



Setti D. Warren
Mayor

**Newton, Massachusetts
FUNDING REQUEST for
AFFORDABLE HOUSING DEVELOPMENT
FY15 or FY16**

PRE-PROPOSAL

PROPOSAL

(For staff use)
date rec'd:

Rec'd 19-20
October 2015

Project TITLE	10-12 Cambria Road Affordable Housing			
Project LOCATION	Full street address (with zip code), or other precise location. 10-12 Cambria Road, West Newton, MA 02465			
Project CONTACTS	Name & title of organization	Email	Phone	Mailing address
Manager/ Developer	Josephine McNeil, Executive Director, CAN-DO	Jam_cando@msn.com	617-964-3527	1075 Washington Street West Newton, MA 02465
Other Contacts	None provided.			
Project FUNDING	Newton CDBG/HOME/CPA funds requested: \$780,410	Total other funds to be used: \$125,000	Total project cost: \$905,410	
Project SUMMARY & NEEDS	Location (amenities within walking distance, access to transit); short summary of details on page 2 (rehabilitation or new construction; target population; type of housing; unit composition; special features); and brief citations (section & page) showing how the project meets needs identified in Newton's <i>Comprehensive Plan, Consolidated Plan, or Community Preservation Plan</i> (if relevant).			
<p>The property is located in West Newton, close to the Waltham border. The 554/556 MBTA bus route which runs between Waltham and Newton is within two blocks of the property. Within one block is a convenience store, and a laundromat. The elementary school is within walking distance, the middle school is approx. one mile away and the high school is within 1.5 miles, both accessible on the bus line.</p> <p>The existing two-family will be renovated:</p> <ul style="list-style-type: none"> - Replace Roof; repartitioning of second floor kitchen with new cabinets and appliances; - Addition of new heating system (currently both units on one system); insulation of attic; - Repoint masonry chimney to prevent failure; - Repair siding, siding trim, seal penetrations and repair gutters and downspouts to prevent water infiltration; - Porch repair of decking, structural supports, lattice to prevent failure; Remove basement ceilings and wall finishes to determine extent of mold, and to provide proper access to electrical panes; - Remove/encapsulate/cover basement asbestos flooring tile; - Repair/replace basement rotted/termite damaged partitions and stair - Replace termite damaged frame sills; - Replace/repair misc. plumbing including waste lines and valves; - Repair electrical connections; and - Lead paint testing and removal. <p>The population to be served by the housing are extremely low and low income homeless families. This is a population identified as the top priority on p. 113 of the FY16-20 Consolidated Plan. (SP-25)</p>				

Project TITLE	10-12 Cambria Road Affordable Housing
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SOURCES OF FUNDS *Check all that apply and identify if funds are committed or proposed.*

X CDBG funds	\$189,690	<input type="checkbox"/> Other (identify sources)	
<input type="checkbox"/> HOME funds	\$119,603	Private Foundation	\$50,000
X CPA funds	\$471,117	FHLBBoston of AHP	\$75,000
<input type="checkbox"/> Private bank loan	\$		\$

USES OF FUNDS *Check all that apply.*

<input type="checkbox"/> Acquisition	<input checked="" type="checkbox"/> Rehabilitation	<input checked="" type="checkbox"/> Mortgage buydown	<input type="checkbox"/> Site preparation/ remediation
For CPA: <input checked="" type="checkbox"/> Creation			

TARGET POPULATION & SPECIAL FEATURES *Check all that apply.*

<input checked="" type="checkbox"/> Individual/Family	<input checked="" type="checkbox"/> Homeless/At Risk of Homelessness
<input type="checkbox"/> Special needs/disabilities (identify population & provider of support services, if any): No information entered.	
<input type="checkbox"/> Special features (historic preservation, sustainability, etc.): No information entered.	

TYPE OF HOUSING *Check all that apply.*

<input checked="" type="checkbox"/> Rental	<input type="checkbox"/> Combination or other (identify): No information entered.
<input checked="" type="checkbox"/> Individual/single family	

UNIT COMPOSITION *List the development's number of units in each category.*

	Total	≤ 30% AMI	≤ 50% AMI	≤ 80% AMI	80-100% AMI	Market-rate
2 BR			1			
3 BR				1		

OUTREACH *Summarize efforts to date to communicate with abutters, neighborhood residents & ward aldermen.*

I have spoken to one ward alderman who has committed to communicating with his colleagues in Ward 3.

This a an existing property and no changes will be made to the exterior; thus there is no obligation to notify neighbors.

Project TITLE		10-12 Cambria Road Affordable Housing	
Required	Check if included	HOUSING PROPOSAL ATTACHMENTS CHECKLIST Pre-proposals need only the attachments highlighted in yellow.	
always	X	PETITION of SUPPORT	(2 page petition provided; phone numbers and emails omitted online)
always	X	PHOTOS	of site conditions & surroundings (2-3 photos may be enough for pre-proposal)
	X	MAP	of site in relation to nearest major roads, schools, shopping, transit, etc.
	X	TIMELINE	including financing, permitting, construction & occupancy
SITE CONTROL & PROJECT FINANCES			
always	X	Deed	
	X	Developer commitment to pursue permanent affordability (statement on attachments list)	
	SEPARATE ONLINE	Appraisal by an independent, certified real estate appraiser (commissioned by CPC & posted separately on CPC website)	
	X	Development pro forma	
	X	Scope of construction work , supported by professional cost estimates	
	X	Non-Newton funding : summary on attachments list	
	X	Market analysis : including prevailing/trending rents or prices & target population – summary on attachments list	
as needed	ONLINE ONLY	Home inspection report by a licensed professional, for rehabilitation projects	
rental only	X	10-year operating budget (pre-proposals need only a short draft)	
	NONE	Rental subsidy, if any : sources, commitment letters or application/decision schedules	
DEVELOPER CAPACITY & QUALIFICATIONS			
always	X	Organization mission & current housing portfolio , including how this project fits both	
	X	Previous similar projects completed , with photographs	
	X	Resumes for development team , including affiliations with City boards or commissions	
	X	Most recent audited annual financial statement of parent company or organization	
		Statements on attachments list.	Fair housing training completed Any past fair housing complaints & their resolution
nonprofits	X	Most recent annual operating budget	
	X	Board of directors : including skills, experience, tenure & affiliations	
SITE REVIEW, ZONING & PERMITTING			
always	Statements on attachments list	Brief property history , covering at least the previous 30 years of ownership & use	
	Statements on attachments list	Environmental mitigation plan , including lead paint, asbestos, underground tanks	
	Development is by right.	Confirmation of review by Development Review Team (DRT) and zoning relief / permits required – no review requested	
	NONE	Other approvals required : Newton Conservation or Historical Commission, Commission on Disability, Mass. Historical Commission, Mass. Architectural Access Board, etc.	
DESIGN & CONSTRUCTION			
always	X	Site & floor plans, elevations One partial sketch floor plan attached.	
	X	Materials & finishes ; highlight “green” or sustainable features or proposed certification	
RELOCATION, FAIR HOUSING & ACCESSIBILITY			
always	X	Affirmative marketing & resident selection	
	X	Reasonable accommodation/reasonable modification policy	

10-12 CAMBRIA ROAD PROPOSAL ATTACHMENTS

- ~~1. LETTERS OR PETITIONS OF SUPPORT~~ *ATTACHMENT #1*
- ~~2. PHOTOS~~ *ATTACHMENT #2*
- ~~3. MAP~~ *ATTACHMENT #3*
- 4. TIMELINE *ATTACHMENT #4*
- 5. SITE CONTROL & PROJECT FINANCES
 - a. Deed *ATTACHMENT #5*
 - b. The developed is committed to permanent affordability as a condition of the city funding.
 - ~~c. Appraisal~~ *ATTACHMENT #6*
 - d. Development Proforma *ATTACHMENT #7*
 - ~~e. Scope of Work and Cost Estimates~~ *ATTACHMENT #8*
 - f. Non-Newton Funding – Federal Home Loan Bank of Boston application submitted in September - response expected in December of 2015; Charlesbank Home submitted in October – response expected in February.
 - g. Market analysis – Massachusetts currently has approximately 1500 families living in hotels/motels many of whom are seeking 2-bedroom units.
 - ~~h. Home inspection report – City housing staff is in possession of the report.~~
 - i. 10 year operating budget *ATTACHMENT #9*
 - j. There are no rental subsidies; the state is not presently offering subsidies.

6. DEVELOPER CAPACITY & QUALIFICATIONS

- ~~a. Organization mission & current housing portfolio~~ *ATTACHMENT #10*
- b. CAN-DO has the used the model set forth in the proposed project for the acquisition and renovation of a 2 or 3 family dwelling to create housing affordable to low-income families for approximately 20 years. This model has produced 15 units of housing in Newton which will be affordable into perpetuity. Attached are photos of all our projects including: Falmouth Road; Jackson Road; 11-13 Cambria Road; 18-20 Cambria Road; 2148-50 Commonwealth Avenue; Eddy Street and Pearl Street.
- ~~c. Resumes for development team~~ *ATTACHMENT #11*
- ~~d. Most recent audited annual financial statement was submitted via e-mail.~~
- e. Project manager, Josephine McNeil has completed fair housing training.
- f. Organization has not had any fair housing complaints filed against it.
- ~~g. 2015 annual operating budget~~ *ATTACHMENT #12*
- ~~h. Board of Directors~~ *ATTACHMENT #13*

7. SITE REVIEW, ZONING & PERMITTING

- a. History – This property was built as a 2 family structure in 1938. I found no evidence of a use other than residential in the building jacket.

Attachments struck out on this list are posted separately on Newton CPC website.

- b. Environmental Mitigation Plan – Lead paint and asbestos are present and remediation is included in construction budget.
- c. I assume it was not required to be presented to DRT as project is by right and there is no change in the design of the exterior.
- d. There are no approvals needed.

8. DESIGN & CONSTRUCTION

- ~~a. Scope of work does not include any change in plan with exception of second floor kitchen. ATTACHMENT #14~~
- ~~b. Letter from Architect ATTACHMENT #15~~
- c. Not Applicable

9. AFFIRMATIVE FAIR HOUSING MARKETING PLAN

- ~~a. Affirmative Marketing & resident selection plan ATTACHMENT #16~~
- ~~b. Reasonable accommodation /reasonable modification policy ATTACHMENT #17~~

Attachments struck out on this list are posted separately on Newton CPC website.

Received by CPC staff 19 October 2015
for project full proposal

10-12 CAMBRIA ROAD TIMELINE	PERIOD
Acquisition Closing	22-Sep-15
P & D Board	5-Oct-15
Bidding	1-Nov-15
Construction	11/2015 thru 3/2016
Lottery/Rent-up	1/2016 thru 2/2016
Occupancy	1-Mar-16

Rec'd & corrected by CPC staff 24 August 2015,
corrected to accompany project full proposal 20 October 2015

10-12 CAMBRIA ROAD TIMELINE	
Offer	28-Jul-15
Housing Partnership (1st discussion)	12-Aug-15
Purchase & Sale	August-September 2015
Housing Partnership (2nd discussion)	9-Sep-15
CPC pre-proposal discussion	9-Sep-15
full proposal due to CPC	19-Oct-15
Closing	October 2015
P&D Board	October 2015
CPC public hearing & possible funding vote	19-Nov-15
Board of Aldermen committees / vote	November-December 2015
Grant agreements/ deed restriction	January 2016
Bidding	January-February 2016
Construction	February-March 2016
Marketing/Rent-Up	March 2015
Occupancy	April 2015

A2

Attachment #5 for 10-12
Cambria Road proposal
to Newton CPC



2015 00162182

Bk: 66117 Pg: 109 Doc: DEED
Page: 1 of 2 09/23/2015 01:57 PM

JOSEPH ROSSI
ATTORNEY AT LAW
2120 COMMONWEALTH AVENUE
NEWTON, MA 02459

QUITCLAIM DEED

I, Robert E. Close, an unmarried man, of Newton, Massachusetts ("Grantor"),

for consideration paid of Six Hundred Ten Thousand Dollars and no/100 (\$610,000.00)

grant to Citizens for Affordable Housing in Newton Development Organization, Inc. a Massachusetts corporation with a principal office at 1075 Washington Street Newton, Massachusetts 02465("Grantee"),

with quitclaim covenants,

the land in that part of said Newton called West Newton, Middlesex County, Massachusetts, with the buildings thereon, being Lot numbered 163 as shown on "Plan of Parmenter Park in Waltham & Newton, Mass. Property of Thomas Joyce Realty Trust", dated May 1923, made by Rowland H. Barnes and Henry F. Beal, C.E.'s, recorded with Middlesex South District Registry of Deeds as Filed Plan 731, bounded and described as follows:

- NORTHWESTERLY by Lot numbered 162 on said plan, one hundred (100) feet;
- NORTHEASTERLY by Cambria Road, fifty (50) feet;
- SOUTHEASTERLY by Lots numbered 164 and 165 on said plan, one hundred (100) feet; and
- SOUTHWESTERLY by Lot numbered 168 on said plan, fifty (50) feet.

Containing, according to said plan, 5,000 square feet of land, more or less.

Said parcel is conveyed subject to and with the benefit of all rights, easements, restrictions, agreements, takings and covenants of record, to the extent the same are presently in force and applicable.

Being the same premises conveyed to Grantor by deed dated April 27, 2000 and recorded on April 28, 2000 in Book 31353, Page 208, at the Middlesex South District Registry of Deeds.

The Grantor hereby releases all of his rights and claims of Homestead in and to the premises conveyed herein and affirms under the pains and penalties of perjury that no other person is entitled to claim the benefit of an existing estate of Homestead in the premises.

MASSACHUSETTS EXCISE TAX
Southern Middlesex District ROD # 001
Date: 09/23/2015 01:57 PM
Ctrl# 291094 21786 Doc# 00162182
Fee: \$2,781.60 Cons: \$610,000.00

Property Address: 10-12 Cambria Road, Newton, MA 02465

Under the pains and penalties of perjury,

WITNESS my hand and seal this 17 day of SEPTEMBER, 2015.



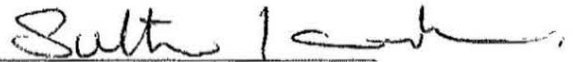
Robert E. Close

Commonwealth of Massachusetts

Middlesex County, ss

On this 17th day of September 2015, before me, the undersigned notary public, personally appeared Robert E. Close, proved to me through satisfactory evidence of identification, which was MASS DL, to be the person whose name is signed on the preceding or attached document, ~~and acknowledged to me that he signed it voluntarily for its stated purpose.~~

*and swore and affirmed to me that the contents of the document are truthful and accurate and signed voluntarily for its stated purpose.



Notary public
My commission expires:



Received by CPC staff 20 October 2015

10-12 CAMBRIA ROAD DEVELOPMENT PRO FORMA

ORIGINAL

ITEM			
DEVELOPMENT BUDGET			
SUBTOTAL - ACQUISITION COST			\$ 610,000
CONSTRUCTION COSTS:			
Direct Construction Costs			\$ 135,025
Construction Contingency		10%	\$ 13,503
Total Construction			\$ 148,528
TOTAL ACQUISITION AND CONSTRUCTION			\$ 758,528
SOFT COSTS			
Architect/Engineer			\$ 20,000
Survey			\$ 2,000
Building Permits			\$ 2,430
Legal			\$ 3,500
Title and Recording			\$ 2,500
Real Estate Taxes			\$ 5,500
Liability Insurance			\$ 4,000
Builder's Risk insurance			\$ 3,500
Appraisal			\$ 600
Loan Interest	8 months		\$ 20,112
Pre-development			
Relocation			
Total			\$ 64,142
Soft Cost Contingency		10%	\$ 6,414
Subtotal: SOFT COSTS			\$ 70,556
Subtotal: Acquis., Const., and Gen. Development			\$ 829,084
>Developer Overhead/Fee		8%	\$ 66,327
Fund Replacement Reserve			\$ 10,000
TOTAL DEVELOPMENT COSTS			\$ 905,410
FUNDING SOURCES:			
City of Newton - CDBG/HOME			\$ 309,293
CPA GRANT			\$ 471,117
Charlesbank Homes			\$ 50,000
FLHB			\$ 75,000
TOTAL SOURCES			\$ 905,410

inc. lead/asbestos remediation

Received by CPC staff 20 October 2015

10-12 CAMBRIA ROAD 10 YEAR OPERATING BUDGET				2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
	Annual increase: income			0.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
	Annual increase: costs			0.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
INCOME:		MONTHLY	ANNUAL										
	2 BR (50%)	\$ 924.00	\$ 11,088	(+ \$1100/mo. minus Utilities = \$924 - Lo HOME)									
	2 BR (80%)	\$ 1,466.00	\$ 17,592	(+ \$1623/mo. Utilities = \$1466 NHA rent)									
			\$ 28,680										
	Vacancy rate - 10%		\$ 2,868										
ANNUAL INCOME			\$ 25,812	\$ 25,812	\$ 26,328	\$ 26,855	\$ 27,392	\$ 27,940	\$ 28,499	\$ 29,069	\$ 29,650	\$ 30,243	\$ 30,848
EXPENSES													
Administrative:													
	Mgmt Fee @ 5% of income	\$ 1,291											
	Legal	\$ 300											
	Audit	\$ 500											
TOTAL ADMINISTRATIVE			\$ 2,091	\$ 2,091	\$ 2,153	\$ 2,218	\$ 2,284	\$ 2,353	\$ 2,424	\$ 2,496	\$ 2,571	\$ 2,648	\$ 2,728
Maintenance:													
	Extermination	\$ 500											
	Landscaping/Snow Removal	\$ 1,500											
	Decorating/Repairs	\$ 2,000											
TOTAL MAINTENANCE			\$ 4,000	\$ 4,000	\$ 4,120	\$ 4,244	\$ 4,371	\$ 4,502	\$ 4,637	\$ 4,776	\$ 4,919	\$ 5,067	\$ 5,219
Utilities:													
	Common area electric	\$ 250											
	Water/Sewer	\$ 2,000											
TOTAL UTILITIES			\$ 2,250	\$ 2,250	\$ 2,318	\$ 2,387	\$ 2,459	\$ 2,532	\$ 2,608	\$ 2,687	\$ 2,767	\$ 2,850	\$ 2,936
Other costs:													
	Insurance	\$ 2,500											
	Taxes	\$ 5,500											
	Operating Reserve	\$ 2,000											
	Supportive Services	\$ 5,000											
TOTAL OTHER COSTS			\$ 15,000	\$ 15,000	\$ 15,450	\$ 15,914	\$ 16,391	\$ 16,883	\$ 17,389	\$ 17,911	\$ 18,448	\$ 19,002	\$ 19,572
TOTAL OPERATING COSTS			\$ 23,341	\$ 23,341	\$ 24,041	\$ 24,762	\$ 25,505	\$ 26,270	\$ 27,058	\$ 27,870	\$ 28,706	\$ 29,567	\$ 30,454
NET CASH FLOW			\$ 2,471	\$ 2,471	\$ 2,287	\$ 2,093	\$ 1,887	\$ 1,670	\$ 1,440	\$ 1,199	\$ 944	\$ 676	\$ 394

Attachment #8 for October 2015 Cambria Road Housing Proposal to Newton CPC

Terrence G. Heinlein AIA
1 Aberdeen Road
Weston, MA 02493

The proposed scope of work, and associated costs, for the partial renovation of 10-12 Cambria Road, Newton, MA are as follows:

Remove and dispose basement ceiling and wall finishes.	\$1600.
Allow remediation of possible/likely wall mold.	\$12500.
Remove/encapsulate/cover basement asbestos flooring and pipe cover.	\$5300.
Remove and replace basement damaged partitions and stair.	\$1400.
Replace termite damaged frame wall sills.	\$8800.
Repair nonconforming electrical connections.	\$850.
Repair nonconforming plumbing, including waste and valves.	\$1900.
Modification to existing heating system, including new boiler.	\$15000.
<u>TOTAL BASEMENT AREA SCOPE AND RELATED COSTS</u>	<u>\$47350.</u>

Repair of side access stairs, railing, and landing.	\$1750.
Removal and refinishing of interior entry stair ceiling to increase height.	\$2100.
Repair first floor main entry porch, including frame, deck, and skirt.	\$8300.
<u>TOTAL FIRST FLOOR AREA SCOPE AND RELATED COSTS.</u>	<u>\$12150.</u>

Attachment #8 for October 2015 Cambria Road Housing Proposal to Newton CPC

Demolition of existing second floor kitchen, and alcove.	\$850.
Reframing of existing second floor kitchen, and alcove.	\$900.
Second floor kitchen cabinetry.	\$7400.
Second floor kitchen appliances.	\$3100.
Second floor drywall.	\$1700.
Second floor trim.	\$450.
Second floor doors, frames, hardware.	\$1150.
Second floor painting.	\$2300.
Second floor heating, ventilating, exhaust.	\$2600.
Second floor plumbing.	\$1350.
Second floor electrical* *relocate panel.	\$5200.

TOTAL SECOND FLOOR AREA SCOPE AND RELATED COSTS. \$27000.

Repair, seal, and replace coil stock trim, and damaged siding components.	\$9400.
Repair gutters and downspouts. Add splashblocks.	\$1025.
Repoint masonry chimney.	\$2200.
Replace roofing, underlayment and drip edges.	\$12000.

TOTAL EXTERIOR ENVELOPE SCOPE AND RELATED COSTS \$24625.

2.

Lead paint testing and remediation.	\$14500.
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Attachment #8 for October 2015 Cambria Road Housing Proposal to Newton CPC

Insulation of rim joists, exterior walls, and attic* \$9400.
*work by non-profit energy company.

TOTAL MISCELLANEOUS SCOPE AND RELATED COSTS. \$23900.

TOTAL PROJECTED SCOPE COSTS \$135025.
10% CONTINGENCY \$ 13502.

TOTAL CONSTRUCTION SCOPE COSTS \$148527.

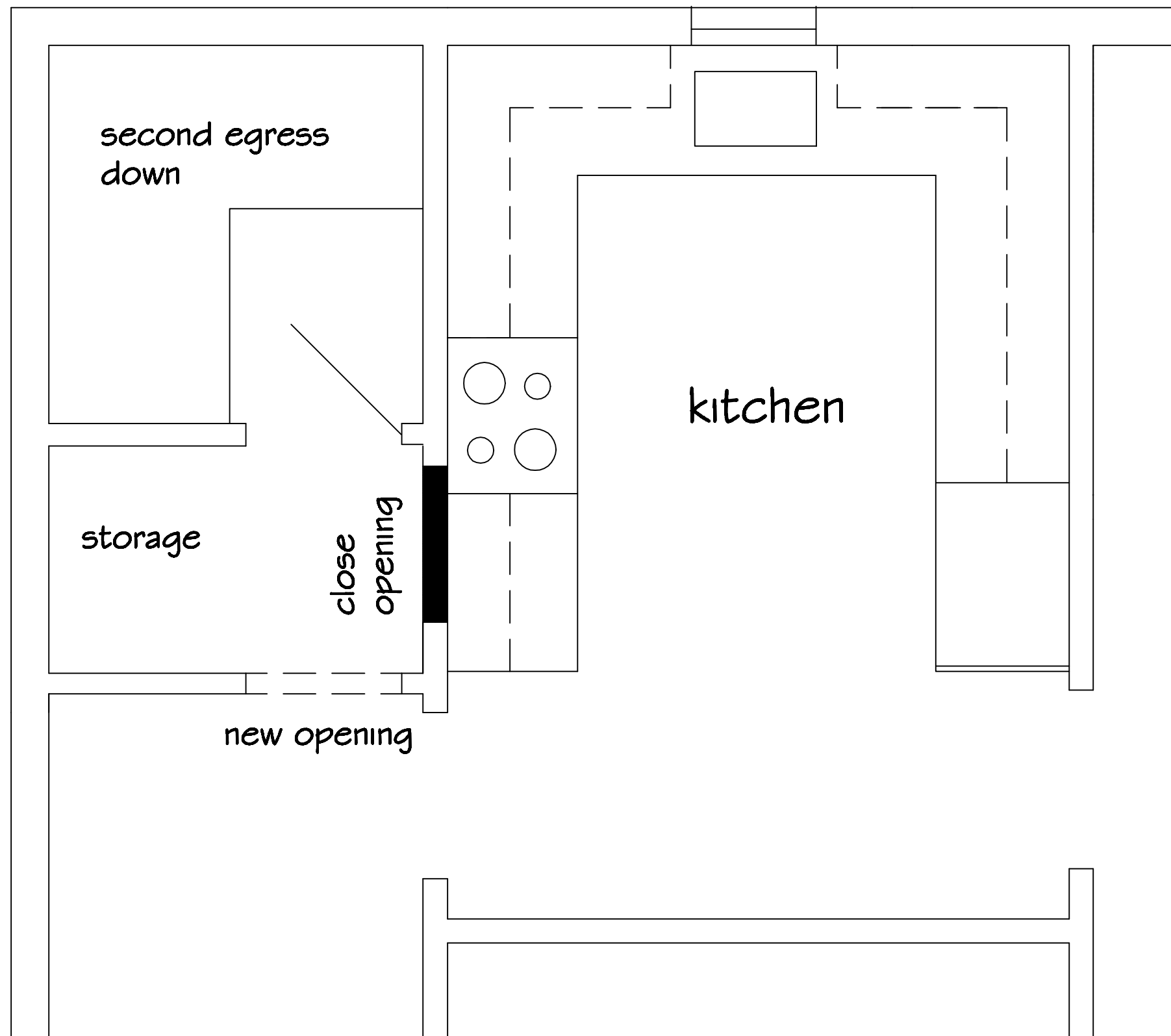
PROPOSED PROJECT SCHEDULE:

Construction Documents (post P & D board approval)	5 weeks.
Construction Bidding.	3 weeks.
Construction Contract Signing	2 weeks.
Construction Phase	12 weeks.

Terrence G. Heinlein AIA
1 Aberdeen Road
Weston, MA 02493

Proposed scope of work, and associated costs, for the partial renovation of	
10-12 Cambria Road, Newton, MA	
PROPOSED SCOPE OF WORK	
BASEMENT	
Remove and dispose basement ceiling and wall finishes.	\$1,600
Allow remediation of possible/likely wall mold.	\$12,500
Remove/encapsulate/cover basement asbestos flooring and pipe cover.	\$5,300
Remove and replace basement damaged partitions and stair.	\$1,400
Replace termite damaged frame wall sills.	\$8,800
Repair nonconforming electrical connections.	\$850
Repair nonconforming plumbing, including waste and valves.	\$1,900
Modification to existing heating system, including new boiler.	\$15,000
TOTAL BASEMENT AREA SCOPE AND RELATED COSTS	\$47,350
FIRST FLOOR	
Repair of side access stairs, railing, and landing.	\$1,750
Removal and refinishing of interior entry stair ceiling to increase height.	\$2,100
Repair first floor main entry porch, including frame, deck, and skirt.	\$8,300
TOTAL FIRST FLOOR AREA SCOPE AND RELATED COSTS.	\$12,150
SECOND FLOOR	
Demolition of existing second floor kitchen, and alcove.	\$850
Reframing of existing second floor kitchen, and alcove.	\$900
Second floor kitchen cabinetry.	\$7,400
Second floor kitchen appliances.	\$3,100
Second floor drywall.	\$1,700
Second floor trim.	\$450
Second floor doors, frames, hardware.	\$1,150
Second floor painting.	\$2,300
Second floor heating, ventilating, exhaust.	\$2,600
Second floor plumbing.	\$1,350
Second floor electrical (relocate panel)	\$5,200
TOTAL SECOND FLOOR AREA SCOPE AND RELATED COSTS.	\$27,000
EXTERIOR ENVELOPE	
Repair, seal, and replace coil stock trim, and damaged siding components.	\$9,400
Repair gutters and downspouts. Add splashblocks.	\$1,025
Repoint masonry chimney.	\$2,200
Replace roofing, underlayment and drip edges.	\$12,000
TOTAL EXTERIOR ENVELOPE SCOPE AND RELATED COSTS	\$24,625
MISCELLANEOUS	
Lead paint testing and remediation.	\$14,500
Insulation of rim joists, exterior walls, and attic (work by nonprofit energy company)	\$9,400
TOTAL MISCELLANEOUS SCOPE AND RELATED COSTS.	\$23,900
TOTAL PROJECTED SCOPE COSTS	\$135,025
10% CONTINGENCY	\$13,503
TOTAL CONSTRUCTION SCOPE COSTS	\$148,528

PROPOSED PROJECT SCHEDULE:	weeks required
Construction Documents (post P & D board approval)	5
Construction Bidding.	3
Construction Contract Signing	2
Construction Phase	12
TOTAL	22



Renovated Kitchen Plan
!2 Cambria Road, Newton, MA

Terrence G. Heinlein AIA Architect

TGHARCHITECT.COM

HEINLEINTG@AOL.COM

September 14, 2015

Federal Home Loan Bank of Boston Affordable Housing Program
800 Boylston Street
Boston, Massachusetts

Re: Sustainable Development Building Practices for 10-12 Cambria Road, Newton, MA

To Whom It May Concern:

This letter is to summarize the sustainable development building practices included in the development of the renovations to the above referenced project for Citizens for Affordable Housing in Newton Development Organization Inc.

New open cell foam insulation by Icynene or equal, shall be added to first floor perimeter rim joists at the exterior wall, and fiberglass insulations and/or cellulose insulations shall be placed at the first floor and attic framing planes. The existing structure currently has little or no insulation at these locations.

All new bath plumbing fixtures shall be low demand fixtures with dual flush by Toto or equal, including 1.28 gpf water closets, 2.0 gpm showerheads and kitchen faucets by Symmons or equal, with 1.5 gpm bath faucets. The new boiler, by Burnham or equal, shall be specified with a minimum of 87 percent efficiency.

Energy Star appliances and lighting fixtures shall be provided at the new upper floor unit kitchen.

All residents shall be instructed as to the correct and efficient use, and maintenance, of the new boiler, plumbing fixtures, appliances and lighting fixtures, and shall be given manuals from suppliers as indicating proper use and maintenance.

The common lower level space shall have designated locations for the City of Newton provided recycling containers for residents' use.

If you have any additional questions regarding the sustainable development building practices to be specified for this project, please contact me.

Sincerely,


Terrence G. Heinlein AIA