

Request for Proposals (RFP)

Adaptive Reuse of Brown School Building



RFP Response Deadline:

2:00 p.m. E.S.T. on Thursday, May 18, 2017

Building Walk-Through:

10:00 a.m. E.S.T. on Thursday, April 6, 2017



Project Summary

Overview

The City of Newburyport Office of Planning and Development will accept proposals for purchase or lease of the former Brown School building located at 40 Milk Street in Newburyport, MA until **2:00 p.m. E.S.T. on Thursday, May 18, 2017.**

The former Brown School building currently houses the Newburyport Youth Center in a portion of the building. Purchase or lease of the Brown School building will be subject to a use restriction (for residential, artist work studios and/or artist live-work units) and the Newburyport Youth Center will remain in residence at the site within a wing (addition) that is accessed separately from the main building. As such, proposed improvements to and uses of the building must be compatible with Youth Center operations. Various site improvements will be required to provide adequate parking for the proposed use while maintaining an existing neighborhood playground (which may be reconfigured as necessary). The City will also assist with any zoning changes or permits that may be required to

accommodate the proposed (and selected) use(s). This disposition is subject to a vote of the Newburyport City Council to declare the property surplus and available for disposition. While it is likely that the City will retain the fee interest in the property, with sale or long-term lease of the school building and a portion of the site, the City is open to discussion regarding the division of site control necessary to accommodate the proposed use.

This Request for Proposals (RFP) includes information about the property and other conditions of the lease/purchase. The selected developer will be determined by the Mayor in consultation with the Office of Planning & Development and a Selection Committee, consistent with the terms of the RFP, including consideration of the proposed use and purchase or lease price. The City anticipates making an award regarding the purchase or lease of the Brown School Building on or before June 1, 2017. The City reserves the right to withdraw the Request for Proposals, to reject any and all proposals, and to accept any proposal deemed to be in the best interest of the City of Newburyport.

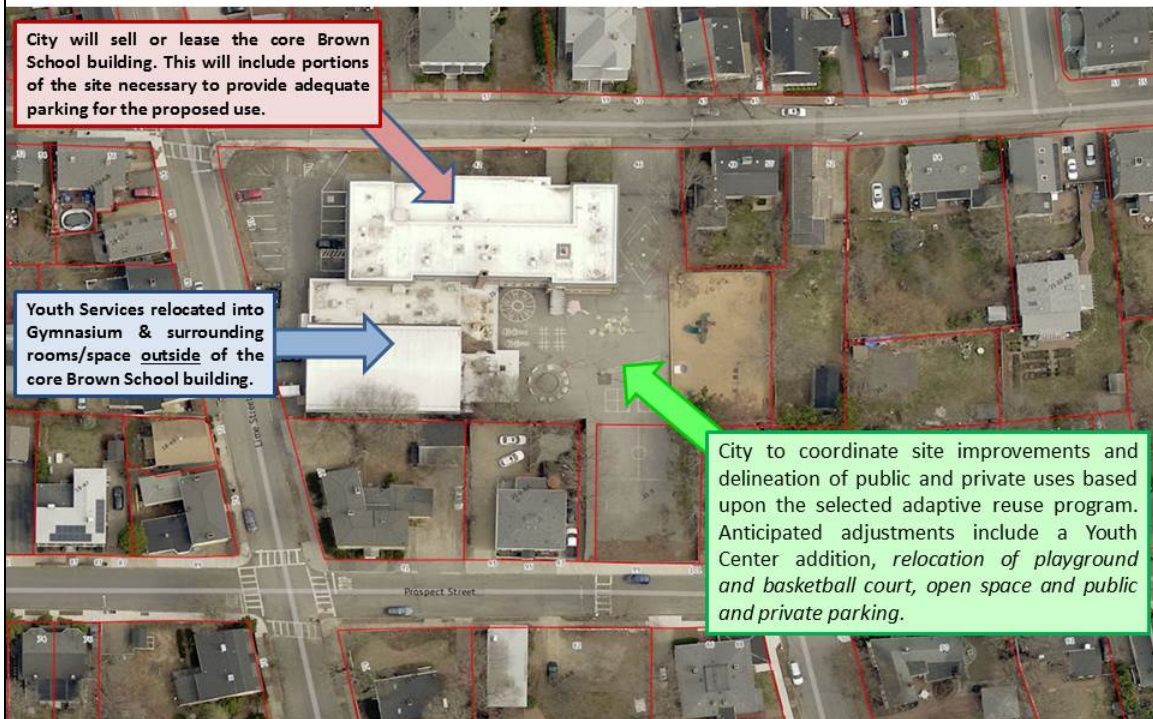
Project Goals & Objectives

In requesting proposals from the development community, the City hopes to receive proposals which will provide a desirable market driven use while ensuring consistency with the surrounding neighborhood uses and character. As mentioned previously, The Newburyport Youth Center will remain in residence at in the building so any proposed use must be consistent with the operations and needs of the center. Based upon the location of the building and the need to retain the Youth Center, it is assumed that the highest and best private-sector use of the building is adaptive reuse as either residential, artist work studios and/or artist live-work units. Commercial and retail uses are not viable given parking constraints in the area and the limited size of the site.

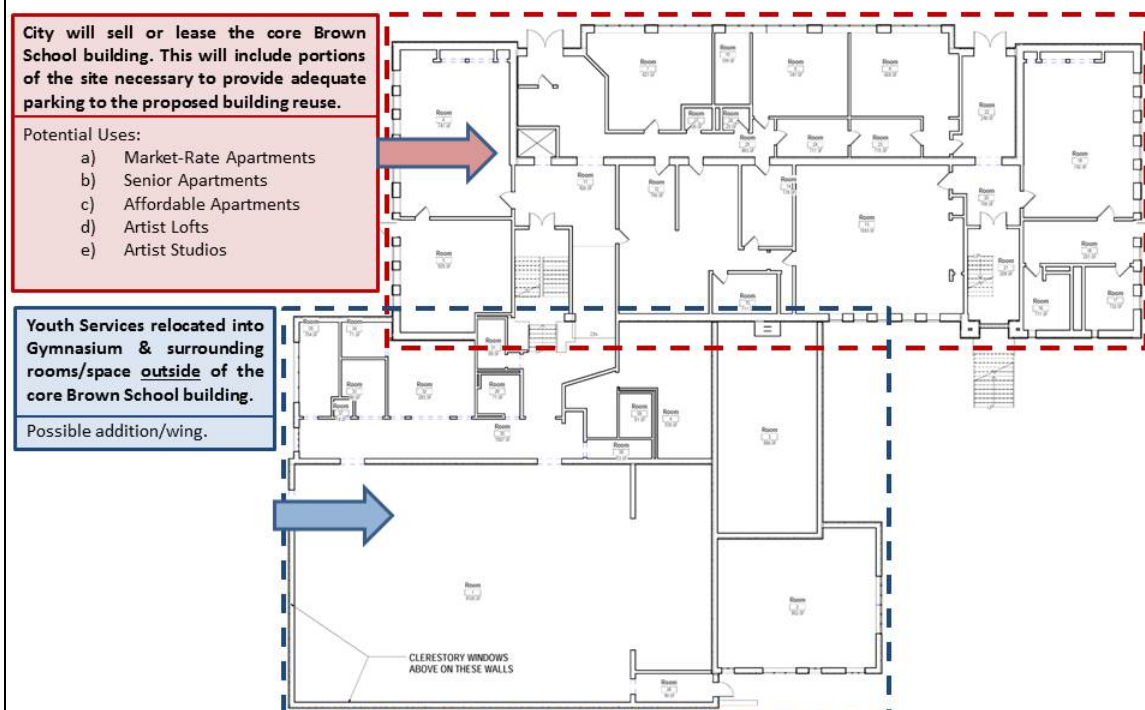
The City has several goals for the reuse of this property; they are summarized below.

- A. Financial benefit to the City, including proposed purchase or lease price;
- B. Proposers anticipated level of assistance in undertaking renovations to the rear building addition to accommodate the Newburyport Youth Center in connection with the existing gym space (outside and separate from the main building);
- C. Creation of new affordable housing units;
- D. Creative redevelopment proposals including, but not limited to, multi-family residential, artist studios, artist live-work space, and the incorporation of green building techniques and materials;
- E. Reuse of the building and its site, which is compatible with the surrounding neighborhood and the Newburyport Youth Center.

Brown School Adaptive Reuse Program Sale or Lease of Main Building with Youth Center in Gymnasium Addition/Wing Site Layout on Aerial Photo (Existing Conditions)



Brown School Adaptive Reuse Program Sale or Lease of Main Building with Youth Center in Gymnasium Addition/Wing Within Building



Project Contact

The City's contact for this project is Andrew R. Port, AICP, Director of Planning & Development, Office of Planning & Development, City Hall, P.O. Box 550, Newburyport, MA, 01950; (978) 465-4400; fax (978) 465-4452; email aport@cityofnewburyport.com.

Questions regarding this RFP may be submitted to the Director of Planning & Development accordingly.

Building Walk-Through

All interested proposers are welcome to attend a scheduled walkthrough of the Brown School building at 10:00 a.m. on Thursday, April 6, 2017. If for any reason you are unable to attend this walkthrough and would like to arrange for an alternative time please contact the City's Facilities Supervisor, Mike Bartlett via email at mbartlett@cityofnewburyport.com. The Director of Planning & Development should be copied on all communications regarding requests for walk-throughs or inspections.

Community Profile

Located in northeastern Massachusetts, 39 miles north of Boston, Newburyport is a culturally and economically diverse community of approximately 17,500 residents. The City has a growing and diverse business sector, ranging from boutique retail space in the historic downtown to a business and industrial park that supports companies in the financial, professional services, manufacturing and pharmaceutical sectors. Several natural and historical features set the community apart from others in the region. The Merrimack River, marshes, Plum Island beaches, extensive public park system, historic neighborhoods and other natural features make Newburyport an ideal community for anyone seeking the small town New England feel while still having the amenities of a small city.

Property Description

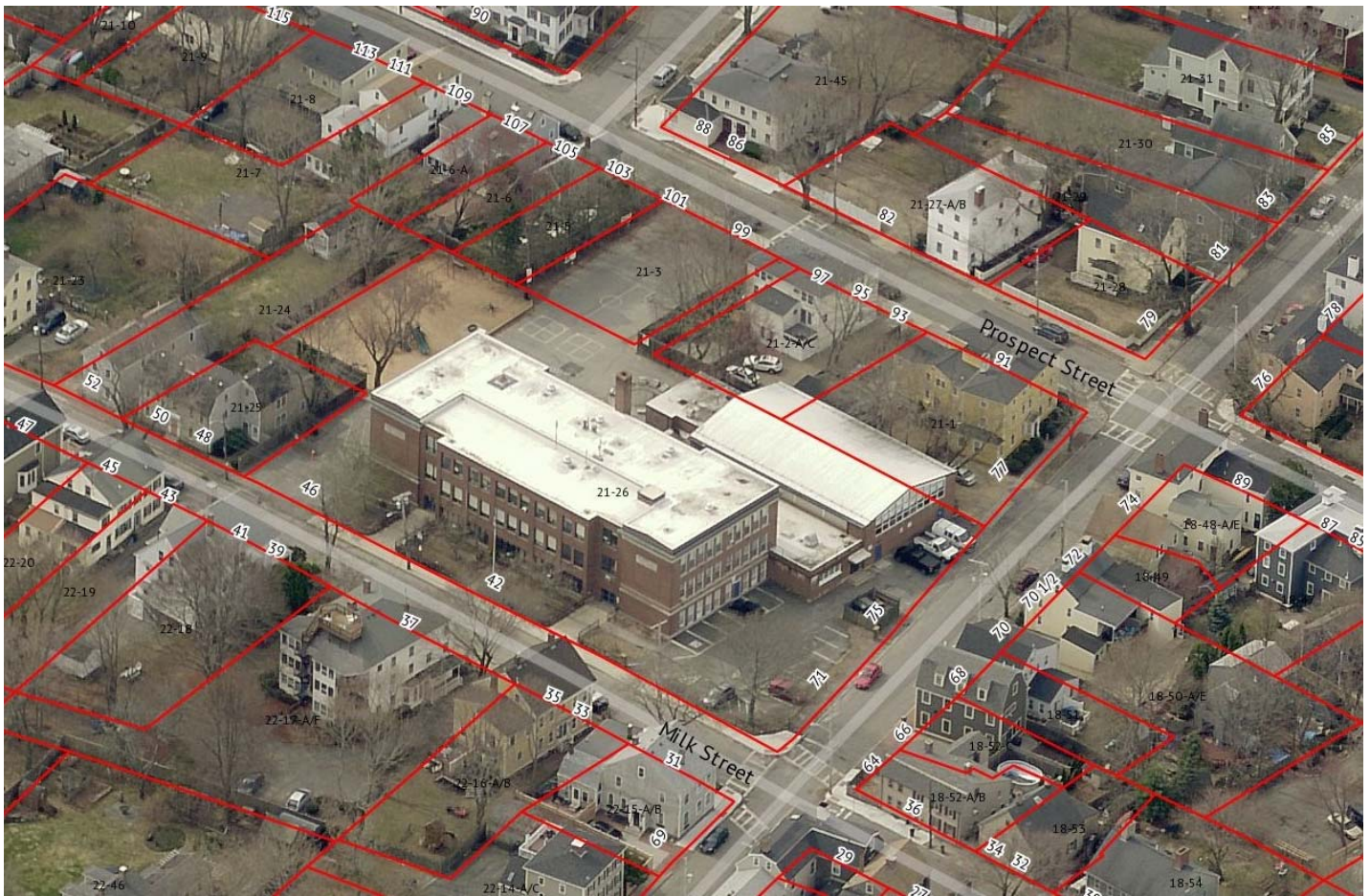
The George Brown School is a three-story brick structure originally built in 1922-1925, with additions in 1970 and 1975. The original U-shaped structure (shown in gray) is oriented towards the Northeast with a mechanical leg extending to the Southwest (consisting of a partially subsurface boiler room). A single story wing was added in 1970 (shown in blue) with an additional three story structure (shown in green) added in 1975. Heights of the building vary and most roofs are flat with the exception of the pitched roof over the gymnasium.



Property Location, Size & Available Parking:

The Brown School is located in a well-maintained, densely-developed residential neighborhood about 1/2 mile from downtown Newburyport and approximately 1.5 miles from the MBTA commuter rail station providing transit access into Boston. The Brown School property is approximately 1.25 acres. This corner lot parcel fronts on both Milk Street and Lime Street. The site currently provides 15 designated parking spaces, one of which is a handicap space. The City will consider

proposals which include a request for designated parking restrictions on Milk or Lime Street if deemed necessary for the viability of a proposed reuse.



General Description of Building and Historic Significance:

The Brown School contains 36,701 gross square feet (excluding the boiler room) on three (3) floors. There is approximately 17,875 square feet on the first floor, 9,413 square feet on the second floor and 9,413 square feet on the third floor. The overall building dimensions are 176' Northwest to Southeast and 142' Northeast to Southwest at its widest point. The gross footprint of the entire building (including the 756 square foot boiler room sub-basement) is approximately 19,582 SF.

The building is not registered on the National or Massachusetts Register of Historic Places, however, the original portions of the school building are architecturally significant. Rehabilitation should be sensitive to the approaches recommended in the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitation Historic Buildings. Additionally, any rehabilitation must be compatible with the surrounding neighborhood and its structures.

Newburyport Youth Center:

The Newburyport Youth Services currently occupies the entire rear addition connecting the main building to the gymnasium. Youth services operations have expanded to make use of the first floor of the main Brown School building on an interim basis. It is anticipated that Youth Services will consolidate their operations outside the main building within smaller rooms in the addition connected to the gym. Attached to the end of this RFP are schematic plans depicting the existing floor plans and layout of the building and site. Also included with this RFP are several schematic plans depicting potential reorganization of the building space and site layout so as to accommodate both the Youth Center and the proposed new use(s) (various options within the main building). These schematic plans, developed by Winter Street Architects as part of an Adaptive Reuse Feasibility Study, recommend that an addition be added behind the main building and gym to better accommodate Youth Center activities. It is anticipated that the selected developer will assist the City with renovations to this portion of the structure as part of the larger adaptive reuse project. The cost of such improvements, and the proposers level of commitment to assisting the City, will be considered during the evaluation of proposals.

Accessibility:

Pedestrian access to the primary building entrance is provided by concrete walks which are in good condition and appear to be compliant accessible routes.



Secondary entrances are located in the playground area along the east side of the building facing Lime Street. These entrances are not compliant.



Asbestos: The City makes no warranties or representations regarding the extent of asbestos-containing materials within the Brown School building. Proposers will be permitted to undertake their own non-invasive investigations prior to submitting written proposals and the selected proposer will be permitted to undertake more thorough asbestos inspections by coordinating with the City's facilities manager, Mike Bartlett. Copies of prior studies and reports addressing the presence of asbestos-containing materials within the Brown School building can be downloaded from the following URL:

<https://www.dropbox.com/s/6kl34tous15ti1t/BrownSchool.zip?dl=0>

Simply "un-ZIP" the .zip file to a directory on your computer.

For additional information regarding the City's experience with asbestos within the Brown School building, contact the School Department Facilities Manager Steve Bergholm at:

Phone: (978) 465-4440
Email: sbergholm@newburyport.k12.ma.us

Playground Area:

There is a small playground area and structure outside the building, along with a paved playground area. It is planned to retain the structure and as much of the pavement playground as possible for use by the Newburyport Youth Center.



Development Guidelines

Disposition Terms & Conditions

Lease/Purchase Agreement: The City intends to enter into a Lease/Purchase Agreement with the selected proposer consistent with the terms of this RFP.

Uses of the Building & Property: Proposed adaptive reuse plans will be reviewed in accord with the standards and permitting procedures of the Newburyport Zoning Ordinance. Lease or purchase of the Brown School property will be subject to a use restriction limiting building use to residential and/or artist live/work uses only. Background information and photographs of the Cedar Street Studios facility in Amesbury, MA are included at the end of this RFP for reference purposes. The City will consider sponsoring zoning amendments and/or on-street neighborhood parking restrictions related to the proposed use, provided such amendments or restrictions are consistent with the terms of this Request for Proposals, compatible with the surrounding neighborhood and deemed necessary for the viability of the proposed adaptive reuse of the Brown School building and property. Proposers/developers should specify any anticipated requests for zoning amendments and/or on-street neighborhood parking restrictions related to the proposed use within the written proposal (narrative) submitted in response to this RFP. (See below for additional information regarding existing zoning requirements.) If a proposer's concept plan for adaptive reuse is selected, it is presumed that the City will work with the proposer/developer to support whatever zoning relief and/or zoning amendments may be necessary to facilitate the proposed project.

Permits & Approvals: When development (including construction and adaptive reuse) of the property proceeds, the purchaser shall be solely responsible for identifying and securing permits or other approvals that may be necessary to implement its proposal. Acceptance of a proposal by the City does not constitute permit approvals. No special consideration will be given. Permit fees will not be waived.

Project Financing: The purchaser shall be solely responsible for identifying and securing all necessary financing for the proposed project.

“As Is” Sale: The main building will be sold or leased in its existing condition. The developer shall assume all responsibility and liability for any required environmental remediation, accessibility upgrades and for any other defects in the property.

Disclosures & Limiting Conditions

While all information furnished herein was gathered from sources deemed to be reliable, no representation or warranty is made as to the accuracy or completeness thereof. Prospective proposers/developers should undertake their own review and reach their own conclusions concerning zoning, physical conditions, environmental concerns, required approvals, use potential, and other development and ownership considerations.

Disclosure is required of any past or present affiliations of the proponent, proponent team members or proponent employees with the City of Newburyport. Please describe the nature and duration of the affiliation, including a disclosure of existing or past public contracts in Newburyport, the contracting parties, scope of the contract, and period of performance. A standard form of disclosure is attached to this RFP and is part of the submission requirements in accordance with state law.

Use of the Building & Property

The Newburyport Zoning Ordinance is available for viewing on the City Website at the following URL:

<https://library.municode.com/index.aspx?clientId=11344&stateId=21&stateName=Massachusetts>
(See appendix A: Zoning Ordinance of the City of Newburyport)

Following is a summary of the relevant zoning provisions applicable to the Brown School property under the terms and conditions of this RFP:

- **Zoning District & Permitted Uses:** The Brown School is located in an R-3 (Residence Multi-family) District. According to the Newburyport Zoning Ordinance, it is intended that this district allow multifamily units at no greater than six (6) units per structure and generally exceeding densities of ten (10) dwelling units per acre of land. Although multi-family uses and professional/social service/office uses are not permitted as-of-right, the City will work cooperatively with the selected developer to modify existing zoning or obtain zoning relief necessary to support a selected project.
- **Parking Requirements:**
 - **Multifamily:** 2 parking spaces per dwelling unit for the first 2 units, and 1.5 for all subsequent units
 - **Professional/Social Services/Office:** 1 per 300 sq.ft. of Gross Floor Area (GFA)
 - **For all other uses:** See the Newburyport Zoning Ordinance for additional information

Site & Building Design Guidelines

One of the City’s chief objectives in the redevelopment of this site is that the highest quality of physical planning and design be applied in all aspects of the project. Because of this commitment to sound design and planning, development plans should be sensitive to the juxtaposition and inter-relationship of the

surrounding residential neighborhood, especially as it relates to issues of shared access, vehicular and pedestrian circulation, shared facilities, landscaping and screening.

Submission Requirements

Specific submission requirements for all proposals are detailed below. These requirements are designed to assist the City in selecting which proponent(s) should be ranked highest during the RFP process. Each proponent is invited to submit any additional information, which may improve the proposal quality as it relates to the established criteria.

Submission Deadline & Mailing Address

All proposals for purchase and use of the Brown School building must be submitted to the City prior to the deadline below, in an envelope clearly marked “[Proposal for Adaptive Reuse of Brown School Building](#).”

One (1) unbound copy of the written submission, including all plans, renderings or schematic drawings, one (1) copy of the price proposal, plus a disk with a **complete** digital version of the written submission (in Word or PDF format) and all plans, renderings or schematic drawings (in PDF or JPEG format) must be provided to the City no later than **2:00 p.m. E.S.T. on Thursday, May 18, 2017**. Faxed or emailed submissions will not be accepted. However, the required electronic version of the written proposal may be emailed to: aport@cityofnewburyport.com in lieu of submission on a disk or USB thumb drive.

Mail or hand-deliver submissions to the following address:

Andrew R. Port, AICP, Director of Planning & Development
Office of Planning and Development
City of Newburyport
60 Pleasant Street
Newburyport, MA 01950

Attn: Proposal for Adaptive Reuse of Brown School Building

See below for more detailed proposal requirements.

Required Components of the Written Submission:

Submissions must contain the elements listed below, and respondents should clearly identify these sections. There is no minimum or maximum page limit, and respondents are expected to balance the completeness of their response with succinctness and brevity.

- Letter of Interest:** A letter of interest, signed by the proposer/developer, that describes the proponent’s interest in the property and the general intentions concerning the future use of the site. This letter shall also contain:

- a. The name, address, telephone, email and fax number of the representative authorized to act and speak for the proponent.
- b. The nature and status of the organization acting as the proponent (whether a non-profit or charitable institution, a corporation, a business association, or a joint venture) and the jurisdiction in which it is registered to conduct business.

2. **Proposal Narrative & Project Description:** All proposals should include a narrative that describes the proposed project (proposed building use and anticipated physical alterations to the building) and its compliance with the guidelines and evaluation criteria set forth in this RFP. Proposers shall provide written responses, and plans or renderings as applicable, addressing the following specific elements of the proposed project:

Architectural Floor Plans: Schematic floor plans shall be submitted with all proposals illustrating the developer's intent for layout and use of each floor. The anticipated location of utilities such as HVAC equipment shall be noted for clarification (e.g. basement/boiler room, rooftop equipment, etc.). The written proposal (narrative) and schematic plans shall indicate the number of residential units proposed, number and nature of affordable units (if any), with an estimated floor area in square feet (*including newly proposed mezzanine floors or loft space*), as well as the number of bedrooms and bathrooms intended for each unit.

Exterior Architectural Alterations: If the proposer/developer intends to undertake modifications to the existing building exterior, including removal of additions, or other design changes, addition of balconies, porches or related features, these alterations shall be clearly described, and illustrated if possible. In general, it is assumed that any proposed use can be accommodated within the former brown school building with a minimum of exterior alteration, primarily related to entryways, window replacements or similar non-structural changes.

Schematic Site & Parking Plan: A schematic site plan shall be provided by all proposers indicating planned site improvements, such as driveway access, outbuildings or garage structures, ramps to underground parking (if applicable), fencing, and proposed outdoor spaces or landscaped areas. If streetscape improvements are proposed to the adjacent city sidewalks, crosswalks or other immediate areas, these improvements shall be labeled or depicted on a schematic plan or superimposed on the aerial photo provided as an attachment to this RFP.

Underground Parking: If the proposer intends to construct underground parking on site, the written proposal shall include a letter from a licensed architect or engineer supporting the feasibility of achieving the proposed schematic plan and number of parking spaces proposed.

Access to Parking: Proposers shall indicate the means of vehicular access to the proposed on-site or underground parking, including a schematic plan for driveway access or garage entrances off Milk Street or Lime Street as may be applicable to the proposal.

Requested or Anticipated Zoning Relief and/or On-Street Parking Restrictions: Proposers/developers shall specify any anticipated requests for zoning relief (variances or special permits), zoning amendments and/or on-street neighborhood parking restrictions related to the proposed use within the written proposal (narrative).

3. **Proposed Timeline:** Proposers should provide a written description of their approach to this project, including proposed timeframes for the purchase, renovation and ultimate reuse of the Brown School building consistent with the goals of this RFP. The proposed timeline shall also indicate anticipated an P&S execution date, due diligence period, design period, permitting period, closing date, construction financing, construction period, and anticipated occupancy permits.
4. **Experience, Financial Qualifications & References:** Provide a description of similar projects, which have been undertaken by the proposer/developer. Include project and banking references for previous projects and indication of financial commitment or capacity to finance the proposed project.
5. **Required Forms:** Provide a completed and signed "Certificate of Non-Collusion and Tax Compliance" and "Disclosure Statement for Transaction with a Public Agency Concerning Real Property." Copies of these forms are included as attachments to this RFQ.
6. **Other Documents & Information:** Include any other pertinent information about the proposer/developer or proposal that would aid the City in making a selection.

The City reserves the right to request clarification and further material on ambiguous submissions.

Price Proposal:

As indicated above, the proposed lease price should be submitted within the main proposal package in a separate sealed envelope clearly labeled "**Price Proposal for Purchase/Lease of Brown School Building**" with the name of the proposer indicated both on the envelope and on letterhead (within) containing the proposed purchase price. The most recent valuation (municipal assessment) of the Brown School building (2016) is \$5,143,900. The proposed price shall be a single dollar amount for either: (a) purchase; or (b) monthly long-term lease of the building.

Proposal Review & Selection Process

Interviews & Final Ranking

The Mayor, Office of Planning & Development and/or Selection Committee may hold interviews with proposers if it is deemed necessary. If the Office of Planning & Development and Selection Committee are satisfied with the top-ranked proposal, they will recommend to the Mayor that the proposer be awarded the project. If not satisfied, the City will proceed to the next ranked proposer on the list until a satisfactory agreement is reached.

The RFP Review and Selection Committee will be comprised of:

- Donna D. Holaday, Mayor (*final selection*)
- Jared Eigerman, Ward 2 City Councilor & member of the Planning & Development Committee
- Sharif Zeid, Ward 1 City Councilor

- Andrew R. Port, Director of Planning & Development
- Andrea Egmont, Director of Youth Services
- Patricia Moore, Chief Administrative Officer
- Kate Newhall-Smith, Planner, Office of Planning & Development
- Georgie Vining, Office of Planning & Development

Designation Letter and Purchase & Sale Agreement

The City anticipates issuing a Designation Letter to the selected proposer/developer within ten (10) days of reviewing proposals submitted in response to this RFP. The City and selected proposer will then work collaboratively to establish terms for sale or lease of the Brown School building (as applicable).

Minimum Evaluation Criteria

Each proposal must meet all the following criteria in order to be considered for further evaluation:

- A. Proposer must meet all of the submittal requirements specified above;
- B. Proposer must submit all required forms properly filled out and executed.

Proposal Evaluation Criteria

Proposals will be evaluated based on the Comparative Evaluation Criteria listed below for all those proposers who first meet the Minimum Evaluation Criteria listed above. The Office of Planning & Development will compose a short list of respondents ranking them on the basis of the Comparative Evaluation Criteria and interviews may be held with the respondents. The most advantageous proposal from a responsive and responsible proposer, taking into consideration price and all other Comparative Evaluation Criteria set forth in this RFP, will be selected. The City shall not be obligated to award the Property to the proponent with the highest purchase price, although the proposed purchase price is a key component of the City's selection criteria.

Proposals submitted in response to this RFP must clearly address all the submittal requirements and include a section addressing (*succinctly*) each of the following Comparative Evaluation Criteria.

Comparative Evaluation Criteria:

1. **Proposed Purchase Price:** A proposed purchase price which maximizes the economic benefit to the City will be considered highly advantageous. However, as stated in this RFP, the proposed purchase price is not the sole determining factor and will be considered among the other following criteria.
2. **Proposed Adaptive Reuse Plan:** The City will select a proposal based not only on the purchase price but also on the quality and character of the development (adaptive reuse) proposed which should be consistent with the goals and objectives described in this RFP - both proposed use(s) and design. Proposals including a commitment to affordable housing and/or assistance with Youth Services building upgrades will be considered highly advantageous.

3. **Project Schedule:** A project schedule that fully supports the goals of a timely development (and associated renovations to the Brown School building) will be highly advantageous. The proposer must demonstrate the capability to complete the project in an expedited manner, including the timeline for purchase of the property, construction/renovation work and commencement of the proposed adaptive reuse.
4. **Development Team Qualifications:** Proposer's demonstrated experience in obtaining necessary permits and implementing development plans similar to that proposed including financial structure will be considered highly advantageous.
5. **Financial Stability & Capacity:** The proponent must provide proof of ability to meet the financial obligations of the purchase. Evidence of financing interest or commitment of lenders in connection with this project will be highly advantageous.

Conditions of this Solicitation

- A. **Acceptance of RFP Terms:** Proposer's submission of a proposal in response to this RFP shall constitute its acceptance of all of the terms and conditions of this RFP.
- B. **Proposer's Responsibility to Review all RFP Terms:** It is the responsibility of each proposer to examine the terms and conditions of this RFP. Failure to do so shall be at the proposer's own risk. The City will assume that the proposer has made a full investigation so as to be fully informed to the extent and character of the requirements of this RFP.
- C. **Compliance with all Applicable Local, State and Federal Laws and Regulations:** The proposer shall comply with all applicable laws and regulations related to this project.
- D. **City's Options:** The City reserves the right to cancel this RFP, or to reject, in whole or in part, any and all proposals received in response to this RFP upon its determination that such cancellations or rejections are in the best interest of the City. The City further reserves the right to waive any minor informality in any proposals received if it is in the City's interest to do so. The determination of the criteria and process by which proposals are evaluated, the decisions as to who shall receive a contract award, or whether or not an award shall be made as a result of this RFP shall be at the sole and absolute discretion of the City.
- E. **Interviews and Acceptance or Rejection of Proposals:** The City reserves the right to interview any and all Respondents. The City reserves the right to modify or withdraw this request at any time, to reject any or all proposals or portions of proposals, to request additional information either in writing or through interviews of selected applicants, to solicit new responses and to award contracts as it deems to be in its best interest.
- F. **Proposals Become Public Records:** All proposals will become a matter of public record, subject to the provisions of the Massachusetts public records law (M.G.L. Chapter 66, Section 10) and the corresponding regulations and exemptions. Submission of a proposal acknowledges the City's obligations under M.G.L Chapter 66 if a public records request is received by the City.

List of Attachments

All attachments available for download at the following URL:

<https://www.dropbox.com/s/6kl34tous15ti1t/BrownSchool.zip?dl=0>

Simply “un-ZIP” the .zip file to a directory on your computer and the following documents will be automatically sorted into categorical folders:

1. Aerial Photo of the Brown School Property exported from the City’s Geographic Information System (GIS).
2. Base Plan of the Brown School Property exported from the City’s Geographic Information System (GIS).
3. Assessor’s Property Cards for the Brown School Property exported from the City’s VISION appraisal software (two cards for two distinct parcels).
4. Deed Record for Brown School Property.
5. Schematic Floor Plans of the Brown School provided by Winter Street Architects.
(Existing Conditions)
6. Schematic Site Plan for Brown School property depicting a viable reorganization of the site to accommodate a Youth Center expansion wing, relocation of the existing playground and basketball court, open space and parking for proposed use(s) within the building.
7. Schematic Floor Plans for Adaptive Reuse of the Brown School Building (Various Options)
 - Artist Live-Work Units (8 per floor)
 - Artist Live-Work Units (12 per floor)
 - Artist Live-Work Apartments
 - Artist Live-Work Studios
 - Artist Studios
 - Market-Rate Apartment Units
 - First Floor Residential Units
 - Senior or Affordable Housing Units
8. Photographs Depicting the Existing Brown School Building and Site (Interior & Exterior).
9. Excerpts from the Draft Brown School Adaptive Reuse Feasibility Study.

10. Oblique (Aerial) Orthophoto of the Brown School property exported from the City's Geographic Information System (GIS) Pictometry Module.
11. Available Information Regarding Asbestos & Other Hazardous Materials on the Site
12. Background Information & Photographs from Cedar Street Artist Studios in Amesbury, MA
13. **Forms Required with RFP Responses:**
 - a. **Certificate of Non-Collusion & Tax Compliance *(required)***
 - b. **Disclosure Statement for Transaction with a Public Agency Concerning Real Property *(required)***