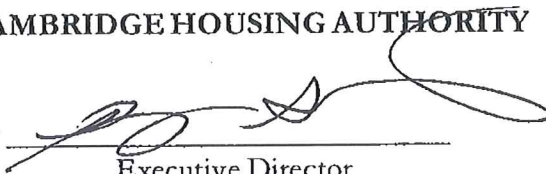


## NOTICE OF SPECIAL MEETING

Notice is hereby given in accordance with Section 23B of Chapter 39 of the General Laws,  
that a Regular Meeting of the Cambridge Housing Authority will be held at 5:30pm  
on Tuesday, November 19, 2019, at 362 Green Street, in the City of Cambridge, Massachusetts.

CAMBRIDGE HOUSING AUTHORITY

By



Executive Director

Post date: November 14, 2019

2019 NOV 14 PM 4:13  
OFFICE OF THE CITY CLERK  
CAMBRIDGE, MASSACHUSETTS

**SPECIAL MEETING**

**CAMBRIDGE HOUSING AUTHORITY**

**TUESDAY, NOVEMBER 19, 2019 – 5:30 P.M.**

**POST DATE: November 14, 2019**

**AGENDA**

**1. EXECUTIVE DIRECTOR'S REPORT**

The Executive Director will report on the various activities of the Authority at this time.

**2. AMMENDMENT TO HUD DISPOSTION APPROVAL – ROOSEVELT TOWERS**

Amendment to HUD disposition application and approval to 124 units at Roosevelt towers separating the property into two phases.

2019 NOV 14 PM 4:13  
OFFICE OF THE CITY CLERK  
CAMBRIDGE, MASSACHUSETTS

**CAMBRIDGE HOUSING AUTHORITY REQUEST FOR AGENDA ITEM**

**1. Brief Description of Proposed Item:**

Amendment to HUD Disposition Approval for Roosevelt Towers (MA003000342)

**2. Proposed for which Agenda:**

Regular ☒ Supplemental ☐

**3. Date of Board Meeting:** November 19, 2019

Policy Change: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Policy Area: Ops <input type="checkbox"/> L&O <input type="checkbox"/> P&D <input type="checkbox"/> A&P <input type="checkbox"/> Fiscal <input type="checkbox"/> Personnel <input type="checkbox"/>
Policy Document: ACOP <input type="checkbox"/> Admin Plan <input type="checkbox"/> Lease <input type="checkbox"/> Personnel <input type="checkbox"/> Other <input type="checkbox"/>

**4. Proposed Board Motion:**

That the Executive Director be and hereby is authorized to submit to the U.S. Department of Housing and Urban Development an amendment to the disposition application and approval related to the 124 units at Roosevelt Towers (MA003000342) separating the property into two phases, one phase of 112 units and a second phase of 12 units to be develop on two distinct schedules and that the Executive Director is further authorized to execute all necessary documents, provide certifications, and undertake such additional activities as necessary to accomplish the amendment set forth herein, and take any action necessary to obtain HUD approval of the amendment, pursuant to the November 13, 2019 memorandum from Clara Fraden to Margaret Donnelly Moran.

**5. Is an extract required?**

Yes ☒ No ☐

*If yes, when will it be needed?*

Immediately ☐ By Next Tuesday ☒

**6. All Backup attached?**

Yes ☒ No ☐

*If no, When will backup be submitted:* \_\_\_\_\_

**7. Statement regarding availability of funds by Fiscal Department**

Funds Budgeted and Available ☐ Other ☐ Explain \_\_\_\_\_

*Fiscal Department Approval*

Signature

*Joh L. Fidy*

Date: 11-13-19

**8. Department Head Approval**

2019 NOV 14 PM 4:13  
OFFICE OF THE CITY CLERK  
CAMBRIDGE, MASSACHUSETTS

Signature

M. O'Meara

Date:

11/13/19

9. **Approval of Executive Director**

Signature

[Signature]

Date:

11/14/19

2019 NOV 14 PM 4:13  
OFFICE OF THE CITY CLERK  
CAMBRIDGE, MASSACHUSETTS



## MEMORANDUM

TO: Margaret Donnelly Moran

FROM: Clara Fraden

DATE: November 13, 2019

RE: Amendment to HUD Disposition Approval for Roosevelt Towers (MA003000342)

2019 NOV 14 PM 4:23  
OFFICE OF THE CITY CLERK  
CAMBRIDGE, MASSACHUSETTS

This memorandum recommends that the Board of Commissioners of the Cambridge Housing Authority (CHA) authorizes the CHA to submit a request to the U.S. Department of Housing and Urban Development (HUD) for an amendment to the original disposition application in order to renovate Roosevelt Towers in two phases. The first phase will be the upcoming renovations of 112 units and the second phase will be the future renovation of the remaining 12 units, in addition to the renovation of Roosevelt Towers Mid-Rise. Pursuing the renovation of Roosevelt Towers in two phases will allow the CHA to pursue options to add additional units of affordable housing at the property at a future date.

**BACKGROUND**

Roosevelt Towers is located on the eastern edge of Cambridge on Cambridge Street. The site is bounded by Windsor Street on the west and Willow Street on the east. The property consists of four U-shaped 3-story masonry buildings containing 28 units each grouped along a center street, Evereteze Way. These four buildings comprise the upcoming renovations, referred to as the Modernization of Roosevelt Towers Low-Rise. Adjacent to these four low-rise buildings, but not included in the upcoming rehabilitation program scheduled to start in January 2020, are an eight story mid-rise building of 75 units which is subsidized by through a HUD Project Based Rental Assistance (PBRA) administered by MassHousing and two three-story buildings of 6 units each which are subsidized through the federal public housing program. These buildings will be rehabilitated at a future date. All seven buildings were originally constructed in 1949 with the mid-rise building being substantially rehabilitation in the early 1980's and the six low-rise buildings being substantial rehabilitation in the mid-1990s.

**DISPOSITION APPROVAL & REASON FOR AMENDMENT**

On January 2, 2018, the CHA received approval from HUD for the disposition of the six low-rise buildings totaling 124 units from the federal public housing program. (The mid-rise building at Roosevelt Towers is part of the state public housing portfolio and is supported through a Section 8 PBRA contract and thus was not included in the HUD disposition application.) The HUD disposition approval secured one of the many



financing tools required to move forward with renovations of the low-rise units at Roosevelt Towers.

During the design phase, however, the architect for the Modernization of Roosevelt Towers revealed that the needs at the low-rise buildings and mid-rise building were far more than previously anticipated. The architect also revealed that different sections of the property present unique opportunities that warrant different approaches and design services. Specifically, the architect identified the opportunity to add additional affordable housing units around the mid-rise building and the two smaller low-rise buildings that flank the mid-rise. As a result, the CHA subdivided the parcel and divided the development program at the site into two phases. This revised approach allows renovations at one portion of the property to proceed without precluding renovations at the rest of the property. Phase One will renovate the four low-rise buildings totaling 112 units and is scheduled to start construction in January 2020. Phase Two will renovate the two low-rise buildings totaling 12 units, and the mid-rise building totaling 75 units and explore opportunities for additional units of affordable housing. Because the original HUD disposition approval outlines renovating all 6 low-rise buildings totaling 124 units at one time, the CHA must seek an amendment to allow for a two-phased development program.

## FUNDING

Phase One, the Modernization of Roosevelt Towers Low-Rise, is being funded via a mix of sources, but not limited to: private equity via LIHTCs (4%), tax exempt bonds, short-term and long-term private debt, and a program loan from the CHA. The project remains on schedule to close prior to the end of the calendar year. Phase Two has not received funding, however, the CHA aims to finalize a development program and secure funding for Phase Two in the near future.

## RECOMMENDATION

Given the potential for new affordable housing units at Roosevelt Towers, I recommend that the Board authorize the CHA to submit a request to HUD to amend the original disposition approval.

Specifically, we recommend adoption of the following motion:

**MOTION:** That the Executive Director be and hereby is authorized to submit to the U.S. Department of Housing and Urban Development an amendment to the disposition application and approval related to the 124 units at Roosevelt Towers (MA003000342) separating the property into two phases, one phase of 112 units and a second phase of 12 units to be develop on two distinct schedules and that the Executive Director is further authorized to execute all necessary documents, provide certifications, and undertake such additional activities as necessary to accomplish the amendment set forth herein, and take any action necessary to obtain HUD approval of the amendment, pursuant to the November 13, 2019 memorandum from Clara Fraden to Margaret Donnelly Moran.

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CAMBRIDGE, MASSACHUSETTS

**CAMBRIDGE AFFORDABLE HOUSING CORPORATION**

**362 Green Street**

**Cambridge, MA 02139**

**November 19, 2019**

**1. AWARD OF CONTRACT – 78-80 PORTER ROAD APARTMENTS**

Award of a Construction Contract for the Modernization of 78-80 Porter Road with GVW Inc.

2019 NOV 14 PM 4:14  
OFFICE OF THE CITY CLERK  
CAMBRIDGE, MASSACHUSETTS

**CAMBRIDGE AFFORDABLE HOUSING CORPORATION  
REQUEST FOR AGENDA ITEM**

**1. Brief Description of Proposed Item:**

Award of a Construction Contract for the Modernization of 78-80 Porter Road Apartments

**2. Proposed for which Agenda:**

Regular ☒ Supplemental ☐

**3. Date of Board Meeting:** November 19, 2019

**4. Proposed Board Motions:**

That the Clerk, or his designee Margaret Donnelly Moran, of Cambridge Affordable Housing Corporation (CAHC), a Massachusetts nonprofit corporation, be and hereby is authorized to enter into a contract in the amount of \$11,849,000 with GVW, Inc. of East Boston as General Contractor for the Modernization of 78-80 Porter Road Apartments, pursuant to the November 13, 2019 memorandum from Joseph Bednar to Margaret Donnelly Moran.

**5. Is an extract required?**

Yes ☒ No ☐

*If yes, when will it be needed?*

Immediately ☐ By Next Wednesday ☒

**6. All Backup attached?**

Yes ☒ No ☐

*If no, When will backup be submitted:* \_\_\_\_\_

**7. Fiscal Department Approval**

Signature

*[Signature]*

Date:

11/13/19

**8. Acting Director Approval**

Signature

*[Signature]*

Date:

11/13/19

**9. Approval of Clerk**

Signature

*[Signature]*

Date:

11/14/19

2019 NOV 14 PM 4:14  
OFFICE OF THE CITY CLERK  
CAMBRIDGE, MASSACHUSETTS



**CAMBRIDGE HOUSING AUTHORITY  
CAMBRIDGE AFFORDABLE HOUSING CORPORATION**

**MEMORANDUM**

**TO:** Margaret Donnelly Moran  
**FROM:** Joseph Bednar  
**DATE:** November 13, 2019  
**RE:** Award of a Construction Contract for the Modernization of 78-80 Porter Road Apartments

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This memorandum recommends that the Board of Directors of the Cambridge Affordable Housing Corporation (CAHC) award a construction contract for the Modernization of 78-80 Porter Road Apartments to G.V.W. Inc. (GVW) of East Boston, Massachusetts in the amount of \$11,849,000

Bids for general contractors were received at 2 PM on November 5<sup>th</sup>, and these bids are summarized in this memo under the heading "Filed General Contractor Bids" Bids were received at 2 PM on October 29<sup>th</sup> for all filed sub-trades for the Porter Road renovation, and the lowest bids are summarized in this document under the heading "Filed Sub-Bids"

**BACKGROUND**

In 2009, CAHC purchased CAHC Porter Road, a 26-unit property just outside of Porter Square using loans provided by the Cambridge Affordable Housing Trust and East Cambridge Savings Bank. Since that time CAHC has operated the property as an affordable housing resource for participants in the CHA's Housing Choice Voucher Program, filling units at turnover with mobile voucher holders. None of the existing tenants at the time of purchase have been relocated or asked to leave. At the time we started planning for the building's renovation earlier this year, the building had 3 of the original 26 households from 2009. The remaining 23 units were occupied by mobile voucher holders.

Because the work required is so extensive, residents of 78-80 Porter Road Apartments will have to fully vacate their apartments during construction. Construction is anticipated to start in early 2020. Construction is estimated to take approximately 12 months to complete. The relocation process is underway with about 80% of the units vacated, and moves scheduled for most residents. CHA relocation staff and our housing-search partner, HOU are continuing to work with the remaining residents during this process.

**SCOPE OF WORK**

The unit mix for this family property is outlined below.

2019 NOV 14 PM 4:14  
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<i>Unit Type</i>	<i>Current Number of Units</i>	<i>Proposed Number of Units</i>
Studio	2	1
1 BR	8	9
2 BR	14	11
3 BR	2	5
<b>Total</b>	<b>26</b>	<b>26</b>

2019 NOV 14 PM 4:14  
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The proposed rehabilitation scope for the 26-units of 78-80 Porter Road is:

*Site Work:*

- Repair cracked and broken sidewalks.
- Create entry ramp for ADA accessibility.

*Building Envelope:*

- Complete upgrades to the building's exterior masonry envelope, replace lintels and repoint brick.
- Install new fully adhered EPDM roofing.
- Replace all the windows.
- Replace all exterior doors.
- Insulate the exterior walls.

*Unit Interiors:*

- Upgrade kitchens: replace cabinets, countertops, sinks, faucets appliances.
- Upgrade bathrooms: replace bathtubs, toilets, and sinks.
- Refurbish other interior finishes including painting, flooring, shades, etc.

*Plumbing, Heating and Ventilation:*

- Replace all domestic and sanitary plumbing services.
- Add ductwork for exhaust ventilation and fresh air to apartments and common spaces using energy recovery ventilators (ERVs).
- Install a new heating distribution system and baseboard radiators.

*Electrical and Fire Protection:*

- Install all new electrical system with new service, wiring, devices and fixtures.
- Install new code compliant fire alarm system.
- Install new wet-sprinkler fire protection system.

**BID SOLICITATION UNDER CHAPTER 149**

Contract documents for 78-80 Porter Road were prepared by ZED and were issued through ProjectDog.com on October 11, 2019. The project was advertised in the Central Register on October 9, 2019; on COMMBUYS on October 9, 2019; and in the Cambridge Chronicle on October 10, 2019. As of October 29, 2019, there were 53 Plan Holders for the project who registered their interest through ProjectDog.com.



## FILED SUB-BIDS

On October 29, 2019 at 2 PM the CHA closed bidding for Filed Sub-Bid trades. Attached is the final tabulated bid results from Filed Sub-Bids.

## FILED GENERAL CONTRACTOR BIDS

On November 5, 2019 at 2 PM the CHA closed bidding for General Contractors interested in the Modernization of 78-80 Porter Road Apartments. Approximately nine general contractors registered their interest through projectdog.com, but only two firms submitted bids. The following is the final tabulated bid results from the GC bid opening.

Company	Base Bid	Alternate # 1	Alternate # 2	Alternate # 3	Alternate # 4	Alternate # 5	Alternate # 6	Alternate # 7	Alternate # 8
Boston Building and Bridge Corp	\$11,883,000	-\$59,000	-\$35,000	-\$18,000	-\$2,000	-\$51,000	-\$289,000	-\$200,000	-\$215,000
GVW INC	\$11,849,000	-\$45,000	-\$20,000	-\$38,000	\$85,000	-\$5,000	-\$300,000	-\$200,000	-\$214,340

All alternates were intended to be "deduct" alternates to lower the construction cost if needed. Alternate #1 would remove appliances from the GC's contract. Alternate #2 would remove window treatments from the GC's Contract. Alternate #3 would eliminate solid surface wainscoting from bathroom walls. Alternate #5 would replace ceramic bathroom tile with less expensive vinyl. Alternate # 6 would reduce the window lintels replaced. Alternate #7 would remove re-roofing from the project scope. Alternate # 8 would reduce the masonry repointing to 50%.

Given the limited value for excluding these items by accepting these alternates, given the pricing received, and given the necessity for building envelope work, no alternates were accepted.

Of the two firms that submitted bids, G.V.W. Inc. was the low-bidder.

## REFERENCES

GVW has a Certificate of Eligibility with the Division of Capital Asset Management and Maintenance (DCAMM) and has a DCAMM score of 91 out of 100. They have completed several projects of a similar size to the upcoming renovations at Porter Road. They also have some DCAMM Historical Building Restoration experience working on the Massachusetts state archives, which will be helpful navigating the historic preservation work at Porter Road.

Below are salient points from references contacted for GVW by CHA staff:

2019 NOV 14 PM 4:14  
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*Woods Mullen Women's Shelter  
William Evers, Boston Public Facilities Department*

The Woods Mullen Women's Shelter in Boston was a \$1.5 million renovation project in a continuously occupied building. William Evers of the Boston Public Facilities Department said GVW were "great to work with," and "would recommend them to anyone." He gave all 10/10 for each category of work on CHA's standard bidder reference form.

*Tewksbury Town Hall Renovations  
Rich Montuori, Town of Tewksbury*

The scope of the work for the project included complete renovation and rehabilitation of the existing Town Hall, built in 1917, along with a new addition that now provides additional meeting and office space. Rich Montuori of the Town of Tewksbury said GVC was "very good," and that the town had no problems with them. He gave all 8/10 for each category of work on CHA's standard bidder reference form.

*Ben Wilson, BH+A Architects*

Ben Wilson is a principal at BH+A Architects, and has a long relationship with the CHA, through their firm's work on Manning Apartments, and now Burns Apartments. He has worked with GVW on separate projects, and personally recommends them as a contractor.

2019 NOV 14 PM 4:14  
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## **FUNDING**

The Modernization of 78-80 Porter Road Apartments is being funded via a mix of sources, but not limited to: private equity via LIHTCs (4%) and State and Federal Historic tax credits, tax exempt bonds, short-term and long-term private debt, and a program loan from the CHA. The project remains on schedule to close prior to the end of the calendar year.

## **RECOMMENDATION**

Given the results of the bid solicitation process outlined in this memorandum, I recommend award of a construction contract based on bid results for the Modernization of 78-80 Porter Road Apartments to G.V.W. Inc., the lowest prequalified bidder, after evaluating all received bids and checking the bidders' references.

Specifically, I recommend the adoption of the following motion:

That the Clerk, or his designee Margaret Donnelly Moran, of Cambridge Affordable Housing Corporation (CAHC), a Massachusetts nonprofit corporation, be and hereby is authorized to enter into a contract in the amount of \$11,849,000 with GVW, Inc. of East Boston as General Contractor for the Modernization of 78-80 Porter Road Apartments, pursuant to the November 13, 2019 memorandum from Joseph Bednar to Margaret Donnelly Moran.

Company	Base Bid	Alt #1	Alt #2	Alt #3	Alt #4	Alt #5	Alternate #6	Alternate #7	Alternate #8	Bidders excluded from using this bid	Bid restricted to:
<b>Masonry</b>											
Thompson Waterproofing Inc	\$1,325,000	\$0	\$0	\$0	\$0	\$0	-\$244,000	\$0	-\$214,340		
Calhess Restoration & Weatherproofing	\$1,460,000	\$0	\$0	\$0	\$0	\$0	-\$218,000	\$0	-\$341,000		
Costa Brothers Masonry Inc	\$1,571,000	\$0	\$0	\$0	\$0	\$0	-\$350,000	\$0	-\$500,000		
P.J. Spillane Co. Inc.	\$1,713,800	\$0	\$0	\$0	\$0	\$0	-\$138,300	\$0	-\$213,500	CTA Construction	
Folan Waterproofing	\$1,927,000	\$0	\$0	\$0	\$0	\$0	-\$171,000	\$0	-\$144,000		
Contracting Specialists Incorporated	\$1,987,000	\$0	\$0	\$0	\$0	\$0	-\$431,060	\$0	-\$291,725	GVW G&R	
Marmelo Bros. Construction	\$2,374,000	\$0	\$0	\$0	\$0	\$0	-\$515,000	\$0	-\$305,000		
<b>Misc. Metals</b>											
EDM Construction Inc	\$133,120	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	CTA Construction	
L & L Contracting Inc.	\$169,300	\$0	\$0	\$0	\$0	\$0	-\$25,800	\$0	\$0		

2019 NOV 14 PM 4:14  
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