RESPONSE TO RFP 59-63 WILLOW STREET

HAMILTON DEVELOPMENT CORPORATION

MAY 9, 2017



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May 9, 2017

Hamilton Development Corporation C/O Mr. Dorr Fox Hamilton Town Hall 577 Bay Road Hamilton, MA 01936

RE: 59-63 Willow Street RFP

Dear Mr. Fox,

We are pleased to submit the attached bid for redevelopment of the property at 59 Willow Street. This proposal entails the purchase of 59 Willow Street only, and assumes that 63 Willow Street would be retained by the Town. Harborlight Community Partners is a long-standing Beverly-based non-profit affordable housing manager and developer. Our earliest roots go back over 50 years, as part of the work of the First Baptist Church, and that community's effort to create affordable elderly housing. We currently own, manage, or support 366 units on the North Shore.

We would be honored to work with the Hamilton Development Corporation and the Town of Hamilton, to create a new mixed-use building with 20 one-bedroom units of affordable senior housing on the site of 59 Willow Street. Our proposal would help the town to meet its Affordable Housing Production Plan, provide 20 wonderful homes for local low-income seniors, and generate ongoing revenue for the Town through property taxes.

Harborlight Community Partners is unique in the ability to create contextually sensitive housing in the communities we serve. In this capacity, and as a Beverly-based organization, we have the local sensitivity, the professional aptitude, and the proven housing development track record to ensure excellence, efficiency, and sustainability. For over 50 years, we have provided affordable senior housing in Beverly, and have expanded our work into seven other North Shore communities. Hundreds of people have called our buildings "home." Harborlight Community Partners is here for the long term, and is a loyal and stalwart champion of seniors and families in need.

Our design calls for a three story building, with commercial space and parking at the first floor, and two floors of housing above. The three story design is driven by the zoning code regulation for a mixed-use building in a B zone: housing is allowed at the second floor and above. *If we could build housing on the first floor, we could reduce the height to a two-story building.* Please see options in Development Proposal, section 5. We are showing approximately 1,500 sf of retail/office on the first floor. If there were a municipal need for space, or a local business, we could consider increasing the commercial component to meet a specific local need.

Our ability to develop the site as described is conditioned on several items. First, we assume that we will comply with all Title V septic regulations. However, if we are required to meet DEP standards (with a 50' separation between septic and stormwater systems), the small size of the site makes the project physically unfeasible. Second, we are unlikely to secure State funding for a senior-only project, unless it is paired with another small affordable family housing project in town, or follows the funding of larger affordable family project. HCP would not be prepared to implement this project

Harborlight Community Partners is a 501(c) (3) non profit organization.

without an associated family project. Third, if commercial space is required, we will need to have a committed tenant in advance; we cannot develop speculative commercial space.

Thank you to you and all of your colleagues for your work in preparing this RFP. We have attached a deposit check of \$2,500.00 as outlined in the RFP. We look forward to collaborating with you and continuing discussion on the re-use of this site.

Should you have any questions please feel free to contact me at 978-922-1305 x207 or adefranza@harborlightcp.org.

Best Regards,

Andrew DeFranza Executive Director

59 WILLOW STREET DEVELOPMENT TEAM

The Development Team is comprised of the following key people. Resumes are attached.

Developer

Harborlight Community Partners, Inc.

Andrew DeFranza, Executive Director

Andrew has an M.A. in Community Economic Development and over 15 years of experience operating non profit organizations and programming including housing for elders, families, and homeless people. Andrew has a great depth of experience in working with communities to help them solve their affordable housing needs, in way that is responsive, thoughtful and sensitive to the neighborhood context.

Kristin Carlson, Senior Project Manager

Kristin is a licensed architect, and has Masters Degrees in City Planning and Real Estate Development. Kristin has more than 15 years of experience with design, construction and development, much of it focused on housing.

Architect

Siemasko & Verbridge

Thaddeus Siemasko, Principal

Thad is a well-regarded, high quality North Shore architect. His work encompasses private homes, institutional settings and non profit projects. He has graduate degrees in Architecture and Business.

Civil Engineer

Meridian Associates

Charlie Wear, Vice President

Charlie is an experienced civil engineer with many years of practice in North Shore communities. He is a LEED accredited professional, and has extensive experience with site design and stormwater management.

Landscape Architect

Ulrich Bachand Landscape Architecture

Matthew Ulrich, Principal

Matthew is a LEED accredited landscape architect with over 20 years experience in landscape design and construction.

Andrew DeFranza

Education

M.S. Community Economic Development Southern New Hampshire University

M.A. Theology: Social Ethics Gordon-Conwell Theological Seminary

- Social Ethics Award recipient
- Magna Cum Laude

Continuing Certified Credit Compliance Professional C⁴P in the Low Income Housing Tax Credit Program, Spectrum Seminars, Inc.

Honors

Peter J. Gomes Service Award-Congressman Moulton (2016)

Community Partners Special Recognition Award-Senior Care (2016)

Ann Gelbspan Partners in Community Award-WIHED (2016)

MHIC Excellence in Affordable Housing Award (2014) (With HCP)

River House Hero Award (2013)

North Shore 100 (2009)

Milwaukee Urban League Young Professionals: Community Achiever Award

North Shore United Way Unsung Hero Award (2004)

Mass Dept of Public Health Outstanding Outreach Educator Award (2004)

Professional Experience

Executive Director

Harborlight Community Partners (2007-present)

As Executive Director of Harborlight Community Partners I took over a group of related non profits and guided them through a merger process to sharpen commitment to mission and create an organizational infrastructure capable of creating and managing affordable housing on a more regional basis. In 2009 HCP then merged in three other local affordable housing entities, refinanced their portfolio with a tax exempt bond and provided capital improvements. In 2011 HCP opened the first community supported affordable housing project in Hamilton MA and closed on a preservation transaction to protect the affordable elderly housing at Pigeon Cove Ledges in Rockport. In 2012 HCP merged in the Community Land Trust of Cape Ann, partnered with Marblehead Community Housing Corp., and contracted with the River House Shelter to salvage and revitalize their struggling homeless shelter and permanent housing program. In 2013 we partnered with the Women's Institute for Housing and Economic Development to manage three other supportive housing buildings. We have been consistently structuring effective and creative transactions to build, preserve, and renovate affordable housing in the region. Currently we operate or support 414 units of housing in 9 communities with an active pipeline. We recently finished a refinancing and occupied renovation of Harborlight House, a unique model for service enriched housing for fixed income seniors. In 2016 Congressman Seth Moulton kindly provided me with the inaugural Peter J. Gomes Service Award.

Executive Director

Guest House-Milwaukee, WI (2005-2007)

As Executive Director I oversaw the restructuring and resurgence of a failing agency. I reorganized the staffing pattern and delivery service mechanisms eventually having responsibility for 25-30 staff and another 25-35 partners who provided service to homeless men in our emergency shelter, transitional housing, permanent supportive housing, addiction treatment, and Safe Haven programs. Between the spring of 2005 and early 2007 we added 74 slots of permanent supportive housing for homeless disabled men. During this time we also increased our annual budget size 200%, to over \$3,000,000, while maintaining a surplus each year. I supervised the financial and budget systems while managing 13 government contracts along with a myriad of private grants significantly increasing our revenue support from Federal, County, State and private sources. I was responsible for the majority of the fundraising efforts including significant writing and extensive public speaking. I represented the agency to public institutions, politicians, civic groups, faith based entities, and partner organizations. I was responsible for interacting with the board and providing vision, strategic direction, and planning for the overall agency. My final venture involved bringing a 24 unit permanent supportive housing facility to Milwaukee utilizing low income housing tax credits and a variety of funding sources via a partnership with Heartland Alliance.

Community Outreach Director

Beverly Bootstraps—Beverly, MA (1999-2004)

In this role I was grateful for the opportunity to work on many different levels within the world of community development and social services on Boston's North Shore. Among other things I ran the first winter shelter in the City, created a program to provide low-income children with school supplies, and started a free tax clinic for local residents. While much of my time was spent on case and crisis management for hundreds of low-income families and individuals, I was also responsible for the development, budgeting and operation of various empowerment programs. In this process I supervised the work of other staff members, interns, and many volunteers. In partnership with others I also participated in strategic planning and diverse development activities including public speaking, grant writing, and fund-raising events. One of my greatest strengths in this role was my ability to network with other social service agencies, city officials, government offices, police, businesses and educational institutions both public and private. As the Community Outreach Director I interacted with people from an array of income, ethnic and power groups in an attempt to improve the quality of life for low income families and individuals.

SUMMARY

Real estate professional with more than 15 years of experience in development, architecture and construction, seeking project management role within the real estate development industry. Licensed architect with strong leadership skills and experience with multiple project types, including affordable multi-family housing. Excellent communication, quantitative and analytical skills, and ability to coordinate large project teams. Experience in real estate financial modeling, asset management, zoning and permitting, and market research.

EDUCATION

2011

Massachusetts Institute of Technology Cambridge, MA

Master of Science in Real Estate Development and Master of City Planning

1998

Syracuse University, School of Architecture Syracuse, NY

Bachelor of Architecture, cum laude

EXPERIENCE

2016 - present

Harborlight Community Partners Beverly, MA

Senior Project Manager

 Work directly with Executive Director on multiple affordable housing development projects. Responsible for implementation of new projects, including feasibility studies, management of design and construction consultants, applications for funding, closings, construction, and working with lease-up staff. Projects include new construction, renovation, and refinancing.

2012 - 2016

Neighborhood of Affordable Housing East Boston, MA

Project Manager

 Managed multiple development projects, including new construction, historic renovations, and refinancing. Project lead on a \$32.5 million mixed-income, mixed-use new construction project. Created proformas for new prospects, and coordinate RFPs. Prepared financing applications and source funding, and assisted Development Director with all stages of current projects.

2011 - 2012

Wells Fargo Bank - Community Lending & Investing Boston, MA Tax Credit Asset Manager

 Managed a portfolio of approximately 70 affordable housing and historic tax credit properties. Responded to general partner requests including refinancing and disposition. Monitored and reported on financial performance and compliance, and worked with general partners to resolve various issues.

May - July 2011

Initiative for a Competitive Inner City Boston, MA

Senior Consultant

- Hired for temporary role in MacArthur-funded research project, examining the role of the construction and development industries in inner city economic development.
- Performed original research and co-wrote final paper.

Summer 2010

The Community Builders Boston, MA

Development Intern

- Worked closely with the senior vice president on prospecting new deals under the federal Neighborhood Stabilization Program (NSP2). Tasks included broker contact and market research.
- Led intern team in developing and writing substantial amendment to HUD grant application.
- Compiled database on banks' Community Redevelopment Act investment activities.

Summer 2009

Jonathan Rose Companies New York, NY

Development Intern

- Assisted with closing documents, researched solar tax credits and coordinated the arts component of a competition-winning 200-unit green, affordable housing development.
- Coordinated schedule for marketing and lease-up of a new 85-unit mixed-income housing development.
- Led architectural coordination for a new, LEED Silver 46-unit affordable housing development. Prepared closing due diligence documents and revised the proforma.

2006 - 2008

CBT Architects Boston, MA

Project Architect

- Led a 10-person architectural and consultant team in the \$20M gut renovation of a Class A office tower lobby and adjacent plaza, designed to reposition the building.
- Coordinated senior designers and junior staff within a collaborative team to produce schematic designs for four new dormitory buildings at Champlain College.

2002 - 2006

Durkee Brown Viveiros and Werenfels Providence, RI

Project Manager

- Led a 10-person architectural and consultant team in the design, coordination and construction documentation for a new 40-unit affordable housing development. Worked closely with the partner in charge to resolve complex wetlands site issues and bring the project through public hearings.
- Directed zoning research and urban design for the redevelopment of several city blocks to provide 30 new units of infill housing.

2001 - 2002

Barr and Barr Builders Boston, MA

Field Engineer

 Coordinated, scheduled and supervised structural, MEP and finish trades in the \$25M renovation of the 150year old Boston Athenaeum Library. Prepared, coordinated and reviewed RFIs and managed communications with the architects.

2000 - 2001

Americorps, Portland Habitat for Humanity Portland, OR

Team Leader

- Created a timeline for future housing development projects, coordinating land acquisitions with the requirements of varied funding sources.
- Led up to 20-person groups of volunteers on housing construction sites through all phases of construction.

1999 - 2000

Schwartz/Silver Boston, MA

Designer

 Worked with a 15-person architectural and consultant team in the design and construction documentation for the renovation of the Boston Athenaeum Library. Led structural coordination and assisted project manager during construction.

HONORS AND AFFILIATIONS

- · Assistant Treasurer, Saint Michael's Episcopal Church, Marblehead
- Licensed Architect
- LEED Green Associate
- First Place, Boston Home Loan Bank Affordable Housing Development Competition
- · Instructor, Boston Architectural Center, foundation and graduate level architectural design studios
- Twice ran the Boston Marathon with the Leukemia and Lymphoma Society
- · Outward Bound School, sailing and backpacking, student and volunteer



Thaddeus Siemasko, AIA Principal

At the core of Thad's architectural practice is his commitment to an in-depth understanding of each client's vision and requirements. To this vision, Thad brings extensive experience creating exceptional structures for living, learning and working. The projects he designs are timeless in style, highly functional, thoughtfully placed in the landscape and carefully woven into the fabric of their communities. He has worked in collaboration with Harborlight Community Partners on several projects over the years, including Turtle Woods, Harborlight House, River House, and Turtle Creek in Beverly; Firehouse Place in Hamilton; Boston Street Crossing in Salem; and Granite Street Crossing and Pigeon Cove Ledges in Rockport.

Additional Experience

The Reserve at Oliver's Pond, 20 units of 40B housing – Marblehead, Massachusetts

Amesbury Mill adaptive re-use, 80 units – Amesbury, Massachusetts

MacKay School apartment conversion and addition, 32 units – Beverly, Massachusetts

Robbins Landing Condominiums, 50 units – Danvers, Massachusetts

The Boulders at Wenham, 24 units, Wenham, Massachusetts

Enterprise Apartments, 45 units – Beverly, Massachusetts

Harbor Condominiums, 78 units, Beverly, Massachusetts

The Flats at 131, 72 units – Beverly, Massachusetts

Professional Affiliations

American Institute of Architects

Boston Society of Architects

Certified by National Council of Architectural Registration Boards

Registered in MA, CT, ME, NH, RI, VT, NY and FL

Community Involvement

Beverly Main Streets Board of Directors, member Cabot Performing Arts Center, Treasurer City of Beverly Middle School Building Committee

Education

Harvard Graduate School of Design, Alumnus AMDP 2012

Boston University, Master of Business Administration, High Honors

University of Michigan, Master of Architecture, Highest Honors

Wentworth Institute of Technology, Bachelor of Science – Architectural Engineering



Beverly, MA 01915 (800) 466-5505 www.meridianassoc.com cwear@meridianassoc.com

Charles E. Wear, III, P.E.

VP of Civil Engineering

In 1998, Charles E. Wear, III joined Meridian Associates as a Senior Project Manager and he advanced to the position of Vice President in 2006. Mr. Wear became a LEED Accredited Professional in 2003, bringing vast civil engineering and site design abilities to the Meridian Associates, Inc. staff. He has been personally responsible for numerous successful commercial, industrial, and residential project site designs throughout New England. Mr. Wear has extensive experience in the design of site layouts, stormwater management facilities, sanitary sewerage disposal systems, roadways, and utilities. He is fluent in project management and coordination of all phases of design permitting, such as Environmental Impact Statements, Notices of Intent, Massachusetts Highway Access Permits, Sewer Extension Permits, and Planning Board and Zoning Board of Appeals filings. Mr. Wear has managed the engineering design of several major projects on the North Shore including the New England Biolabs campus in Ipswich, the Newburyport Cancer Center, the Forest Ridge Industrial Park in Rowley, the Coco Key Water Park in Danvers, the Ironwood Condominium project in Middleton, the Ipswich Bay Glass campus in Rowley, the affordable housing project, the Powder House Village in Ipswich, and the Beverly and Ipswich YMCA facilities, to name just a few. He has assisted the City of Lowell and Trinity Financial in the development of the Master Plan of the Hamilton Canal District and has helped Windover Construction on several projects including Depot Square and the Burnham Apartments in Beverly, as well as the Shorecliff Residential Development in Magnolia. Mr. Wear has been working with Endicott College on several projects over the last three years, including the master plan for the campus' new Science and Business Center and the outdoor Amphitheatre. Mr. Wear, an avid bike rider, has remained active in the community by taking part in fundraising rides such as the Pan Mass Challenge as well as serving on the Amesbury Planning Board. Mr. Wear has acted as the peer review and consultant for a number of boards and commissions including the West Newbury Planning Board, the Beverly Salem Water Board, the Rockport Planning Board, and the Essex Conservation Commission.

Years of Professional Experience

Education

Bachelor of Science in Civil Engineering, 1982 Northeastern University, Boston, Massachusetts

Registration

Professional Engineer,
Commonwealth of Massachusetts
Professional Engineer,
State of Connecticut
Professional Engineer,
State of Rhode Island
Certified Soil Evaluator,
Commonwealth of Massachusetts
Leadership in Energy and
Environmental Design (LEED)
Accredited Professional

Professional Affiliations

American Society of Civil Engineers Boston Society of Civil Engineers



Charles E. Wear, III was raised in Beverly, MA and graduated from Beverly High School in 1977. He attended Northeastern University in Boston, taking advantage their Co-op Program and graduating with a Bachelor of Science degree in Civil Engineering in 1982. From 1982 until 1984, Mr. Wear worked for the Town of Danvers in their Engineering Department as Assistant Town Engineer. While there, he managed Roadway Improvement Projects and assisted in the town's Master Drainage Program. In 1984, Mr. Wear went to work for Carter & Towers Engineering in Swampscott, MA as a Project Engineer. Until 1993, he managed the office and completed the site design of many small to medium-sized residential and commercial projects on the North Shore of Massachusetts, including the expansion of the Marina at the Danversport Yacht Club. In 1994, Mr. Wear became a Registered Professional Engineer and took the position of Senior Civil Engineer with the firm of Daylor Consulting in Boston, MA. Over the next four years he worked on site designs throughout New England for corporate clients such as Home Depot, Circuit City, and Shaws Supermarkets. He was also involved in the early master planning of the Pinehills in Plymouth, MA.

Hamilton Canal District, Lowell, Massachusetts

As part of the Trinity Financial Team, Mr. Wear provided master planning, including site layout and pedestrian and vehicular traffic flow, evaluation of utility capacities and options, base mapping of surface conditions, and civil engineering design. His services supported permitting for the re-development of this 15.2-acre site. The Hamilton Canal District consists of a market-supportable mix of commercial space including new retail, large floor-plate retail and office space, and up to 1,000 new market-site waterfront residential units in the area along the Hamilton, Pawtucket, and Merrimack Canals.

Powder House Village, Ipswich, Massachusetts

Mr. Wear managed the site and utility design, and provided permitting and construction phase services for this mixed-use development that includes commercial units and 48 units of affordable residential apartments.

New England Biolabs, Ipswich, Massachusetts

Mr. Wear managed the project site design and permitting of this 200,000 square foot campus-style laboratory facility. Adept handling of the Conservation Commission and the Planning Board filings aided in keeping this project on schedule.

Endicott College, Beverly, Massachusetts

Mr. Wear managed the site and landscape design for a number of projects on the campus including the Science and Business Center and the outdoor Amphitheatre. In all three cases, Mr. Wear successfully navigated the regulatory landscape to obtain the necessary approvals from the Beverly Conservation Commission.

Forest Ridge Industrial Park, Rowley, Massachusetts

Mr. Wear coordinated the site design and permitting for Rowley's largest industrial park. His services included the design of one half-mile of roadway and utilities that serve the 250,000 square foot research and development office space proposed on this hundred-acre site. He also submitted filings with the Massachusetts Environmental Protection Agency, the Department of Environmental Protections for Water Quality Certification, the Massachusetts Highway Department, the Rowley Conservation Commission, and the Rowley Planning Board.

Home Depot, Rockland, Massachusetts

Mr. Wear handled the site design, which included the site traffic flow, grading, stormwater management, and utility layout for this 120,000 square-foot home improvement store on the former site of the Boston Whaler boat manufacturing facility.

Institution for Savings, Rowley, Massachusetts

Mr. Wear provided design and permitting for the conversion of a restaurant into a full-service bank. He incorporated the use of Low Impact Development (LID) techniques and non-structural stormwater. Mr. Wear worked closely with the Conservation Commission in developing a riverfront wildlife habitat mitigation area to further enhance and protect the adjacent wetland resource areas.

Coco Key Water Resort, Danvers, Massachusetts

Mr. Wear managed and provided the civil and design for the renovation of an existing hotel into a new 50,000 square foot indoor water park located on the Danvers/Middleton town line.



Ulrich Bachand Landscape Architecture, LLC www.ub-la.com * 156 Cabot Street Unit 2A Beverly, MA 01915

Matthew Ulrich, LEED AP

Principal

Mr. Ulrich has been actively involved in the field of landscape design and construction for nearly 20 years. He has a strong background in design and construction management from his years as project manager of a large design / build company, and later as owner of Matthew Ulrich Landscape Design. Mr. Ulrich has participated in the design, permitting, cost estimating, and construction management of hundreds of residential and commercial landscape projects. His work blends sustainable landscape design and artistic savvy with a strong knowledge of plant materials and construction methods.

Since the creation of UBLA in 2010, Mr. Ulrich has partnered his talent for intimate, residential scale place-making with Rebecca Bachand's commercial design and permitting experience to service larger commercial, office, healthcare, education, and affordable housing clients.

Mr. Ulrich is currently involved with design and construction administration of several residential properties on Massachusetts' North Shore as well as improvements on the Endicott College Campus.

Select Project Experience

Municipal

Town Brook Relocation and Enhancement

Quincy, Massachusetts

(Designer)

Clients: EBI Consulting, FST Engineers

Working with the consulting engineers and the City of Quincy, UBLA is providing design and construction documents for the landscape areas associated with the daylighting of a portion of the Town Brook along Hannon Parkway including creation of a bordering vegetated wetland, smelt spawning areas, vegetated retaining wall, and public strolling gardens.

Memorial Park

Marblehead, Massachusetts

(Designer and Project Manager)

Client: Recreation and Parks Department, Marblehead Working with the Town of Marblehead Recreation and Parks Commission to develop site improvement plans for the local landmark, including site furniture, walk, and planting updates.

Ellis Square Plaza

Beverly, Massachusetts

(Designer and Project Manager)

Client: Beverly Main Streets

Working with Beverly Main Streets and the City of Beverly, UBLA is currently in design development of a major overhaul of this crucial piece of open space in the heart of Downtown Beverly.

Education

St. Mark's School Faculty Duplex

Southborough, Massachusetts

(Designer)

Client: Ruhl Walker Architects

Working with Ruhl Walker Architects, UBLA provided the building location, grading and overall landscape plan for a new duplex to house faculty.

Shore Country Day School

Beverly, Massachusetts

(Designer and Project Manager)

Client: Shore Country Day School

Site design for the replacement of an existing playground, including nature inspired play elements, independent play areas, and structures allowing fitness development and "follow/chase" play.

Pingree School

Hamilton, Massachusetts

(Designer)

Client: Olson Lewis + Architects

Landscape Design of Pingree's proposed Arts Building expansion and new Athletics Building. The design team worked with the architects to develop vehicular circulation, walking paths and planting design.





Multi-Unit / Family Residential

Allston Green District

Allston, Massachusetts

(Designer)

Client: Mount Vernon Company

Landscape Design for LEED-Certifiable buildings throughout the Green District including drought tolerant, native plants, integrated pest management strategies, water management strategies; LEED calculations; BRA permit assistance.

Commercial

Atkinson Country Club

Atkinson, NH

(Project Manager, Designer)

The landscape plan included the site design of a large outdoor pavilion space for functions and weddings. An outdoor dining area adjacent to the indoor function hall is connected to the large, circular paver terrace by a graceful path system. This circular pergola and terrace is framed by lush plantings and offers stunning views to the fountain, pond and golf course beyond.

Healthcare

Avita Memory Care Centers

Needham, Wayland, and Newburyport, Massachusetts (Designer and Project Manager)

Client: Waypoint Construction Consultants

Working with Waypoint and the Northbridge Companies, UBLA provides services from design through construction. The detailed landscape plans included distinct courtyard garden spaces, strolling, and cutting gardens for use by residents and their families, as well as certified butterfly gardens.

Wentworth Douglass Hospital Healing Garden

Dover, New Hampshire

(Designer and Project Manager)

Client: Wentworth Douglass Hospital

Design of hardscape and outdoor planting for a strolling garden, seating areas, and labyrinth outside the hospital's recent expansion. The space has been designed as a respite for staff and visitors and will provide three unique spatial experiences and enhance views from within the surrounding hospital wings

Education

LEED Accredited Professional, USGBC LEED for New Construction Technical Program, 2008 **Bachelor of Science Landscape Architecture**, University of Massachusetts, Amherst, Massachusetts, 1998 **Associates Degree Landscape Contracting**, University of Massachusetts, Amherst, Massachusetts, 1995

Previous Employment 2003-2009 Matthew Ulrich Landscape Design Wenham, MA Owner

1999-2003

Corliss Landscape and Irrigation

Ipswich, MA

Project Manager, Estimator

Volunteer Associations
Beverly Main Streets, Design Committee
City of Beverly, Design Review Board

HAMILTON DEVELOPMENT AUTHORITY

DEVELOPER'S REFERENCES FORM

All questions must be answered, and the data given must be clear and comprehensive. Please type or print legibly. If necessary, attach additional sheets for the information requested. This information will be utilized by the HDC for purposes of determining the developer's responsiveness and responsibility with regard to the requirements and specifications of the Project.

FIRM NAME: Harborlight Community Partners, Inc.	
WHEN ORGANIZED: 1965	
INCORPORATED? YES/NO: IF YES, DATE AND STATE OF INCORPORATION: MA > LIST ALL CONTRACTS CURRENTLY ON HAND, SHOWING CONTRACT AMOUNT AND ANTICIP. DATE OFCOMPLETION: (USE SEPERATE PAPER IF NEEDED)	6 \14/1965 ATED
HAVE YOU EVER FAILED TO COMPLETE A CONTRACT AWARDED TO YOU? YESXNO IF_YES, WHERE AND WHY?	
HAVE YOU EVER DEFAULTED ON A CONTRACT?YESXNO IF YES, PROVIDE DETAILS.	
> Please attach three professional references.	
Plean en attached references	

IN THE SPACES FOLLOWING (OR SEPARATE PAPER), PROVIDE INFORMATION REGARDING CONTRACTS COMPLETED BY YOUR FIRM SIMILAR IN NATURE TO THE PROJECT.

PROJECT NAME: Harbarlight Honse
OWNER: Harborisht House we
TOWN/STATE: BENGLY, MA
DOLLAR AMOUNT: \$ 8,160,276 DATE COMPLETED: Suptember 2010
TYPE OF WORK: Substantial renevation affordable senior housing
CONTACT PERSON: Andrew Defranza TELEPHONE # (970) 977 - 1205 X 25
CONTACT PERSON'S RELATION TO PROJECT: SUF - per from
PROJECT NAME: Turte Creek
OWNER: Turtle creek Honsing, WC
TOWN/STATE: BOCKLY, MA
DOLLAR AMOUNT: \$DATE COMPLETED: \$18,449,577 2014
TYPE OF WORK: renovation, senior affordable housing
CONTACT PERSON: Same TELEPHONE #: () CONTACT PERSON'S RELATION TO PROJECT:
CONTACT PERSON'S RELATION TO PROJECT:
DROJECT NAME: Charles Plan
PROJECT NAME: Fire hour Place OWNER: Firehour Place, Inc.
TOWN/STATE: Hamilton, MA
DOLLAR AMOUNT: \$ 1,180,472 DATE COMPLETED: 2012
TYPE OF WORK: new emstruction, multi-family afterdable houses
CONTACT PERSON: SAME TELEPHONE #: ()
CONTACT PERSON'S RELATION TO PROJECT:
PROJECT NAME: Rockport High School
OWNER: Lockport Affordable Housing, Inc.
TOWN/STATE: RedEport, MA
DOLLAR AMOUNT: \$ 3,099,041 DATE COMPLETED: 2015
TYPE OF WORK: renevation, senior affordable housing
CONTACT PERSON: <u>Same</u> TELEPHONE #: ()
CONTACT PERSON'S RELATION TO PROJECT:

Please see attached references for partner organization contacts.

The undersigned certifies that the informatio	n contained herein is complete and accurate and
	firm, or corporation to furnish any information
	recitals comprising this statement of Proposer's
qualifications and experience.	The second second control of the second second second at the second seco
1 1 .	*(

DATE: 4/8/7 PROPOSERS COMPANY NAME: Harbarhight Community

SIGNATURE: Partners, Inc.

PRINTED NAME: Andrew Differenza TITLE: Executive Divider



HARBORLIGHT COMMUNITY PARTNERS REFERENCE LIST

State Funders

Community Economic Development Assistance Corporation (CEDAC)

Sarah McKeever One Center Plaza, Suite 350 Boston, MA 02108 smckeever@cedac.org - 617-727-5944

Department of Housing and Community Economic Development (DHCD)

Carrie Knudson 100 Cambridge Street Boston, MA 02114 Carrie.knudson@state.ma.us - 617-573-1325

Tax Exempt Bonds

MassDevelopment

Anthony Fracasso, Senior Vice President 99 High Street, 11th Floor Boston MA 02110 afracasso@massdevelopment.com

Regional HOME Funder

North Shore HOME Consortium

Kevin Hurley
24 Lowell St.
Peabody MA 01960
Kevin.hurley@peabody-ma.us - 978-538-5774

Investor

Massachusetts Housing Investment Corporation (MHIC)

Christine Vincenti 70 Federal St. 6th Floor Boston MA 02110 vincenti@mhic.com - 617-850-1049

Lenders

Boston Private

Peter Hollands
Ten Post Office Square
Boston, MA 02109
phollands@bostonprivate.com - 617-912-3701

Federal Funding

Department of Housing and Urban Development:

Jim Polito 10 Causeway St. Boston, MA 02110 Jim.polito@hud.gov - 617-994-8515

Municipal Partners

Wenham Affordable Housing Trust

Mr. Joshua Anderson jtander@mit.edu - 617-901-5506

Town of Hamilton

Michael Lombardo, Town Manager mlombrado@hamiltonma.gov - 978-468-5572

Town of Rockport

Linda Sanders, Town Administrator <u>Isanders@town.rockport.ma.us</u> - 978-546-6786

Harborlight Community Partners Honors and Awards

2014

- Harborlight Community Partners awarded 2014 Nonprofit of the Year by the Greater Beverly Chamber of Commerce.
- Harborlight Community Partners received Award of Excellence from the Massachusetts Housing Investment Corp.
- Harborlight Community Partners named an Eastern Bank "Community Quarterback"

2015

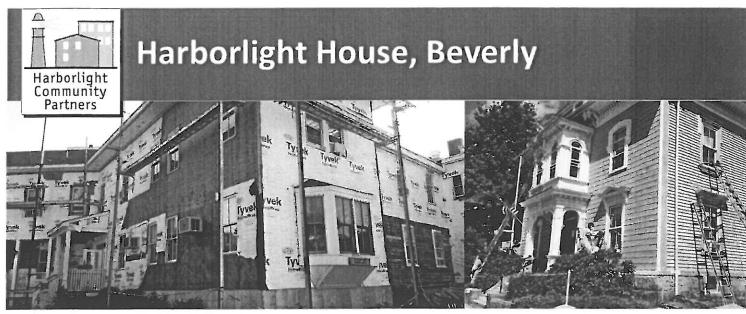
 Harborlight Community Partners received 2015 "We Give Thanks" Innovation Award for our commitment to affordable, supportive housing for seniors in need from North Shore Elder Services

2016

- Executive Director, Andrew DeFranza received the Peter. J. Gomes Service Award, an award created by Congressman Seth Moulton, granted to on September 11, 2016.
- Andrew DeFranza and the work of HCP honored by the Women's Institute for Housing and Economic Development of Boston with the 2016 Anne Gelbspan Partners in Community Award
- Andrew DeFranza and the work of HCP honored by Senior Care, Inc. of Cape Ann with a 2016 Community Partners Special Recognition Award.

2017

 Harborlight Community Partners selected for 2017 Housing Heroes award by Mass Housing Partnership. To be presented on June 8th.





Project Highlights

Harborlight House is the flagship property of Harborlight Community Partners. The stately historic home was the first property founded by the First Baptist Church in Beverly in 1963.

Harborlight House serves very low-income seniors in need who might otherwise require nursing home care. It is a warm, friendly and supportive environment offering daily enrichment opportunities in tandem with needed nursing care.

Harborlight House Renovations and Improvements include:

- State-supported housing vouchers for each unit to ensure affordability.
- Dining Room expanded (to accommodate mobility needs)
- Many units reconfigured to increase average unit size, adjusted for increased mobility equipment
- Kitchenettes will be added to each unit
- Siding, insulation and sealing up the exterior for energy efficiency
- HLH will have a new roof, new boiler and mechanical systems to improve energy efficiency and ensure comfort of our senior residents
- Number of units will shift from 35 to 30 due of the expansion of the unit space
- Elevator will be upgraded
- A new emergency call system will be installed throughout
- New flooring and paint in all common areas
- Water efficient fixtures for all units

Harborlight House Renovation Project Funders and Financing Partners: * MA Department of Housing & Community Development MassDevelopme Massachusetts Housing Investment Corporation * Eastern Bank · East Boston Savings Bank Community Economic Development Assistance Corporation · Federal Home Loan Bank of Boston · North Shore HOME Consortium City of Beverly: Community Development Block Grant & HOME * City of Beverly: Community Preservation Funds Developer: Harborlight Community Partners Contractor: The Martins Companies Architect: Siemasko & Verbridge www.harborlightep.org (0) FHIL BBoston

Anticipated TIMELINE

Dec 2015 HCP Receives Grant & Housing Vouchers from MA DHCD

ØEastern Bank

C-E-D-A-C

August 2015 Construction Begins

July 2016 Construction Complete



Project Highlights

Rockport High School Apartments has a rich history and stately charm, and represents 20% of all Rockport's affordable housing. The building served as the high school for many decades, and today offers a wonderful location for this affordable senior housing residence. Original black boards and coat hooks can still be found within its 31 units!

Improvements to the building and units include:

- Community kitchen area moved to upper level to make accessible by all and updated with new cabinets and appliances
- Window replacement in process
- Back up generator to power elevator and enhance security
- New washer and dryer facilities
- New accessible features including a new exterior ramp
- New common area lighting an common seating area updated
- Unit improvements have begun and include new refrigerators, cabinets, fixtures, paint and appliance updates.

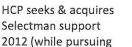
Project Partners:

Town of Rockport DHCD

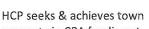
USDA

North Shore HOME Consortium Funding 2012 & 2014

Anticipated TIMELINE



USDA Funding)



support via CPA funding at Town Meeting, Fall 2012 HCP assumes the lease of RHS, ensuring affordability for 99 years, December 2013 Ongoing improvements to units and common areas

2014-present





Pigeon Cove Ledges Groundbreaking Draws Residents, Federal, State, and Local Officials

On a very warm summer morning, over 50 people recently came together despite the heat to celebrate the project to Preserve and Improve Pigeon Cove Ledges in Rockport.

Congressman John Tierney, Senator Bruce Tarr, and local Rockport officials Town Manager Linda Sanders, Mary Francis of the Community Preservation Committee, and Rockport

Selectman Sarah Wilkinson, joined Harborlight Community Partners' Board of Directors Vice President Bob Gillis to recognize the new collaboration which will preserve 30 units of affordable senior housing in Rockport.

"It is critical that our communities are able to offer affordable housing for those in need, including for our senior citizens," said



I-r: Linda Sanders, Rockport Town Manager; Sarah J. Wilkinson, Rockport Board of Selectmen; Seth Pitts, Area Specialist, USDA; Jonathan L. Healy, State Director Rural Development MA/CT/RI; Senator Bruce Tarr; Bob Visnick, Rockport Housing Partnership; Mary Francis, Rockport Community Preservation Committee; Vito Colomo, Senator Scott Brown's Office; Congressman John Tierney

Congressman Tierney. "Partnerships like this one make a real impact in our neighborhoods and I am glad that this collaboration will preserve and improve the Pigeon Cove Ledges affordable housing for seniors in Rockport."

This important effort to protect and improve the senior housing came together in a multi-year effort harnessing both the nonprofit housing development experience of Harborlight Community Partners, the Town of Rockport's investment of the Community Preservation Fund, and the commitment of the Rockport Housing Partnership. The property at 13 Curtis Street will be improved with updates to the 30 one-bedroom apartments and the installation of an elevator. Pigeon Cove Ledges is 22% of all the affordable housing in Rockport, hence the preservation of affordable status of the property was critical. "This was a great joint effort among many here today," said Mary Francis, Chair of Rockport's CPC. "Rockport is a compassionate and caring community, which is shown through this project."

One Pigeon Cove resident in a motorized chair expressed her gratitude to Harborlight for the improvements, and especially the elevator installation. The elevator will allow her to take advantage of the building's library and computer room, located on the second floor, which up until now she and other residents have been unable to access.

Senator Tarr stated, "Pigeon Cove Ledges represents an important housing resource for Rockport and Cape Ann, and one that we couldn't afford to lose. Fortunately, the forms of state, local, and federal government were able to join together to support strong community based leadership to ensure that these units will serve residents who need them for many years to come."

Andrew DeFranza, Executive Director of Harborlight Community Partners, praised the Town of Rockport as well as state and federal officials who supported the effort to preserve the affordability of Pigeon Cove Ledges. "Today we honor the effort and commitment of many dedicated and compassionate people who came to the table ready and willing to help. Preserving Pigeon Cove Ledges has truly exemplified the character and compassion of the Town of Rockport and all dedicated officials at state and federal levels."

Other officials present at the ceremony included Seth Pitts, Area Specialist, USDA, Jonathan L. Healy, State Director Rural Development MA/CT/RI, Bob Visnick, Rockport Housing Partnership, and Vito Colomo of Senator Scott Brown's Office.

HCP invites the North Shore community to visit <u>www.harborlightcp.org</u> to learn more about the work of HCP and its history.

About Harborlight Community Partners, Inc.

Harborlight Community Partners (HCP) provides a wide range of housing with services primarily for low and moderate income people living in Essex County. As the Region's oldest and largest not-for-profit provider of affordable housing, HCP currently owns, manages, or supports 346 housing units providing home for over 450 people. This housing is contained within 17 rental facilities located in seven communities on the North Shore and 53 first-time buyer units largely through partnership with Community Land Trust of Cape Ann. HCP also hosts the Acord Food Pantry in Hamilton.

HCP provides affordable housing for working families, elders, and those with disabilities. By focusing on the housing needs of the region's increasing underserved population and creating, preserving and operating safe, affordable housing units and supportive services, Harborlight Community Partners, Inc. strives to make homes available to all North Shore citizens, regardless of means. For more information, visit www.harborlightcp.org.

59 WILLOW STREET DEVELOPMENT PROPOSAL

Harborlight Community Partners proposes to build a mixed-use development on the site, consisting of 20 one-bedroom apartments for seniors, and approximately 1,500 square feet of retail/office space, along with parking and a small "pocket" park for use by residents and neighbors.

We have developed a proposal for 59 Willow Street only, and assume that the Town will continue to hold 63 Willow Street for public use. This could be legally structured with either a subdivision or a condo arrangement, depending on which is preferred by the Hamilton Development Corporation.

We believe this is a great location for senior housing: walkable to nearby shops, train, and the Hamilton Senior Center. Our proposal would further enhance pedestrian infrastructure, with new walking paths connecting Willow Street to Main Street, as well as a new "pocket" park.

PROGRAM		
1-bedroom apartments	20 apartments, plus common spaces	Approximately 17,500 sf
Commercial – retail/office		Approximately 1,500 sf
Parking*	10 spaces covered	Approximately 6,000 sf
	15 spaces uncovered	

The 20 one-bedroom units would all be rental, to seniors age 55 and over. Of the 20, eight units would be for seniors at or below 30% of area median income (AMI), and the remaining 12 would be for seniors at or below 60% AMI. 30% AMI for an individual is currently \$20,650 annually, and 60% AMI for an individual is \$41,220. Unit accessibility would meet or exceed code requirements, with universal design considerations and adaptability built in, allowing seniors to age in place. HCP is open to including local preference for Hamilton residents.

Parking would be available on-site for the residents, at one space per unit, as required by zoning. There would be an additional five spaces available for the commercial space (one per every 300 sf). It is likely that we will add another few spaces for our adjacent units at Firehouse Place (we currently rent spaces off-site for these units).

In Option A, parking is partially located under the building, providing for 10 covered spaces, and all residential units are on floors two and three, resulting in a three-story building. This is driven by the pending zoning for Business districts, which allows mixed-use with residential on floor two and above. If we could build some residential along with the commercial use on the first floor, we could reduce the height of the project to a two-story building. This option may be preferred by abutters and neighbors. It is shown as Option B.

Our initial site plan is preliminary, and will be further developed collaboratively with neighbors and abutters, the Hamilton Development Corporation, and others within the Town.

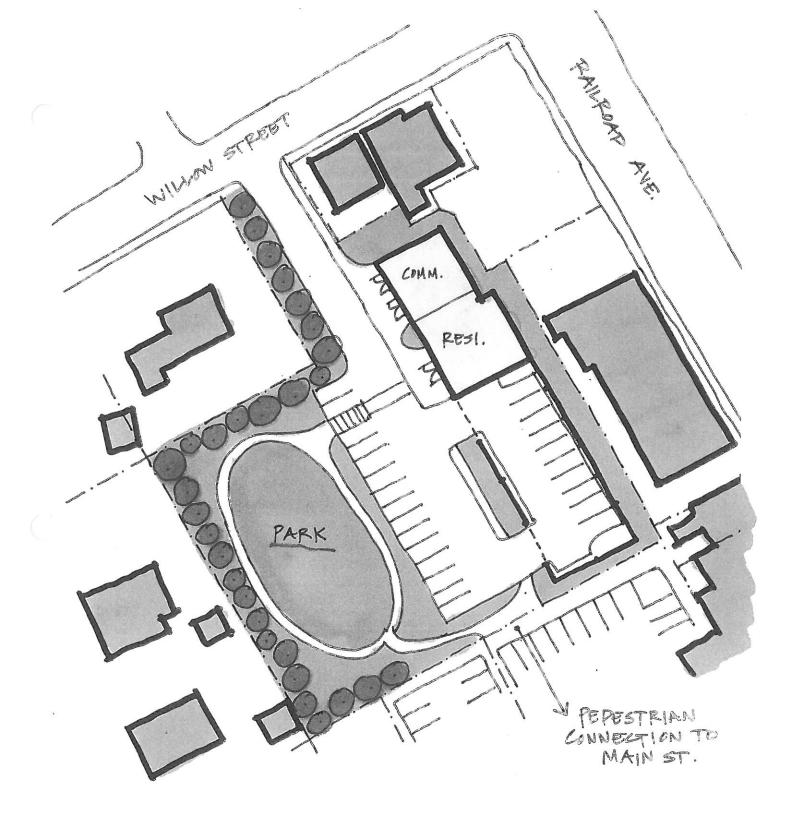
• In general, we sought to limit the impact of the development on the residential abutters, and located the building closer to Railroad Avenue and the existing commercial uses.

- We would enhance the existing landscape buffer, or add new landscaping as needed, to create
 privacy and provide a screen for the residential abutters. The design of this element would be
 done with the abutters.
- We could increase walkability by creating pathways throughout the site, and connecting pedestrians from Willow Street through to Main Street.
- A small "pocket" park could anchor the site, and create a place for walking, gardening, and passive recreation for residents and the public alike.
- All exterior lighting would be "dark sky" design with cutoff hoods to prevent light from spilling outside of the property or up into the night sky.
- Water conservation methods for both the building and landscaping would be employed. We
 would use native, drought-resistant plantings, and water-conserving fixtures (such as EPA Water
 Sense rated fixtures).

Our architects are well-versed in designing buildings to fit into the local context. The design of the building will be traditional in nature and will likely feature clapboard siding, architectural shingles, and divided-lite windows. We will stay under the 35' height limit for single-family homes, and depending on whether or not residential on the first floor is allowed (and therefore whether the building is two or three stories), the building could have either a pitched or a flat roof.

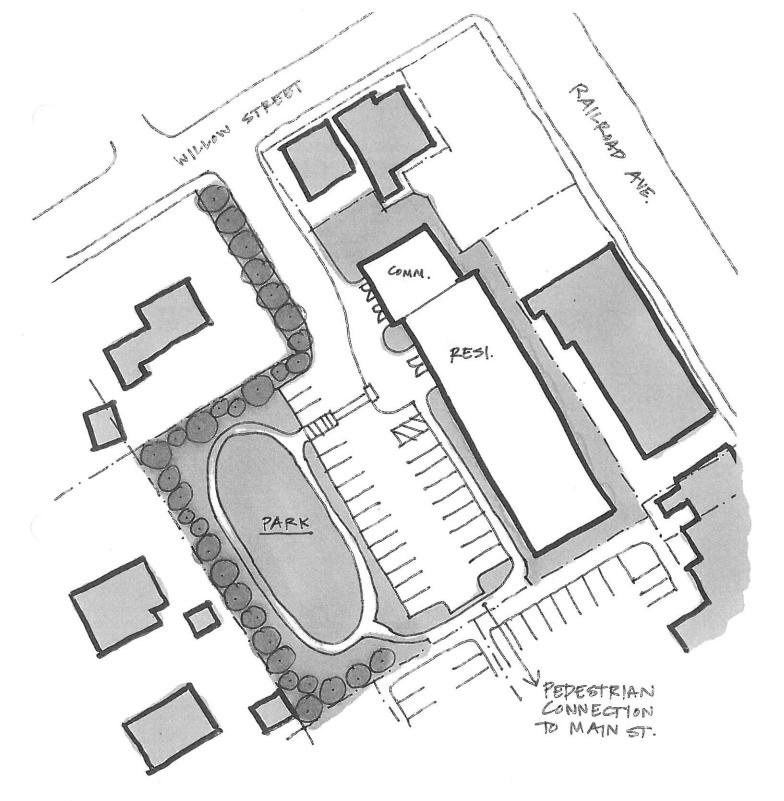
The commercial space component of the proposal is driven by the zoning code, which requires mixeduse. HCP would need to have a tenant committed in order to develop the space; we could not develop commercial space on a speculative basis. We are happy to talk with both local business owners to explore interest. Alternately, the commercial space could serve a municipal function, if space were needed.

The septic and stormwater design is critical component of the development. We are assuming that we would comply with Tile V for the septic, and follow its 25' setback guideline for distance between septic and stormwater systems (as shown in the RFP sketch). However, it is important to note, that if the DEP requirements, with a 50' setback, are triggered, then the project becomes physically unfeasible. Septic and stormwater design will be an early "stress test" for the project.



OPTION A

20 1-BEDROOM APARTMENTS 1,500 SF COMMERCIAL 3 STORIES 25 PARKING SPACES



OPTION B

20 1-BEPPOON APARTMENTS 1,500 SF COMMERCIAL 2 STORIES 25 PARKING SPACES

59 WILLOW STREET PRELIMINARY PROJECT SCHEDULE

June 2017

Award of RFP

June 2018

Complete zoning and permitting Apply for DHCD funding – round 1 Apply for DHCD funding – round 2

December 2018 December 2019

Award of funding

May 2020 November 2020

Finance closing, start construction

October 2021

Construction complete

59 WILLOW STREET FINANCIAL INFORMATION

HCP proposes to **purchase 59 Willow Street for \$600,000**. A \$2,500 deposit is included with this proposal. After development of the project, HCP (or a subsidiary set up for the development) will retain its ownership interest. HCP will both own and manage the property over the long-term.

All of our affordable housing projects are accomplished with multiple financial partners: local, State, and Federal, as well as private banks and investors. For financial references, please refer section 3.

The projected **total development cost is \$6,118,971**. The anticipated Sources and Uses for the project are as follows:

Sources			per unit	Comments	
Fed LIHTC	0.95	\$1,496,124	\$74,806	\$157,487 award	
State LIHTC	0.70	\$1,400,000	\$70,000	\$400,000 award	7
Other DHCD		\$1,472,847	\$73,642		
Hamilton CPC		\$0	\$0		
Hamilton Affordable Housing Trust		\$300,000	\$15,000		
N Shore HOME		\$250,000	\$12,500		
FHLB		\$500,000	\$25,000		
Perm loan		\$700,000	\$35,000	1.37	DSCR year 1
Total Sources		\$6,118,971	\$305,949	1.02	DSCR year 15

Uses			per unit	Comments
Acquisition		\$600,000	\$30,000	HDC
Construction - residential	\$200	\$3,250,000	\$162,500	
Construction - commercial	\$175	\$262,500		
Construction contingency	5%	\$175,625	\$8,781	
Development Soft Costs	30%	\$975,000	\$48,750	
Dev OH/Fee		\$655,078	\$32,754	Max per DHCD
Reserves		\$200,768	\$10,038	6 months op ex, replacement,
Total Development Cost		\$6,118,971	\$292,824	lease up TDC per unit

We anticipate using a combination of Low Income Housing Tax Credits (LIHTC), State DHCD (Department of Housing and Community Development) funds, local HOME and Trust funds, a grant from the Federal Home Loan Bank of Boston (FHLB), and conventional debt (perm loan). We would most likely partner with a local bank on the LIHTC equity investment. Developer Overhead and Fee are derived from a calculation set by DHCD.

Rents for the project are projected as follows:

Unit Mix	30% AMI	60% AMI	sf	Total
1 BR	8	12	650	20
Rent:	\$1,196 (MRVP voucher)	\$970		
Commercial rent:	\$12/sf NNN			

The income limit for a one-person household at 30% AMI (Area Median Income) is currently \$21,700. At 60% AMI, the income limit for one person is \$43,440.

The first ten years of operations are projected as shown below. We assume rent growth of 2% and expense growth of 3% annually.

Operations		Year 1	Year 2	Year 3	Year4	Year5	Year 6	Year7	Year 8	Year9	Year 10
Rent growth	2%								:		
Expense growth	3%							1,			
Gross Potential Rent - Residential		\$254,496	\$259,586	\$264,778	\$270,073	\$275,475	\$280,984	\$286,604	\$292,336	\$298.183	\$304,146
Vacancy - Residential	5%	(\$12,725)	(\$12,979)	(\$13,239)	(\$13,504)	(\$13,774)	(\$14,049)	(\$14,330)	(\$14,617)	(\$14,909)	(\$15,207)
GPR-Commercial		\$18,000	\$18,360	\$18,727	\$19,102	\$19,484	\$19,873	\$20,271	\$20,676	\$21,090	\$21,512
Vacancy - Commercial	25%	(\$4,500)	(\$4,590)	(\$4,682)	(\$4,775)	(\$4,871)	(\$4,968)	(\$5,068)	(\$5,169)	(\$5,272)	(\$5,378)
Net Income		\$255,271	\$260,377	\$265,584	\$270,896	\$276,314	\$281,840	\$287,477	\$293,226	\$299,091	\$305,073
Operating Expenses	\$9,000	(\$180,000)	(\$185,400)	(\$190,962)	(\$196,691)	(\$202,592)	(\$208,669)	(\$214,929)	(\$221,377)	(\$228,019)	(\$234,859)
Replacement Reserve deposits	\$300	(\$6,000)	(\$6,180)	(\$6,365)	(\$6,556)	(\$6,753)	(\$6,956)	(\$7,164)	(\$7,379)	(\$7,601)	(\$7,829)
NO		\$69,271	\$68,797	\$68,257	\$67,649	\$66,969	\$66,215	\$65,383	\$64,470	\$63,472	\$62,385
Debt Service		(\$45,536)	(\$45,536)	(\$45,536)	(\$45,536)	(\$45,536)	(\$45,536)	(\$45,536)	(\$45,536)	(\$45,536)	(\$45,536)
Cash Flow		\$23,735	\$23,261	\$22,721	\$22,113	\$21,433	\$20,679	\$19,847	\$18,934	\$17,986	\$16,849
DSCR		1.52	1.51	1.50	1.49	1.47	1.45	1.44	1.42	1.39	1.37

HAMILTON DEVELOPMENT CORPORATION REQUEST FOR PROPOSALS WILLOW STREET MIXED-USE DEVELOPMENT FINANCIAL PROPOSAL FOR RFP

TO THE AWARDING AUTHORITY:

A. The undersigned proposes to undertake the development of the Willow Street Parcel in accordance with the terms and conditions set forth in the Proposal submitted herewith and, in addition, to and in consideration therefore to pay the HDC as provided below.
B. This proposal includes addenda numbers
C. The proposed price to Purchase: \$600,000, contingent upon appraised value
If Lease ☐ (Specify term and rental payments)
COMPANY NAME: Harborlight Community Partners, Inc.
D. The undersigned certifies that this offer fully complies with all of the requirements of the Request for Proposals.
E. The undersigned further certifies under the penalties of perjury that this proposal is in all respects bona fide fair and made without collusion or fraud with any other person. As used in this subsection the word "person shall mean any natural person, joint venture, partnership, corporation or other business or legal entity. The undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from doing sign design or consultation work in the Commonwealth under the provisions of section twenty-nine F or chapter twenty-nine, or any other applicable debarment provisions of any other chapter of the General Laws of any rule or regulation promulgated thereunder.
Name of Developer BY: (Signature)
Name and Title of Signatory:
Andrew DeFrainza

CERTIFICATION OF TAX COMPLIANCE

Pursuant to M.G.L. c.62C, §49A and requirements of the HDC, the undersigned acting on behalf of the Contractor certifies under the penalties of perjury that the Contractor is in compliance with all laws of the Commonwealth relating to taxes including payment of all local taxes, fees, assessments, betterments and any other local or municipal charges (unless the Contractor has a pending abatement application or has entered into a payment agreement with the entity to which such charges were owed), reporting of employees and contractors, and withholding and remitting child support.*

	04-23 3571
Signature of Individual	* Contractor's Social Security Number
or Corporate Contractor (Mandatory)	(Voluntary) or Federal Identification
Print Name: Partners, Inc.	Number
Print Name: Partners Inc.	Print Name:
By: Andrew De Franza, ED Corporate Officer (Mandatory, if applicable)	Date

^{*} The provision in this Certification relating to child support applies only when the Contractor is an individual.

^{**} Approval of a contract or other agreement will not be granted until the HDC receives a signed copy of this Certification.

^{***} Your social security number may be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended.