide benefits to Arlington and proposer does not demonstrate ability to maintain rental and operating expenses.

Reason: _____ Elizabeth’s will create job opportunities in town and offer training and professional development for staff. Elizabeth’s will serve residents by offering a daycare/childcare center that offers Spanish immersion curriculum. They will offer parenting workshops. Elizabeth’s partners with community organizations and the business/non-profit community. Elizabeth’s financials look to be strong, ending the provided years with healthy bottom lines.

5. PROPOSED BUILDING UPGRADES

Rating: __HA__

Highly Advantageous – Proposed upgrades will substantially improve the space including improvements to building systems including but not limited to heating and cooling, conservation and efficiency upgrades through new lighting and plumbing fixtures, ADA improvements and outdoor improvements. Upgrades will be done within the first year of the lease. Timeline for implementation to be included.

Advantageous – Proposed upgrades will update space including flooring and wallcoverings, lighting and plumbing fixtures. Upgrades will be done within the first five year term of the lease. Timeline for implementation to be included.

Not Advantageous – Very minimal updates to space proposed.

Reason: __ Elizabeth’s proposes a substantial amount of capital improvement work to the building including “green” friendly renovations to both the interior and exterior.

6. OPTIONAL INTERVIEW/PRESENTATION

Rating: __HA__

Highly Advantageous – Well-designed, concise, original presentation, with specific focus on, and clarification of, the written proposal, made by prospective tenant; concise, “on-point” answers to questions.

Advantageous – Average presentation, with general focus on, and clarification of, the written proposal, or average answers to questions, made by prospective tenants.

Not Advantageous – Poor presentation, with very little focus on, and clarification of, the written proposal, or poor answers to questions, made by prospective tenants.

Reason: Elizabeth’s presentation was thorough, well done and showcased their vision for the space. They answered questions in an effective manner.

7. LEVEL OF DISRUPTION CAUSED BY PROPOSED USE

Rating: __HA__

Highly Advantageous – Proposed use is the same as or very similar to existing uses in the building, and does not potentially cause substantial disruption to existing uses or the neighborhood.

Advantageous – Proposed use, though not similar to existing uses in the building, is demonstrably not potentially a cause of substantial disruption to existing uses or the neighborhood.

Not Advantageous – Proposed use is not similar to existing uses in the building, and would potentially cause substantial disruption to existing uses or the neighborhood.

Reason: _____ The use of the space is extremely similar to the current use. They will serve families that have children aged infant through kindergarten, and run an after school program for school-aged children.

PROPOSER: Arlington Children's Center
EVALUATOR: Thad Dingman

Please assign a rating to each criterion and give a detailed reason for that rating. Please provide as much qualitative information as possible to assist in making an award decision.

RATINGS

1. PROPOSED NUMBER OF TENANTS

Rating: **Highly Advantageous**

Highly Advantageous – One (1) tenant is proposed for the entire space.

Advantageous – Two (2) or more tenants are proposed for the entire space.

Not Advantageous – More than two (2) tenants are proposed for the entire space.

Reason:

One tenant, Arlington Children's Center, is proposed for the entire space.

2. PROPOSED TERM OF LEASE

Rating: **Highly Advantageous**

Highly Advantageous – A five (5)-year lease term is proposed with option to extend to two additional five (5) year terms.

Advantageous – A lease term less than 5 years but more than one year is proposed.

Not Advantageous – A lease term of 1 year is proposed.

Reason:

A five (5)-year lease term is proposed with option to extend to two additional five (5) year terms.

3. PROPOSED MODEL LEASE CHANGES

Rating: **Advantageous**

Highly Advantageous – No or very few substantive changes are proposed for the Model Lease.

Advantageous – Many substantive changes are proposed for the Model Lease.

Not Advantageous – An altogether different lease is proposed.

Reason:

Proposed suggests several changes, including changing language in Section 4 to give tenant option for extending lease, instead of landlord. It seems this alone would constitute a substantive change.

4. PROPOSED COMMUNITY BENEFITS

Rating: Highly Advantageous

- A. How will the proposed use provide employment or training opportunities?
- B. How will the proposed use serve Arlington residents?
- C. Has the proposer demonstrated sufficient financial resources to maintain rental and operating expenses?

Highly Advantageous- Proposed use provides significant benefits to Arlington through employment and training opportunities, provides benefit to Arlington residents, proposer has sufficiently demonstrated ability to maintain rental and operating expenses.

Advantageous- Proposed use provides minimal benefits to Arlington through employment and training opportunities and to benefits to Arlington residents. Proposer has demonstrated ability to maintain rental and operating expenses.

Not Advantageous- Proposed use does not provide benefits to Arlington and proposer does not demonstrate ability to maintain rental and operating expenses.

Reason:

Proposed use provides significant benefits to Arlington through employment and training opportunities. Arlington Children's Center plan includes maintaining employment opportunities for 35 on site full and part time staff members, access to teacher training for employees, and robust employee benefits package. Arlington Children's Center provides benefit to Arlington residents. This includes important early childcare and preschool programming for families, as well as afterschool programming for 26 students that attend Bishop Elementary School. As the existing long-term tenants, Arlington Children's Center has sufficiently demonstrated ability to maintain rental and operating expenses.

5. PROPOSED BUILDING UPGRADES

Rating: Highly Advantageous

Highly Advantageous – Proposed upgrades will substantially improve the space including improvements to building systems including but not limited to heating and cooling, conservation and efficiency upgrades through new lighting and plumbing fixtures, ADA improvements and outdoor improvements. Upgrades will be done within the first year of the lease. Timeline for implementation to be included.

Advantageous – Proposed upgrades will update space including flooring and wallcoverings, lighting and plumbing fixtures. Upgrades will be done within the first five year term of the lease. Timeline for implementation to be included.

Not Advantageous – Very minimal updates to space proposed.

Reason:

Arlington Children's Center proposal includes kitchen and bathroom renovations, repairs and improvements to building systems including addition of mini splits, servicing existing heating and cooling systems, addition of LED lighting, upgrades to ensure ADA compliance, repairs to the exterior of building, and outdoor landscape improvements. Upgrades are expected to be done within the first year of the lease. Five year timeline for anticipated improvements I also outlined in RFP.

6. OPTIONAL INTERVIEW/PRESENTATION

Rating: **Advantageous**

Highly Advantageous – Well-designed, concise, original presentation, with specific focus on, and clarification of, the written proposal, made by prospective tenant; concise, “on-point” answers to questions.

Advantageous – Average presentation, with general focus on, and clarification of, the written proposal, or average answers to questions, made by prospective tenants.

Not Advantageous – Poor presentation, with very little focus on, and clarification of, the written proposal, or poor answers to questions, made by prospective tenants.

Reason:

The presentation was comprehensive. The general focus was on the long-term relationship that ACC has had with the community as existing tenants and providers of childcare services in the community. Current Board President is daughter of one of the founding members and has a positive, valued relationship with the community. Answers to questions were average, and some details were left unclear, including total number of students enrolled and plans for expanding access to their programming for low-income families through vouchers or scholarships.

7. LEVEL OF DISRUPTION CAUSED BY PROPOSED USE

Rating: **Highly Advantageous**

Highly Advantageous – Proposed use is the same as or very similar to existing uses in the building, and does not potentially cause substantial disruption to existing uses or the neighborhood.

Advantageous – Proposed use, though not similar to existing uses in the building, is demonstrably not potentially a cause of substantial disruption to existing uses or the neighborhood.

Not Advantageous – Proposed use is not similar to existing uses in the building, and would potentially cause substantial disruption to existing uses or the neighborhood.

Reason:

Arlington Children's Center is the existing tenant with a 30+ year relationship to the physical plant. Abundance of letters of support, as well as a petition, confirms ACC is viewed as a partner and neighbor to this area of the Arlington community.

**TOWN OF ARLINGTON
17 IRVING STREET RFP RATING SHEET
RFP 24-38**

PROPOSER: ELIZABETH's Daycare and Childcare Center
EVALUATOR: Thad Dingman

Please assign a rating to each criterion and give a detailed reason for that rating.
Please provide as much qualitative information as possible to assist in making an award decision.

RATINGS

1. PROPOSED NUMBER OF TENANTS

Rating: Highly Advantageous

Highly Advantageous – One (1) tenant is proposed for the entire space.

Advantageous – Two (2) or more tenants are proposed for the entire space.

Not Advantageous – More than two (2) tenants are proposed for the entire space.

Reason:

One tenant, Elizabeth's, is proposed for the entire space.

2. PROPOSED TERM OF LEASE

Rating: Highly Advantageous

Highly Advantageous – A five (5)-year lease term is proposed with option to extend to two additional five (5) year terms.

Advantageous – A lease term less than 5 years but more than one year is proposed.

Not Advantageous – A lease term of 1 year is proposed.

Reason:

A five (5)-year lease term is proposed with option to extend to two additional five (5) year terms.

3. PROPOSED MODEL LEASE CHANGES

Rating: Highly Advantageous

Highly Advantageous – No or very few substantive changes are proposed for the Model Lease.

Advantageous – Many substantive changes are proposed for the Model Lease.

Not Advantageous – An altogether different lease is proposed.

Reason:

No or very few substantive changes are proposed for the Model Lease.

4. PROPOSED COMMUNITY BENEFITS

Rating: **Highly Advantageous**

- A. How will the proposed use provide employment or training opportunities?
- B. How will the proposed use serve Arlington residents?
- C. Has the proposer demonstrated sufficient financial resources to maintain rental and operating expenses?

Highly Advantageous- Proposed use provides significant benefits to Arlington through employment and training opportunities, provides benefit to Arlington residents, proposer has sufficiently demonstrated ability to maintain rental and operating expenses.

Advantageous- Proposed use provides minimal benefits to Arlington through employment and training opportunities and to benefits to Arlington residents. Proposer has demonstrated ability to maintain rental and operating expenses.

Not Advantageous- Proposed use does not provide benefits to Arlington and proposer does not demonstrate ability to maintain rental and operating expenses.

Reason:

Proposed use provides significant benefits to Arlington through employment and training opportunities. Elizabeth's plan includes increases to employment opportunities, teacher training for employees, and opportunities for parenting workshops. Elizabeth's provides benefit to Arlington residents, notably an expansion of early childcare and preschool programming for families that includes infant care. Elizabeth's has sufficiently demonstrated ability to maintain rental and operating expenses. Anticipated surplus income is clearly documented in proposal. Elizabeth's is family owned and operated. Owners highlight their diverse backgrounds as a first generation family. Programming includes bilingual (Spanish) immersion programming for children, as a way to maintain and celebrate cultural heritage.

5. PROPOSED BUILDING UPGRADES

Rating: **Highly Advantageous**

Highly Advantageous – Proposed upgrades will substantially improve the space including improvements to building systems including but not limited to heating and cooling, conservation and efficiency upgrades through new lighting and plumbing fixtures, ADA improvements and outdoor improvements. Upgrades will be done within the first year of the lease. Timeline for implementation to be included.

Advantageous – Proposed upgrades will update space including flooring and wallcoverings, lighting and plumbing fixtures. Upgrades will be done within the first five year term of the lease. Timeline for implementation to be included.

Not Advantageous – Very minimal updates to space proposed.

Reason:

Elizabeth’s proposed include detailed improvements to building systems including addition of mini splits, servicing heating and cooling systems, LED lighting and general upgrades to plumbing, upgrades to security, substantive repairs to the exterior or building, and an outdoor landscape improvement proposal. Upgrades are expected to be done within the first year of the lease.

6. OPTIONAL INTERVIEW/PRESENTATION

Rating: Advantageous

Highly Advantageous – Well-designed, concise, original presentation, with specific focus on, and clarification of, the written proposal, made by prospective tenant; concise, “on-point” answers to questions.

Advantageous – Average presentation, with general focus on, and clarification of, the written proposal, or average answers to questions, made by prospective tenants.

Not Advantageous – Poor presentation, with very little focus on, and clarification of, the written proposal, or poor answers to questions, made by prospective tenants.

Reason:

The presentation was complete and comprehensive. The general focus was on the written proposal but also included details about their team, training and experience, and the structure of their board, and clarification of the written proposal, which included details about the physical space updates. Answers to questions were average, and some details were left unclear, including plan for employee benefits.

7. LEVEL OF DISRUPTION CAUSED BY PROPOSED USE

Rating: Highly Advantageous

Highly Advantageous – Proposed use is the same as or very similar to existing uses in the building, and does not potentially cause substantial disruption to existing uses or the neighborhood.

Advantageous – Proposed use, though not similar to existing uses in the building, is demonstrably not potentially a cause of substantial disruption to existing uses or the neighborhood.

Not Advantageous – Proposed use is not similar to existing uses in the building, and would potentially cause substantial disruption to existing uses or the neighborhood.

Reason:

Elizabeth's Daycare and Preschool is very similar to the existing use of the building with plans to expand access to infant care. Proposed committed to sharing space with public and with any other organizations that utilized the space.

3. PROPOSED MODEL LEASE CHANGES Rating: A

Highly Advantageous – No or very few substantive changes are proposed for the Model Lease.

Advantageous – Many substantive changes are proposed for the Model Lease.

Not Advantageous – An altogether different lease is proposed.

Reason: Proposer seeks to add language to model lease: "The landlord shall allow access

only to the public playground to the side of the building, not the school yard behind the Building."

Proposer seeks to change the language in Section 4: grant the Tenant the option to extend rather than the landlord.

Together these proposed changes are considered substantive changes to the model lease.

4. PROPOSED COMMUNITY BENEFITS Rating: HA

A. How will the proposed use provide employment or training opportunities?

B. How will the proposed use serve Arlington residents?

C. Has the proposer demonstrated sufficient financial resources to maintain rental and operating expenses?

Highly Advantageous- Proposed use provides significant benefits to Arlington through employment and training opportunities, provides benefit to Arlington residents, proposer has sufficiently demonstrated ability to maintain rental and operating expenses.

Advantageous- Proposed use provides minimal benefits to Arlington through employment and training opportunities and to benefits to Arlington residents. Proposer has demonstrated ability to maintain rental and operating expenses.

Not Advantageous- Proposed use does not provide benefits to Arlington and proposer does not demonstrate ability to maintain rental and operating expenses.

Reason: Proposer employs teachers, nurses, student assistants and administrators. Provides benefits such as competitive pay, employee training, paid time off and insurance. There appears to be an outpouring of testimonials in the materials from current and past families as well as neighbors. Proposer limits number of students below permitted state numbers to keep student to teacher ratios very low which seems to provide a benefit only to participants of the program. Proposer demonstrates significant financial resources and reserves to support financial obligations.

5. PROPOSED BUILDING UPGRADES

Rating: HA

Highly Advantageous – Proposed upgrades will substantially improve the space including improvements to building systems including but not limited to heating and cooling, conservation and efficiency upgrades through new lighting and plumbing fixtures, ADA improvements and outdoor improvements. Upgrades will be done within the first year of the lease. Timeline for implementation to be included.

Advantageous – Proposed upgrades will update space including flooring and wallcoverings, lighting and plumbing fixtures. Upgrades will be done within the first five year term of the lease. Timeline for implementation to be included.

Not Advantageous – Very minimal updates to space proposed.

Reason: Building upgrades outlined in RFP and presentation included phased upgrades over first 5-year term. Proposer states ACC is committed to investing \$350K on new projects although there was not a formal breakdown of these costs listed in the materials. ~~ADA updates, lighting upgrades, kitchen upgrades planned. Mini-split to be installed in lower level. Mini-splits or AC units to be added in 4 additional classrooms. Heating system assessment and improvement and repair/replace as needed~~

6. OPTIONAL INTERVIEW/PRESENTATION

Rating: HA

Highly Advantageous – Well-designed, concise, original presentation, with specific focus on, and clarification of, the written proposal, made by prospective tenant; concise, “on-point” answers to questions.

Advantageous – Average presentation, with general focus on, and clarification of, the written proposal, or average answers to questions, made by prospective tenants.

Not Advantageous – Poor presentation, with very little focus on, and clarification of, the written proposal, or poor answers to questions, made by prospective tenants.

Reason: Well designed presentation provided. General focus on and clarification of written proposal. Proposer included Brackett afterschool numbers in certain areas. Proposer failed to clarify whether they would be willing to share the playground behind the building with co-tenants or the public. ~~General focus on written proposal and average answers to questions.~~

7. LEVEL OF DISRUPTION CAUSED BY PROPOSED USE

Rating: HA

Highly Advantageous – Proposed use is the same as or very similar to existing uses in the building, and does not potentially cause substantial disruption to existing uses or the neighborhood.

Advantageous – Proposed use, though not similar to existing uses in the building, is demonstrably not potentially a cause of substantial disruption to existing uses or the neighborhood.

Not Advantageous – Proposed use is not similar to existing uses in the building, and would potentially cause substantial disruption to existing uses or the neighborhood.

Reason: Proposed use is the same as current use.

**TOWN OF ARLINGTON
17 IRVING STREET RFP RATING SHEET
RFP 24-38**

PROPOSER: Elizabeth's Daycare and Preschool Center

EVALUATOR: Christine Bongiorno

Please assign a rating to each criterion and give a detailed reason for that rating.
Please provide as much qualitative information as possible to assist in making an award decision.

Ratings:

1. PROPOSED NUMBER OF TENANTS Rating: HA
Highly Advantageous – One (1) tenant is proposed for the entire space.
Advantageous – Two (2) or more tenants are proposed for the entire space.
Not Advantageous – More than two (2) tenants are proposed for the entire space.

Reason: One tenant is proposed for the entire space.

2. PROPOSED TERM OF LEASE Rating: HA
Highly Advantageous – A five (5)-year lease term is proposed with option to extend to two additional five (5) year terms.
Advantageous – A lease term less than 5 years but more than one year is proposed.
Not Advantageous – A lease term of 1 year is proposed.

Reason: Applicant is seeking 5+5+5 year lease term.

3. PROPOSED MODEL LEASE CHANGES Rating: HA

Highly Advantageous – No or very few substantive changes are proposed for the Model Lease.

Advantageous – Many substantive changes are proposed for the Model Lease.

Not Advantageous – An altogether different lease is proposed.

Reason: No model lease changes proposed.

4. PROPOSED COMMUNITY BENEFITS Rating: HA

A. How will the proposed use provide employment or training opportunities?

B. How will the proposed use serve Arlington residents?

C. Has the proposer demonstrated sufficient financial resources to maintain rental and operating expenses?

Highly Advantageous- Proposed use provides significant benefits to Arlington through employment and training opportunities, provides benefit to Arlington residents, proposer has sufficiently demonstrated ability to maintain rental and operating expenses.

Advantageous- Proposed use provides minimal benefits to Arlington through employment and training opportunities and to benefits to Arlington residents. Proposer has demonstrated ability to maintain rental and operating expenses.

Not Advantageous- Proposed use does not provide benefits to Arlington and proposer does not demonstrate ability to maintain rental and operating expenses.

Reason: Proposer employs directors, admin assistant, teachers, cook, janitor, nurse, trainers. Proposer provides paid time off, professional development, transportation. With increase in number of staff, proposer is investigating various insurance packages to be offered. Proposer currently partners with educational institutions to serve as a placement for students from local colleges. Proposer will begin accepting 6-8 state issued childcare subsidy vouchers at new space providing access to care to families with a low income. Testimonials and recommendations included from families enrolled in program. Proposer demonstrated sufficiently ability to maintain rental and operating expenses.

5. PROPOSED BUILDING UPGRADES Rating: HA

Highly Advantageous – Proposed upgrades will substantially improve the space including improvements to building systems including but not limited to heating and cooling, conservation and efficiency upgrades through new lighting and plumbing fixtures, ADA improvements and outdoor improvements. Upgrades will be done within the first year of the lease. Timeline for implementation to be included.

Advantageous – Proposed upgrades will update space including flooring and wallcoverings, lighting and plumbing fixtures. Upgrades will be done within the first five year term of the lease. Timeline for implementation to be included.

Not Advantageous – Very minimal updates to space proposed.

Reason: Applicant proposes upgrades that will substantially improve the space including HVAC, conservation, efficiency, lighting, plumbing, ADA and outdoor improvements. All work to be performed by October 2025.

6. OPTIONAL INTERVIEW/PRESENTATION Rating: HA

Highly Advantageous – Well-designed, concise, original presentation, with specific focus on, and clarification of, the written proposal, made by prospective tenant; concise, “on-point” answers to questions.

Advantageous – Average presentation, with general focus on, and clarification of, the written proposal, or average answers to questions, made by prospective tenants.

Not Advantageous – Poor presentation, with very little focus on, and clarification of, the written proposal, or poor answers to questions, made by prospective tenants.

Reason: Well-designed presentation and clarification of the proposal. Concise answers to questions. Proposer plans to close two home daycare locations and manage two center-based programs in Arlington. Answers to questions were on-point.

7. LEVEL OF DISRUPTION CAUSED BY PROPOSED USE Rating: HA

Highly Advantageous – Proposed use is the same as or very similar to existing uses in the building, and does not potentially cause substantial disruption to existing uses or the neighborhood.

Advantageous – Proposed use, though not similar to existing uses in the building, is demonstrably not potentially a cause of substantial disruption to existing uses or the neighborhood.

Not Advantageous – Proposed use is not similar to existing uses in the building, and would potentially cause substantial disruption to existing uses or the neighborhood.

Reason: Proposed use is the same as existing use (educational institution).
