

Cover Sheet – Non-Social Service Activity

AGENCY NAME: Amherst Housing Authority
AGENCY ADDRESS: 33 Kellogg Avenue, Amherst, MA 01002
AGENCY PHONE NO: (413) 256-0206 CONTACT PERSON: Chad Howard
CONTACT PERSON EMAIL: choward@amhersthousingauthority.org
CDBG FUNDING REQUEST: \$211,628.00

1. Project Name Watson Farms Siding Replacement Project
2. Project Description (1-2 sentences)
This project aims to corrects an issue of water infiltration behind the siding of the buildings which has caused the fasteners to rot away and the siding to fall off in chunks. This project includes installation of a proper drip edge and replacement of siding using Hardi-plank type siding.
3. Project Location (Street address) 693 Main Street, Amherst, MA 01002
4. Budget Request \$211,628.00
5. Type of Activity (check one):
 - Rehabilitation
 - Acquisition
 - Demolition/clearance
 - Infrastructure
 - Public Facility
 - Architectural Barrier Removal
 - Other – please explain

6. National Objective:
Total number of beneficiaries (individuals served):
Between 40-45 individuals served at the Watson Farms development dependent on the household size of a future housed resident into a currently unoccupied unit.

Total Low/Mod beneficiaries (individuals served):
Approximately 60% of the individuals served at this development fall in the Extremely Low-Income Range; approximately 15% of the individuals fall in the Very Low-Income Range; 15% of the individuals fall in the Low-Income Range; 10% of the individuals fall in an income range above 80% AMI.

Please submit responses to the following questions:

Project Name: Watson Farms Siding Replacement Project

Project Location: 693 Mains Street, Amherst, MA 01002

Census Block Group: 820500

National Objective Description

- Describe in detail how your project will meet a national objective and how it will be documented to ensure that participants meet low/moderate income requirements.
- Limited clientele projects must document compliance by one of the following methods:
 - For projects that do not provide “income payment” forms of assistance, beneficiaries may “self-declare” their eligibility, generally by completing and signing a form declaring household sizes and income ranges.
 - For projects that offer income payments or subsidies, income must be documented.
 - For projects where the user profile will be low- and moderate-income, a description of the profile must be presented so that the conclusion, without a doubt, will be to benefit low- and moderate- income persons.

This Project meets the National Objective: As of December 30, 2017, approximately 60% of the individuals served at this development fall in the Extremely Low-Income Range; approximately 15% of the individuals fall in the Very Low-Income Range; 15% of the individuals fall in the Low-Income Range; 10% of the individuals fall in an income range above 80% AMI.

Total Number of individuals served

This property is a federally assisted development as a family housing complex under the United States Department of Housing and Urban Development (HUD). This development is used to house various individuals. Fifteen total family-housing units, of which there are four (4) handicap accessible units that are utilized to house physically disabled individuals

This project aims to restore the integrity of the building envelopes at the Watson Farms development by means of replacing the 30-year-old siding, which is original to the initial construction of this development in the mid-80’s. Replacement of the siding will help to maintain a sound, secure building envelope and allow the Amherst Housing Authority to continue to house low-income families in need of homes in the Amherst area.

Demonstrate Consistency with Sustainable Development Principles

- Describe how project meets and is compatible with the State’s Sustainable Development Principles: http://www.mass.gov/envir/smart_growth_toolkit/pdf/patrick-principles.pdf

This project would meet the State's Sustainable Development Principles under item #6 identified as "Expand Housing Opportunities". This principle states: "Support the construction and rehabilitation of homes to meet the needs of people of all abilities, income levels, and household types. Build homes near jobs, transit, and where services are available. Foster the development of housing, particularly multifamily and smaller single-family homes, in a way that is compatible with a community's character and vision and with providing new housing choices for people of all means." The Watson Farms development is a Federal Public Housing development which houses between 40-45 individuals. This project would help to ensure that the Amherst Housing Authority would be able to continue to provide affordable housing to individuals at this development by maintaining the integrity of the building envelopes.

Demonstrate Consistency with Target Area requirements

- Describe location of the project in terms of the identified target areas?
This property is located in the 600 block on Main Street in Amherst, MA.
- Is the project located in a target area?
Yes, this project is located in a CDBG Eligible Block Group in the East Village target area.

A. Demonstrate Consistency with Community Development Strategy

- Describe how the proposed project is consistent with the Community Development Strategy.
- To meet this threshold a proposed project must relate to a community development need or needs identified by the community in the Strategy and must have been identified in the Strategy as a means to address the need.

The Community Development Strategy identifies a wide range of initiatives designed to promote, preserve, and develop the community by means of local housing, community services, land use, economic development, natural and cultural resources, recreation, transportation, and sustainability. This project meets the [1] Housing/Land Use initiative as it states: "The focus of many in the community is the extreme need for housing for the non-student population, in particular, low- and moderate-income households and permanent supportive housing... Amherst's Housing Production Plan (HPP) notes that there is an imbalance of demand and supply. Put simply, there is not enough housing to meet the various markets: students, families, elderly, individuals, renters, low and moderate income... RKG has emphasized the need for both affordable and market-rate housing if Amherst wants to maintain its diverse population."

This building rehabilitation project will help to preserve the long-term life of this development and ensure affordable housing in the Amherst area. This project falls into the #1 priority ranking for projects under the Community Development Strategy to "Create affordable and fair housing options (rental and ownership) for the chronically homeless and extremely low income, low- and moderate-income families, individuals, seniors and the disabled that includes the purchase, renovation or construction of housing and associated infrastructure."

B. Agency Information

- Provide an overview of your organization, including length of time in existence, experience in successfully conducting activities for which funding is being sought, and skills and current services that reflect capacity for success.
- Explain your short-term goals and long-term goals.

The Amherst Housing Authority (AHA) is a public body, politic and corporate, duly organized in 1959 and existing pursuant to Massachusetts General Laws, Chapter 121 B, and Section 3. A Board of Commissioners is legally responsible for the overall operations of the Authority, and the day to day activities and administration of the Authority is delegated to the Executive Director and managed by a 16-person staff.

The AHA has a long history in providing safe, affordable housing to residents of the Amherst community with the following programs:

Low Rent Public Housing- Under this program, the AHA owns operates and maintains rental housing acquired with grants from the U.S. Department of Housing and Urban Development (HUD). Dwelling units are leased to low income tenants at rates based on their ability to pay. Operations are supported by HUD via operating grants.

Public Housing Capital Fund- HUD provides grants to authorities with Low Rent Public Housing units on a formula basis. The funds are predominantly used to make physical improvements to buildings and dwelling units owned by the Authority under the Low Rent Public Housing Program. A portion of capital funds may also be used to support operations and to make improvements in the management and operation of the Authority.

Section 8 Housing Choice Voucher- HUD provides grants to the Authority to subsidize rents paid by low income families and individuals who rent dwelling units from private landlords. Under this program qualified applicants are issued vouchers which may be used by the applicant to obtain housing in the private rental market. The AHA will subsidize the landlord for the difference between the rent requested and the tenant's share of the rent not to exceed a predetermined payment standard.

State and Local Programs- the AHA operates the following state and local programs:

State Consolidated Housing and State Chapter 667/705 Housing- Under these programs, the AHA owns, operates and maintains rental housing acquired with grants from the Massachusetts Department of Housing and Community Development (DHCD). Dwelling units are leased to low income tenants at rates based on their ability to pay. Operations are supported by DHCD via operating grants.

State Chapter 689 Housing- Under this program, the AHA owns operates and maintains rental housing acquired with grants from DHCD. The building is generally rented to a non-profit corporation who provides health and human resource needs to mentally or developmentally disabled individuals.

Massachusetts Rental Voucher Program (MRVP) - DHCD provides grants to the AHA to subsidize rents paid by low income families and individuals who rent dwelling units from private landlords. Under this program, qualified applicants are issued vouchers which may be used by the applicant to obtain housing in the private rental market. The AHA will subsidize the landlord for the difference between the rent requested and the tenant's share of the rent not to exceed a contract amount.

Alternative Housing Vouchers (AHVP) in November 2015 DHCD awarded the AHA with 20 AHVP vouchers which provides housing to eligible younger disabled individuals who would normally qualify for Chapter 667 Elderly/disabled housing. These vouchers allow low income individuals/families to rent dwelling units from landlords in the private rental market. The AHA provides a subsidy payment to the landlord for the difference between the rent for the unit and the tenant's share of the rent.

The housing program for which the AHA is seeking funds falls under the State Consolidated Housing and State Chapter 667/705 Housing.

The Amherst Housing Authority has been doing modernization projects under the requirements of the Commonwealth of Massachusetts for numerous years and is one of a few agencies statewide that is part of the DHCD Accelerated Independent Modernization and Management (AIMM) for capital projects under DHCD.

Both the long-term and short-term goals for the Amherst Housing Authority are the same, which is to provide safe, affordable housing to extremely low, low and moderate-income individuals, families and disabled people.

C. Project Budget Information

- Provide a detailed budget cost estimate that includes all sources of revenues and all expenses, *signed by the preparer*. (Include an inflation factor to reflect the cost of construction at the time of project implementation, as outlined in your project timeline.)

A cost estimator tool was used to combine the construction costs, plus any soft costs (i.e. Architectural fees, construction contingency, administration fees, inflation, etc.). This tool, provided to all housing authorities in Massachusetts, is a product of the Department of Housing and Community Development (DHCD), called "Capital Planning System" (CPS), and is a reliable cost estimator tool that the AHA has used on many of its State and Federal projects. A copy of the CPS generated project review is attached within this application.

The CDBG funding request of \$211,628.00 reflects the entire project budget (construction and soft costs inclusive) to complete this siding replacement project in its entirety (development-wide).

- Explain the process used to review the accuracy of the cost estimate.

The DHCD Capital Planning System software was used to calculate all project costs as noted above.

- Explain the qualifications of person who prepared the cost estimate.

Debbie Turgeon (AHA Executive Director) and Chad Howard (AHA Modernization Coordinator) have both been trained by DHCD in the use of the DHCD Capital Planning System software. Additionally, Chad has been designated by DHCD as an “expert” user of the DHCD Capital Planning System.

- Submit a detailed line item budget including a trade item breakdown and soft costs. Provide an explanation of sources and uses for all funding.

Attached are the itemized cost estimates and projected budget for the project.

- Submit an operating and maintenance plan including funds required and source of funding.

The Annual operating budget for the Amherst Housing Authority for FY’17 is attached. The Development in which funds are being requested belongs to the fund number 085 program.

- If applicable, describe and document the availability and source of matching or other funds needed to complete the project. In-kind services are accepted only as directly related to the project.

Currently the Amherst Housing Authority is not seeking supplemental funds for this project. A limited amount of Federal Capital funds (approximately \$20,000 are allotted each Fiscal Year; these Federal Capital Funds may be used in-part to supplement this project if necessary.

D. Project Description

- Please provide a summary of the proposed project. The summary should include a detailed scope of the total project, including the non-CDBG funded components.
- Demonstrate that the activity has been prioritized by the community at the local level.
- Include information on the number of individuals or families to be served and who they are, i.e. disabled, low-income, homeless, etc.
- For projects involving renovation of buildings used for CDBG-eligible and non-eligible activities, applicants must describe how space is allocated within the building and how the project will be pro-rated to address the mix of uses.

This building envelope modernization project will address the buildings water damaged siding, where over the course of time water has infiltrated its way behind the siding, due to the lack of a proper drip edge, and has subsequently rotted the siding fasteners. This has caused the siding to fall off in chunks as well as heave in other areas. The existing

siding is original to the initial construction of the development in the mid 80's. The siding is falling and heaving and is well beyond its reasonable expected lifespan.

Under this project we will replace the siding using Hardi-plank, cementitious board. We will also install a proper drip edge at the top of each exterior wall to address the cause of the failing fasteners which has occurred with the existing conditions. This project will also include the replacement of the underlaying sheathing in some areas which we reasonably expect to find some rotted areas. Finally, this project will involve replacing some wood trim and fascia in limited areas which is in need of replacement. In all, this project will modernize/rehabilitate the building envelopes to a state which will extend the life-span of these building for years to come.

The Community Development Strategy identifies a wide range of initiatives designed to promote, preserve, and develop the community by means of local housing, community services, land use, economic development, natural and cultural resources, recreation, transportation, and sustainability. This project meets the [1] Housing/Land Use initiative as it states: "The focus of many in the community is the extreme need for housing for the non-student population, in particular, low- and moderate-income households and permanent supportive housing... Amherst's Housing Production Plan (HPP) notes that there is an imbalance of demand and supply. Put simply, there is not enough housing to meet the various markets: students, families, elderly, individuals, renters, low and moderate income... RKG has emphasized the need for both affordable and market-rate housing if Amherst wants to maintain its diverse population."

This building rehabilitation project will help to preserve the long-term life of this development and ensure affordable housing in the Amherst area. This project falls into the #1 priority ranking for projects under the Community Development Strategy to "Create affordable and fair housing options (rental and ownership) for the chronically homeless and extremely low income, low- and moderate-income families, individuals, seniors and the disabled that includes the purchase, renovation or construction of housing and associated infrastructure."

Answers for Parts E—H must not exceed four (4) pages

E. Project Need

- What is the need for the proposed project/program?
- Define and quantify the need or problem to be addressed by the proposed project. Explain why the project is important.
- *Document the need. As applicable (i.e., for projects involving construction or rehabilitation), photographs must be included as attachments to the packet.*
- Describe how project will address the need

Several photographs of the existing conditions are attached. The importance of this project is to keep affordable units in the community of Amherst online and rented to low income people. Without the funds from the Community Development Block Grant

program, AHA will not have the funds in order to complete this project; if this project is not completed there is a risk that the building envelopes will degrade to the point of complete failure.

This building envelope modernization project will address the buildings water damaged siding, where over the course of time water has infiltrated its was behind the siding, due to the lack of a proper drip edge, and has subsequently rotted the siding fasteners. This has caused the siding to fall off in chunks as well as heave in other areas. The existing siding is original to the initial construction of the development in the mid 80's. The siding is falling and heaving and is well beyond its reasonable expected lifespan. In all, this project will modernize/rehabilitate the building envelopes to a state which will extend the life-span of these building for years to come.

According to the Housing Production Plan that was conducted in March 2013 the following areas were identified as priority housing needs:

- Rental housing for families, particularly those earning within very low-income categories, and the growing number of smaller households that are increasingly single parents with children.
- Rental housing for individuals that require smaller affordable housing units, including persons now accommodated in the shelter in winter and elsewhere during other seasons.
- Appropriate housing for students, both on and off campus, in order to reduce the demand on the housing market in Amherst.
- Preservation of existing affordable rental housing, including subsidized units and those in the private housing market, which are typically more cost effective to rehabilitate than to build new.
- Affordable homeownership for families as market conditions have placed the purchase of homes beyond the financial means of low- and moderate-income households.
- Housing for at risk and special needs populations that often require special services and handicapped accessibility.

This project fits under two of these priority housing needs: Preservation of existing affordable rental housing and Housing for at risk and special needs populations.

F. Community Involvement and Support

- Demonstrate the involvement and opportunities available for the community and/or potential beneficiaries in the identification, planning and development of the proposed project.
- Define the process to be used to maintain involvement of the project beneficiaries in the implementation of the project.

The Amherst Housing Authority Board of Commissioners has supported this grant application for the replacement of the siding and other building envelope components. Residents of the Watson Farms development have been vocal regarding the need for this

project to be completed; those residents are supportive of AHA's CDBG application.

G. Project Feasibility

- Why is the proposed project/program feasible?

The project will serve a need for affordable housing all help to allow all units at the Watson Farms development to remain occupied by residents in need of such affordable housing units.

- Demonstrate that the project is capable of proceeding at the time of award, can be effectively managed, and can be physically and financially accomplished within the grant period.

The AHA has a long history of effectively managing projects with federal, state, and local funds. The following projects have been accomplished in the past few years:

- ✓ New HVAC system at Ann Whalen \$248,911.00, completed December 2015
 - ✓ Surveillance system at Ann Whalen \$12,718.15, completed November 2015
 - ✓ Water Infiltration and Paving at Chestnut Court \$332,500, completed July 2016
 - ✓ Window project at Jean Elder \$90,000, CDBG funds 2014
 - ✓ Accessible bathroom renovations for Watson Farms completed December 2014 - \$38,100 – CDBG funds
 - ✓ Emergency Generator Upgrade at Ann Whalen - \$112,312- completed January 2014
 - ✓ Kitchen upgrades at Sunrise Ave.- \$22,250 completed June 2013
 - ✓ Bathroom Rehabilitation at Sunrise Ave.- \$25,000 completed June 2016
 - ✓ Furnace replacements at Sunrise Ave.- \$14,012; \$9,000 provided by Berkshire Gas, completed May 2014
 - ✓ Exterior Lighting Upgrades at Ann Whalen- \$14,146 provided by WMECO- December 2014
 - ✓ Refrigerator Upgrades at Ann Whalen (55)- Estimated \$22,000 provided by WMECO June 2014
 - ✓ Energy Efficiency insulation upgrades at Chestnut Court – estimated \$30,000 provided by WMECO- November 2015
 - ✓ Kitchen and Bath Upgrades at John Nutting- \$636,201.24 – completed August 2016
 - ✓ Kitchen and Bath Upgrades at Ann Whalen- \$825,000- in process
 - ✓ Kitchen, Bathroom & Flooring Renovations at Jean Elder- \$162,000- CDBG funds, in process.
 - ✓ Boiler Replacement Project at Chestnut Court- \$120,000; \$46,000 provided by Berkshire Gas, 2017
 - ✓ Bathroom Casement Windows replacement at Chestnut Court- \$25,000 provided by CDBG, 2017
 - ✓ Renovation of two Accessible units (Kitchen & Bathroom) at Watson Farms- \$80,000, provided by CDBG, in process.
- Describe what evidence exists to show that the community at large or project beneficiaries will use the project. Include documentation of **demand** for the activity

through summary descriptions of surveys, inquiries, waiting lists or past participation. (not applicable to barrier removal or demolition).

The scope of the project is clearly defined within the CPS cost estimation report which is attached within this application. AHA is prepared to create bid specifications and advertise/bid this project to as soon as funds are awarded.

- Describe the present status of the project design. Rehabilitation activities should summarize the operational program design. Do not attach and refer to a program manual.

The scope of work has been developed for this project and are ready to proceed to the Planning/bidding phase as soon as funds are awarded.

- Describe and document the present status of site control for the project.

The Amherst Housing Authority owns this property and is located on Map ID: 15A/26. The property record card is part of the attachments.

- Describe and document the current status of environmental review and the timeline for completion of the process. Identify all necessary federal, state, and local permits, including state and local environmental permits, and the timeframe for obtaining them. Include the appropriate checklist(s) and response letters from relevant state agencies and/or local commissions.

The ASTM Phase 1 Environmental Review was completed during the summer of 2016 by New England Environmental (15 Research Drive, Amherst, MA 01002). The 24 CFR 58.35(a) HUD Statutory Checklist for Environmental Review for Activity/Project that is Categorically Excluded Subject to Section 58.5, has been completed and in process of HUD review. The permitting and environmental zoning for this project is currently in process and is being completed by the contracted design engineer on this project The Berkshire Design Group in conjunction with the AHA.

- Identify and describe the procurement process used or applicable to the project.

This project will follow the federal procurement process using Federal Davis Bacon, and State prevailing wage requirements (whichever is higher). The AHA is trained on the Federal and State procurement regulations. AHA has a long history of successful procurement of public contracts.

- Identify the roles and responsibilities of all personnel involved in the project as well as internal controls.

Debbie Turgeon – AHA Executive Director
Chad Howard – AHA Modernization Coordinator
Jon Hite – AHA Consultant
Jerry Aldrich – AHA Consultant

- Citing past accomplishments, document that the agency has the necessary past expertise to conduct the activity and has successfully completed past activities with CDBG or other programs in a timely manner.

AHA has completed several significant CDBG funded projects since 2013 and has a track record of successfully carrying out a variety of other construction projects (as noted in section above).

- Describe and identify the project milestones and timeline including unfinished project contracting and other project steps. State the duration of time needed for each milestone and identify when each milestone will be completed.

January 2019 – Execute Contract with the Town of Amherst/ CDBG

February 2019 – Contract with Architectural Firm and begin planning phase

March-April 2019 – Complete planning phase and bid project for General Contract for construction

May 2019 – Execute General Contract for construction.

May-June 2019 – Issue Notice to Proceed

June-September – Construction

October – Project administrative closeout

H. Project Impact

- What will be the impact of the proposed project/program?
- Describe the impact the activity will have on the specifically identified needs. What measurable improvements will result from the activity and will benefit the intended beneficiaries? How much of the need will be addressed?
- Define the direct and indirect outcomes that will result from the project. Identify quantitative and qualitative measures to determine that the outcomes are achieved. *Refer to specific target areas.*

This project will directly impact the 40-45 residents who occupy the 15 apartment units at the Watson Farms development. The project location is in the East Village target area; and meets the Sustainable Growth Principles.

The long-term preservation of the building envelope will allow AHA to continue to provide affordable low-income housing to these current residents of the Watson Farms development, and others like them, for years to come.

Watson Farms – Siding Replacement Project

Revenue		
2019 CDBG Grant Income		\$211,628.00
Expenses		
Construction		
Demolition & Construction		\$155,324.40
Disposal Fees		\$5,000.00
10% Construction Contingency		\$16,032.40
Soft Costs		\$35,271.00
<hr/>		
Total Expenses		\$211,628.00

Soft Costs include:

- Architectural Fees
- Permitting Fees
- Administration Costs
- Inflation

Capital Planning System

Projects

Main Menu Facilities Inventory **Projects** Reports Utilities Cost Help

LHA	AMHERST HOUSING AUTHORITY ▼
Development	[REDACTED]
Facility	[REDACTED]
Unit	ALL * (ALL Implied if not selected)
Project	006-705-1C-S01-18-70 -- Siding Replacement - WF ▼

Project Information Project Estimation Project Management Project Templates

[Edit](#) [Delete](#) [New](#)

Project Number: 006-705-1C-S01-18-70

Project Name: Siding Replacement - WF

DHCD FISH #: [REDACTED]

Condition Assessment Narrative:

Original Werzalite wood siding was installed in the late 80's and was installed without a proper drip edge. Over the past years water has been wicked up underneath the siding and has rotted away the fasteners, leading to the siding to fall off in chunks.

Recommendation:

Replace siding using Hardi-plank. Replace sheathing in some areas as necessary.

Category: Building Envelope

Project Type: Dwelling Project

LHA Priority Selection DHCD/Consultant Priority Selection

1. Currently Critical (Immediate) [REDACTED]

1. Currently Critical (Immediate)
 - a. CITED Life and/or Health safety conditions/hazards
 - b. Building, Fire, Electrical or Mechanical CODE CITATIONS
 - c. Component failure or complete deterioration that affects facility operations
 - d. Restores facility operations (vacancies)
2. Potentially Critical (will become critical within 1 year)
 - a. Correct recurring or intermittent facility operations deficiencies
 - b. Potential Life and/or Health safety hazards
 - c. Prevent predictable deterioration/collateral damage
 - d. Condition has potential to cause downtime or vacancy
3. Necessary/Not yet Critical
 - a. Beyond Expected useful life but still serviceable
4. Recommended
 - a. Useful/Sensible Improvements to Facility operations
 - b. Increases efficiencies of systems/reduces operational costs
 - c. Improves overall usability of facilities
5. Modernization
 - a. Does not meet current codes/standards
 - b. Improves local marketability & quality of life
 - c. Hazardous Materials managed but not yet abated

Project Cost Information	
Proposed TDC (Total Development Cost)	\$211,628
Actual TDC (Final Cost at Completion)	\$0.00

Cost Breakdown for Federal Projects (N/A for State Projects)	
Dwelling Cost %	100 %
Non-dwelling Cost %	0 %
Site Cost %	0 %

Inspection Date: 9/1/2017

Inspector: Chad Howard

Project Notes: [REDACTED]

Proposed Funding:

Grant Funds:	\$0.00
Other Funds:	\$211,628.00
Total:	\$211,628.00

Project Photos:

[Add Photo](#)

Related Inventory Components

[Add Related Components](#)

Capital Planning System

Projects

Main Menu Facilities Inventory **Projects** Reports Utilities Find Help

LHA: **AMHERST HOUSING AUTHORITY** ▼
 Development: [REDACTED]
 Facility: [REDACTED]
 Unit: **ALL** ▼ (ALL Implied if not selected)
 Project: **008-706-1C-S01-18-70 - Siding Replacement - WF** ▼

Project Information Project Estimation Project Management Project Templates

Related Inventory Components

[Remove All Related Components](#)

Labor

Craft	Labor Description	Rate	Hours	Cost Type	Subtotal
Select ▼			0	Dwelling ▼	

Labor Total:

Project Estimation Components (Labor Inclusive)

[Add Related Inventory Components to Estimation Components](#)

Description	Notes	Unit Cost	Unit	Quantity	Cost Type	SubTotal
Delete Siding, Cementitious (e.g. Hardie Board)		\$4,51.57/WALL		34,440	Dwelling	\$155,324.40 Edit

[Add](#)

Materials Total: \$155,324.40

Other Cost

Description	Notes	Unit Cost	Unit	Quantity	Cost Type	Subtotal
Delete Construction Contingency	10% of Total Construction Costs	\$16,032.40	LUMP	1	Dwelling	\$16,032.40 Edit
Delete Disposal	Construction Debris	\$5,000.00	LUMP	1	Dwelling	\$5,000.00 Edit
					Dwelling ▼	

[Add](#)

Others Total: \$21,032.40

Totals

[Edit](#)

Soft Cost: 20%
 Soft Cost Total: \$35,271
 Hard Cost Total: \$176,357
 Total Development Cost: \$211,628

Capital Planning System

Projects

Main Menu Facilities Inventory **Projects** Reports Utilities Find Help

LHA: **AMHERST HOUSING AUTHORITY** ▼
 Development: [REDACTED]
 Facility: [REDACTED]
 Unit: **ALL** ▼ (ALL Implied if not selected)
 Project: **008-705-1C-S01-18-70 - Siding Replacement - WF** ▼

Project Information Project Estimation Project Management Project Templates

Related Inventory Components

[Remove All Related Components](#)

Labor

Craft	Labor Description	Rate	Hours	Cost Type	Subtotal
Select ▼	<input type="text"/>		<input type="text" value="0"/>	Dwelling ▼	<input type="button" value="Add"/>

Labor Total: .

Project Estimation Components (Labor Inclusive)

[Add Related Inventory Components to Estimation Components](#)

Description	Notes	Unit Cost	Unit	Quantity	Cost Type	SubTotal
Delete Siding, Cementitious (e.g. Hardie Board)		\$4.51 SF/WALL		34,440	Dwelling	\$155,324.40 Edit

Materials Total: \$155,324.40

Other Cost

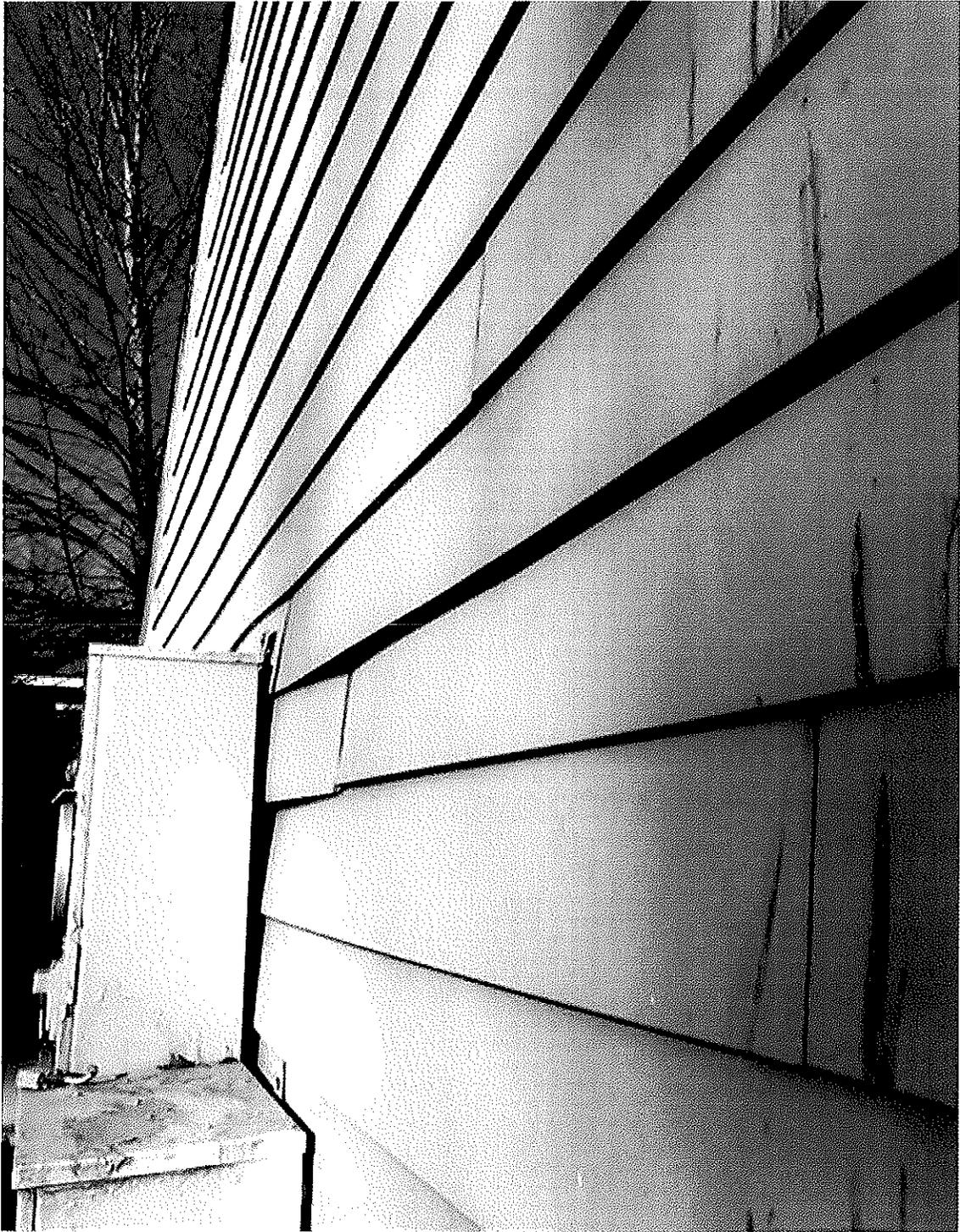
Description	Notes	Unit Cost	Unit	Quantity	Cost Type	Subtotal
Delete Construction Contingency	10% of Total Construction Costs	\$16,032.40	LUMP	1	Dwelling	\$16,032.40 Edit
Delete Disposal	Construction Debris	\$5,000.00	LUMP	1	Dwelling	\$5,000.00 Edit
<input type="text"/>	<input type="text"/>				Dwelling ▼	<input type="button" value="Add"/>

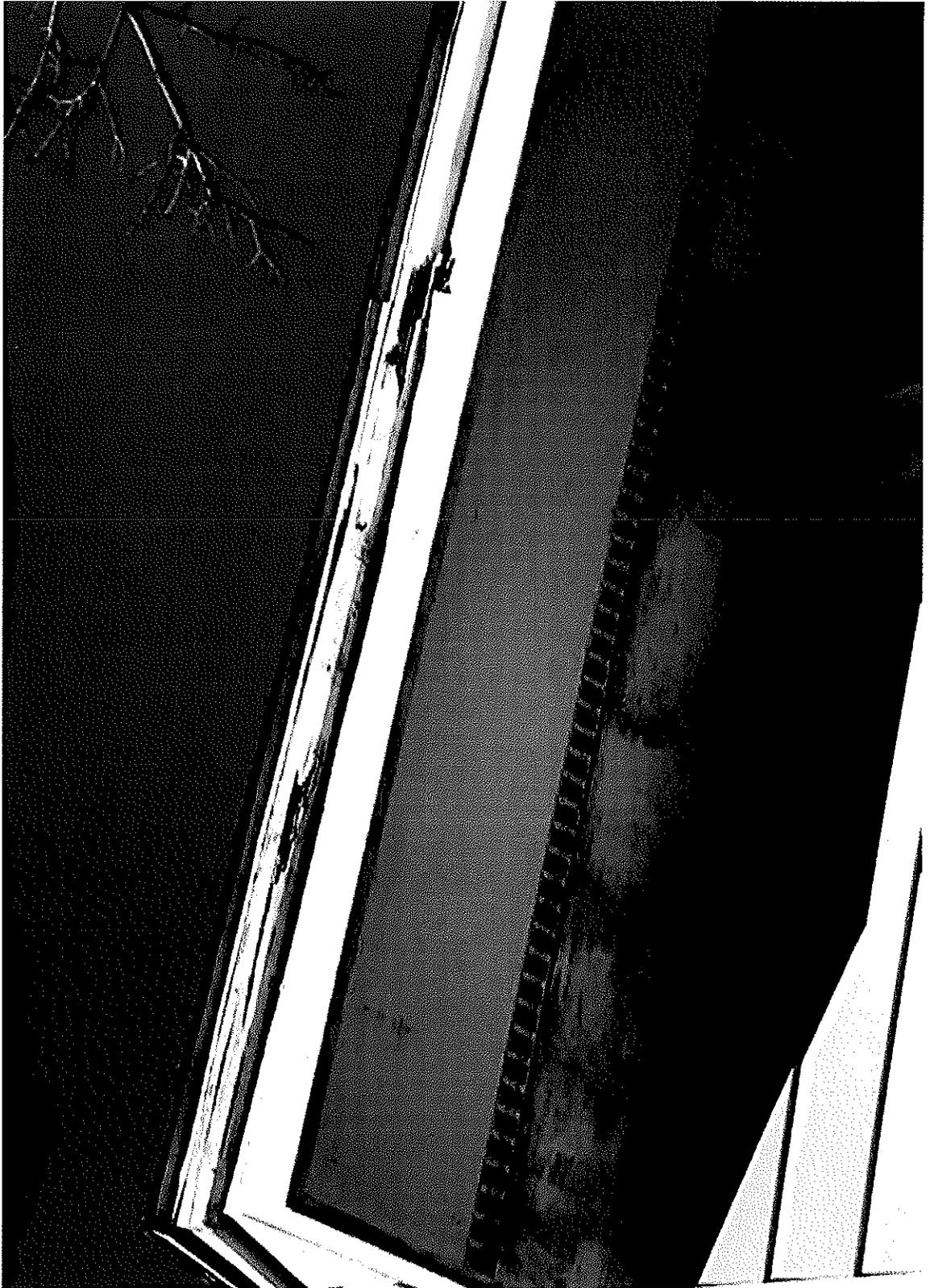
Others Total: \$21,032.40

Totals

[Edit](#)

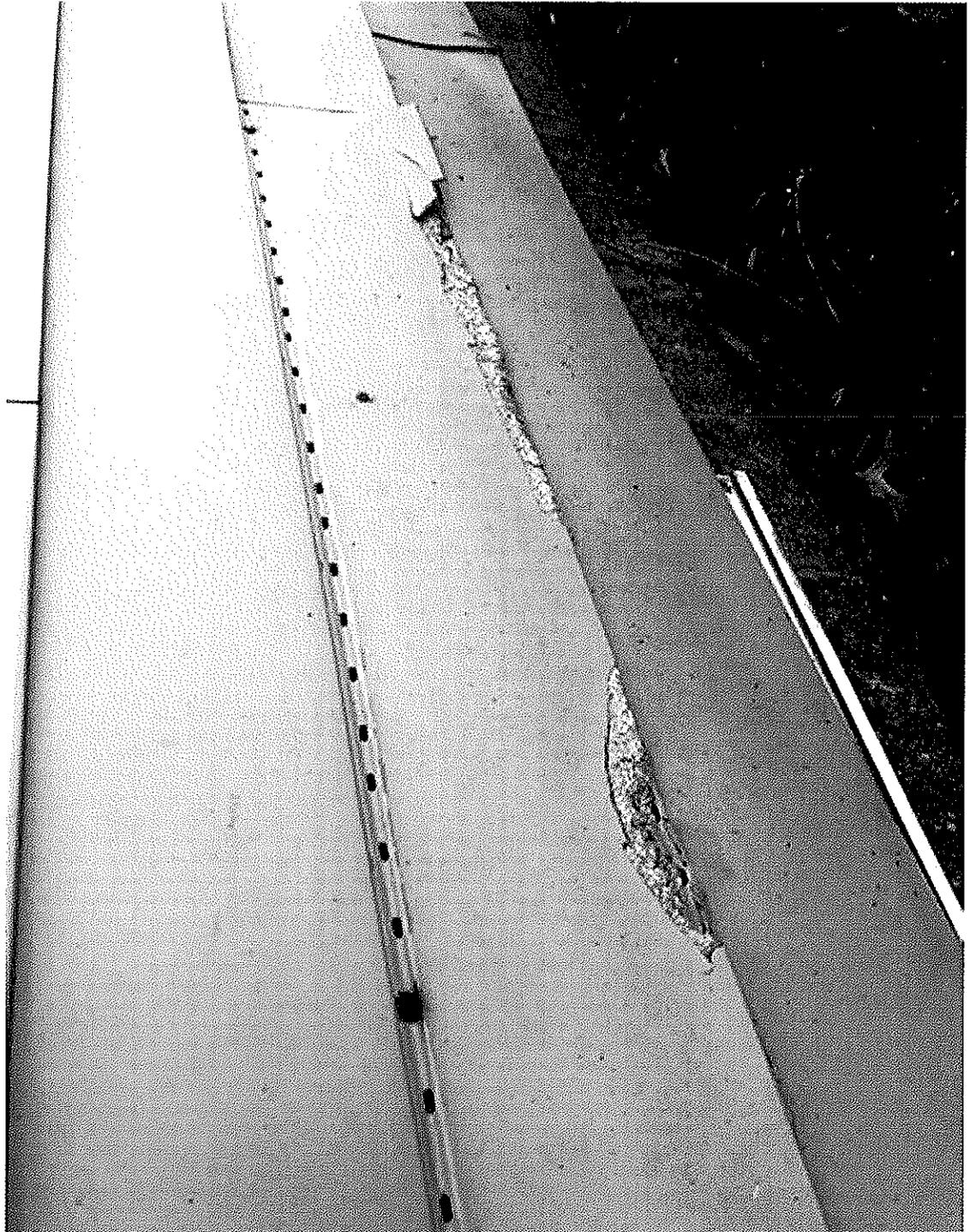
Soft Cost: 20%
 Soft Cost Total: \$35,271
 Hard Cost Total: \$176,357
 Total Development Cost: \$211,628





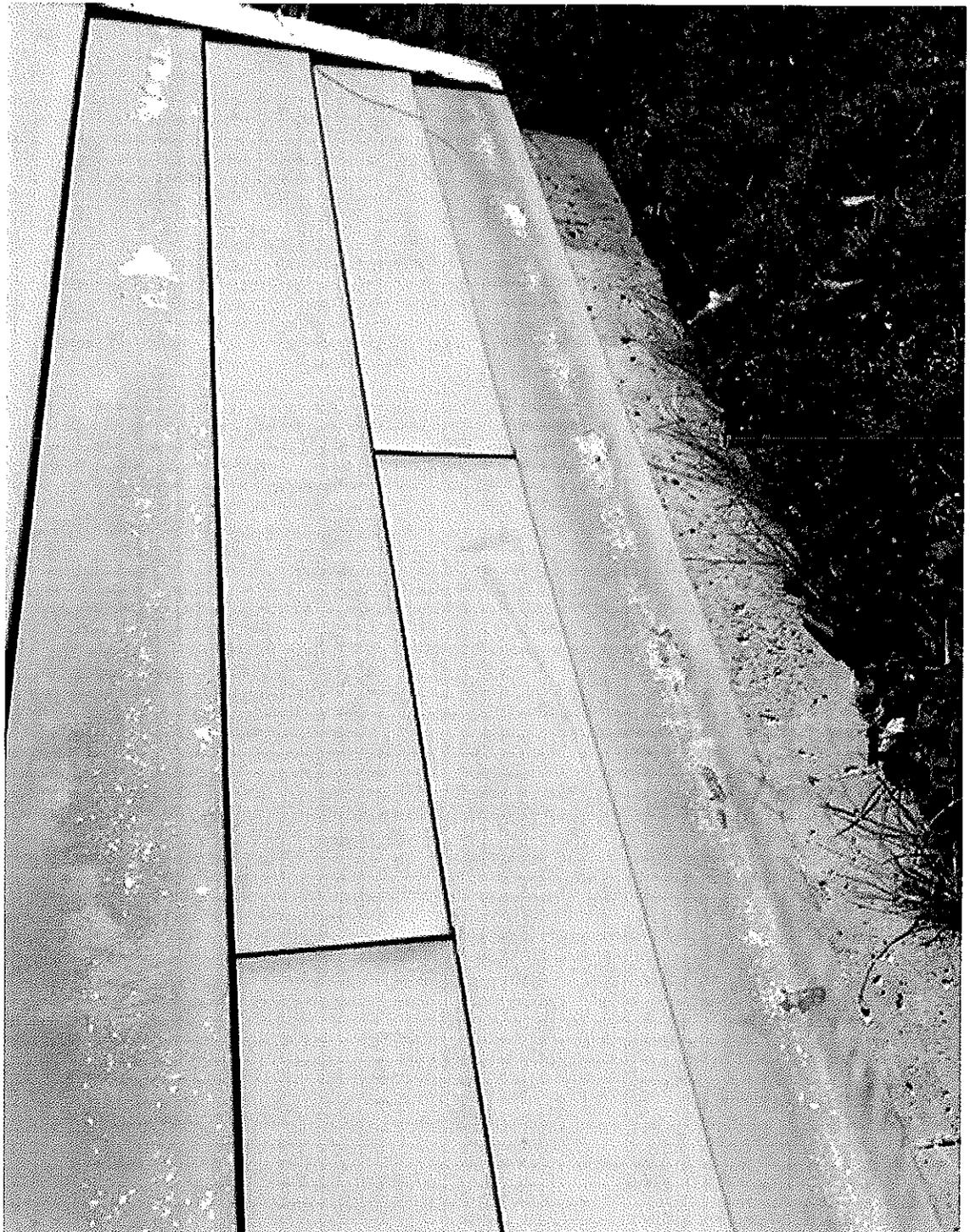












2018 Amherst Housing Authority Organization Operating Budget

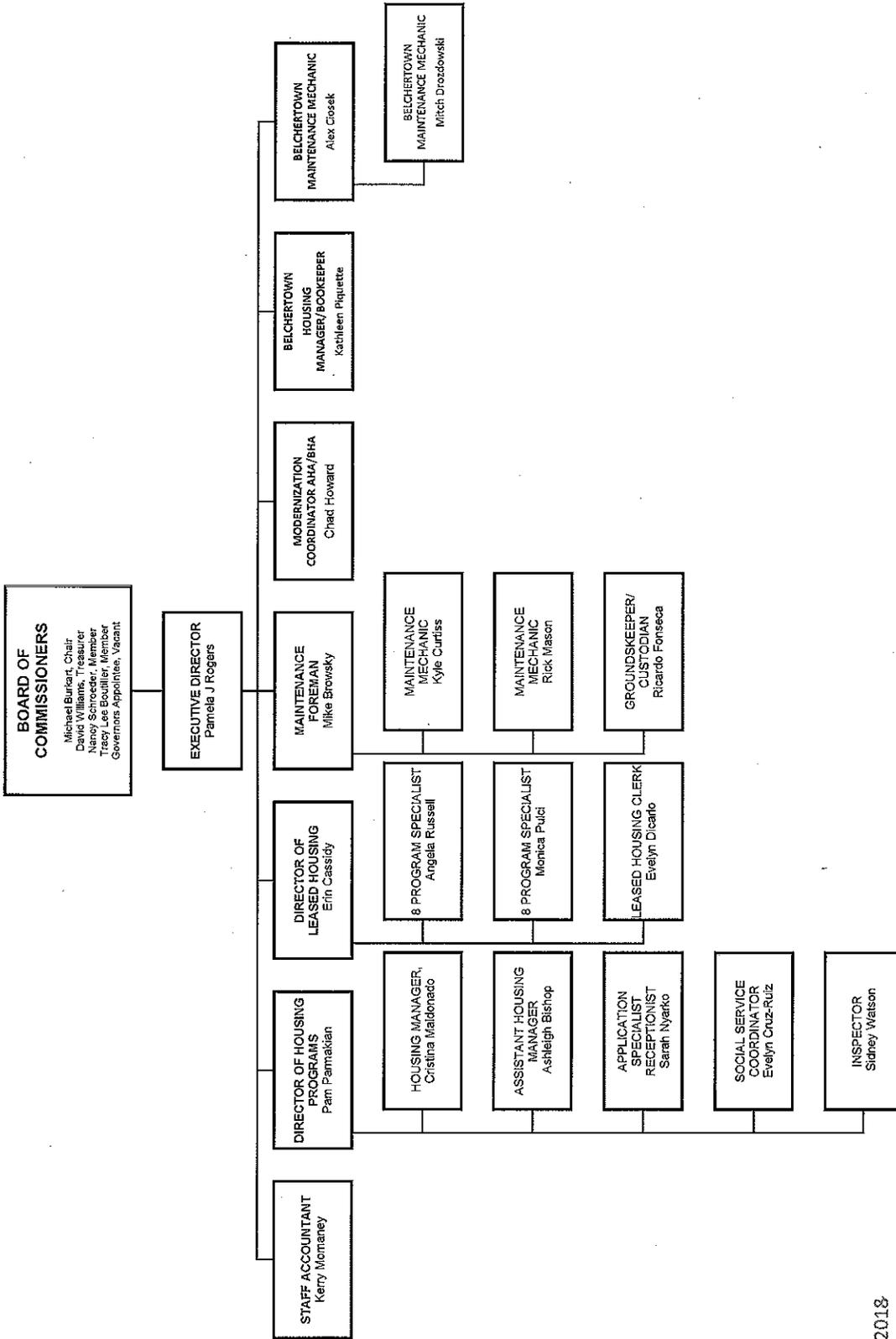
G/L Code	Description	VARIANCE (FY17/FY18)
ALL INCOME		
000000.2410.020	Grant Funds CDBG	
000000.3110.000	Shelter Rent - Tenant	
000000.3115.000	Vacancy Loss	7,913.24
000000.3190.000	Nondwelling Rentals	(565.20)
000000.3190.001	Rental Income- Section 8 Portion	18,000.00
000000.3300.000	HAP Income	76,320.00
000000.3310.000	Administrative Income	3,059,016.00
000000.3400.000	MRVP Admin Income	(2,088.96)
000000.3610.000	Interest on Investments Unrestricted	-
000000.3611.000	Interest on Investments Restricted	4,505.64
000000.3690.000	Other Revenue Subsidy Related	260.00
000000.3690.001	Sale of Asset	123,270.00
000000.3690.100	Fraud Income- LHA ALL	-
000000.3690.102	Fraud Income- HUD (back to HUD)	5,260.00
8000.000000.3691.102	Fraud Income- HUD (HAB CHANGE)	7,500.00
000000.3691.000	Other Revenue Non Subsidy Related	-
000000.3692.000	Portability Admin Fee Income	1,790.00
000000.3693.000	Mobility Income HAP	-
000000.3801.000	Subsidy HUD- DHCD	30,000.00
000000.3802.000	Operating Subsidy- MRVP Landlords	(35,326.78)
008044.3802.000 (include ALL 3	Restricted Grant	-
008037.3803.000 (include ALL 3	Restricted Grant	-
008037.3805.000	Grant Revenue - Soft	-
000000.3805.000	Other Government Grants	-
000000.3950.000	Operating Grant Income	-
TOTAL INCOME		
ALL EXPENSES		
000000.4110.000	Administrative Salaries	
000000.4120.000	Compensated Absences	(55,363.07)
000000.4130.000	Legal	-
000000.4140.000	Contributions	(3,690.00)
000000.4150.000	Travel	-
000000.4170.000	Audit	2,920.00
000000.4171.000	Accounting Fees	300.00
000000.4190.010	Publications & Subscriptions	(410.00)
000000.4190.020	Dues & Memberships	(100.00)
000000.4190.030	Telephone	525.00
000000.4190.040	Rent/Utilities	(58.00)
000000.4190.050	Postage/Printing	-

000000.4190.060	Advertising	212.50
000000.4190.070	Section 8 Inspections	(1,257.50)
000000.4190.080	Office Supplies	(700.00)
000000.4190.090	Meetings/Seminars	(5,250.00)
000000.4190.095	Information Technology	(570.00)
000000.4190.100	Administrative Contracts	(1,075.00)
000000.4190.200	Lease Costs	99.00
000000.4190.901	Consultant - John Hite	557.00
000000.4190.902	Board Development	(4,000.00)
000000.4190.903	Executive Search	-
000000.4220.000	Fees & Permits	(26,000.00)
000000.4230.000	Tenant Association	3,655.00
000000.4240.000	NSF Charge	(297.00)
000000.4310.000	Water & Sewer	-
000000.4320.000	Electric	7,572.00
000000.4330.000	Gas	(150.00)
000000.4340.000	Fuel Oil	(12,224.04)
000000.4350.000	Propane	(13,000.00)
000000.4405.000	Jenks St Turnover Expenses	400.00
000000.4410.000	Maintenance Salaries	-
000000.4420.000	Maintenance Materials & Supplies	(12,790.63)
000000.4430.010	Snow/Lawn	(1,974.00)
000000.4430.020	Rubbish	450.00
000000.4430.030	Alarm System	10,930.00
000000.4430.040	Elevator	300.00
000000.4430.050	Furnace	11,812.00
000000.4430.095	Unit Turnover	-
000000.4430.100	Other Contracts	9,000.00
000000.4510.000	Insurance	(14,600.00)
000000.4510.100	Workers Compensation	401.00
000000.4520.000	PILOT	(560.85)
000000.4540.000	Fringe Account	72.00
000000.4540.010	Retirement	-
000000.4540.020	Unemployment	(14,814.60)
000000.4540.030	Health Insurance	1,894.98
000000.4540.040	Medicare	(7,921.26)
000000.4540.050	Dental	(400.55)
000000.4540.060	Vision	2,225.76
000000.4541.000	Employee Benefits- OPEB	(4,644.85)
000000.4571.000	Mobility Expenses	-
000000.4580.000	Interest Expense (Mortgage)	-
000000.4590.000	Bad Debt	(1,008.00)
000000.4715.000	Housing Assistance Payments	-
000000.4716.000	HAP- DMH- PORT IN	3,224,308.00
000000.4801.000	Depreciation Expense	80,000.00
000000.6510.000	Extraordinary Maintenance	-
000000.7520.000	Replacement Equipment	-

000000.7540.000	Technology Costs	10,850.00
000000.7580.000	Capital Contra Account	912.02
000000.7590.000	Reserve Expenses	-
000000.9999.997	Bank Charge	-
000000.9999.998	Prior Period Adjustment	40.00
000000.9999.999	Suspense	-
		-
TOTAL EXPENSES		
NET INCOME (income-expenses)		

AMHERST HOUSING AUTHORITY – Board of Commissioners

Commissioner	Office	Address	Phone Number	Term	Email
Michael Burkart	Chair	92 Aubinwood Dr. Amherst		April 2022	maburk47@comcast.net
Nancy Schroeder	Member		(413) 253-9056	December 2018	amirody@yahoo.com
Tracy Lee Boutilier	Member	30 Gatehouse Road,#303 Amherst	413-461-6024	April 2020	tracylee.sgb@gmail.com
David Williams	Member	158 Rolling Ridge Rd.	413-549-6398	April 2018	dr.williams158@comcast.net



12/6/2018