



**Town of Arlington
Office of the Town Manager**

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Town Manager

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To: Members of the Board of Selectmen

From: Adam Chapdelaine, Town Manager

RE: Request for Authorization to Develop RFP for Sale of 1207 Massachusetts Avenue

Date: March 17, 2016

As the Board may recall, an RFP was issued earlier this year for the short-term lease of the Town owned property located at 1207 Massachusetts Avenue. There were no respondents to this RFP, which now prompts consideration of sale of the building as authorized by last year's Town Meeting. I am requesting that the Board authorize me, Town Counsel, and the Director of Planning & Community Development to develop an RFP for the sale of the property for presentation to the Board at a future meeting. The only specific requirement that I would like the Board's approval on is a minimum bid price of \$750,000.

If there are other specific criteria that the Board would like to see included in the RFP, I would be happy to receive and discuss that feedback at Monday's meeting. As always, please feel free to let me know if you have any questions.