

Waltham Housing Authority
110 POND STREET
WALTHAM, MASSACHUSETTS 02451-4505

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WALTER E. MCGUIRE
Executive Director

February 28, 2008

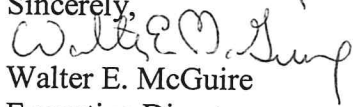
Re: CPA Application

William Durkee
CPA Program Manager
Waltham City Hall
610 Main St
Waltham , MA 02452

Dear Sir:

Please find enclosed the Waltham Housing Authority CPA application for proposed renovations of our Winchester-Crane Apartments Housing for the elderly located at 101 Prospect St. Waltham ,MA . If there is any further information you require please feel free to contact me .

Sincerely,



Walter E. McGuire
Executive Director



City of Waltham Community Preservation Committee
Waltham Community Housing Application Form CPA -2

Section I Applicant/Developer Information

Contact person and/or primary applicant ⁽¹⁾:

Walter E. McGuire

Organization, if applicable: Waltham Housing Authority

Co-applicant, if applicable:

⁽²⁾ Owner of project (if not developer/sponsor):

Mailing address:

110 Pond Street

Waltham MA 02451

Daytime phone: (ie. of Contact/Primary Applicant)

781-894-3357

E-mail address: walhous@tiac.net

Fax: 781-894-7595

Developer (if different than applicant):

Mailing address:

Daytime phone :

E-mail address:

Fax :

Section II Project Information

Address of Project: 101 Prospect Street

Waltham, MA 02451

Assessor's Parcel ID number: (see www.City.Waltham.MA.US) R0590290001

Project name: Winchester Crane Apartments

Brief project description: Repair or replace the historic slate roof and associated roof structural element on the former Chauncy Newhall School Building. The

building was renovated into housing for elderly by the Authority in 1981. The roof dates from 1890 and 1922

Estimated total Development Cost:: (\$) 517,500

Total amount of City funding requested: (\$) 517,500

City funding source(s) (list the amount requested for all categories):

CDBG/Housing Development: (\$) _____

Purpose: _____

Community Preservation Fund: (\$) 517,500

Purpose: _____

Other Waltham City funds: _____

Purpose: _____

Type of CPA-funded project (check ☒ all that apply): Creation ☐ Preservation ☒ Support ☐

Type of housing (check (☒) / Number (#) all that apply):

Homeownership /#: Single family ☐ Condominium ☐ Cooperative ☐ Other ☐

Rental /#: Individual/family ☐ Group home/congregate ☐ Other ☒

Targeted population # : Individual/family ☐ Special needs/identify needs ☐ Elderly ☐ Public ☐ Low Income ☐ Housing ☐

Elderly ☐ Homeless ☐ At risk of Homelessness ☐ Other (identify) ☐

Unit Style	Total # units	# units <= 30% AMI	# units <= 50% AMI	# units <= 80% AMI	# units <= 80-100% AMI	Market Rent(s)	Market Sale Price(s)
SRO							
1 BR	59			59			
2 BR							
3 BR							
4 BR							
Other							

State Public Housing Regulation mandate that eligibility for Public Housing Program is set at 80% of AMI or lower. More than 90% of our tenants have incomes below 50% of AMI
Key: <= is "less than or equal"

Section III Site Information

Lot size (ft²): 52,185 Zoning district(s): _____ Ward: 9

Assessor's parcel ID number: R0590290001

Do you have site control (e.g. Purchase and Sales Agreement, option to purchase, deed?)

Yes (check (√)) X No (check (√)) _____

Note: Community Preservation Fund applicants are required to submit evidence of site control with the application.

Zoning: If applicable, explain what zoning relief is required (e.g. a zoning variance, special permit) and why.
There is no zoning relief necessary for this housing preservation activity.

Environmental: Please describe any anticipated environmental issues/concerns with the site. If the site contains known environmental hazards, provide a remediation plan.

There are no environmental issues or concerns envisioned in the repair work

How old is the existing building (or buildings), if applicable? 1890

Are there (or will there be) children under the age of seven living on the premises?

Yes__ No X

Dislocation: Will the project temporarily or permanently displace or require relocation of existing tenants? If yes, please describe any outreach efforts and/or notifications to residents to date.

No displacement. Existing tenants will remain in place.

Historic: Is the property listed in the National Register of Historic Places, located in a local historic district, National Register Historic District or eligible for listing in the National Register?

Yes__ If yes, identify district(s): _____ No

The building at 101 Prospect St. is comprised of the renovated Chauncy Newhall School and a five story new housing addition. The Newhall School was originally built in 1890 and an addition to the school was added in 1922. The WHA acquired the building in 1981 and converted the site into Elderly housing. Although the Newhall School portion of the development is not listed on The National Historic Register. Given its age it appears it would qualify for listing.

Section IV Project Schedule (When? from Appropriation of CPA Funds)

Inform Ward Councillors and immediate abutters of proposed plans: Immediately

Pre-development (design, zoning, permitting): Design and structural evaluation could take up to six (6) months from selection of a design professional to completion of construction documents.
Acquisition: N/A

Rehabilitation/construction: _____

Marketing/outreach: N/A

Expected date of project completion: _____

Full Occupancy Already fully occupied

Other significant "milestones" to implementation _____

Section V Financing and Operating Budget

Project Budget: Submit proforma development and operating budgets. Include all anticipated sources and uses of financing for the project. The operating budget must detail operating income and expenses. Detail the hard and soft costs. Identify contingencies. Applicants may use their own format or any of those used by Massachusetts affordable housing lenders and agencies. Refer to the attached Developer's Checklist which lists all the information required for submission.

Note: Community Preservation Funds may not be used for housing-related maintenance costs. All applicants seeking Community Preservation Funds for community housing must submit a capital needs assessment with their application, unless the project is new construction or substantial rehabilitation.

City of Waltham Assessors Property Appraisal and Data: Applicants must provide an "as is" appraisal of the project building(s) that provides satisfactory evidence that the purchase price of the project building(s) does not exceed fair market value. In addition, all applicants for housing funds must summarize data from the Waltham Assessors Department identifying the assessed value of the project building(s) and comparable properties in the neighborhood and/or City.

Proof of Financial Commitment (including commitments for housing subsidies): If the Applicant does not have financing, describe what sources of financing are planned and the timeframe that funds are expected to be available, with conditions, deadlines, limitations, and any and all restrictions related to the commitment of non-City sources of funding. If receiving housing subsidies, submit commitment letters or explain when the applicant will seek housing subsidies and from what source(s).

Section VI Project Description

Attach answers to the following questions. Applications will be returned as incomplete if all requested information is not provided. Include supporting materials as necessary.

Goals: What are the goals of the proposed project?

Community Need: Why is this project needed? Does it address needs in existing City plans?

Community Support: What is the nature and level of support for this project? Include letters of Support and any petitions. Is a neighborhood outreach program planned?

Credentials: In Section IV, some critical steps to completion and success of the project were estimated. How will the experiences of the Applicant(s) contribute to the success of this project?

Success Factors: How will the success of this project be measured? Be specific.

Maintenance: If ongoing maintenance is required for your project, how will it be funded? (Note that CPA Funds may not be used for maintenance, but maintenance is an important consideration for all projects.)

Additional Information: Provide the following additional information, as applicable.

Other City Agencies: If actions for acceptance or approval are required from other City Departments, Boards, Commissions, Committees or others, include the reference (s) or proof of the status of their actions. If plans or documents are available from those agencies, provide a reference copy or public location for CPA review.

Combination Community Housing/Community Preservation Projects: If seeking Community Preservation Funds for a project combining community housing with any other Community Preservation categories (historic preservation, open space, recreation), also submit a complete Waltham **Application for Community Preservation Funding Form CPA-1** for each category. Items which are common to both Forms can be filled by reference to "CPA-1".

Leveraged Additional Benefits: Provide information indicating how this project can be used to achieve additional community benefits.

Superscripted Notes:

⁽¹⁾ **City Property:** If the proposal is located on City-owned land, either the Primary Applicant or Co-Applicant must be the City Board, Commission or Department that has custody of the land.

⁽²⁾ **Appraisals:** If the requested funds are for a real estate acquisition, an independent appraisal will be required which the non-City Applicant, if applicable, will be required to fund. No funding decisions will be made without an independent appraisal. Additional appraisals may be required for final approval.

Applicant signature and date: Walter E. McGuire 2/28/2008

I verify that all information stated in this application is true and accurate.

WALTER MCGUIRE
Executive Director

CPA Application

Attachment Table of Contents

Section III Site Information

Attachment 1

- 1a. Deed of 101 Prospect Street(previously known as 220 Charles St.)
- 1b. Plan of the existing Prospect Street Site
- 1c. Summary elevations and Plan of the Chauncy Newhall School Section of the Winchester Crane Building

Section V Financing and Operating Budget Project Budget for Roof Repair/Replacement

Attachment 2

- 2a. Budget Discussion
- 2b. Budget
- 2c. Budget documentation backup

Section VI

Goals
Community Need
Community Support
Credential
Success Factor
Maintenance

Attachment 3

RW -

CITY OF WALTHAM, a municipal corporation,

~~xxx corporation~~ duly established under the laws of the Commonwealth of Massachusetts,

and having its usual place of business at Waltham,

Middlesex County, Massachusetts, ~~for consideration paid~~
for \$2,800.00 consideration paid,
grants to

Waltham Housing Authority, a public body politic and corporate
with offices at 110 Pond Street in the City of Waltham

~~xx~~

with ~~quitclaim covenants~~

~~the land~~

[Description and encumbrances, if any]

A certain parcel of land with the buildings thereon located on the southerly side of Charles Street in the City of Waltham, County of Middlesex, Commonwealth of Massachusetts, commonly referred to as 220 Charles Street and sometimes referred to as 101 Prospect Street, bounded and described as follows:

Beginning at a stone post and proceeding easterly by Charles Street 155.85 feet to a point of curvature, thence along said curve in a general southeasterly direction with a radius of 15 feet, 25.56 feet, thence southerly by Prospect Street 327.26 feet to a point of curvature, thence along said curve in a general southwesterly direction with a radius of 10 feet, 14.37 feet, thence westerly by Bedford Street 117.30 feet, thence turning and running northerly by 7 parcels of land now or formerly of the following: Anthony W. Rigoli et ux, Beatrice L. Nire, Janet R. Bibbo, June E. Treacy, Blanche I. Battaglini, Alexander C. Dellapace et ux, and Daniel Gentile et al, for a distance of 350 feet to the point of beginning.

Containing in all an area of 52,256 square feet, more or less.

~~For a more definite description, see Plan recorded herewith~~ Also see Comprehensive Permit recorded herewith.

Being a portion of the premises conveyed to the Town of Waltham, recorded in Book 253, Page 502 and Book 279, Page 89. Waltham was incorporated a City in 1884.

Conveyance is made pursuant to and subject to the restrictions contained in ORDER NUMBER 25001 of the City Council of the City of Waltham, read and adopted Sept. 3, 1981, ~~1981~~ and approved September 3, 1981, Arthur J. Clark, Mayor, which order duly attested being attached to this instrument and incorporated by reference.

This conveyance is made subject to the following restriction:

The purpose of the conveyance is to provide the construction of housing by the said authority; such construction shall commence within 18 months from the date of the conveyance. In the event such

BUDGET DISCUSSION

The two prime objectives in preparing a budget for the remediation of the slate roof problem at 101 Prospect Street, Winchester-Crane Apartments for the Elderly, are to stop the leaks in the roof and preserve the historical integrity of the 100 year old roof structure. The Authority sought technical assistance from the State Department of Housing and Community Development (DHCD). This State agency provides subsidy for the Authority's operation. A staff architect from DHCD visited the 101 Prospect St. site and provided the Authority with an estimate for replacing the existing slate roof and parapet flat roof on the Chauncey Newhall School portion of the elderly housing development.

Those estimates were \$375,000 for the slate roof replacement with comparable historically equivalent material, \$28,000 for the flat area atop the slate roof structure and \$24,000 to repair and reflash the chimney structure on the slate roof. This total is \$427,000. Additionally, the Historical Commission arranged for a slate roofing contractor to view the roof and make recommendations. This review indicated that replacement of the whole roof may not be necessary; however there were possibly some additional structural problems with the building elements supporting the slate roof. We have included an estimate of \$40,000 to the roof estimate as a contingency to account for this repair. Our proposal incorporates the worst case scenario for remediation of the roof problem. The definitive solution and the costs associated with the work must be developed by a design/engineering comprehensive evaluation. The submitted budget includes \$ 45500 for design, engineering and associated work to bring the project through final construction completion.

Project budget 82-86 Orange St. Whalen Apartments

Accounts		
1410.01	Administration	5000.00
1410.16	other Admin costs	5000.00
1420.00	offsetting income	
1430.00	Architectural & Engineering	45500.00
1430.01	A/E services	38000.00
1430.02	A/E extra services Struct eng	5000.00
1430.07	Project Rep	
1430.16	A/E Reimbursables	2500.00
1440.00	Site Acquisition	0.00
1445.00	Site Development	0.00
1445.02	testpits	0.00
1445.04	Remediation	0.00
1450.00	Construction Costs	467000.00
1450.01	Original Const contract	427000.00
1450.02	Change order contingency	40000.00
1450.09	contract by others	0.00
1475.00	Equipment	0.00
1490.00	other	
1500.00	Budget total	517500.00

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Sheet1

scaffolding costs- add \$30,000																			
Vermont green& mixed slate- \$1500/sq.																			
Lead-coated Copper valley and edge flashing- \$18/LF																			
Lead-coated Copper chimney flashing																			
Lead-coated Copper roof penetration flashing																			

Subject: Waltham 101 Prospect St. Roof Replacement
Date: Wed, 6 Feb 2008 18:31:57 -0500
X-MS-Has-Attach:
X-MS-TNEF-Correlator:
Thread-Topic: Waltham 101 Prospect St. Roof Replacement
Thread-Index: AchpGHcNTFxpfhGMQx29PwgiXh/eEQ==
From: "Giubilo, John \OCD\" <John.Giubilo@state.ma.us>
To: <walhous@tiac.net>
Cc: "McCurdy, James \OCD\" <James.Mccurdy@state.ma.us>
X-ELNK-Received-Info: spv=0;
X-ELNK-AV: 0
X-ELNK-Info: sbv=0; sbrc=.0; sbf=0b; sbw=000;

Hello Mr. McGuire,

I'm checking with some roofers for additional prices on installed slate roofs, but the attached cost estimate describes estimated costs for a slate roof replacement at your 1010 Prospect St. building with either Vermont Green Slate:\$375K or a synthetic rubberized plastic type such as the roofing tiles manufactured by EcoStar for approximately \$300K. There are some cheaper panelized slate-look products such as those manufactured by Novik, but I can't recommend those until I've seen the specs. and warranty info. In the best-case scenario, you might save up to \$60K in labor costs and another \$50K in material costs by installing one of the lighter panelized products.

The installed cost to replace the low-slope membrane roof with a 4-ply built-up roof would be approximately \$29K in addition to the prices noted above.

Note that my cost estimate does not include any brick chimney re-building or repointing or step flashing. Plan to spend another \$15K per chimney to re-build and \$6K per chimney to re-point and flash.

I hope that this preliminary estimate will provide you with the information you need to apply for funding for this project. \$400K plus Designer fees should give you some options for shingle materials in anticipation of future increases in construction costs for 2008. Add 2% per month increase to the total construction cost estimate to cover inflation and the escalating costs of metals. Copper in particular had a huge price increase of over 60% during the last 2 years.

Let me know if I can provide further technical assistance. I am awaiting specs. on some synthetic slate products and their installed costs and will forward that information with recommendations for products, once I've reviewed.

John Giubilo
617 573 1159

Attachment 3

Project Description

Goals

The goal of this project is to assist in preserving the viability of 59 one bedroom units of elderly housing located at 101 Prospect Street, Waltham MA. The Winchester-Crane Apartments were constructed 27 years ago under the State Aided Mass General Law Chapter 667 as Elderly/Disabled Housing. The Commonwealth of Massachusetts which subsidizes the operation of the units by the Waltham Housing Authority (applicant) has been financially unable to adequately fund capital improvements for this and many other valuable housing resources. The applicant plans to replace or repair the original slate roof and associated roof structural elements in the older historical part of this development, the former Chauncy Newhall School. The replacement/repair is necessary because parts of the slate roof are losing tiles and the roof has developed leaks. Failure to adequately address the leaks in the historic structure will compromise its current use as elderly housing but will further endanger the structural integrity of the building structure. Also, the restoration of the original slate roof will help in maintaining the historical significance of a building that was originally constructed in 1890.

Community Need

There is an ongoing need to preserve the aging state aided public housing stock in Waltham. As mentioned above the State has not been able to provide sufficient funds to make necessary capital improvement projects in housing. affordable housing within the community.

Credentials

The Authority has extensive experience in managing construction projects and working with design professionals. The Authority is currently in the process of administering approximately 20 million dollars in ongoing capital improvement projects at a number of our state and federal public housing developments.

Community Support

The Authority has received support from the Mayor, the Planning Department and City Councilors as well as the tenants of the development for this proposal.

Success Factors

The project will be a success after final completion of the roof and restoration of the historic element of the building.

. Maintenance

The Waltham Housing authority currently maintains these units with its annual operating funds. The authority will naturally continue to do so, however, the new units will actually help reduce maintenance by replacing obsolete elements with more serviceable ones.