



# Hingham Housing Authority 2025 CPC Application

## Who we are

- Hingham Housing Authority (HHA) provides affordable housing options, financial assistance, and other support via various programs to the Town of Hingham and other Massachusetts communities.
- Our Administrative office is located at 30 Thaxter Street within our Elderly and Disabled Housing campus.
- Former home of the West Elementary School, in 1971 the State purchased the property and the first phase of Elderly housing was designed, built and occupied in 1974, consisting of 58 apartments and 6 congregate units of state-aided public housing.
- There were 4 developments in total built/acquired from 1971 to 1990 comprising 98 units total of state-aided community housing. They are as follows:
  - ❑ Thaxter Park 667-01, Phase 1 Elderly Housing, built 1973/74, 58 units total.
  - ❑ Thaxter Park 667-02, Phase 2 Elderly Housing, built 1987/88, 26 units total.
  - ❑ Thaxter Park 705-01, Family Housing, built 1987/88, 8 units total.
  - ❑ 100 Beal Street 689-01, Special Needs Housing, built 1989/90, 6 units total.



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667-01—Thaxter Park--Elderly



# Hingham Housing Authority 2025 CPC Application



Aerial View



# Hingham Housing Authority 2025 CPC Application



Hingham GIS Map



- Proponent Organization and POC
  - Hingham Housing Authority
  - POC = Kevin Kazlauskas(Maintenance Supervisor) & Rick Brouillard( Director of Modernization)
- CPC Category
  - Preservation
- Total project cost
  - \$599,144.00
- Total CPC request
  - \$299,572.00
- Estimated Start and Completion Dates
  - Town Vote = January 14<sup>th</sup>
  - File HILAPP Application with state upon award notification 2 weeks
  - Review and approval by EOHLC 1 month
  - Work order generated by EOHLC 3 weeks
  - Design 6 weeks
  - Bidding 4 weeks
  - Contracting 2 weeks
  - Construction 120 days
  - Close out and warranty 2 weeks



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HHA has invested considerable amount of funding over the past several years towards other high priority projects including, but not limited to:

## 100 Beal St. Site

- New Fire Alarm System
- New Boilers
- New Roof
- New LED Lighting both interior and exterior

## 30 Thaxter St. Site

- New Exterior Doors
- New Windows
- New Fire Alarm System
- New LED Lighting both interior and exterior
- Five New Roofs 3 at our 667-2 development 2 at our 667-1 development
- Insulation upgrade and weather sealing



# Hingham Housing Authority 2025 CPC Application

## The Problem

- Shingle edges are curled and cupped
- Shingles show granule loss
- Cracked shingles
- Shingles missing
- Damaged roof flashing

## The Potential Impact

- Water Damage to internal structure
  - Mold Issues
  - Structural Damage
  - More expensive Repairs
- 
- Preventive Care is Much Cheaper Than Reactive Repairs After A Major Incident



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## Photos of existing roof structures



This photo is of the building chimney flashing. Please note the lead flashing is deteriorated, also note the gap between roof and flashing. Wind driven rain could penetrate the structure.



This photo shows the flashing where the adjoining structures meet. Also note the cupping of the shingles,



This Photo shows shingles missing from a building after a recent storm, this puts a structure and, personnel at risk having to make these repairs,



This photo shows the kind of damage the roofs are receiving from the recent wind and rain storms.



# Hingham Housing Authority 2025 CPC Application

## The Solution

- Install a new 30 year Asphalt Roofing System

## The Benefits

- A renewed 30 year life cycle
- Reduced Future Cost
- Energy Efficiency
- Warranties by manufacturer and workmanship



# Hingham Housing Authority 2025 CPC Application

## Scope of work

- Conduct testing as required for asbestos in shingles and underlayment
- (recent testing has come back negative on other roofing projects)
- Do not anticipate any abatement required.
- Remove existing roofing materials, gutters and downspouts.
- Remove and replace any damaged sheathing.
- Install ice and water shield, and underlayment.
- Install new flashing against buildings and chimneys.
- Install new asphalt shingles.
- Install new aluminum gutters, downspouts, and gutter guards.

# Budget Cost Per Roof Calculated Using CPS Data



Project Information | **Project Estimation** | Project Management | Project Templates

This Development has one or more Resiliency vulnerabilities. Please consider these as applicable when scoping this project.



## Related Inventory Components

[Remove All Related Components](#)

## Labor

Craft	Labor Description	Rate	Hours	Cost Type	Subtotal
Select			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
<a href="#">Delete</a>	Downspouts, Aluminum		\$10.71	VLF	100	Dwelling	\$1,071.00 <a href="#">Edit</a>
<a href="#">Delete</a>	Gutters, Aluminum		\$13.03	LF	160	Dwelling	\$2,084.80 <a href="#">Edit</a>
<a href="#">Delete</a>	Asphalt Shingle Roof		\$12.00	SF	2,424	Dwelling	\$29,088.00 <a href="#">Edit</a>
<a href="#">Delete</a>	Roofing, Other		\$9.06	SF	0	Dwelling	\$0.00 <a href="#">Edit</a>

Materials Total: \$32,243.80

## Other Cost

	Description	Notes	Unit Cost	Unit	Quantity	Cost Type	Subtotal
<a href="#">Delete</a>	Designer		\$10,000.00	1	1	Dwelling	\$10,000.00 <a href="#">Edit</a>
<a href="#">Delete</a>	Disposal		\$3.00	1	2,424	Dwelling	\$7,272.00 <a href="#">Edit</a>
						Dwelling	<input type="button" value="Add"/>

Others Total: \$17,272.00

## Totals

[Edit](#)

? General Conditions 10% Amount: \$4,952

? Change Order Contingency 10% Amount: \$5,447

Hard Cost Total: \$59,914

? Soft Cost 25% Total: \$14,979

Total Development Cost: \$74,893



# Hingham Housing Authority 2025 CPC Application

## Stakeholders

- Town of Hingham-Building Department
- Hingham Housing Authority
- Hingham Housing Authority Community Residents
- Successful Bidder



# Hingham Housing Authority 2025 CPC Application

## Project Management

- Hingham Housing Authority is funded and assisted by Executive Office of Housing and Livable Communities (EOHLC). It is also part of the Southeast Regional Capital Assistance Team (RCAT) program. EOHLC employs a large team to oversee capital improvement projects that include finance managers, review architects, and construction advisors. The RCAT program supports smaller local housing authorities (LHA's) by assisting in the development and execution of their annual capital plans, maintenance plans, and modernization projects. Together, the HHA, EOHLC and RCAT to achieve quality construction results with fiduciary responsibility
- Aside from the support provided by EOHLC and RCAT, Hingham Housing Authority also benefits from Quincy Housing Authority's (QHA) available resources because QHA maintains management agreement with HHA. Quincy Housing Authority has managerial, modernization dept. and maintenance staff capacity to respond quickly to needs that HHA may have.



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## Criteria For Success

- Maintain schedule
- Minimal interruption to residents
- Minimal or no change orders
- Punchlist fully completed and closeout O & M package delivered



# Hingham Housing Authority 2025 CPC Application

Cost Estimate Overview based on current roofing project

**BDO Project B24-MLSY**  
 Hingham Housing Authority  
 Roof Replacements, 667-1  
 Client Project #131083

## General Bid Log

Date: 05/16/2025 at 12:32PM EDT  
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Bidder	Info	Base Bid	Alternates	Final Bid	Status
Egama Roofing 769 Waverly St Frammingham, MA 01702		\$59,950.00	Alternate 1: \$3,500.00	\$63,450.00	Anticipated Contract Award
Carpenter, LLC 212 Winthrop St Taunton, MA 02780		\$90,000.00	Alternate 1: \$4,499.00	\$94,499.00	—
Sentry Roofing and Solar 61 Beech St Manchester, NH 03103		\$92,034.47	Alternate 1: \$3,200.00	\$95,234.47	—
JJS Universal Construction Company 63 Airport Road Dudley, MA 01571		\$98,860.00	Alternate 1: \$6,180.00	\$105,040.00	—
Triumph Roofing Inc 46 Elm St Baldwinville, MA 01436		\$97,067.00	Alternate 1: \$9,200.00	\$106,267.00	—
FRG Contractor Corp 800 W Cummings Park Suite 2300 Woburn, MA 01801		\$97,980.00	Alternate 1: \$10,360.00	\$108,340.00	—



## Additional Funding Source HILAPP

# High Leverage Asset Preservation Program



## Commonwealth of Massachusetts DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT

Charles D. Baker, Governor ♦ Karyn E. Polito, Lieutenant Governor ♦ Janelle L. Chan, Undersecretary

### Public Housing Notice 2019-10

To: All Local Housing Authority Executive Directors  
From: Amy Stitely, Associate Director, Division of Public Housing  
Subject: Notice of Funding Availability - High Leverage Asset Preservation Program (HILAPP)  
Date: April 17, 2019

#### 1. Overview

Since launching the High Leverage Asset Preservation Program (HILAPP) in 2013, DHCD has awarded about \$53 M in grants to Local Housing Authorities (LHAs) that are forecasted to leverage more than \$70 M in outside funding. These investments will preserve 2,401 units of state-aided public housing. With the intention of building upon these successes, DHCD is now issuing an updated HILAPP Notice of Funding Availability (NOFA) and soliciting rolling applications and competitive applications, depending on size of requested award. HILAPP is guided by the following core principles:

- a) Preserve as many units as possible;
- b) Prioritize developments with significant capital needs that cannot sufficiently be addressed with Formula Funding;
- c) Prioritize developments in communities with the highest need for extremely low income housing; and
- d) Leverage as much capital as possible from sources other than DHCD resources.

Currently, DHCD has a full pipeline of HILAPP projects that will be in construction through Fiscal Year 2020 (FY20). DHCD is issuing this NOFA to start a **competitive** round for large projects and notify LHAs that applications will also be accepted on a rolling basis, subject to funding availability, for small projects until further notice.

DHCD has approximately \$3 M available in FY21 and \$5 M available in each of FY22 & FY23 for new HILAPP awards. Given project timelines and competing funding needs, applicants requesting large, competitively allocated awards should respond to this NOFA for funding in FY21-23.

Large projects are defined as those requesting \$500K or more of HILAPP Funds. Applications for large projects with construction spending in FY21-23 must be submitted by August 15, 2019.

Small projects are defined as those requesting less than \$500k of HILAPP funds. DHCD will review these on a rolling basis until further notice, subject to funding availability.



## Additional Funding Source HILAPP

## High Leverage Asset Preservation Program

### 2. HILAPP Program Eligible Sources of Leverage:

The HILAPP program offers DHCD matching funds that leverage non-DHCD resources that LHAs have obtained. LHA will offer a maximum match of \$2.5 for every \$1 of leveraged funds that the LHA can contribute to the project. Applications that present a higher share of leveraged funds in the project will receive higher priority for funding, all else equal. This leverage ratio is a ceiling and DHCD is not obligated to fund HILAPP projects up to this maximum.

The following are eligible sources of leverage for HILAPP projects:

1. Community Preservation Act (CPA) funds granted by town;
2. CDBG or HOME funds allocated by town;
3. Affordable Housing Trust Funds;
4. Other municipal funds;
5. Proceeds from disposition or lease of LHA property;
6. LHA reserves **Other THAN** state public housing operating reserves;
7. Conventional mortgage financing (beyond Section 8 leverage, as described below);
8. Operating support (project-based Section 8);
9. Property tax relief, to the extent that it lowers existing PILOT payments;
10. Utility funding, including in-kind installations of energy saving measures through the LEAN Multi Family program of Mass Save - as in-kind energy installations are not direct project sources, the value of this leverage is only a maximum \$1 for every \$1 of in-kind energy efficiency measures
11. Other funding sources not included above or listed below as an ineligible sources will be evaluated on a case-by-case basis.

DHCD will require a commitment letter from the municipality for any funds allocated by the city or town for the requested project.

Ineligible sources:

1. **New Metering Credit (NMC) savings:** If an LHA is able to get a conventional loan from a bank based on their NMC deal and put those funds into the capital project immediately, then DHCD will consider the application.
2. **9% and 4% Low Income Tax Credit Equity:** Any LHA that wants to pursue a Low Income Housing Tax Credit development project should contact [Paul.McPartland@state.ma.us](mailto:Paul.McPartland@state.ma.us) to discuss possible options.
3. **LHA State Public Housing Operating Reserves:** LHAs may use unrestricted reserves (not state public housing operating reserves) as match. These include funds that HUD has allowed LHAs to use for capital improvement projects in state-aided public housing. In such cases, the LHA must obtain verification from HUD that this is an allowable use, or provided a copy of the regulations or guidelines that state this is the case. State public housing operating reserves may be used as a funding source for the project if reserves are at a healthy (>70%) level, but cannot count as a leveraged funding source that generates a multiple of DHCD funding.



## Additional Funding Source HILAPP High Leverage Asset Preservation Program

- 4. Formula Funding:** While Formula funding or other DHCD public housing programs may be used as funding sources for the project, they cannot count as a leveraged funding source that generates a multiple of DHCD funding.

- 3. Eligible Developments**

**PLEASE NOTE:** *In order to be considered for an award, applying LHAs must be up to date with all DHCD reporting, capital planning, and certification requirements.*

HILAPP funding is reserved for modernization of state-aided public housing developments that have a Facility Condition Index (FCI) of 15% or higher as recorded in DHCD's Capital Planning System (CPS) as of April, 2016. Developments that have existing project-based Section 8 units are not eligible. Developments that have not yet been granted a HILAPP award, Emergency, ModPHASE award will be given priority for funding. Developments that have received more than \$1M in special funding since 2011 will not be eligible.

See Attachment B for a complete list of eligible developments.

Note that the list has not been significantly altered since the last call for applications in April 2016. This is because the data as of April 2016 was the most recently updated by the 2015 Facility Conditions Assessment (FCA).

If a Local Housing Authority (LHA) believes that an eligible development has been omitted from the attached list due to error in the CPS generated FCI calculation, or that conditions have deteriorated significantly from the 2015 assessment then the LHA may submit an appeal referencing the relevant CPS components along with the application for that development. DHCD will update the eligible list of developments in spring 2020 once the results of the 2019 Facility Conditions Assessment are known. The new list will be considered for the next round of competitive HILAPP Awards (large projects NOFA) with expected spending in FY24.

- 4. Eligible Activities**

Eligible HILAPP funded capital improvement activities include: partial modernization, comprehensive modernization, and redevelopment. HILAPP strongly encourages project scopes that can sustain a development for at least 20 years of useful life. While DHCD will accept proposals that include new construction, HILAPP awards can only be applied to the modernization or statutory one-for-one replacement portion of the project, not toward the construction of net additional new units.

- 5. Application Process and Requirements**

There are different application processes for large and small projects, though both have the same application requirements:

**Small Projects: Applications are accepted on a rolling basis, funding permitting.**

Small projects are defined as those requesting less than \$500 K from the HILAPP program. These will be considered as they come into DHCD, subject to funding availability.

**Large Projects: Competitive Award rounds**



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