

<p style="text-align: center;"><b>TOWN OF WESTON COMMUNITY PRESERVATION COMMITTEE</b> <b>Project Submission Form – FY18</b> <b>Summary Form</b></p>
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**Submission Date: September 13, 2017**

**Project Name: Warren Avenue – Phase II**

**Project Address: 66-68 Warren Avenue and 74 Warren Avenue**

**Brief Project Description:**

The Weston Affordable Housing Trust (WAHT) requests **\$428,600.00** in CPA funds to complete the Warren Avenue project and create 2 units of affordable rental housing in Weston. The scope of work for the requested funds includes completion of the renovation of 66-68 Warren Avenue property and site improvements as previously described in the WAHT's Request for CPA Funds for the construction of the Warren Avenue project in Dec. 2014, with the addition of the renovation of the kitchen and bath in the First Floor unit (66 Warren Ave.) and the construction of a storage shed for the residents at 74 Warren Avenue. The funds requested would be used to engage a Weston on-call architect to revise the bid documents to reflect the current scope required and make any other revisions to ensure a "tight" set of construction bid documents. The architect would manage the bid process and provide project oversight during construction. Funds would also be used for initial marketing and lease up in accordance with approved Affirmative Fair Housing and Marketing Plan.

This project represents the scope of work that was removed from the initial project scope due to various difficulties resulting in cost overruns. These cost overruns were due to a myriad of factors including unforeseen conditions, extreme weather conditions and delays, bid documents that were not sufficient and difficulty with the low-bid contractor and public construction procurement requirements. Five units were completed, marketed and subsequently rented via a lottery system to income eligible households in the Summer of 2016.

The Town recently settled its contract dispute with the original contractor, avoiding litigation, but resulting in a net zero balance in our fund for construction. The Housing Trust is eager to complete construction and prepare the remaining two apartments at 66-68 Warren Avenue for rental to income eligible tenants. In reviewing the existing conditions at the site, and need for additional public funds, we have determined that the following modifications to the originally proposed scope of work for Phase II are necessary:

1) The reconstruction of the white shed addition to the Water Department building, and construction of a new detached garage at the Water Department building have been eliminated from the scope of work. We have found that the tenants and neighbors have generally been pleased with the existing status quo situation vis-à-vis parking of vehicles on the property, and do not believe the additional expense (and building structures) are called for at this time.

2) Shed structure will be constructed at 74 Warren Avenue to be placed at the end of the parking area in the site originally planned for a free standing garage. With garages removed from the project, we have found that the existing tenants have need for exterior storage areas. The shed structure will be large enough to accommodate three storage areas for the tenants in that building who do not currently have any storage space.

3) The interior renovation of 66-68 Warren Avenue will now include a kitchen and bath renovation for the first floor unit (previously omitted) now that this unit is vacant.

In all other respects, we intend to proceed with the renovations and scope of work as designed and presented to the various Town Boards and Commissions, the Zoning Board of Appeals Town meeting attendees who voted in favor of funding the original Warren Avenue Project. With direction of the Permanent Building Committee, we have engaged a Town-designated (house dr.) architect to assist us in reviewing, repackaging and certifying the Phase II bid documents in order to put this work out to bid as soon as possible. Our hope is to have bids in hand in time for a Fall Town Meeting in late November 2017.

We have consulted with John Field who advised us that the changes that we have proposed are consistent with the Comprehensive Permit issued by the Weston Zoning Board of Appeals (ZBA) for the Warren Avenue property, and no further relief or modifications to the Comprehensive Permit will be needed.

**Contact Person:** Sarah Rhatigan

**Contact Title:** Weston Affordable Housing Trust Chair

**Contact Phone #:** 617-543-7009

**Contact Email Address:** sarah@trilogylaw.com

**Contact Mailing Address:** Town of Weston  
P.O. Box 378  
Weston, MA 02493

**Sponsoring Organization (e.g., Conservation Commission):**

Weston Affordable Housing Trust

**Eligibility - Only activities designated in "Yes" boxes, below, are eligible uses of CPA Funds. Please mark the box, or boxes, that apply:**

	Open Space	Historic Resources	Recreational Land	Community Housing
Acquire	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes
Create	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes
Preserve	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes
Support	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
Rehabilitate and/or Restore	<input checked="" type="checkbox"/> Yes, if acquired or created with CPA funds	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes, if acquired or created with CPA funds

**Projected Cost:**

Fiscal Year	Total Project Cost	CPC Funds Requested	Other Funding Sources (amount and source)
2017 (prior yr.)			
2018	<b>\$428,600.00</b>	<b>\$428,600.00</b>	N/A
2019			
2020			
<b>Total:</b>			

**Please address the following questions/categories using additional sheets as necessary.**

- 1. Goals/Community Need:** What are the goals of the proposed project? Who will benefit and why? Does the project address needs identified in existing Town plans?

Create 2 units of affordable housing. Low and moderate income households will benefit by providing a housing choice in Weston that is extremely limited. The Town of Weston Housing Production Plan identifies rental housing as a priority need.

- 2. Project Timeline:** Describe project milestones and when they will be completed.

Complete project bid documents:	September 2017
Construction Bids Received:	November 2017 (prior to TM)
Award Construction Contract:	December 2017
Construction Start:	January 2018
Construction Completion:	May 2018
Occupancy:	June 2018

- 3. Community Support:** Describe the nature and level of support for and/or opposition to this project. In particular, describe which Town Boards/Committees/Departments or community organizations you have consulted/collaborated with.

The original project received a Comprehensive Permit and went through an extensive process to receive input from area residents, Planning Board, Historical Commission, Conservation Commission and the Zoning Board of Appeals.

4. **Budget:** Provide a line item budget and an explanation of how the budget was prepared. Include back up documentation including any proposals for services, professional cost estimates, etc. For community housing development projects, provide a phased sources and uses of funds.

Direct Construction Costs:	\$310,000.00
Shed Construction:	\$20,000.00
Construction Contingency – 15%:	\$54,380.00
Architectural Services Design Fee:	\$29,450.00
Arch. Fee during construction:	\$3,100.00
Marketing and Lease Up	\$7,650.00
Soft Cost Contingency - 10%	\$4,020.00
<b>Total Project Costs</b>	<b>\$428,600.00</b>

5. **Other Funding Sources:** In addition to CPA Funds, what other funding sources are available, committed, or under consideration? Include commitment letters, and describe any other attempts to secure public or private funding for this project.

There are not other subsidies being sought.

6. **Implementation:** Identify the person/persons responsible for project implementation and describe his/her/their relevant experience.

Sarah Rhatigan, Weston Affordable Housing Trust Chair and Jim Polando, Permanent Building Committee Chair. Both Sarah and Jim were responsible for project implementation of initial phase of the project.

7. **Comparable Projects:** List and describe any comparable projects.

**Warren Avenue – 5 units.**

8. **Operations/Maintenance:** If the project is revenue generating, provide a 5 year operating budget. If the project will not generate revenue but ongoing maintenance will be required, provide a 5 year budget with funding sources identified. (CPA funds cannot be used for maintenance). Identify the person(s)/entity responsible for operations/maintenance.

Sara Dosamantes the Manager of the Brook School Apartments currently provides property management for the Warren Avenue apartments. She will continue in that capacity for the additional units.

9. **Multiple Projects:** Sponsors with multiple proposals should prioritize them.

**10. Provide Supporting Documentation as Applicable:**

- a. Evidence of Site Control (e.g., purchase and sale agreement);
- b. Feasibility Studies;
- c. Letters of Support;
- d. Maps;
- e. Statistics; and
- f. Other Relevant Information.

# **Weston Affordable Housing Trust**

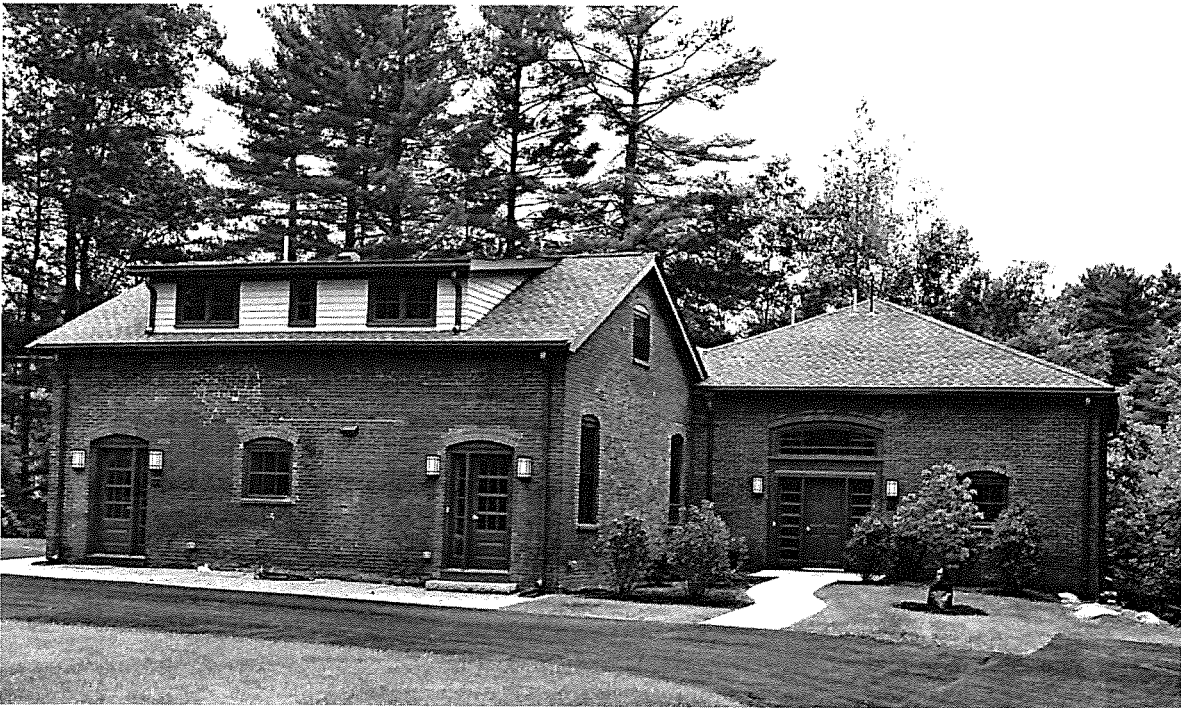
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72 - 76 Warren Avenue - Water Department Building

Three of the five completed units are located in this building:

2 – Three-Bedroom Units

1 - Two Bedroom Unit

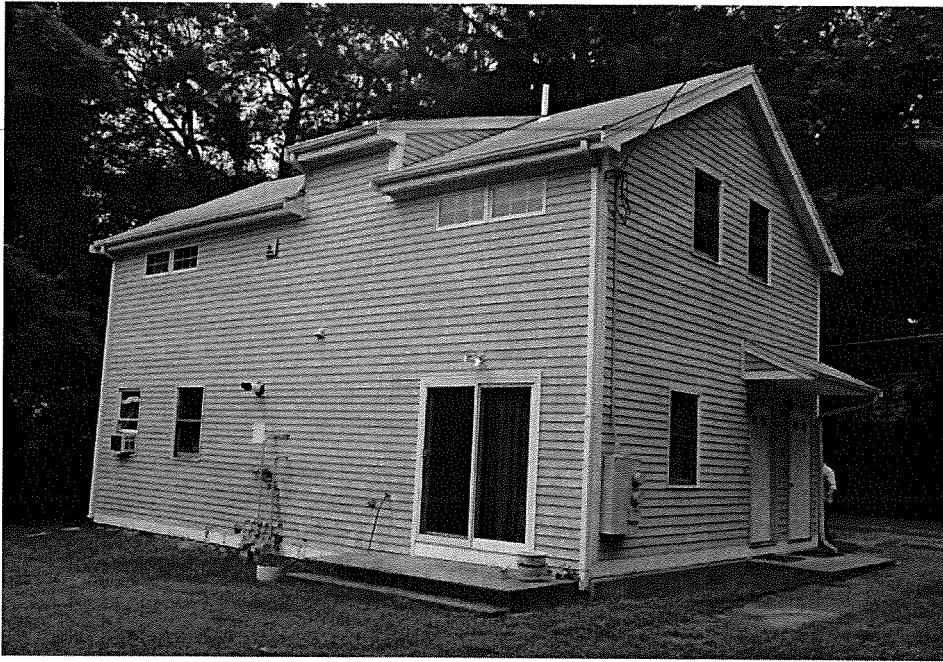


# Weston Affordable Housing Trust

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66- 68 Warren Avenue - Existing Duplex (2 – 2 Bedroom Units)

To be renovated, see architectural renderings on attached page.



View from South Side



View from Warren Avenue



Points to be made from the PBC's perspective, to support the need for additional funds

- Winter conditions for construction during a winter with over 100 inches of snow
- Roof of 74 Warren Ave failed under heavy snow load (unforeseen condition)
  - Revealed only after partial demolition of finished ceilings
  - Caused schedule delays, and restructuring and replacement of entire roof area
- Existing garage found to have no foundations, after significant demolition
  - Caused schedule delays, and demolition of the entire structure
- Significant number of obstructions encountered during roadway work
- Immovable obstruction found within SAS area
- Myriad of issues only discoverable after demolition:
  - Framing of 71 inconsistent with conventional house framing, requiring structural modifications
  - Areas uncovered included Hazardous materials (Abatement needed)
  - Unstable footings in 74
  - Mold testing and remediation in attic of 74
  - Abandoned sub-surface foundations below existing asphalt, that required removal for grading
- Difficulty working with the contractor to judiciously resolve issues with the PBC and design team
- Design documents found to include areas of interpretation that were exploited by the contractor
- Decision to manage funds by removing scope (66-68) from the contract, in lieu of requesting additional funds during the construction phase
- Mediation settlement resulted in expenditure of all previously authorized funds