



CITY OF NORTH ADAMS, MASSACHUSETTS  
Office of the City Clerk

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**Meeting of the North Adams City Council  
Tuesday, February 9, 2021**

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the North Adams City Council will be conducted via remote, no in-person attendance of members of the public will be permitted, This meeting can be viewed live on the Northern Berkshire Community Television station and will be posted to their website as soon as possible.

I hereby notify that at twelve noon today, February 3, 2021, the following items of business have been filed with this office and will be acted upon at the Organization of Government in the City Council Chambers at City Hall, Tuesday evening February 9, 2021 at seven-thirty o'clock according to Section 8, Rules and Orders of the City Council.

Deborah M. Pedercini  
City Clerk

**AGENDA**

**REGULAR MEETING OF THE CITY COUNCIL  
February 9, 2021**

Roll Call  
Moment of silent remembrance  
Approval of the minutes of January 26, 2020  
Hearing of Visitors on Agenda

- 11,938** Mayor's communication #13 recommending the reappointment of David Motta to the North Adams Human Services Commission for a term to expire February 1, 2024.
- 11,939** Mayor's communication #14 recommending the reappointment of Ashley Shade to the North Adams Human Services Commission for a term to expire February 1, 2024.
- 11,940** Mayor's communication #15 recommending the reappointment of Michael Obasohan to the Massachusetts Museum of Contemporary Art Cultural Development Commission for a term to expire February 1, 2024.
- 11,802-1** Mayor's communication #16 recommending the sale of real estate located at 367 Houghton Street.

- 11,802-1** An Order authorizing the Mayor to sell property located at 367 Houghton Street, Map 34, Lot 35 to Kenneth Daly in the amount of \$12,000.
- 11,570-2** Mayor's communication #17 recommending the sale of real estate located at 151 Kemp Avenue, Sullivan School.
- 11,570-2** An Order authorizing the Mayor to sell property located at 151 Kemp Avenue, Map 169, Lot 1, Sullivan School to Zenolith Partners, LLC and Sano-Ruin Construction, LLC in the amount of \$10,000.
- 11,941** Communication submitted by Councilor LaForest concerning the status of fire hydrants in neighborhoods and business districts in the city.
- 11,942** Communication submitted by Councilor LaForest regarding an update status of the Public Safety building that houses the Fire and Police departments.
- 11,925-1** Communication submitted by Council President Hopkins regarding update from the City Clerk Screening Committee

## LICENSES

An application from William H. Wheeler, 332 North Street, Williamstown, MA for a license to drive a taxi for RJ's Taxi which was postponed at the meeting of January 26, 2021.

## OPEN FORUM MAYOR'S CONCERNS COMMITTEE REPORTS AND MINUTES LIAISON UPDATES AND COUNCILOR CONCERNS CORRESPONDENCE ADJOURNMENT

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82814314309>

Or iPhone one-tap :

US: +19292056099,,82814314309# or +13017158592,,82814314309#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799

Webinar ID: 828 1431 4309

International numbers available: <https://us02web.zoom.us/j/kc4Y7vM6ob>



CITY OF NORTH ADAMS, MASSACHUSETTS

Office of the Mayor  
**Thomas W. Bernard**

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Communication #	Subject	Date
13	Reappointment to the North Adams Human Services Commission	February 9, 2021

Honorable Members of the City Council  
North Adams, Massachusetts

Dear Honorable Councilors:

I am pleased to recommend David Motta for reappointment to the North Adams Human Services Commission for a term to expire February 1, 2024. **This recommendation is presented for Council approval.**

I believe Mr. Motta will continue to provide valuable insight and practical experience to the commission and its work.

I request Council confirmation of this appointment recommendation.

Respectfully submitted,

Thomas W. Bernard  
Mayor

TWB/me



CITY OF NORTH ADAMS, MASSACHUSETTS

Office of the Mayor  
**Thomas W. Bernard**

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Communication #	Subject	Date
14	Reappointment to the North Adams Human Services Commission	February 9, 2021

Honorable Members of the City Council  
North Adams, Massachusetts

Dear Honorable Councilors:

I am pleased to recommend Ashley Shade for reappointment to the North Adams Human Services Commission for a term to expire February 1, 2024. **This recommendation is presented for Council approval.**

I believe Ms. Shade will continue to provide valuable insight and practical experience to the commission and its work.

I request Council confirmation of this appointment recommendation.

Respectfully submitted,

Thomas W. Bernard  
Mayor

TWB/me





CITY OF NORTH ADAMS, MASSACHUSETTS

Office of the Mayor  
**Thomas W. Bernard**

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Communication #	Subject	Date
15	Reappointment to the MASS MoCA Commission	February 9, 2021

Honorable Members of the City Council  
North Adams, Massachusetts

Dear Honorable Councilors:

I am pleased to recommend Michael Obasohan for reappointment to the Massachusetts Museum of Contemporary Art Cultural Development Commission for a term to expire February 1, 2024.  
**This recommendation is presented for Council approval.**

I believe Mr. Obasohan will continue to provide valuable insight and practical experience to the commission and its work.

I request Council confirmation of this appointment recommendation.

Respectfully submitted,

Thomas W. Bernard  
Mayor

TWB/me



CITY OF NORTH ADAMS, MASSACHUSETTS

Office of the Mayor  
**Thomas W. Bernard**

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Communication #	Subject	Date
16	Sale of Real Estate – 367 Houghton Street	February 9, 2021

Honorable Members of the City Council  
North Adams, Massachusetts

Dear Honorable Councilors

Submitted for your consideration is an Order relative to the sale of a city-owned residential property located at 367 Houghton Street. On December 2, 2020, the City of North Adams, acting by and through its Office of Community Development, issued a request for proposals (RFP) for this property. Proposals were due January 22, 2021. One response was received and reviewed by a committee representing the Office of Community Development and the Office of the Mayor. The proposal is enclosed with this communication.

The proposed purchase price of \$12,000.00 submitted by Kenneth Daly is below the property's assessed value of \$79,900.00. I recommend that the Council accept the \$12,000.00 proposed purchase price submitted by Kenneth Daly as part of his proposal, as outlined in the accompanying order.

Respectfully submitted,

Thomas W. Bernard  
Mayor  
TWB/me



# City of North Adams

## In City Council

February 9, 2021

Ordered:

**WHEREAS**, the City of North Adams, by City Council Order dated September 10, 2019, declared the property located at 367 Houghton Street and further identified as Assessor's Map 34, Lot 35, to be no longer needed for municipal purposes and to be available for disposition; and

**WHEREAS**, the mayor of the City of North Adams, acting pursuant to the City Council Order, issued a Request for Proposals (RFP) pursuant to the provisions Massachusetts General Laws, Chapter 30B to sell the property; and

**WHEREAS**, Kenneth Daly, a New York resident with a principal place of residence in Staten Island, New York, New York, submitted a qualified proposal of \$12,000.00 to purchase the property; and

**NOW, THEREFORE, IT IS ORDERED:**

That the North Adams City Council authorizes the mayor of the City of North Adams to sell the above referenced property to Kenneth Daly for \$12,000.00, and further authorizes the mayor of the City of North Adams to negotiate the terms and conditions of the sale with the buyer.

# MEMORANDUM

To: Office of the Mayor  
From: Proposer Selection Review Committee  
RE: NA-2020-008 – 367 Houghton Street – Ken Daly  
Date: January 29, 2021

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## **PSRC Recommendation to Accept.**

1. **Introduction:** The Proposer Selection Review Committee (PSRC), comprising Michael F. Nuwallie, Angie Lopes Ellison, and Zachary Feury, met on Friday, January 29, 2021 at 2:30pm to discuss and make a recommendation upon the proposal submitted by Ken Daly to purchase for \$12,000.00 the property located at 367 Houghton Street in response to the Request for Proposals (RFP) issued as NA-2020-008.
2. **Proposal Summary:** The proposer is a resident of Staten Island, New York, New York whose daughter is a full-time North Adams resident and the proprietor of a North Adams business. The proposer proposes to purchase the single-family home for \$12,000.00 and rehabilitate the home as a residence for his daughter. The proposer has indicated that rehabilitation funds are secured and that work will commence in February or March 2021 if the proposal is accepted.
3. **PSRC Discussion:** The PSRC reviewed the proposal and agreed on the following:
  - The proposal conformed to the minimum criteria.
  - The proposed reuse of the property will create a public benefit and have a positive impact on the neighborhood in that it will rehabilitate and occupy the home.
  - The proposed reuse is compatible with the Vision 2030 comprehensive plan and zoning regulations for the R-5 zoning district.
  - The proposer's qualifications and prior related project experience were not well-articulated in the proposal. Such a deficit in the proposal, however, can be overlooked in this case, as the work required to rehabilitate the home is not overly complex and will be overseen by the Department of Inspection Services through permitting and inspections.
  - The proposed purchase price of \$12,000.00 is significantly below the \$79,900.00 assessed value of the property. Such a discrepancy, however, is not a disqualifying factor. NA-2020-008 is the fourth issuance of RFP for the subject property. No responses have been received to prior issuances, there has been no indication that a higher proposal price is on the horizon, and the condition of the property will likely continue to degrade should it continue to remain unoccupied.
  - The overall quality of the proposal is acceptable.
4. **Recommendation:** The PSRC, with unanimous agreement among its members, recommends that the City of North Adams accept the proposal submitted by Ken Daly in response to NA-2020-008 for the proposed purchase and reuse of 367 Houghton Street for \$12,000.00. Because the proposed purchase price is below the assessed value of the property, pursuant to the provisions of MGL c.30B, City Council approval of the disposition by a two-thirds majority is required.

Proposal Narrative: 1/21/2021

367 Houghton Street, North Adams

Proposal Use:

We intend to purchase this property to renovate and use as a primary residence for our daughter, Julia Daly. Julia is a graduate from MCLA and has established her roots in North Adams, dorming throughout college, and residing in North Adams since her graduation in 2017. She is a small business owner of the North Adams Parlor Café and has overcome much to, just recently, re-establish her business in town. Our plan is to retain this property for her, as a future investment, and possibly to rent out one or two of the bedrooms. We want to maintain the integrity of it's original properties, while upgrading the necessary.

Planned Improvements/ Investments:

One of the major drawbacks to the property is the lack of available parking on-site. We would propose to make a parking spot in front of the property, between the front of the house and the sidewalk. This is an imperative improvement. This could require a city variance.

Inside repairs will include possible toilet and tub replacements and necessary bathroom repairs, Discovery of water damage cause to the downstairs ceiling and repair to the possible plumbing and cosmetic issues caused by the problem, replacing ceiling and painting. We will also make cosmetic improvements as needed throughout the house. We will make sure all utilities are in working order and heating and water units are up to par. We are not planning any major extensions.

Timeline:

Necessary funds are secured and renovations would begin in February/ March of 2021, with an expected completion within the year.

ORIGINAL

REQUEST FOR PROPOSALS NA-2020-008  
Sale of Real Estate – 367 Houghton Street

*Price proposal*



CITY OF NORTH ADAMS, MASSACHUSETTS

Office of Procurement

The proposer offers the following purchase price, payable in cash, certified check, or wire transfer of funds upon delivery of the deed to the parcel designated as 367 Houghton Street, Map 34, Lot 35 by the City of North Adams:

Proposed price \$ 12,000  
( Twelve Thousand )  
*Repeat in words the total amount*

Proposer's name Kenneth C. Daly  
Contact person \_\_\_\_\_  
Address 355D Signs Rd  
City, State ZIP SI NY, NY 10314  
Telephone 646-724-5367  
Email kd127ph41@gmail.com

Kenneth C. Daly  
Signature

1-21-2021  
Date

*Original*

REQUEST FOR PROPOSALS NA-2020-008  
Sale of Real Estate – 367 Houghton Street

***Tax compliance certification***



CITY OF NORTH ADAMS, MASSACHUSETTS

Office of Procurement

To: Prospective bidders; providers of goods, services, real estate; licensees and contractors

Re: Tax compliance certification

Chapter 233 (Sections 35 and 36) of the Acts and Resolves of 1983 enacted the Revenue Enforcement and Protection Program, effective July 1, 1983. One aspect of this law requires providers of goods and/or services to attest under the penalty of perjury that they are in compliance with all laws of the Commonwealth of Massachusetts relating to taxes.

To comply with this requirement, please sign the form below and return it with the proposal package.

Any person failing to sign the attestation clause shall not be allowed to obtain, renew, or extend a license, permit, or contract.

Pursuant to MGL Chapter 62C, Section 49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I have filed all state tax returns and paid all state taxes required under the law.

Corporate name

Kenneth C. Daly

SSN or FID

[REDACTED]

Corporate officer signature

Kenneth C. Daly

Date

1-21-2021

ORIGINAL

REQUEST FOR PROPOSALS NA-2020-008  
Sale of Real Estate – 367 Houghton Street

*Non-collusion affidavit of prime proposer*



CITY OF NORTH ADAMS, MASSACHUSETTS

Office of Procurement

Project: Sale of Real Estate – 367 Houghton Street  
(Identified as Map 34, Lot 35)

Commonwealth of Massachusetts  
County of Berkshire

Kenneth C. Daly, being first duly sworn  
Bidder's name

(1) They are

Kenneth C. Daly of 12,000  
The bidder that has submitted the attached bid

- (2) They are fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid.
- (3) Such bid is genuine and is not a collusive or sham bid.
- (4) Neither the said bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including the undersigned, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other bidder, firm or person to submit a collusive or sham bid in connection with the contract, or had in any manner, directly or indirectly, sought by agreement or collusion or communication or convergence with any other bidder, to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the owner or any person interested in the proposed contract; and
- (5) The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the bidder or any of its agents, representatives, owners, employees, or parties in interest, including the undersigned.

Kenneth C. Daly  
Signature

Title

On this 21 day of JANUARY, 2021, before me, the undersigned notary public, personally appeared KENNETH C DALY, proved to me through satisfactory evidence of identification, which was NYS DRIVER'S, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she/they signed it voluntarily for its stated purpose.

Subscribed and sworn to before me this 21 day of JANUARY, 2021

Fred T. Thompson  
Notary public

6-3-2022  
My commission expires



FRED T. THOMPSON  
Notary Public  
Commonwealth of Massachusetts  
My Commission Expires on  
June 3, 2022

ORIGINAL



REQUEST FOR PROPOSALS NA-2020-008  
Sale of Real Estate – 367 Houghton Street

*Non-discrimination affidavit*



CITY OF NORTH ADAMS, MASSACHUSETTS

Office of Procurement

Project: Sale of Real Estate – 367 Houghton Street  
(Identified as Map 34, Lot 35)

Commonwealth of Massachusetts  
County of Berkshire

The undersigned being duly sworn, deposes and states that they are the sole owner, partner, president, treasurer or other duly authorized agent or official of

Proposer's name Kenneth C. Daly  
Address 355D Signs Rd  
City, State ZIP SE NY, NY 10314  
Telephone 646-724-5367  
SSN or FID [REDACTED]

and certifies under penalty of perjury that to the best of their knowledge and belief, said bidder has not, either directly or indirectly, discriminated against any employee or applicant for employment because of their race, color, religion, national origin, sex, sexual orientation, age, mental or physical disability. Additionally, bidder has complied with all provisions and requirements of the Equal Opportunity, Anti-discrimination and Affirmative Action programs.

Signed under penalties of perjury.

Kenneth C. Daly  
Signature

Title

On this 21 day of JANUARY, 2021, before me, the undersigned notary public, personally appeared KENNETH C DALY, proved to me through satisfactory evidence of identification, which was INS DRIVERS LICENSE, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she/they signed it voluntarily for its stated purpose.

Subscribed and sworn to before me this 21 day of JANUARY, 2021

Fred T Thompson  
Notary public

2-3-2022  
My commission expires



FRED T. THOMPSON  
Notary Public  
Commonwealth of Massachusetts  
My Commission Expires on  
June 3, 2022

ORIGINAL



CITY OF NORTH ADAMS, MASSACHUSETTS

Office of the Mayor  
**Thomas W. Bernard**

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Communication #	Subject	Date
17	Sale of Real Estate – Sullivan School	February 9, 2021

Honorable Members of the City Council  
North Adams, Massachusetts

Dear Honorable Councilors

Submitted for your consideration is an Order relative to the sale of Sullivan School. On December 2, 2020, the City of North Adams, acting by and through its Office of Community Development, issued a request for proposals (RFP) for this property. Proposals were due January 22, 2021. One response was received and reviewed by a committee representing the Office of Community Development and the Office of the Mayor. The proposal is enclosed with this communication.

The proposed purchase price of \$10,000.00 submitted by Xenolith Partners, LLC and Sano-Rubin Construction Services, LLC is significantly below the property's assessed value of \$2,333,500.00. I recommend that the Council accept the \$10,000.00 proposed purchase price submitted by Xenolith Partners, LLC and Sano-Rubin Construction Services, LLC as part of their proposal, as outlined in the accompanying order.

Respectfully submitted,

Thomas W. Bernard  
Mayor  
TWB/me



# City of North Adams

## In City Council

February 9, 2021

Ordered:

**WHEREAS**, the City of North Adams, by City Council Order dated February 14, 2017, declared the property located at 151 Kemp Avenue and further identified as Assessor's Map 169, Lot 1, to be no longer needed for municipal purposes and to be available for disposition; and

**WHEREAS**, the mayor of the City of North Adams, acting pursuant to the City Council Order, issued a Request for Proposals (RFP) pursuant to the provisions Massachusetts General Laws, Chapter 30B to sell the property; and

**WHEREAS**, Xenolith Partners, LLC, a women-owned affordable housing development company with a principal place of business in Bedford, New York, and Sano-Rubin Construction Services LLC, a construction services firm with a principal place of business in Albany, New York, submitted a qualified proposal of \$10,000.00 to purchase the property; and

**WHEREAS**, the proposed residential redevelopment of the property will add seventy-five units of housing and is consonant with the Vision 2030 comprehensive plan and the North Adams Housing Needs Assessment;

### **NOW, THEREFORE, IT IS ORDERED:**

That the North Adams City Council authorizes the mayor of the City of North Adams to sell the above referenced property to Xenolith Partners, LLC and Sano-Rubin Construction Services, LLC for \$10,000.00, and further authorizes the mayor of the City of North Adams to negotiate the terms and conditions of the sale with the buyer.

# MEMORANDUM

To: Office of the Mayor  
From: Proposer Selection Review Committee  
RE: NA-2020-010 – Sullivan School – Xenolith Partners and Sano-Rubin Construction Services  
Date: January 29, 2021

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## **PSRC Recommendation to Accept with Conditions.**

1. **Introduction:** The Proposer Selection Review Committee (PSRC), comprising Michael F. Nuvalle, Angie Lopes Ellison, and Zachary Feury, met on Friday, January 29, 2021 at 2:30pm to discuss and make a recommendation upon the proposal submitted by Xenolith Partners, LLC and Sano-Rubin Construction Services, LLC (the proposers) to purchase for \$10,000.00 the property known as Sullivan School and located at 151 Kemp Avenue in response to the Request for Proposals (RFP) issued as NA-2020-010.
2. **Proposal Summary:** The proposers propose three phases of construction totaling seventy-five new housing units on the 12.5-acre property. The first phase of construction will yield a rehabilitated school building containing thirty housing units and various amenities. Phase two construction will create three separate six-unit attached-single family townhouses totaling eighteen housing units; phase 3 will add four additional six-unit attached single-family townhouses totaling twenty-four housing units. The proposers indicate that financing the construction will require a 30-plus year tax abatement that limits taxation of the property to between \$710.00 and \$900.00 per housing unit with annual escalations of 2% and public financing through the HOME funds program—a federal program administered by the Massachusetts Department of Housing and Community Development—among other sources of public funding. The proposers further indicate that closing would optimally occur upon receipt of financing through the HOME funds program. Receipt of financing would be spring/summer of 2023 at the earliest.
3. **PSRC Discussion:** The PSRC reviewed the proposal and agreed on the following:
  - The proposal conformed to the minimum criteria.
  - The proposed reuse of the property will create a public benefit and have a positive impact on the neighborhood in that it will create seventy-five new housing units in a medium-density residential zoning district on 12.5-acre lot that are sensitively designed to the surrounding architecture.
  - The proposed reuse is compatible with the Vision 2030 comprehensive plan and zoning regulations for the R-4 zoning district.
  - The proposers' qualifications and prior related project experience were well-articulated in the proposal. The proposers have a deep portfolio of successful housing developments. As such, the proposer's qualifications are considered highly advantageous.
  - The financing plan indicated by the proposers is dependent upon public funding through grant programs and tax abatement. While not optimal for the City, the public funding and tax abatement described by the proposers is not unreasonable and is not a deterrent to accepting the proposal. There is, however, concern as to the 30-year tax abatement term in that it may exceed the term the City is legally allowed to provide. Acceptance of the proposal should be conditional upon the terms of the tax abatement being in the best interest of the City.
  - The proposers indicate a preference for closing on the sale of the property when in receipt of financing. Acceptance of the proposal should be conditional upon closing within the timeframe indicated by the RFP.

## MEMORANDUM

- The proposed purchase price of \$10,000.00 is significantly below the property's assessed value of \$2,333,500.00. As such, the proposed purchase price is deemed not advantageous. RFPs for Sullivan School, however, have been issued at least twice previously. The only additional proposal received in response to previous issuances was for \$1.00. As such, the low proposed purchase should not be a deterrent.
- The overall quality of the proposal is highly acceptable.

4. **Recommendation:** The PSRC, with unanimous agreement among its members, recommends that the City of North Adams accept the proposal submitted by Xenolith Partners, LLC and Sano-Rubin Construction Services, LLC in response to NA-2020-010 for the proposed purchase and reuse of Sullivan School for \$10,000.00 with the following conditions:

1. Closing on the sale of the property be conducted in accordance with the timeframe identified in the RFP; and
2. Any tax relief provided must be in the best interest of the City of North Adams.

Because the proposed purchase price is below the assessed value of the property, pursuant to the provisions of MGL c.30B, City Council approval of the disposition by a two-thirds majority is required.

**Bid # NA-2020-010 Sale of Property and Reuse – Sullivan School**

**Submission Date: January 22, 2021**

**Sale of Property and Reuse:** Sullivan School

**Proposer's Name:** Xenolith Partners LLC and Sano-Rubin Construction

**Proposed Purchase Price:** \$10,000



**ORIGINAL BINDER**

**Xenolith**  
PARTNERS LLC

  
**Sano-Rubin**  
Construction Services

  
**edm**



January 22, 2021

Michael F. Nuwallie, Director  
Office of Community Development  
City Hall - Room 107  
10 Main Street  
North Adams, MA 01247

**Re: Bid # NA-2020-010 Sale of Property and Reuse – Sullivan School**

Dear Mr. Nuwallie,

Xenolith Partners LLC ("Xenolith") and Sano Rubin Construction ("Sano Rubin") are pleased to submit this proposal to purchase and redevelop the Sullivan School site at 151 Kemp Avenue in North Adams, MA. We propose the adaptive reuse of the existing school and the new construction of townhouse-style residences that will reflect New England's traditional architecture and North Adams' energy and contemporary vibe. The proposed project will be thoughtfully designed, sustainable and impactful.

Xenolith brings its deep knowledge of structured finance, historic preservation and downtown redevelopment to the project. Sano Rubin brings their collaborative, solution-driven approach, their experienced professionals and their careful attention to cost control to every project.

**Xenolith Partners** is a boutique, Massachusetts-certified WBE focused on the development of affordable, mixed-income and mixed-use projects that revitalize communities and provide quality housing opportunities for all. Xenolith prides itself on strong relationships and ability to execute. Its principals have developed or preserved nearly 700 units of affordable housing and 62,000 SF of community facility space and have another 700 units in construction and predevelopment.

**Sano-Rubin** is a fourth-generation, highly respected construction services firm. Its more than 200 employees include experienced carpenters, masons and laborers. This in-house expertise gives Sano-Rubin the flexibility to self-perform on many of the trades, responsive, control the schedule, ensure quality and efficiently manage operations and costs.

**EDM** is a Pittsfield, MA-based architecture and engineering firm with extensive local experience, providing single-source delivery of all major design disciplines.

Ours is a formidable and collaborative team with local knowledge, financial acumen and construction expertise. We look forward to the opportunity to discuss the project with you.

Sincerely,

A handwritten signature in blue ink that reads "Andrea Kretchmer".

Andrea Kretchmer

P.O. Box 413  
Bedford, NY 10506

1201 Broadway  
New York, NY 10001

390 Capital Avenue  
Hartford, CT 06106

917-747-8396  
andrea@xenolithpartners.com

## PROPOSED USE

We propose to adaptively reuse the existing school building, redeveloping it into a multifamily building with approximately 33 residential units and to construct a new townhouse complex in the southwestern portion of the site with approximately 42 residential units.

The former Sullivan School building lends itself well to adaptive reuse. The approximately 900 square foot classrooms, with generously sized windows, divide and combine neatly into studio, one, two and three-bedroom apartments. The gymnasium, cafeteria, library and administrative spaces convert logically into amenity spaces such as fitness, laundry, tenant and bicycle storage, and a generous community room with a kitchen. The building will likely require the abatement of hazardous materials, the extent of which will be determined through an environmental assessment. The windows and façade will be restored to the extent feasible.

The two-level townhouses are designed in groups of 6 units per building. This allows the buildings to be right-sized for both an economy of scale in construction and to relate to and be placed within proposed topography modifications. We believe the scale of the units, being in groups of 6, will not overwhelm the scale of the adjacent residential neighborhood. We have also allowed for generous setbacks where townhouses will abut the adjacent neighborhood.

We intend the design of the exterior massing, forms and materials of the townhouses to relate to the surrounding site, the architecture of the existing school building, the scale of the surrounding neighborhood, and the community of North Adams at large. The townhouse facades would be a blend of both traditional residential design elements to relate to the surrounding residential community, and modern elements to relate to the mid-century modern architecture of the original school building.

Traditional elements we would use are: hipped and gable roof elements; covered entry porches with façade articulation around the front doors; residential scaled fenestration; facades with elements inspired by wood residential architecture and possibly brick, if budget allows. Modern façade elements we intend to use are: sustainable material choices that are fresh takes on traditional wood architecture; feature windows at key locations with larger regions of glazing to create a modern vibe and to take advantage of views of the surrounding Berkshires. See Townhouse Design Inspiration images in the Addendum.

Our site plan and residential development and designed to respond to the rich history of traditional New England architecture AND the influence of the contemporary art museum MASS MOCA. We intend the design of the new townhouses to feel right on site, feel right sitting adjacent to the mid-century modern architecture of the renovated school building, feel right in the neighborhood, and feel right in the community of North Adams.

## PUBLIC BENEFITS

The City would benefit from an increase in the availability of affordable housing, the reactivation of a vacant City-owned property, as well as the placement of the property back on the tax rolls for the City. A



development of this scope would provide construction jobs, providing an economic boost to area workers and suppliers. Furthermore, by conveying the property to another entity, the City would likely benefit from cost-savings related to liability and insurance for the property as well as day-to-day maintenance.

## PROPOSED IMPROVEMENTS

We propose to execute an adaptive re-use of the existing school building and to construct a series of new townhouse units.

The building and site renovations for the existing school building include:

- Remove partial hazardous materials as required for our scope
- Improve roof supports to structural T's to allow for snow load for new roofing system
- Replace roofing with new energy-efficient EPDM roofing system
- Replace windows and entrances with new insulated glazing and laminate Transite panels vertically between windows
- Improve existing exterior wall system by adding an inboard wall to the existing exterior wall assembly including mineral wool insulation.
- Upgrade all elevators to be ADA accessible to all building levels
- Expand and resurface the existing parking lot to allow for increased parking to support resident needs
- Improve landscaping
- Buildout +/-33 apartment spaces (5% ADA Compliant) complete with new MEP and interior finishes including:
  - +/-3 - studio apartments
  - +/-17 one- bedroom apartments
  - +/-10 two-bedroom apartments
  - +/-3 three-bedroom apartments
- Develop common space for resident needs complete with new MEP and interior finishes

For the new townhouses, we propose to construct approximately 42 new two-story two-bedroom townhouses. Each of the seven buildings will have +/-6 units, 5% of which will be ADA adaptable. Other features of the project may include:

- Site access from the existing end of Summit Avenue
- Full site development including storm retention
- Exterior façades with a variety of finish materials
- Modular construction to shorten the construction schedule and minimize the disruption to the local community

**PROPOSED SCHEDULE**

<b>DESIGN</b>	
<b>Site Analysis</b>	
Survey	5-6 weeks
Site Plan Development	8-10 weeks
Site Plan Approvals	8-12 weeks
<b>Building Review</b>	
Initial Hazmat Survey of Building	4 weeks
Phase 1 Environmental Site Assessment	4 weeks

<b>FINANCING</b>	
First Application (for Phase 1)	January 2022
Second Application (for Phase 1)	January 2023
Financing Award	Spring/Summer 2023

<b>CONSTRUCTION</b>	
Phase 1 - Existing Building	7 months
Phase 2 - 18 Townhouses*	5 months
Phase 3 - 24 Townhouses*	7 months

\*Phases 2 and 3 will require financing applications in subsequent annual rounds

**PROPOSER'S PRIOR EXPERIENCE****Columbus Commons**

Columbus Commons is a joint venture between Xenolith Partners and Dakota Partners. The site is located at 145 Columbus Blvd in New Britain and was the site of the city's former police station. The City issued an RFP in December 2015 and awarded the project to Xenolith in mid-2016. The first phase of a this sustainable, transit-oriented two-phase, mixed-use development was completed in mid-2020.

Columbus Commons has been designed to Passive House standards, the most rigorous of the current voluntary standards for energy efficiency in a building. Phase I is the first of two complementary L-shaped buildings framing an interior courtyard. The courtyard comprises ample open space for active and passive recreation and community events, artisan retail pop-ups, food fairs, even musical performances. Among the 80 units in Phase I, 20% are market rate and 80% affordable to households earning up to 60% AMI, with 10,000 SF of retail on the ground floor. The total development cost of Phase I is \$27.6MM and is being financed with 9% Low-Income Housing Tax Credits, DOH Flex Funds, DECD Brownfield funds, as well as construction and permanent loans through Bank of America.

**Park and Elton Apartments**

Located in the Melrose section of the Bronx, Park and Elton is a joint venture between Xenolith Partners and DP Group General Contracting. At Park and Elton, Xenolith is developing two city-owned sites into 38 units affordable to families earning up to 30% - 90% of AMI. Financing is being provided through HPD's Neighborhood Construction Program, construction, and permanent loans from Community Preservation Corporation (CPC), and developer equity. Construction will be complete in March 2021.

### **Threadmill Apartments**

The Threadmill Apartments development is the adaptive reuse of a vacant historic mill building located on the Pawcatuck River in Stonington, CT. Threadmill was developed by POKO Partners while Andrea Kretchmer served as a Principal and Terri Belkas-Mitchell served as Project Manager. The mill was redeveloped into 58 rentals units, of which 70% were market rate and 30% were affordable. This \$27MM redevelopment required extensive brownfield remediation related to PCB, asbestos and lead contamination in addition to the removal of contaminated soils and underground storage tanks. Threadmill Apartments was financed using CHFA Tax Exempt Bonds, CT DOH Flex Funds, DECD brownfield funds, State Historic Tax Credits, and Federal Historic Tax Credits. Construction on the building was completed in October 2016.

### **Beverwyck Retirement Community ILU Addition + Wellness Center Expansion**

Sano-Rubin was the Construction Manager for the \$5.8 million Independent Living Unit (ILU) Addition and Wellness Center expansion. The project included a 28,000sf, two-story addition consisting of 12 two-bedroom apartments. Lower level apartments feature patios. The new 3,800 sf Wellness Center includes a senior-focused exercise and indoor aquatic center with 3-lane lap pool and spa pool. The facility was fully occupied throughout the construction. Extra safety measures were taken to ensure the safety of the elderly residents, visitors and staff including continual communication with Beverwyck administration to inform them of upcoming scheduled work. Due to market-timing, aggressive subcontractor buyout and use of prefabrication, the project budget was significantly under the GMP. The client was able to use the savings to make upgrades to the facility.

### **Monument Square Apartments Rehabilitation Affordable Housing Project**

As Construction Manager, Sano-Rubin was responsible for the \$18.4 renovation and upgrade of the landmark Monument Square Apartments, a 72,000 sf, 8-story building. The historic 1905 building originally constructed as a hotel, was converted to HUD Section 8 housing in 1981. All 76 one-bedroom and 13 studio units were completely renovated. The work included additional wall insulation, new energy-efficient windows, new kitchens, new flooring and new finishes. The building received energy-efficient upgrades such as a new geothermal high-efficiency heat pumps system to replace the existing electric heat, electrical upgrades, completely new sprinkler and fire alarm systems, new roof system with additional insulation, exterior masonry restoration and more. The project was completed 2 months ahead of schedule due to accelerating and alternating the last two phases, minimizing disruption to the residents.

### **Franciscan Heights Senior Community Affordable Housing Project**

Sano-Rubin was the Construction Manager for the Franciscan Heights new senior community. The project consisted of a 53-unit, two story apartment building which houses one- and two-bedroom affordable apartments. Sixteen two-unit, single story cottages were also constructed on the St. Anthony-on-Hudson campus located on Washington Avenue in Rensselaer, NY. Both phases (apartments and cottages) were built concurrently using a panelized wall system. Major site work consisted of new utilities, reconfiguration of roadways, new parking lots, and landscaping.

## PROJECT FINANCING

The adaptive reuse of the existing school building to create approximately 33 residential units as well as the new construction of 42 townhouse-style units could be financed in 2-3 phases, depending on the availability of funds and further due diligence required to assess construction costs. The estimated total development cost (TDC) of all phases is \$25-35MM.

We anticipate the project would be financed with a combination of Federal Low Income Housing Tax Credits as well as other soft funding as made available through the Department of Housing and Community Development's (DHCD) annual funding rounds, including but not limited to State Low Income Housing Tax Credits, HOME Investment Partnerships Program (HOME) funds, Affordable Housing Trust Funds (AHTF), and Housing Stabilization and Investment Trust Funds (HSF). With this type of financing, we anticipate the majority of units would be affordable to households earning 30% - 80% AMI, though we understand the greatest current need is at the 30% AMI tier.

Total development costs are anticipated to range between \$400,000-450,000 per unit, which includes hard costs plus contingency, soft costs (A&E, third part reports, financing costs, etc.), project reserves and developer's fees consistent with the DHCD Qualified Allocation Plan (QAP) and IRS Section 42.

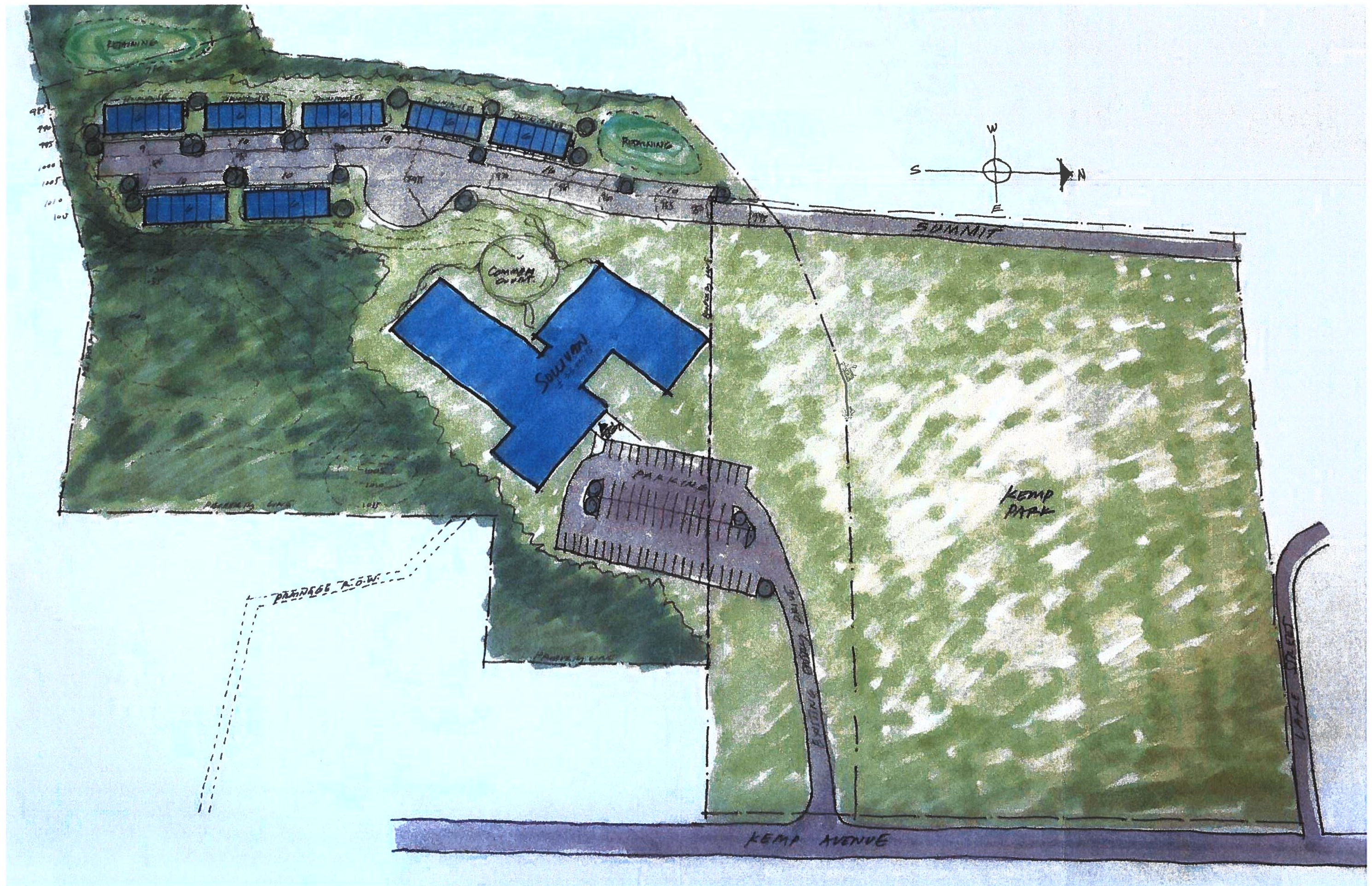
In order to make an affordable or mixed-income housing development at the Sullivan School site viable, the City of North Adams would need to provide a property tax abatement that would limit property taxes for a duration of up to 30 years. Recent developments executed by Xenolith Partners received PILOT agreements limiting taxes to \$710-900 per unit for 30 years with annual escalations of 2%. However, even lower PILOT payments may be necessary in order to accommodate the low rate of rents in the market area. Furthermore, we would need the City's cooperation to help secure local HOME funds as a match to those issued by DHCD in order to be competitive for financing.

In order to fine tune a development plan for the site, we would need to first engage the City in conversations about their appetite for the proposed project concept in addition to conducting a market study, Phase I ESA, and Hazmat Survey.

DHCD's Annual Funding rounds require that applications be submitted in January of each year, so the earliest application for this site could be made in January 2022. However, due to long pipelines and fiscal constraints, it will likely take at least two application cycles before receiving an award. Assuming a successful application is made in January 2023, we would expect to receive a funding award in Spring/Summer 2023 and close on the financing and site acquisition in Late 2023.

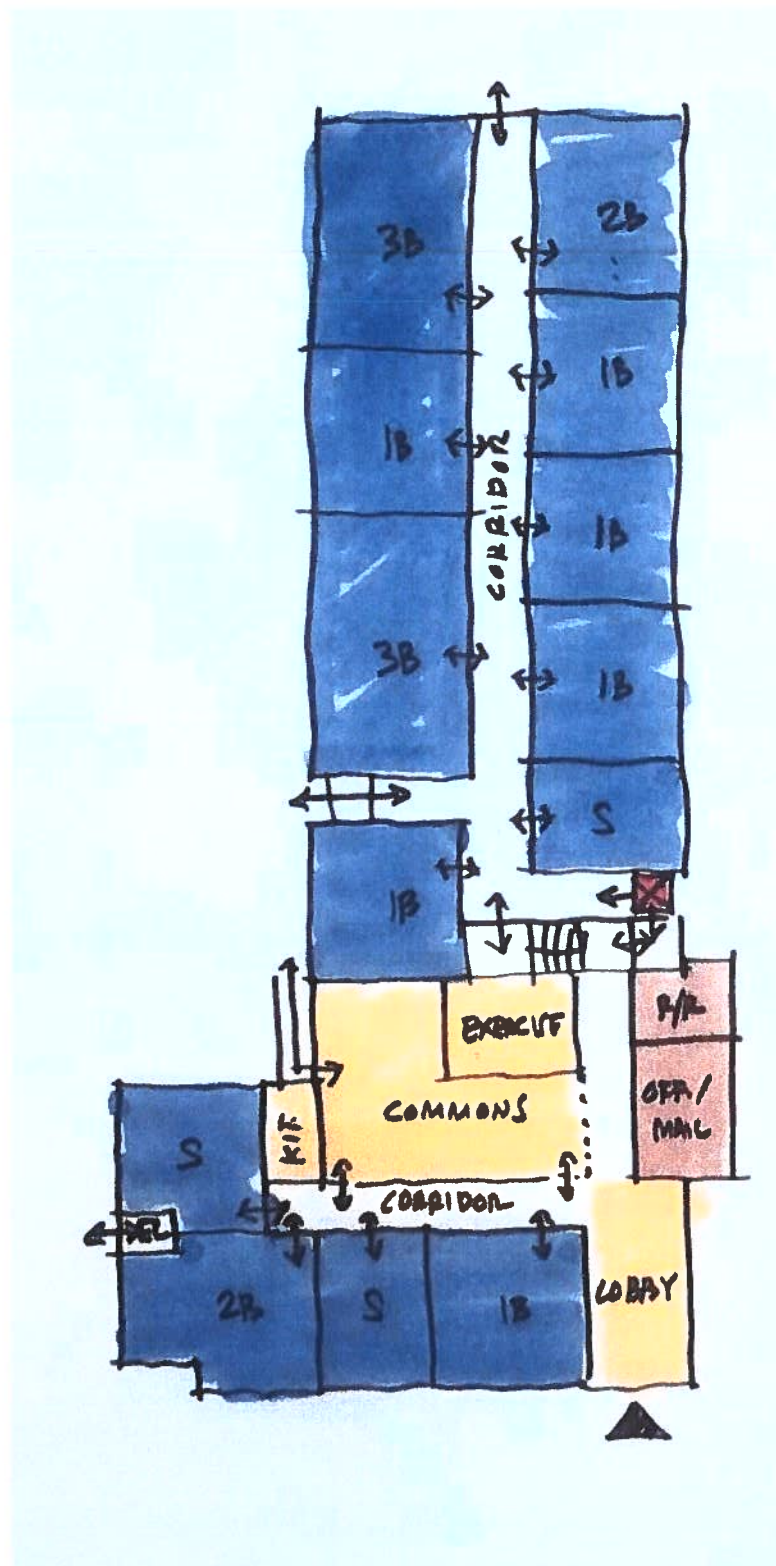
DESIGN CONCEPTS



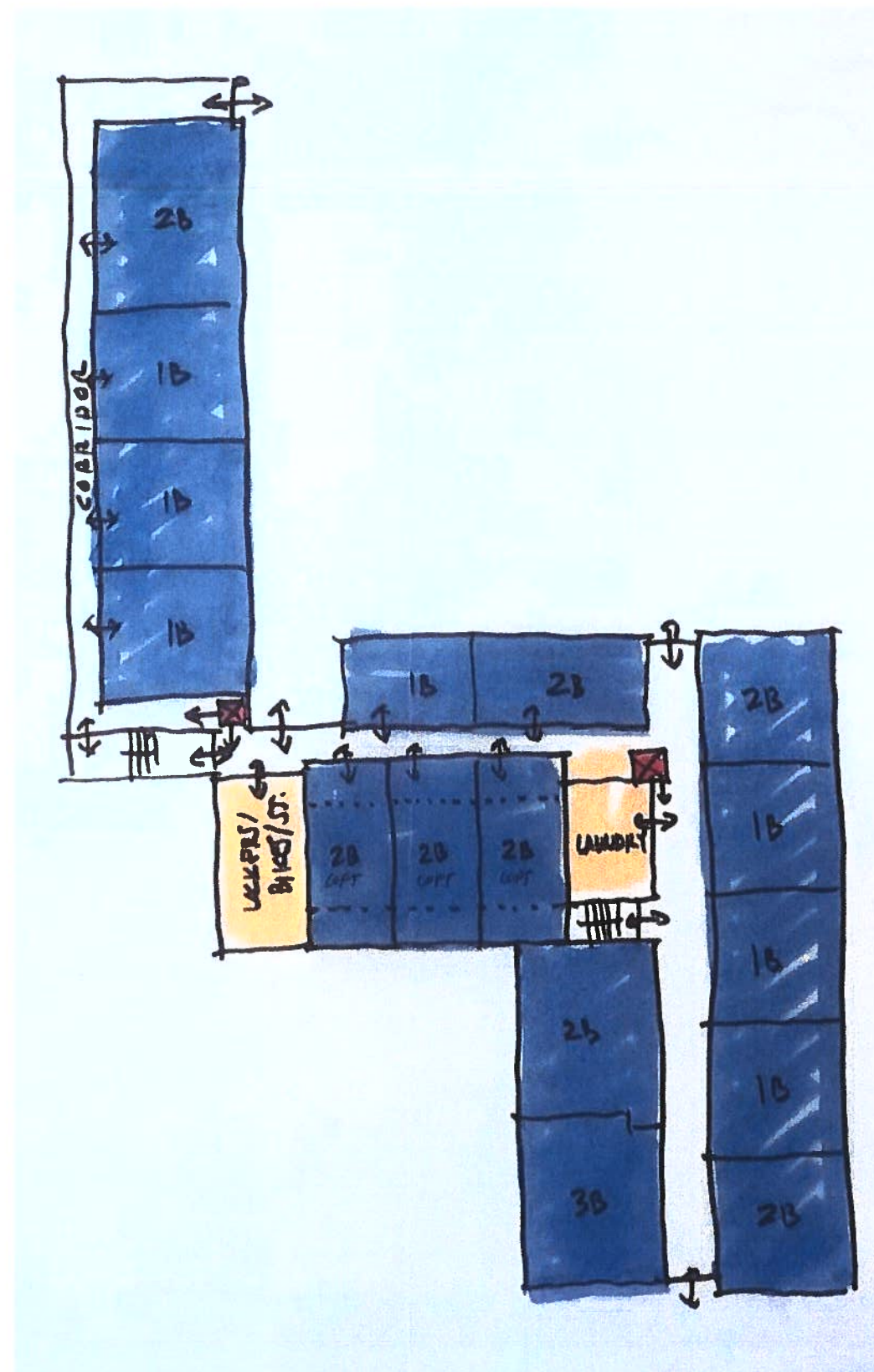


SULLIVAN SCHOOL RFP - SITE PLAN

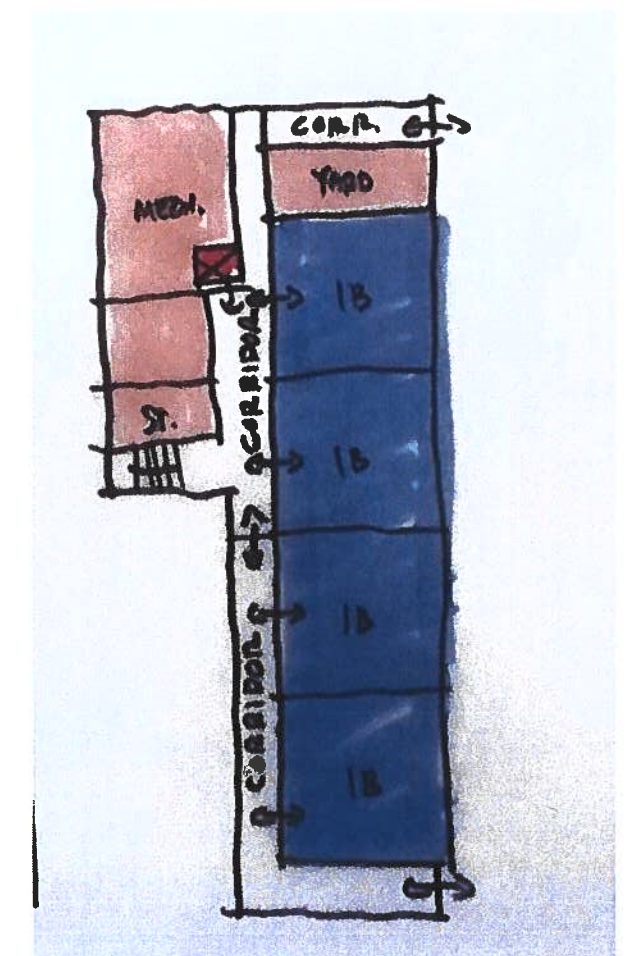




upper levels floor diagram



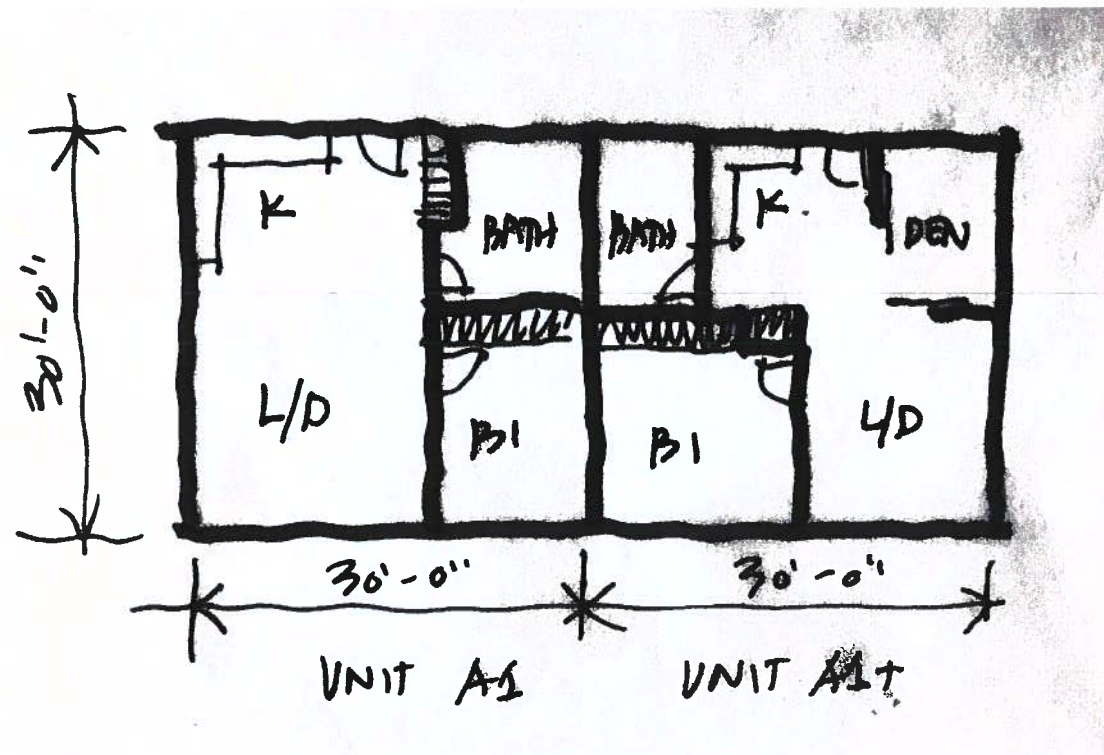
mid levels floor diagram



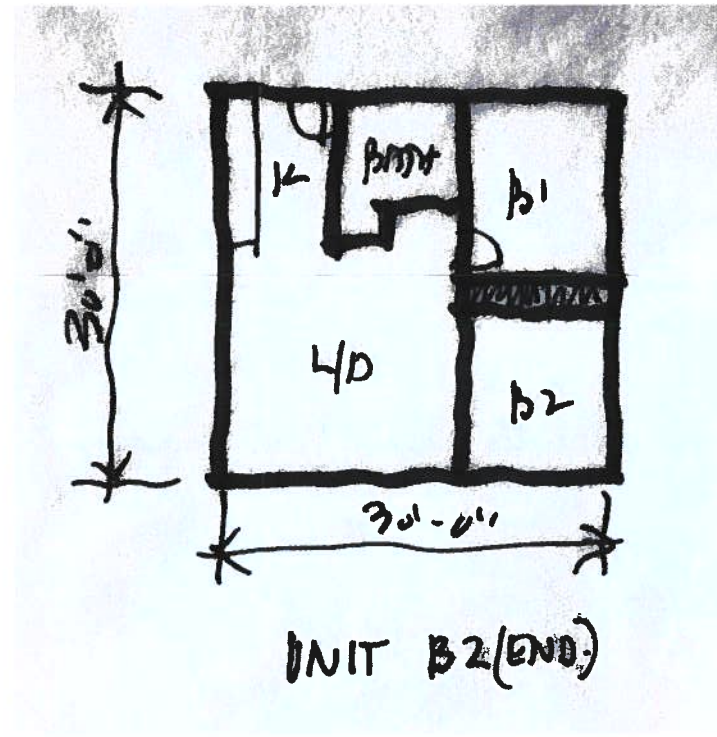
lower level floor diagram

# SULLIVAN SCHOOL RFP - PLAN DIAGRAMS @ SCHOOL

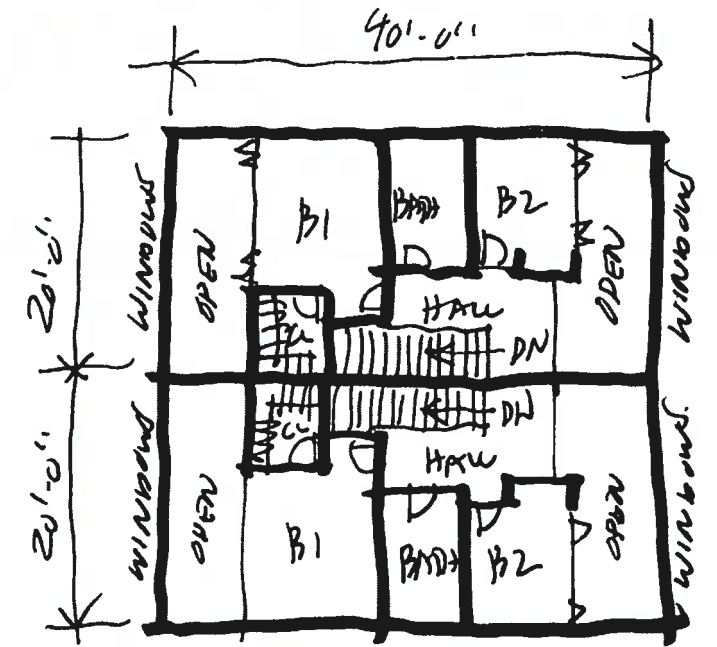




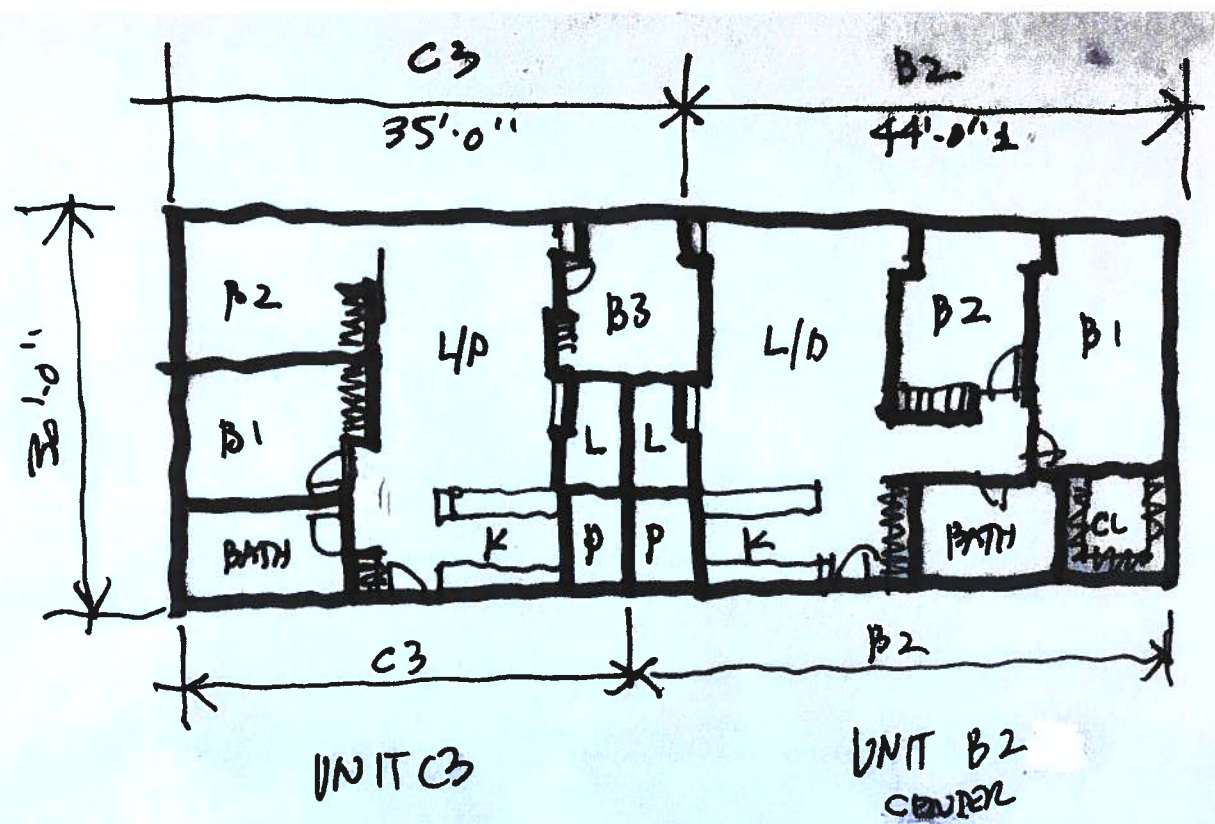
typical 1 bedroom units



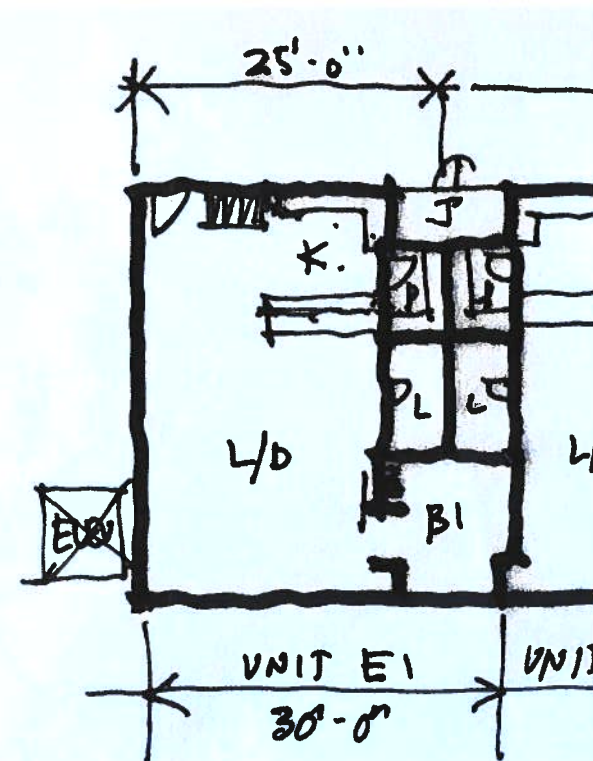
typical 2 bedroom unit



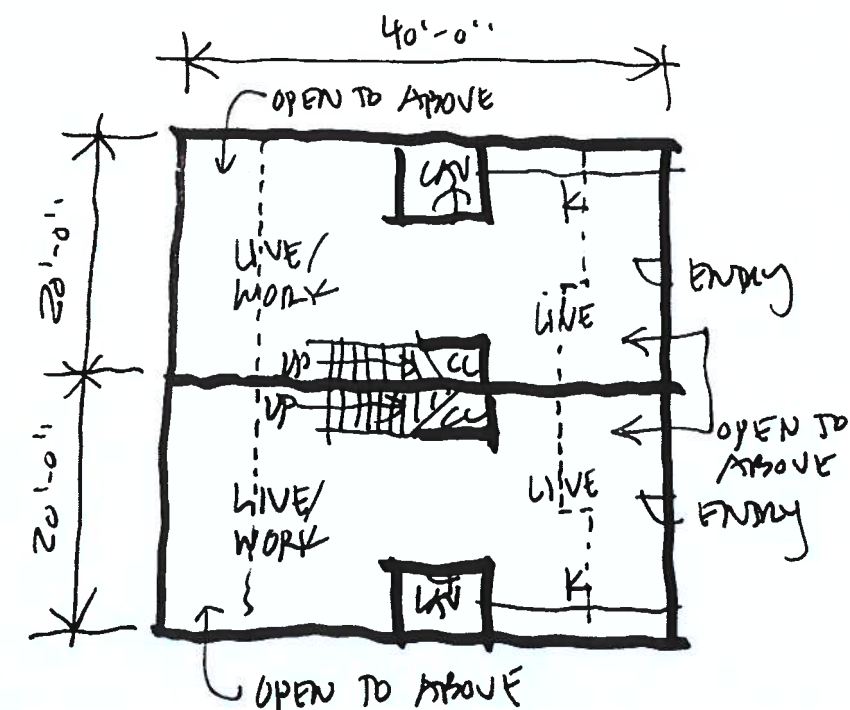
typical loft (gym) - upper level



typical 2 + 3 bedroom unit

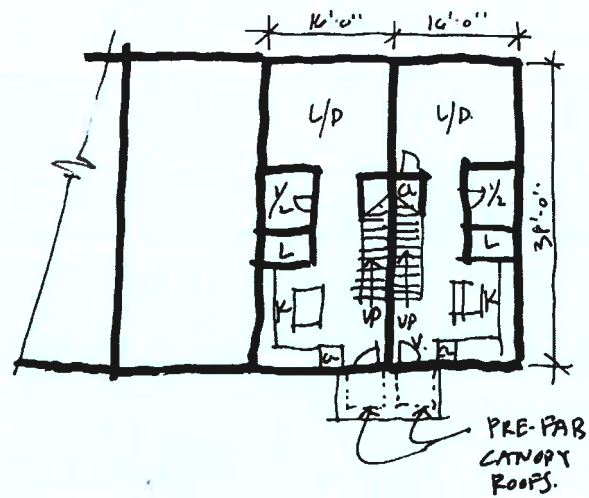


studio unit

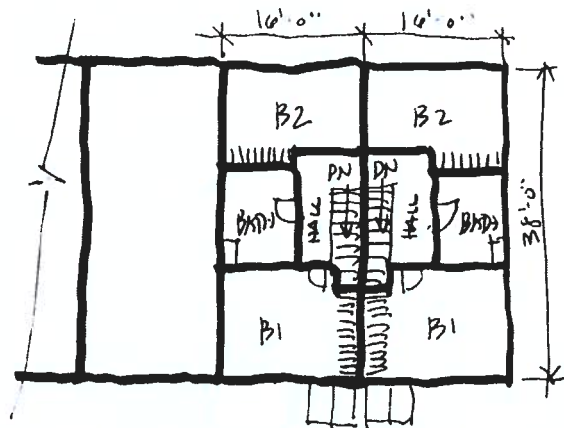


typical loft (gym) - lower level

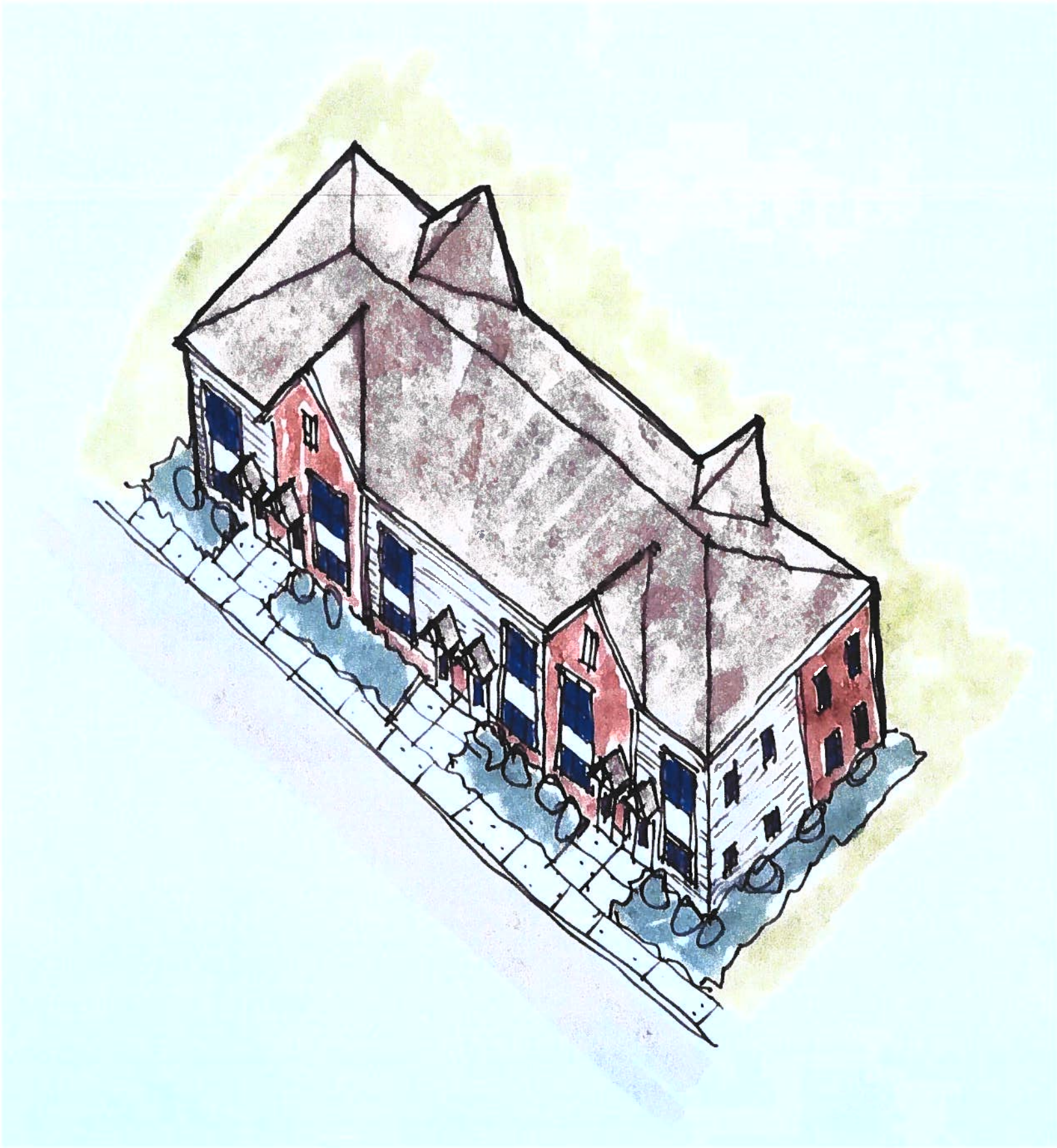




upper level plans diagram



lower level plans diagram



conceptual axonometric view



design inspiration

# SULLIVAN SCHOOL RFP - TOWNHOUSES



**REQUEST FOR PROPOSALS NA-2020-010**  
**Sale of Property and Reuse – Sullivan School**

***Price proposal***




**CITY OF NORTH ADAMS, MASSACHUSETTS**

**Office of Procurement**

The proposer offers the following purchase price, payable in cash, certified check, or wire transfer of funds upon delivery of the deed to the parcel designated as Map 169, Lot 1 in the City of North Adams:

**Proposed price**                      \$ 10,000  
( Ten thousand dollars and zero cents )  
*Repeat in words the total amount*

**Proposer's name**                      Xenolith Partners LLC + Sano-Rubin Construction Services  
**Contact person**                      Andrea Kretchmer  
**Address**                                      P.O. Box 413  
**City, State ZIP**                              Bedford, NY 10506  
**Telephone**                                      917-747-8396  
**Email**    andrea@xenolithpartners.com

  
Signature

January 22, 2021  
Date

**REQUEST FOR PROPOSALS NA-2020-010**  
**Sale of Property and Reuse – Sullivan School**

***Tax compliance certification***



**CITY OF NORTH ADAMS, MASSACHUSETTS**

**Office of Procurement**

To: Prospective bidders; providers of goods, services, real estate; licensees and contractors

Re: Tax compliance certification

Chapter 233 (Sections 35 and 36) of the Acts and Resolves of 1983 enacted the Revenue Enforcement and Protection Program, effective July 1, 1983. One aspect of this law requires providers of goods and/or services to attest under the penalty of perjury that they are in compliance with all laws of the Commonwealth of Massachusetts relating to taxes.

To comply with this requirement, please sign the form below and return it with the proposal package.

Any person failing to sign the attestation clause shall not be allowed to obtain, renew, or extend a license, permit, or contract.

Pursuant to MGL Chapter 62C, Section 49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I have filed all state tax returns and paid all state taxes required under the law.

Corporate name Xenolith Partners LLC

SSN or FID 81-3957238

  
\_\_\_\_\_  
Corporate officer signature

January 22, 2021  
Date

REQUEST FOR PROPOSALS NA-2020-010  
Sale of Property and Reuse – Sullivan School

*Non-collusion affidavit of prime proposer*



CITY OF NORTH ADAMS, MASSACHUSETTS

Office of Procurement

Project: Sale of Property and Reuse – Sullivan School  
(Identified as Map 169, Lot 1)

Commonwealth of Massachusetts  
County of Berkshire

Xenolith Partners LLC + Sano-Rubin Construction Services, being first duly sworn

Bidder's name

(1) They are

Andrea Kretchmer of Xenolith Partners LLC

The bidder that has submitted the attached bid

- (2) They are fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid.
- (3) Such bid is genuine and is not a collusive or sham bid.
- (4) Neither the said bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including the undersigned, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other bidder, firm or person to submit a collusive or sham bid in connection with the contract, or had in any manner, directly or indirectly, sought by agreement or collusion or communication or convergence with any other bidder, to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the owner or any person interested in the proposed contract; and
- (5) The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the bidder or any of its agents, representatives, owners, employees, or parties in interest, including the undersigned.

Signature

Andrea Kt

Title

Principal

On this 20<sup>th</sup> day of January, 2021, before me, the undersigned notary public, personally appeared Andrea Kretchmer, proved to me through satisfactory evidence of identification, which was NY S license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she/they signed it voluntarily for its stated purpose.

Subscribed and sworn to before me this 20<sup>th</sup> day of January, 2021

Notary public

John M Gabor Jr

My commission expires

11/9/23

JOHN M GABOR JR  
Notary Public - State of New York  
NO. 01GA6332762  
Qualified in Nassau County  
My Commission Expires Nov 9, 2023

REQUEST FOR PROPOSALS NA-2020-010  
Sale of Property and Reuse – Sullivan School

Non-discrimination affidavit



CITY OF NORTH ADAMS, MASSACHUSETTS

Office of Procurement

Project: Sale of Property and Reuse – Sullivan School  
(Identified as Map 169, Lot 1)

Commonwealth of Massachusetts  
County of Berkshire

The undersigned being duly sworn, deposes and states that they are the sole owner, partner, president, treasurer or other duly authorized agent or official of

Proposer's name	<u>Xenolith Partners LLC</u>
Address	<u>P.O. Box 413</u>
City, State ZIP	<u>Bedford, NY 10506</u>
Telephone	<u>917-747-8396</u>
SSN or FID	<u>81-3957238</u>

and certifies under penalty of perjury that to the best of their knowledge and belief, said bidder has not, either directly or indirectly, discriminated against any employee or applicant for employment because of their race, color, religion, national origin, sex, sexual orientation, age, mental or physical disability. Additionally, bidder has complied with all provisions and requirements of the Equal Opportunity, Anti-discrimination and Affirmative Action programs.

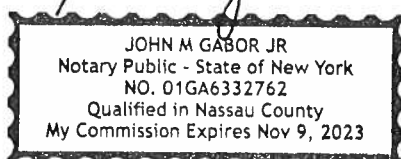
Signed under penalties of perjury.

<u>Andrea Kretschmer</u>	<u>Principal</u>
Signature	Title

On this 20<sup>th</sup> day of January, 2021, before me, the undersigned notary public, personally appeared Andrea Kretschmer, proved to me through satisfactory evidence of identification, which was NYS license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she/they signed it voluntarily for its stated purpose.

Subscribed and sworn to before me this 20<sup>th</sup> day of January, 2021

<u>John M Gabor Jr</u>	<u>11/9/23</u>
Notary public	My commission expires



## **ATTACHMENT B QUALIFICATIONS**

XENOLITH PARTNERS LLC  
SANO RUBIN CONSTRUCTION  
EDM ARCHITECTURE + ENGINEERING



# Xenolith

PARTNERS LLC

## THE FIRM

Xenolith Partners LLC is a woman-owned affordable housing development company. Formed in 2016 by founding principals Andrea Kretchmer and Terri Belkas-Mitchell, Xenolith prides itself on its strong relationships, breadth and depth of expertise, and ability to execute. Xenolith is focused on the development of affordable, mixed-income, and mixed-use projects in New York and Connecticut that will revitalize communities and provide quality housing opportunities for all. Xenolith is a certified WBE in New York City and the States of Connecticut, Massachusetts, and New Jersey.

The principals of Xenolith Partners LLC have a combined 20 years of experience in affordable housing development and finance and have secured financing for nearly 1,000 units during that time, with several hundred more in predevelopment. Xenolith has successfully developed a broad range of projects including new construction, affordable preservation, historic adaptive reuse, and brownfield remediation.

*A xenolith (Ancient Greek: "foreign rock") is a rock fragment which becomes enveloped in a larger rock during the latter's development and hardening. To be considered a true xenolith, the included rock must be identifiably different from the rock in which it is enveloped.*

# ANDREA KRETCHMER

## BIOGRAPHY AND PROJECT EXPERIENCE



Andrea Kretchmer is a developer of affordable housing and mixed-use projects in New York and Connecticut. Andrea is a founding principal at Xenolith Partners LLC, a woman-owned affordable housing development firm based in New York. She is also a founding principal of The Kretchmer Companies LLC, a woman-owned affordable housing development firm based in New York City.

From 2011 to 2016, Andrea was also Managing Director at POKO Partners, LLC. There she led a number of POKO's practice areas: acquisition and preservation of affordable housing, non-profit partnerships, and the development of city-owned sites. She was also responsible for project management, brownfield redevelopment and new business.

At The Kretchmer Companies, Andrea completed the development of Coney Island Commons, a 250,000 square-foot complex in Brooklyn, NY in 2013. CIC encompasses 195 rental apartments and a 43,000 sf YMCA, providing much needed community space for the neighborhood. With The Kretchmer Companies, she is also a developer of Stanley Commons, a 240-unit low-rise affordable apartment complex that broke ground in East New York Brooklyn in March 2015.

With POKO, Andrea completed construction on a number of projects in Connecticut, including the adaptive re-use of a historic mill in Stonington into 58 loft-style apartments. In New York, her recent preservation deals include the acquisition and moderate rehab of a 180-unit project-based Section 8 portfolio in the Bronx.

Prior to her career in affordable housing, Andrea was a practicing geologist. She has extensive experience in the investigation and remediation of contaminated sites throughout the New York metropolitan area. Her experience includes a wide scope of soil, surface water, ground water and ecological investigations associated with commercial and industrial sites. Andrea brings the unique combination of brownfield redevelopment and real estate development in-house to her development firms.

Andrea received her Bachelor's Degree from Colgate University and her Master's Degree in Geology from UCLA. Andrea sits on the Board of the New York State Association for Affordable Housing and is a Fellow of the Urban Design Forum. She was also the founder and co-chair of the Bronx Real Estate Summit.



# TERRI BELKAS-MITCHELL

## BIOGRAPHY AND PROJECT EXPERIENCE



Terri Belkas-Mitchell is a developer of affordable housing and mixed-use projects in New York and Connecticut. Terri is a founding principal at Xenolith Partners LLC, a woman-owned affordable housing development firm based in New York.

Terri previously worked for POKO Partners, LLC as a project manager specializing in the financial structuring of affordable and mixed-income new construction and preservation projects. She completed construction on a number of projects in Connecticut, including the adaptive re-use of a historic mill in Stonington into 58 loft-style apartments. In New York, her recent preservation deals include the acquisition and moderate rehab of a 180-unit project-based Section 8 portfolio in the Bronx.

Prior to joining POKO, Terri acted as a financial and real estate analyst for First Sterling Financial, Inc., a low income housing tax credit syndicator, where she modeled and evaluated investments in affordable housing developments across the country.

Terri started her career in finance as a currency strategist at the foreign exchange brokerage, Forex Capital Markets, LLC. Terri received her BBA in Finance from the University of Massachusetts-Amherst Isenberg School of Management and earned a MS in Urban Policy from The New School. Crain's New York Business named Terri one of the 2020 Rising Stars in Real Estate.

# CHRIS LEBRON

## BIOGRAPHY AND PROJECT EXPERIENCE



Chris Lebron is an accomplished real estate development, redevelopment, and economic development professional with over 15 years of experience in the private, public, and non-profit sectors. Prior to joining Xenolith Partners as an associate developer, Chris was a development manager for a boutique residential developer based in TriBeCa. She successfully managed a variety of ground-up residential projects from conception to lease up or sale.

In her previous role as a project manager for the City of Oakland Redevelopment Agency, Chris managed and implemented numerous capital improvement projects and neighborhood revitalization strategies. These included mixed-use residential, commercial rehab, public facilities, and infrastructure projects; as well as citywide façade/tenant improvement and

neighborhood capital grant programs. During her time in Oakland, she worked closely with community advisory boards to identify neighborhood priorities and projects.

Chris has also worked as an independent consultant, and she began her career at a non-profit CDC implementing the Main Street program in partnership with LISC and government partners. Chris earned a BS in Cultural Anthropology with a minor in City and Regional Planning from the University of California, Berkeley and earned an MS in Real Estate Development at Columbia University. She is dedicated to creating sustainable, thriving, healthy, and equitable neighborhoods and cities, and to improving the built environment.



## THE RISE - BROOKLYN

The Rise was selected as the winning concept by NYS Homes and Community Renewal (HCR) for the Vital Brooklyn Initiative - Site J RFP in January 2020. In collaboration with Community Solutions, Xenolith will create 68 affordable units, including supportive units for the formerly incarcerated.

The Women's Prison Association, Osborne Association, and Community Capacity Development, Inc will occupy space on the ground floor and lower level in order to serve the building's residents as well as eligible members of the community.

On-site amenities will include two lounges, a community room, three laundry rooms, two resident outdoor terraces, bicycle storage, and free Wi-Fi.

The development will also include approximately 10,000 square feet of green space for residents and the broader community to enjoy, including a rooftop farm and greenhouse managed by Project EATS that will provide healthy food options and job training.

The Rise has been designed to meet LEED for Homes Gold standards. Rooftop solar panels will serve as the roof for Project EATS' greenhouse allowing for year-round urban farming programming.

The \$46.2MM development will be funded with HCR 9% LIHTC and Supportive Housing Opportunity Program (SHOP) funds. Construction is anticipated to begin in mid-2021.





## 1546 EAST NEW YORK AVENUE

Family Services Network of New York ("FSNNY"), the property owner, and Xenolith Partners are working to codevelop the Property to help realize FSNNY's goal to create affordable housing, expand its client services and develop an approximately 5,000 sf ground-floor community facility to be operated by FSNNY.

The development site currently has a dilapidated, structurally unsound former police station that must be demolished. FSNNY and Xenolith are working with NYCHA to acquire air rights from the Howard Houses development to maximize the envelope of 1546 East New York Avenue.

The proposed development would contain 95 units of affordable housing, of which 60% would be supportive units and the remainder affordable to households earning up to 40-80% AMI, built above a 5,000 SF community health services facility to be operated by FSNNY.

The project received an ESSHI award in Fall 2019 to support 57 units for individuals with Severe Mental Illness (SMI), Substance Use Disorders (SUD), and HIV/AIDS.

The total development cost of the project is approximately \$52MM. The development will be financed with HCR 9% LIHTC, HPD Supportive Housing Loan Program (SHLP) funds, HCR Supportive Housing Opportunity Program (SHOP) funds, Reso A funds and private debt. Construction is anticipated to begin in Late 2021.





## YWCA SCHENECTADY

Xenolith Partners is working in partnership with the YWCA NorthEasternNY to redevelop their property located in the Stockade Historic District in Schenectady, NY.

The site currently includes a historic building in need of modernization with SRO units for survivors of domestic violence, administrative office space, and an early learning center and community facility space that is open to the public.

The project will be developed in two phases: (1) 54 newly constructed supportive units for survivors of domestic violence and (2) the adaptive reuse of the historic structure to convert the aging SRO units into approximately 40 studios and a renovation of the early learning center on site.

The first phase of the development will be financed using HCR 9% LIHTC, Supportive Housing Opportunity Program (SHOP) funds, and HHAP funds.

The second phase will be financed using HFA 4% Tax Exempt Bonds, SHOP funds, and Historic Tax Credits.

The new construction of Phase I is expected to begin in the Spring of 2021 and will take approximately 24 months to complete. The historic rehabilitation of Phase II will begin shortly after in the Winter of 2023 and will take approximately 18 months to complete.





## CASA CELINA

Casa Celina will be a 16-story building comprised of 205 senior units at Sotomayor Houses in the Bronx, developed by Xenolith Partners, The Kretchmer Companies, ELH Mgmt. and JASA. Also, approximately 1,700 square feet of community space will be accessible to NYCHA residents and the surrounding community.

The JASA East Bronx Case Management Program will provide social support service and senior health and wellness programming on-site thanks to funding by the NYC Department for the Aging (DFTA). Services will be available to building residents as well as the public.

Amenities will include an exercise/fitness room, laundry room, lounge spaces on every floor, a second-floor community space, and a landscaped rooftop terrace.

This site was part of the NextGeneration NYCHA Seniors First RFP for a parking lot located on the Sotomayor Houses campus in the Soundview section of the Bronx. Funding will include HDC Tax Exempt Bonds, HPD SARA Funds, HDC ELLA Funds, Federal LIHTC, and Reso A funds. Construction is expected to begin in June 2021.



## BAYSHORE SENIOR RESIDENCE

The first senior LGBT affordable housing development on Long Island, this sustainable, mixed-use building will bring 76 units of quality rental housing. A 9,500 SF community facility on the ground floor will be open to the entire community and will provide valuable services to the senior LGBT residents and others.

The facility will be operated by co-developer LGBT Services Network ("The Network"). With 4,000 members and community centers in Nassau and Suffolk Counties, The Network has a long history of working with LGBT populations of all ages in areas such as advocacy, education, support, and development.

The project is located less than a quarter mile from downtown Bayshore and a half-mile from the Bayshore

Long Island Railroad station, allowing residents to live a walkable lifestyle with access to transportation to New York City and ample services including grocery stores, pharmacies, coffee shops, restaurants, and shopping.

Given the shortage of affordable housing on Long Island and a lack of supportive housing targeted toward LGBT seniors on a national level, the project has already garnered significant local support from the County Executive, Town Officials, as well as the Federal and State delegation.

The project will be financed with a combination of conventional debt, 9% LIHTC, County Funds, and deferred developer fee.





## DEL SUR - 1490 SOUTHERN BOULEVARD

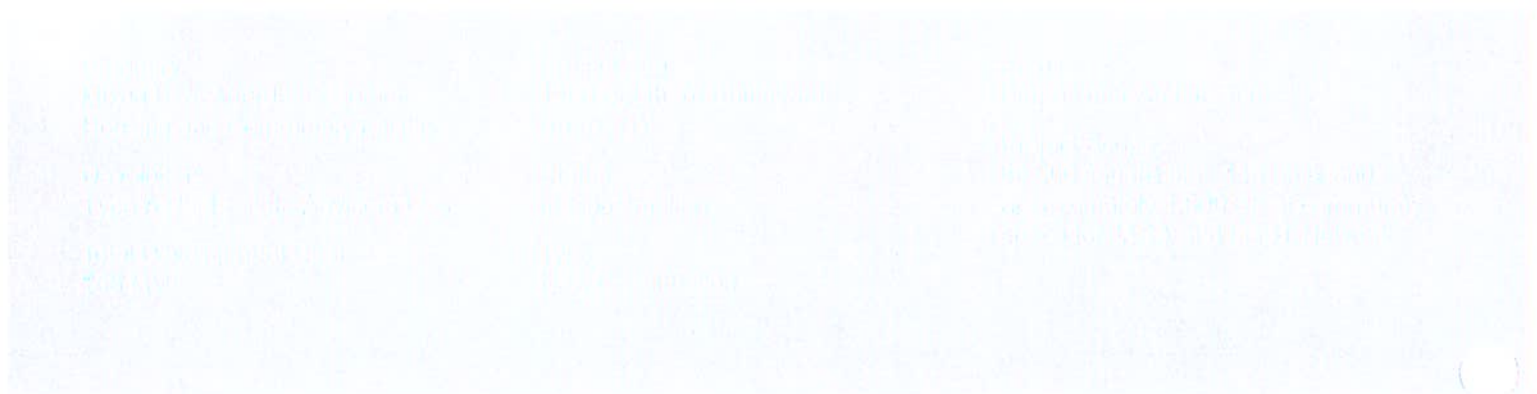
With the "Del Sur" development at 1490 Southern Boulevard, Type A plans to offer 115 beautifully designed, affordable homes for seniors in a building that fosters community, connections and activity.

Onsite support services as well as property management will be provided by the Jewish Association Serving the Aging ("JASA"), one of New York's largest and most trusted agencies serving older adults in New York City and Long Island.

The ground floor community center space will be operated by the LGBT Network, which currently operates four community centers on Long Island and in Queens for the lesbian, gay, bisexual, and transgender community.

Type A's proposed project includes approximately 113 rental units, currently anticipated to include 68 studios and 44 one bedrooms. All of the units will be affordable to senior-headed households earning up to 50% AMI and will be supported by project-based Section 8 vouchers. One two-bedroom unit will be set aside for a live-in superintendent.

The development team closed on construction financing in December 2018. Construction began immediately thereafter and is anticipated to last approximately 24 months.







## PARK AND ELTON APARTMENTS

Park and Elton Apartments will consist of 38 units of mixed income housing on two sites in the Melrose neighborhood of the Bronx. The sites were originally awarded by HPD as part of the New Foundations Program.

Park and Elton Apartments will be affordable to households earning up to 30% - 90% of AMI. Financing sources will include a mix of conventional debt, HPD Neighborhood Construction Program (NCP) subsidy, and equity.

The features include, Energy Star appliances and lighting, high efficiency plumbing fixtures and high - quality durable concrete plank and masonry bearing wall construction.

Each building will have a welcoming, well-lit lobby and elevator. A laundry room for exclusive use of the residents will be located in each building.

The street facades are designed as brick with stone lintels and sills at the upper floors, and decorative masonry along the sidewalk. There are curbside trees and landscaping at the buildings. The construction will include sustainable design elements and will be equivalent to a LEED certified building.

This development is currently in construction with an estimated completion date of December 2020.



## COLUMBUS COMMONS

The mixed-use, mixed-income development known as Columbus Commons was awarded in July 2016 by the City of New Britain to Xenolith Partners LLC as part of the 125 Columbus Blvd RFP.

The development will be constructed in two phases and upon completion, will consist of two six-story buildings containing 160 residential mixed-income units and 20,000 SF of ground-level retail space.

Columbus Commons is a Transit Oriented Development and located directly across the street from the CTfastrak station in Downtown New Britain. Express buses running along the CTfastrak line depart as often as every 7 minutes and travel from New Britain to Hartford in less than 30 minutes.

The City of New Britain has conducted significant environmental remediation of the site, which formerly housed a police station, utilizing CT Department of Economic and Community Developments Targeted Brownfield Remediation Funding.

The first phase of the development is being financed with conventional debt, CT Department of Housing CHAMP funds, DECD Urban Act Funds, Low Income Housing Tax Credits (LIHTC) and deferred developer fee. The development team received a 2016 CHFA 9% LIHTC award and the project received TCOs in March 2020 and reached 100% occupancy in July 2020.





## THE THREADMILL APARTMENTS

This mixed-use, mixed income project will provide much-needed, high-quality multi-family housing in the Stonington-Westerly region of Connecticut and Rhode Island with 46 market-rate and 12 affordable apartments. The project comprises more than 124,000 square feet of space in one larger and two smaller brick buildings on a 2.39-acre site. The complex, built and operated by the William Clark Company in 1901 as a fabric manufacturing mill, is registered with the National Register of Historic Places, the U.S. Park Service and the Connecticut State Historic Preservation Office.

The exterior façade and floor structure of the existing building was retained and restored while the balance of the interior will be gutted and fully renovated to accommodate modern and spacious units.

Total development cost is \$24.6MM. Financing included CHAMP funding from the Connecticut Department of Housing and State Historic Tax Credits.



## CONEY ISLAND COMMONS

Completed in 2013, this \$84 million, 195-unit, sustainably designed, two-building complex was born out of a highly competitive RFP process through NYC's Department of Housing Preservation and Development. Having weathered the economic recession of 2008 and Superstorm Sandy in 2012, this development was made possible through the successful structuring of a highly complex financing, utilizing HPD's LAMP program, New York City RESO-A funds and private contributions.

The resultant seven and eleven story residential buildings contain a mix of studios, one-and-two bedroom units for rent to households earning up to 60% AMI.

The development importantly includes a 42,500 square foot YMCA complete with aquatic center, gymnasium and fitness and multi-purpose rooms.

In 2014, Coney Island Commons won the prestigious Building Brooklyn Award for Community Development from the Brooklyn Chamber of Commerce, awarded to projects that enrich Brooklyn's neighborhoods and economy.





## STANLEY COMMONS

In 2008, in response to a joint RFP by NYCHA and HPD, Stanley Commons, LLC was awarded development rights to an underutilized parking lot on environmentally remediated land in Brooklyn's East New York neighborhood. The winning plan, originally proposed as affordable two-and-three family town houses, was re-envisioned post-2008 as a six-building development comprising 240 rental apartments.

The re-imagined project includes a 19,000 square foot community facility providing youth programming, workforce training, recreational activities and social services.

The PJ Avitto Community Center is operated jointly by Good Shepherd Services, a social service and youth development organization and Man Up Inc., a Brooklyn-based social service agency focusing on neighborhood improvement.

The project provides rental apartments for households earning 60% of AMI and was completed in 2018.





## BELMONT VENEZIA

The Belmont Venezia is a project-based Section 8 portfolio of buildings located in the Little Italy section of the Bronx. The portfolio consists of 177 affordable residential units. Upon acquisition, significant improvements were made to the building, including complete replacement of the roof, heating and hot water systems, and windows.

Belmont was acquired with a 15-year fixed rate Fannie Mae first mortgage in the amount of \$15,767,000 and a second mortgage from the New York City

the amount of \$4,137,334. The development has an Article XI tax abatement in place that limits taxes to 7% of the Shelter Rent through January 2046. Project-based Section 8 rental subsidies are being provided by the Department of Housing and Urban Development ("HUD") pursuant to a Housing Assistance Program ("HAP") Contract renewed by the developer for 20 years.



**Gregg Bishop**  
Commissioner

**Division of Economic &  
Financial Opportunity**

**110 William Street  
New York, NY 10038**

**212.513.6300 tel.  
212.618.8991 fax**

12/08/2017

Andrea Kretchmer  
Principal  
**Xenolith Partners, LLC**  
21 Greenwich Road  
Bedford, NY 10506-9999

Tax ID/SSN #: xx-xxx7238  
FMS ID #: VS00042224

**RE: WBE Certification**

Dear Andrea Kretchmer:

The Department of Small Business Services, ("SBS") has reviewed your certification with **Women Presidents' Educational Organization**. Based on that certification, your firm is certified as a **Woman-owned Business Enterprise (WBE)** in the City of New York's Minority and Women-owned Business Enterprise Certification Program. The certification remains in effect from the date of this letter until 12/31/2022.

A certified business must notify SBS within 45 days of any material change in the information provided in the application. A material change may include, but is not limited to, a change in any of the following: company name, business type, ownership interest, officers, operational control, business address, principal product(s) or service(s). To update your business enterprise's information, create an account online at the [SBS Certification Self Service Portal](#) website. Once you've created an account, you will need to connect to your existing business records by using the following PIN 1001NQSJ291P. Instructions on how to use your PIN can be found at the [SBS Certification Self Service Portal](#). Go to "Manage My Records" in your online account to update your business enterprise's information. In addition, you can use your online account to submit your annual affidavit and renew expired certifications.

Your certified business will now receive targeted solicitations and invitations to attend networking events with government and corporate buyers. Your firm will also be listed in the New York City Directory of Certified Businesses ([www.nyc.gov/buycertified](http://www.nyc.gov/buycertified)) so we can connect you to government buyers and prime contractors who may be looking for certified companies such as yours.

Do you need help selling your goods or services to the City, State or Federal government? Our Procurement Technical Assistance Center provides guidance and direction on government vendor enrollments, identifying additional diversity certifications, finding opportunities that fit your business, helping you understand contract requirements, and providing valuable feedback on bids and proposals. For more information, please email [bizhelp@sbs.nyc.gov](mailto:bizhelp@sbs.nyc.gov) or call at 212-513-6444.

SBS also offers a range of other valuable services to help you grow your business. We can help you secure financing and access City benefits. We'll support your expansion by working with you to locate available space, identify money-saving incentive programs, and recruit qualified employees. We'll cut the red tape for you by being your liaison when you need to resolve issues with other City agencies. Businesses can access SBS Business Services by visiting [www.nyc.gov/sbs](http://www.nyc.gov/sbs) or calling 311.

If you have questions regarding your business' certification, please contact the Certification Hotline at 212-513-6311 or email [mwb@sbcs.nyc.gov](mailto:mwb@sbcs.nyc.gov).

Sincerely,  
Certification Unit

110 William Street • New York, NY 10038  
Tel. 212.513.6300 \* FAX 212.618.8991 \* TDD 212.513.6306  
[www.nyc.gov](http://www.nyc.gov)



careers  
businesses  
neighborhoods

# WBE Certificate

## Xenolith Partners, LLC

This certificate acknowledges that this company has met the criteria as established by the WBE Program at the NYC Department of Small Business Services and is therefore certified as a Woman-owned Business Enterprise (WBE).

Certificate Number

**MWCERT2017-1071**

Expires on

**12/31/2022**

A handwritten signature in black ink, reading "Bill de Blasio".

Bill de Blasio, Mayor

A handwritten signature in black ink, reading "Gregg Bishop".

Gregg Bishop, Commissioner





Division of Economic and Financial Opportunity  
110 William Street, New York, NY 10038  
212-513-6311  
[www.nyc.gov/sbs](http://www.nyc.gov/sbs)

***WBE CERTIFIED***

**Xenolith Partners, LLC**

**Certificate Number: MWCERT2017-1071**

**Expires on: 12/31/2022**



WOMEN'S BUSINESS ENTERPRISE  
NATIONAL COUNCIL

JOIN FORCES. SUCCEED TOGETHER.

hereby grants

# National Women's Business Enterprise Certification

to

Xenolith Partners LLC

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).

This certification affirms the business is woman-owned, operated and controlled and is valid through the date herein.

Certification Granted: September 7, 2017

Expiration Date: September 7, 2021

WBENC National Certification Number: WBE1701740

WBENC National WBE Certification was processed and validated by Women President's Educational Organization - NY, a WBENC Regional Partner Organization.

*Marsha Firestone, Ph. D.*

Marsha Firestone, President & Founder Women  
President's Educational Organization - NY



**WOMEN PRESIDENTS'**  
Educational Organization.

NAICS: 531110, 531390  
UNSPSC: 80130000, 95101500, 95101502



Great Lakes  
Women's  
Business  
COUNCIL



WBENC EAST

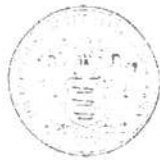
WBENC FLORIDA

WBENC ORV

WBENC PACIFIC

WBENC SOUTH

WBENC WEST



## State of New Jersey

PHILIP D. MURPHY

*Governor*

DEPARTMENT OF THE TREASURY  
DIVISION OF REVENUE AND ENTERPRISE SERVICES  
35 WEST STATE STREET, 15TH FLOOR  
P.O. BOX 928  
TRENTON, NEW JERSEY 08625-0928  
PHONE: (609) 292-2146 FAX: (609) 644-6070

ELIZABETH MAHER MUOIO

*Sec. Treasurer*

SHEILA Y. OLIVER

*Deputy Sec. Treasurer*

JAMES J. TRUSCIONI

*Director*

### CERTIFIED

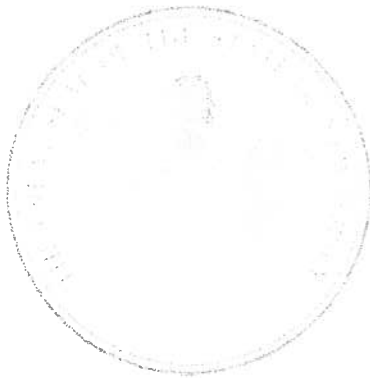
*under the*

Small Business Set-Aside Act and Minority and Women Certification Program

This certificate acknowledges **XENOLITH PARTNERS LLC** is a WBE owned and controlled company, which has met the criteria established by N.J.A.C. 17:46.

This certification will remain in effect for three years. Annually the business must submit, not more than 20 days prior to the anniversary of the certification approval, an annual verification statement in which it shall attest that there is no change in the ownership, control or any other factor of the business affecting eligibility for certification as a minority or women-owned business.

If the business fails to submit the annual verification statement by the anniversary date, the certification will lapse and the business will be removed from the SAWI that lists certified minority and women-owned business. If the business seeks to be certified again, it will have to reapply and pay the \$100 application fee. In this case, a new application must be submitted prior the expiration date of this certification.



*Peter Lowicki*

Peter Lowicki  
Deputy Director

Issued: August 28, 2019  
Certificate Number: 74996-15

Expiration: August 27, 2022

# State of Connecticut

Department of Administrative Services

Supplier Diversity Program



*This Certifies*

**Xenolith Partners CT LLC**

**390 Capital Avenue Hartford CT 06106**

*Woman Owned*

*As a*

*Small/Minority Business Enterprise*

*August 30, 2019 through August 30, 2021*

**Owner(s):** Andrea Kretchmer; Terri Belkas-Mitchell

**Contact:** Andrea Kretchmer

**Telephone:** (917) 747-8396 Ext:

**FAX:**

**E-Mail:** [andrea@xenolithpartners.com](mailto:andrea@xenolithpartners.com)

**Web Address:**

**\*\*Affiliate Companies:** Xenolith Partners LLC

*Meg Yetishelsky*

Supplier Diversity Director

*Stanley Kinton*

Supplier Diversity Specialist

\*\* A contractor awarded a contract or a portion of a contract under the set-aside program shall not subcontract with any person(s) with whom the contractor is affiliated.



**OPERATIONAL SERVICES DIVISION**  
**SUPPLIER DIVERSITY OFFICE**

**THE COMMONWEALTH OF MASSACHUSETTS**  
**Executive Office for Administration and Finance**  
**OPERATIONAL SERVICES DIVISION**

One Ashburton Place, Suite 1017  
Boston, MA 02108-1552

Charles D. Baker  
Governor

Karyn E. Polito

Lieutenant Governor

Michael J. Heffernan

Secretary

Gary J. Lambert

Assistant Secretary for Operational Services Division

April 29, 2019

Ms. Andrea Kretchmer  
Xenolith Partners, LLC  
21 Greenwich Road  
Bedford, NY 10506

Dear Ms. Kretchmer:

Congratulations! Your firm has been certified as a woman business enterprise (WBE) with the Supplier Diversity Office ('SDO') under the business description of REAL ESTATE DEVELOPMENT MANAGERS OF AFFORDABLE HOUSING AND MIXED USE PROJECTS. Your firm will be listed in the SDO Certified Business Directory and the Massachusetts Central Register under this description. **This letter serves as the sole proof of your SDO certification.** Your designation as a WBE is valid for three (3) years unless revoked pursuant to 425 CMR 2.00.

Your firm's next renewal date is April 25, 2022. SDO will send written renewal notices to your business and/or e-mail address on file approximately thirty (30) business days prior to your firm's three (3) years certification anniversary. Additionally, every six (6) years, certified companies that wish to remain certified may undergo a substantive review which will require certain updated supporting documentation.

SDO also reserves the right to monitor your firm and to perform random spot checks to ensure the firm continues to meet the certification criteria. Your firm is required to notify the SDO in writing of any material changes. Examples include but are not limited to changes in its business description, as well as business phone number, fax number, business' physical location, webpage and e-mail addresses. Other reportable changes include business structure, ownership (the business is sold or transferred), control and outside employment. You also have a duty to report decertification and debarment notices from this or any other jurisdiction. Failure to abide by the continuing duty requirements shall constitute grounds for the firm's decertification.

We look forward to working with you and your firm to maximize its business opportunities. Should you have any questions, please feel free to contact us via email at [wsdo@state.ma.us](mailto:wsdo@state.ma.us).

Sincerely,



William M. McAvoy  
Deputy Assistant Secretary and  
Chief Legal Counsel

**From:** [New York State Contract System](#)  
**To:** [Terri Belkas-Mitchell](#)  
**Subject:** NYS: Application Submitted  
**Date:** Monday, November 5, 2018 2:51:26 PM

---

Certification Application Submitted

Applicant: Xenolith Partners LLC  
Certifying Agency: New York State  
Application Type: Fast Track M/WBE Application  
Application Number: 1932553  
Contact: Terri Belkas-Mitchell  
Date Started: 10/15/2018  
Date Submitted: 11/5/2018

Dear Terri Belkas-Mitchell,

Thank you for submitting your application on 11/5/2018. Your certification application number is 1932553. Please reference this number in all correspondence.

It will next be received by the organization and assigned to a staff person for review.

To view your application, visit: <https://ny.newnycontracts.com/?GO=677>

If you have any questions please email us at [ny@newnycontracts.com](mailto:ny@newnycontracts.com).

New York State Contract System  
Web: <https://ny.newnycontracts.com/>  
Email: [ny@newnycontracts.com](mailto:ny@newnycontracts.com)

NYS M/WBE Program: <http://www.esd.ny.gov/MWBE.html>

This message was sent to: "Terri Belkas-Mitchell" <[terri@xenolithpartners.com](mailto:terri@xenolithpartners.com)>  
Sent on: 11/5/2018 1:51:22 PM  
System ReferenceID: 71227317

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System Tip: Download the latest user manuals from the Help & Support menu.





Andrea Kretchmer



## Prioritizing Relationships

Women-owned affordable housing developer leverages skills, experience and relationships to deliver impactful communities

A women-owned affordable housing developer is about to deliver 38 units of mixed-income housing to the Bronx via the new Park & Elton Apartments.

The \$12 million development will feature Energy STAR appliances, efficient plumbing and lighting and a laundry room located in each of the two buildings. Xenolith Partners is leading the way on the effort, which will provide much-needed low- and middle-income housing to the Melrose neighborhood in the South Bronx.

In addition, Park & Elton will include a well-lit lobby and elevator, concrete plank and masonry bearing wall construction and curbside trees and landscaping. Xenolith is also targeting green standards equivalent to LEED® certification.

### MAKING A MARK

Andrea Kretchmer and Terri Belkas-Mitchell are the firm's Co-Founding Partners. Kretchmer's background in environmental



**Xenolith Partners**

Co-Founding Partners: Andrea Kretchmer, Terri Belkas-Mitchell  
Location: New York, New York





consulting and real estate development and Belkas-Mitchell's background in finance, along with their shared passion for affordable housing, led them to establish Xenolith in 2016.

The firm partners with for-profits and nonprofits to complete residential developments and expand community resources and services.

"Our goal is to develop affordable housing and mixed-use properties because it's where we came from and what we know," Kretchmer says. "We don't have a lot of retail in our portfolio, but we do projects with nonprofits like recreational facilities, supportive services and the arts. Those are all components of our efforts."

Kretchmer and Belkas-Mitchell had very different career paths prior to launching Xenolith. Each has a breadth of knowledge and experience that enables them to collaboratively facilitate deals. Working as a team, they analyze opportunities and

assess the feasibility of deals through the lens of business development and finance.

"We have great synergy and very complementary skills," says Belkas-Mitchell. "It makes it easy for us to comb through a lot of different deals and be in the room together and try to figure out a program that is financially feasible. In that way, we are pretty efficient."

At just two years old, Xenolith is a relatively new player in the affordable housing space and must take an innovative approach to secure new deals. Despite the firm's relatively short track record, Xenolith is already a trusted name thanks to its leadership's commitment to lasting connections and building relationships with its partners.

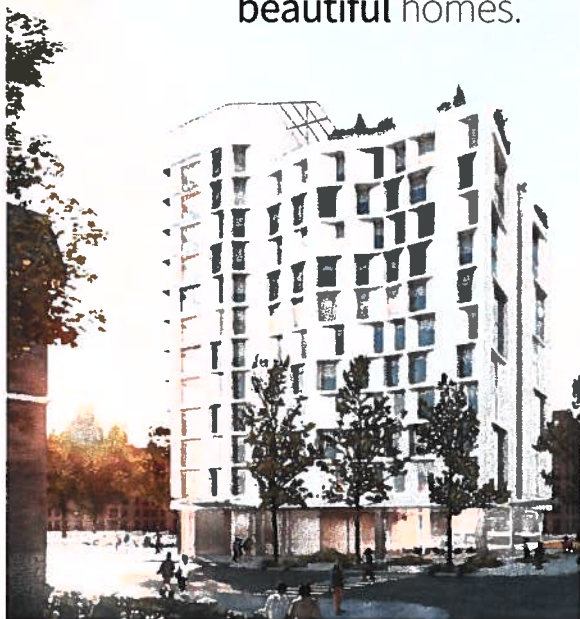
Kretchmer and Belkas-Mitchell are committed to pursuing affordable housing development opportunities by leveraging all available tools and resources.

**MAGNUSSON ARCHITECTURE AND PLANNING PC**  
At MAP, we believe that everyone deserves a healthy, safe, beautiful place to live. Partners like Xenolith are essential to fulfilling that mission. Andrea and Terri share our commitment to high-quality affordable housing, valuing the dignity and pride that come with a thoughtfully designed and well-built home. We admire their expertise, dedication and approach to their partnerships. Magnusson Architecture and Planning specializes in mixed-use developments: affordable, supportive, senior, mixed-income, and market-rate housing; schools; community facilities; urban design; and community planning.

**D.P. GROUP GENERAL CONTRACTORS**  
With over 50 years of experience in the construction industry, Michele (Mike) Pilla created D.P. Group General Contracting in November of 2006. Partnered with Michael (Mike) Pilla Jr. and Antonio (Tony) DiPietrantonio, the three quickly became one of New York City's most sought after construction company. D.P. Group is passionate about bringing forth the highest level of quality and safety to each project. We specialize in virtually every major avenue of construction, from new to rehab. So contact D.P. Group today, and ensure the best for your project.

Magnusson  
Architecture and  
Planning PC

Affordable housing,  
beautiful homes.



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**DPGroup**  
General Contractors

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www.DPGroupGC.com

## POWER WOMEN



Columbus Commons - New Britain, CT  
Rendering by Paul B. Bailey Architects



Bayshore Senior Residence - Bayshore, NY  
Rendering by Beatty, Harvey, Coco Architects



760 Soundview - Bronx, NY  
Rendering by Alexander Gorlin Architects



The Rockaway - Brownsville, Brooklyn, NY  
Rendering by Møller Architects and Planning

"Andrea has a really great network that she has been building up for a long time, and we never really know when it's going to bear fruit," says Belkas-Mitchell. "But every now and then, we just get a call out of the blue that a nonprofit has a site that they want to redevelop, and they are looking for a good partner. They've heard good things about us. We apply to [requests for proposals] and we look at private sites. These projects take a long time."

### A BURGEONING PORTFOLIO

In New Britain, Connecticut, work is underway on the first phase of Columbus Commons, a mixed-use, mixed-income development. The \$54 million development will feature 160 mixed-income residential units and 20,000 square feet of retail.

Columbus Commons is a transit-oriented development located across the street from the CTfastrak express bus station, which runs between New Britain and Hartford.

Recently, Xenolith has started pursuing deals in upstate New York and on Long Island, including Bayshore Senior Residences. The 76-unit development is aimed at LGBT seniors, one of the first residential developments of its kind on Long Island.

"[Bayshore Senior Residences] has been gestating for several years," Kretchmer says. "Back when we started, there were no other LGBT senior buildings in New York, and now I think we are going to be the third or the fourth," Kretchmer says. "[Of our current developments], two of them are on municipal parcels and one is private. We have nonprofit [partners], sometimes we have for-profits and some of them are RFPs that we won. It's a nice mix."

As Xenolith grows and develops its portfolio in the region, Kretchmer and Belkas-Mitchell remain dedicated to developing positive relationships. As an organization, Xenolith is defined by its strong network of connections in the affordable housing market, distinguishing it from other young companies.

Ultimately, the firm's team understands the value in treating partners and stakeholders with kindness and respect.

"If you pay your bills and you are an affable human being in the room, it seems to me that maintaining good working relationships is a lot easier than not," says Kretchmer. "Sure, there is the occasional mess-up. Sometimes, a person misses something big like a zoning complication, but we know that everybody is doing their best. We've had just really favorable experiences."





## **Sullivan School Redevelopment Project**

Qualifications for  
Construction Management Services

January 2021



**Sano-Rubin**  
Construction Services

624 Delaware Avenue  
Albany, NY 12209  
[www.sanorubin.com](http://www.sanorubin.com)  
518-462-6471



# About Us

## Company Profile

### Firm History

Sano-Rubin is a privately-owned corporation. On January 1, 2014, the firm name changed to Sano-Rubin Construction Services, LLC to better reflect our scope of services.

**Year Firm was Founded | 1912**

**Construction Management Experience | 70+ years**

### Leadership

**David Hollander** is President and the 4th generation of the Rubin family to lead the firm. Our clients know he is always available to speak with them and address any concerns they may have.

518.462.6471 x246 | Cell: 518.857.4123

dhollander@sano-rubin.com

### Key Personnel

Eric Coburn, Sr. VP of Field Operations / Safety Director

John Moore VP of Operations

Jim Reeks VP of Business Development

Ted Rydzewski Chief Financial Officer

### Organization + Employees

Our staff includes between 80 and 110 office and field employees, 35 of which are project managers and superintendents.

### Self-Performance

Our team of experienced carpenters, masons and laborers offer us the flexibility to perform a wide variety of work including demolition, concrete, carpentry, doors/frames/hardware, drywall, ceilings, specialties installation.

Our labor is an advantage for the project. It allows us to be responsive, control the schedule, ensure quality by efficiently managing operations and costs.

### Geographic Reach + Marketplace

We are located in Albany, NY and typically focus on projects within a 150-mile radius. This gives us the true pulse on the construction market and fosters our relationships with the regional contracting community. We actively engage the contracting community to encourage bidding participation and get the pricing the best pricing for our clients.



**Sano-Rubin Construction Services LLC**

624 Delaware Avenue, Albany, NY 12209



### Safety-Focus #1 Priority

**Current EMR | 0.74**

**3X National & 10X NYS**

**Safety Excellence Award Winner**

**Pandemic Response |** Sano-Rubin proactively established protocols and augmented PPE prior to mandates to keep our essential workers safe.

### Financial Overview

**Annual Gross Receipts for 2020 | \$75M**

**Average Annual Dollar Volume Last 3 Years | \$50M**

**Percent of Work Negotiated vs. Competitively Bid | 60/40**

**Bonding Capacity | \$90M aggregate, \$50M single project**

**Federal ID Number | 46-4143961**

**NYS Vendor ID | 1100110016**

### Purpose + Values



### Building to Impact Lives

#### Dedicated

Care and commitment for quality in everything we do

#### Professional

Treat everyone with respect, honesty and integrity

#### Reliable

Trusted to make and fulfill promise

#### Proactive

Continually plan, investigate, develop and implement solutions

#### Collaborative

Work together as a Team to achieve a common goal

**Sano-Rubin**

## Monument Square Apartments Rehabilitation Affordable Housing Project



As Construction Manager, Sano-Rubin was responsible for the renovation and upgrade of the landmark Monument Square Apartments, a **72,000 sf, 8-story building**. The historic 1905 building originally constructed as a hotel, was converted to HUD Section 8 housing in 1981. All **76 one-bedroom and 13 studio units** were completely renovated. The work included additional wall insulation, new energy-efficient windows, new kitchens, new flooring and new finishes.

The building received **energy-efficient upgrades** such as a new geothermal high-efficiency heat pumps system to replace the existing electric heat, electrical upgrades, complete new sprinkler and fire alarm systems, new roof system with additional insulation, exterior masonry restoration and more. These upgrades are not only cost effective but provide a safer and healthier living environment for residents.

The project was completed **2 months ahead of schedule** due to accelerating and alternating the last two phases. The 6th and 7th floors were able to be completed ahead of schedule, 4 and 2 months respectively. This also minimized the displacement and disruption to the residents.



**Funding:** NYS Homes and Community Renewal, NYS LIHTC, NYSEDA, Federal and State Historic Tax Credits

**THE COMMUNITY BUILDERS**

Dave Sadowsky Architect | CM as Constructor | GMP \$13,298,522 (indexed cost 2018) | 13 Month Schedule | Completion November 2013  
Sano-Rubin Personnel | **Scott Hawkins**, Senior Project Manager; Nathan Garratt, Superintendent

Initial Value of Contract: \$9,681,769 | Final Value: \$10,562,766 | Cost Per Square Foot: \$168  
Self-Performed Work: Concrete, Casework, Counter-tops, Millwork, Trim, Toilet Accessories, Miscellaneous Specialties  
Doors, Frames & Hardware

**Sano-Rubin**



**Centennial Hall** The College of Saint Rose





## Centennial Hall The College of Saint Rose



This new **94,000sf, 224-bed residence hall** was created to attract and retain students by providing community based on-campus housing. Units are apartment-style with living rooms and full kitchens and consist of 4 single-occupancy bedrooms with 2 full baths with amenities including community lounges, retail/dining operations, laundry and residential life staff units.

The character of the building responds to the historic 100-year-old residential neighborhood while incorporating sustainable features. The facility embraces a courtyard and green design strategies including a closed-loop geothermal heat pump system with a supplemental gas-fired high-efficiency hot water boiler and high-efficiency lighting and lighting controls. This building performs at 39% below energy code, making it more energy-efficient than 77% of residence halls nationwide.

### Pre-Construction | Our Project Team provided:

- Complete **involvement** in each estimate preparation.
- Separate meetings to **address specific design aspects**.
- Multiple drawing reviews to **foster a successful working relationship with the Design Professionals** and maintenance of the College's budget.
- **Comparative studies** of building systems - structural, interior finishes, HVAC, etc...
- Continual schedule **updates showing design decisions and approval process impacts**.
- **Phased work plan** allowing the West wing to proceed while East wing deep foundations were constructed - this **accelerated** structural framing & trades' work to achieve building enclosure.
- DD estimate at 60% drawing completion for comparison with an independent estimating service. Once reconciled, the **final**

**numbers varied less than ½%** of the total construction cost with our estimate being the lower of the two.

- Bid results reviewed with the College and **recommendations based on our experience and critical nature of the trade** with respect to schedule and price. Majority of the contract recommendations were the **lowest bidders**.
- **Value engineering** proposal for the lighting package to meet the budget resulting in a **\$150,000 savings** post-bid.

### During Construction we

- Fast-tracked the project and modified the schedule **due to delays in City approval process** for abatement and demolition. Sitework, foundations/slabs and structural steel bids were requested from a **select contractor list** with an **early start agreement**. This allowed for work to start, materials to be ordered and these early scopes to be incorporated into the final Guaranteed Maximum Price (GMP).
- **Weekly Team meetings** to review schedule, budget status, submittal status, RFI Responses and issues list.
- **Continuous change & contingency monitoring** to ensure budget was maintained.
- **Daily and weekly Subcontractor coordination** throughout construction to ensure safety, schedule, and phasing in tact.
- Schedule review and updates to address progress and **maintain subcontractor focus**.
- **2-week Safety Reviews** were performed by our Corporate Safety Director and 3rd Party inspector.
- **Geothermal experience to help solve several system issues** directly with well installer with no additional cost to the College - this improved system balancing and settlement prevention.
- Use of **panelized framing to meet scheduled enclosure milestone** and ensure precise window alignment

EYP Architecture & Engineering | CMc Contract | \$19,330,483 (indexed cost 2018) | 16 Month Schedule | Completion 2012  
Sano-Rubin Personnel | **Scott Hawkins**, Sr. PM, Paul Yandon, Superintendent (retired)

Initial Value of Contract: \$14,592,843 | Final Value: \$14,905,146 | Cost Per Square Foot: \$158  
Self-Performed Work: General Conditions

**Sano-Rubin**



**Garnet Commons Apartments** Union College





## Garnet Commons Apartments Union College



Sano-Rubin was the Design-Builder for the new **3-story, 80-bed apartment-style residence facility** and renovation of existing residential housing units to accommodate upperclassman students. The new building houses 2, 3 and 4-bedroom apartments and includes living space and full kitchens. The College's original concept was to develop a 100-bed building. The new residence facility maintains the architectural integrity of the surrounding neighborhood buildings in keeping with the College's Master Plan and City of Schenectady requirements.

Numerous studies were conducted to determine the most cost-effective building layout, foundation system, and site configuration to accommodate the new structure as well as to ensure the best finishes and systems meet the College's expectations for cost and maintenance. The project team held separate workshops to discuss how to incorporate green and sustainability features and building systems in keeping with the College's Garnet Goes Green initiative. Features such as energy efficient heating and cooling systems and rain gardens were incorporated and students are able to monitor the building's function through an interactive kiosk.

The College's construction budget firm and established the GMP for the project. However, the Board of Trustees insisted on a "100 year" building utilizing structural steel and metal framing. This would have pushed the project cost over the budget and extend the schedule past the mid-August 2015 deadline date. To meet both, the Team agreed the building

would need to be wood-framed. At the Board presentation, the Team assured them wood-framing with gypcrete overlay and sound attenuation would meet their requirements for quality, acoustics and price and allow us to expedite the schedule by panelizing the structure. As the design progressed, Sano-Rubin continued to perform Value Informed Design on all components of the building. This allowed the Team to be proactive and efficient while developing the construction documents. With our Design-Assist subcontractors brought on early in design, we were able to research the most economical and sustainable building systems. While foundations and sitework were underway, these systems were finalized and long-lead items pre-ordered. As proof of the cooperative spirit and collaboration **over \$100,000 in savings was achieved.**

To meet their housing demand, the College chose a **fast-track delivery process** to reduce the project schedule from 12 months to 9. Foundation work was completed by December 17th. All underground utilities were installed by the end of December with slab-on-grade completed by early January 2015. The construction occurred during one of the worst winters in the Capital Region in 100 years. Sano-Rubin was able to meet the College's request for an earlier completion date to accommodate returning student athletes.

***"What I like is their attention to detail, adherence to schedule as well as their quality of work. They built this project as the architect intended."***

Loren Rucinski  
Director of Facilities & Planning

Envision Architects | Design-Build Contract | \$9,168,202 (indexed cost 2018) | 9 Month Schedule | Completion August 2015  
Sano-Rubin Personnel | **Scott Hawkins**, Senior PM, **Wayne Christensen**, Superintendent

Initial Value of Contract: \$7,941,459 | Final Value: \$7,968,193 | Cost Per Square Foot: \$212  
Self-Performed Work: Concrete Foundations, Radiant Floor Heat Piping System, Doors, Frames & Hardware  
Toilet Accessories, Miscellaneous Specialties

**Sano-Rubin**



## UH College Suites Expansion University Heights



Sano-Rubin 



## UH College Suites Expansion University Heights



Sano-Rubin was the Construction Manager for this fast-track, **4-story, 37,800 sf addition** to the existing College Suites building. The new wing consists of **87-beds in studio, 2 and 4-bedroom suites**. Each studio/suite has internet and individual HVAC units and each floor has a lounge area. A central laundry room is located on the first floor and the 4th floor suites have laundry hookup available within the units. The building has closed circuit TV monitoring and entry access control on the main entry doors and access control on the doors on each floor to the suite areas.

The site for the expansion included major site utility congestion and a main trunk fiber optic line serving the nearby Albany Medical Center Hospital, Albany Medical Center College and Albany Law School. The sitework component required constant and close coordination with the Owner and structural engineer to either relocate utilities or develop quick structural modifications to build the foundation around/over/under utilities that needed to remain in place. We developed an intricate phasing of this work which pushed the start of construction until November 2012.

With only six months remaining to complete the slab-on-grade and the building, several measures were used to accelerate the construction:

- Concrete additive to improve winter curing and eliminate residual moisture/drying issues potentially delaying/preventing proper adhesion of luxury vinyl plank flooring;

- Prefabricated wall panels to reduce the on-site installation time;
- "Just-in-time" material delivery by area/floor minimizing space loss on very tight site;
- Weather-resistant wall and roof sheathing for rough-ins, insulation and drywall to commence before roofing and wall finishes were started;
- Coordinated masonry and cementitious siding installations for separate locations without impacting work spaces;
- Use of mock-up for mechanical room layout and coordination for access to all equipment;
- Weekly subcontractor meetings, daily discussion and e-mails to keep workers and Owner's vendors working together in a wave for efficient work flow and schedule progress;
- Walls and ceilings sheetrocked, finish taped and primed before gypcrete flooring installed so cabinetry, ceramic tile, and other finish work could start immediately after gypcrete underlayment without significant obstacles;
- Daily cleaning ensured a safe workspace and helped the work progress smoothly and quickly;
- Close coordination throughout the construction with Designers and Owner facilitated collaboration of suggestions, rendering of decisions and clarifications where needed.

Envision Architects | CM as Constructor Contract | \$8,397,439 (indexed cost 2018) | 9 Month Schedule | Completion July 2013  
Sano-Rubin Personnel | Lynn Ellsworth, Senior PM, **Wayne Christensen**, Superintendent

Initial Value of Contract: \$7,051,957 | Final Value: \$6,669,928 | Cost Per Square Foot: \$177  
Self-Performed Work: Concrete, Casework, Millwork, Toilet Accessories, Trim + Doors, Frames & Hardware

**Sano-Rubin** 

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## Franciscan Heights Senior Community Affordable Housing



Sano-Rubin was the Construction Manager for the Franciscan Heights new senior community. The project consisted of a **53-unit, two story apartment building** which house 1 and 2-bedroom affordable apartments. **Sixteen 2-unit, single story cottages** were also constructed on the St. Anthony-on-Hudson campus located on Washington Avenue in Rensselaer, NY. Both phases (apartments and cottages) were built concurrently using a panelized wall system. Major site work consisted of new utilities, reconfiguration of roadways, new parking lots, and landscaping.



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**Funding:** NYS Division of Housing & Community Renewal.

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Lammon Associates, LLP | CM as Constructor | \$16,438,384 (indexed cost 2018) | 12 Month Schedule  
Sano-Rubin Personnel | **Wayne Christiansen**, Superintendent

Initial Value of Contract: \$9,588,846 | Final Value: \$10,030,133 | Cost Per Square Foot: \$107  
Self-Performed Work: Toilet Accessories

**Sano-Rubin**



## David J. Hollander CM Lean

### President

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On January 1, 2014, David became the President of Sano-Rubin Construction Services, LLC. He is the 4th generation of the Rubin family to lead the newly named company taking over the helm from his cousin David Rubin. David began his career as a summer intern and upon graduation become a project manager. He managed senior housing, healthcare, education, religious and commercial projects. In 2008, he was promoted from Project Manager to the Vice President of Marketing. Most recently he was Executive Vice President/COO responsible for overseeing all company operations and ensuring continuity from the preconstruction process through construction.

Years of Construction Experience: 27

Years with Sano-Rubin: 27



### Education

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Rensselaer Polytechnic Institute, MBA

Union College, BS Civil Engineering

University of Rochester, BA Political Science

Shaker High School

### Professional Affiliations

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ACC NYS LLC Board Member

AGC NYS Building Board of Governors – Chairman (2015-2016)

AGC NYS Committees:

- Government Relations
- Industry Relations

### Certifications/ Training

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AGC Certificate of Management Lean Constructor

OSHA 30-Hour Construction Safety Course

### Community Activities

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HVCC Workforce Advisory Council

Trustee Fort Orange Club

American Cancer Society Real Men Wear Pink Ambassador

East Greenbush CSD Business Advisory Council

President B'nai B'rith Foundation Board

Past Board Member Capital District YMCA

Past Board Member Congregation Beth Emeth

**Sano-Rubin** 

## Eric Coburn, Sr. CM Lean

Vice President of Field Operations | Corporate Safety Director



Eric is responsible for the coordination and effective use of labor and company resources across all construction projects. He works directly with Project Managers and Superintendents to determine resource requirements and coordinate efforts for the delivery of needed resources as well as actively plan, monitor and report on labor productivity, and assist individual project management teams with successful, on-time job completion. He also works daily to ensure coordination of all construction activities to ensure proper and safe work procedure. Eric is OSHA 500 certified and is the **Former President & Chief of the Tsatsawassa Protective Fire Company**. He currently serves as Chair of the AGC NYS Safety Committee.

Years of Construction Experience: 35

Years with Sano-Rubin: 30



### Select Experience

#### Specialty Construction

GlobalFoundries Processing Central Utilities Building (PCUB) Concrete Slab Work  
SI Group Building 9 Structural Slab Replacement, Rotterdam Junction  
Schenectady County Jail Expansion, Schenectady  
Albany Institute of History and Art Additions & Renovation, Albany

#### Senior Housing

Beverwyck Assisted Living Facility, Slingerlands  
Wesley Nursing Home Hathorn Building, Saratoga Springs

#### Healthcare

OrthoNY New Medical Office Building, Albany  
St. Peter's Hospital Angiography and MOB Renovations, Albany  
Albany Medical Center Hospital Cancer Care Center Renovation, Albany  
St. Mary's Hospital OB-Pediatric-Dietary Addition, Troy

#### College & University

Sage College Shea Learning Center Reconstruction, Troy  
State University of NY at Albany Projects | Service Buildings Addition and Renovation, Podium  
Skylight Domes and Camps Center Entrance Hall Renovation

#### K-12

Schodack CSD Castleton Elementary School Addition, Castleton  
City School District of Albany New Schools | Pine Hills Elementary, Montessori Magnet and  
Sheridan Preparatory Academy  
Brighter Choice Charter School Renovation & Additions, Albany

### Certifications/Training

AGC Certificate of Management Lean Constructor  
OSHA 500 Certification & Official OSHA Trainer  
OSHA 30-Hour Construction Safety Course  
Eastern Contractors Association Superintendent Training Program  
Certified Fall Protection Inspector  
EPA/HUD Model Certified Lead Renovator Course  
Globally Harmonized System Training  
First Aid/ AED/ CPR Training  
Lull/Forklift Training  
NYS DEC Erosion & Sediment Control Certification  
Hazardous Materials Technician Certification  
NIMS 700 & 800

**Sano-Rubin**

# John Messer

Project Manager

Resident of Berkshire County



John has decades of construction management experience and is well-versed in a variety of project types from medical to housing to retail. John understands the challenges of meeting each client's budget, schedule and quality standards and effectively communicates with his team, subcontractors and clients. He is deadline driven and prioritizes work to ensure the timely completion of every project. John recently managed renovations at the American Red Cross Headquarters. He is currently managing a new \$24M Design-Build medical marijuana grow & processing facility project.

Years of Construction Experience: 38

Years with Sano-Rubin: 2

## Select Experience

### Housing

Marriott Residence Inn Saddle River, NJ  
Marriott Senior Living Services – Assisted Living Facilities

- Woodbridge, CT
- Lynnfield, MA

Coachman Square at Woodbridge CT Assisted Living  
Pineview Manor Cromwell, CT

National Medical Marijuana Grow + Processing Facility, PA  
Albany Academies Multi-Sport Facility, Albany  
American Red Cross Headquarters Renovation, Albany

### Previous Experience

Albany Medical Center Hospital A3/A4 Staff Support & M2/M3 Patient Room Renovations  
Sarah Lawrence School Campus Sitework Reconstruction Project, Yonkers  
General Electric Building D Renovations Floors 2 & 3, Schenectady  
Portsmouth Naval Shipyard: Building 184 Energy Project, Building 170 Renovations & Building 79 Generator Projects  
McGuire/Dix Joint Air Force Base \$18.5M Electrical Project

### Project Manager, Superintendent, QC Manager

Army Corps of Engineers Army Reserve & OMS Building and Fort Devens Renovations  
Naval Submarine Base \$28M Demolition and Renovation Projects Groton, CT

### Superintendent

Retail Projects for Hylwa Inc., Bowdoin Construction, Orlando Annulli & Sons and Sikon Konover  
Hotel & Housing Projects for Tocci Building  
Assisted Living Projects for Suffolk Construction  
Commercial Projects for RE Lyman Construction

## Certifications/Training

OSHA 30-Hour Construction Safety Course  
Globally Harmonized System Training  
US Army Corps of Engineers EM-385  
Construction Quality Management & Quality Control Certified



**Kenneth B. Rizzo** CM Lean  
Construction Executive



Ken is our former Vice President of Preconstruction leading our estimating department for 8 years. With decades of experience in the construction industry, Ken is an expert estimator providing the necessary insight and thoroughness to accurately estimate and guide the project to each Client's budget. He looks for creative ways to solve problems, understand every detail and overlay Lean processes for each project. He currently serves as an advisor on select construction projects.

Years of Construction Experience: 41  
Years with Sano-Rubin: 27



**Select Experience**

<b>Healthcare</b>	Health Alliance of the Hudson Valley Campus Consolidation, Kingston Hudson Headwaters Health Network, Queensbury <ul style="list-style-type: none"><li>• North Country Family Health Center, Champlain</li><li>• West Mountain Primary Care Center, Queensbury</li></ul> Warrensburg Health Center, Warrensburg Seton Health System Renovations, Troy St. Peter's Hospital Angiography/Nuclear Medicine & OR Renovation, Albany St. Peter's Hospital Cafeteria Renovation, Albany St. Peter's Hospital New OR & Cardiac Catheterization Lab, Albany
<b>K-12</b>	Duanesburg Central School District Capital Project, Duanesburg East Greenbush Central School Reconstruction, East Greenbush Columbia High School Additions & Alterations, East Greenbush Albany City School District Hackett Middle School Phase II, Albany Troy (Doyle) Middle School Reconstruction, Troy
<b>College</b>	The Sage Colleges Fine Arts Building, Albany
<b>Community</b>	Fort Orange Club Athletic Addition & Renovation, Albany
<b>Retail</b>	Honest Weight Food Co-Op New Natural Foods Grocery Store, Albany
<b>Commercial</b>	New York State Nurses Association Headquarters, Latham

**Education**

<b>1986</b>	State University of New York at Albany, MBA
<b>1980</b>	Penn State University, Bachelor of Architectural Engineering with Construction Management Option

**Certifications/Training**

AGC Certificate of Management Lean Constructor  
OSHA 30-Hour Construction Safety Course  
Globally Harmonized System Training  
NYS DEC Erosion & Sediment Control Certification

# Tim Ruland

## Preconstruction Manager

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Tim has decades of construction experience with the majority of those years focused on preconstruction and estimating. He is responsible for leading estimate development at all stages of design, value engineering and front-end documents review and heads up our Design-Build effort. By collaboratively strategizing with the estimating team, he ensures each building component is analyzed to achieve the most cost-effective pricing to meet project budgetary goals. He is detailed-oriented and excels at evaluating key building systems including mechanical, electrical and plumbing systems.

Years of Construction Experience: 30

Years with Sano-Rubin: 2

### Select Experience

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KAPL M11 Building Design-Build, Niskayuna

#### Previous Experience

BBL Construction Services, Albany | Pre-Construction Services / Manager

- NYS Police Troop G Headquarters, Latham
- Ulster County Community College, Stone Ridge
  - Clinton Building Addition, DeWitt Library Addition, Hasbrouck Building Addition, Vanderlyn Building Addition, Burroughs Science Laboratory Addition, Senate Gymnasium Renovation
- Soldier On Housing Projects, various sites, MA
- Albany County Courthouse Renovation/Restoration, Albany
- NYS Court of Appeals Historic Renovation & New Parking Structure, Albany
- Rensselaer County Public Safety Building, Troy
- Greene County Municipal Center, Catskill
- Schenectady County Glendale Nursing Home, Schenectady
- Schoharie County Flood Recovery Projects, Schoharie
- University at Albany Football Facility, Albany

Matzen Construction, Troy | Project Manager / Head Estimator

Moak Builders-High-End Custom Homes, Guelderland | Project Manager / Superintendent

### Education

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**1992** Syracuse University at Utica College, BS Construction Management

**1990** State University of New York at Delhi, AAS Construction Technology

### Memberships/Certifications/Training

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Associated General Contractors of America & Eastern Contractors Association  
Construction Management Association of American  
OSHA 10-Hour Construction Safety Course  
Globally Harmonized System Training  
NYS DEC Erosion & Sediment Control Certification





**Qualifications for Xenolith Partners**  
architecture and engineering





## FIRM OVERVIEW

**we listen. we create. we care.**

**edm** is a multi-disciplined architecture and engineering firm providing true single-source delivery of all major design disciplines.

Founded in 1988, **edm** maintains offices in Unionville, CT, Pittsfield, MA, and Troy, NY, all positioned to provide superior communication and services to clients throughout the northeast.

Long a part of our values before it was popular, **edm** delivers sustainable and cost-effective solutions with an emphasis on environmentally-friendly design. Whether the goal is lower energy costs or a US Green Building Council designation, our experienced team members, including **edm**'s certified LEED AP professionals, work closely with clients to achieve their design goals.

**edm** takes pride in maximizing value through innovative design and effective project management for our public, private, corporate, commercial, institutional, and industrial clients.

By actively listening to our clients' visions, we create comprehensive designs that result in high performance with lasting value.

## Core Disciplines

Architecture

Interior Design

Mechanical Engineering

Electrical Engineering

Structural Engineering

Sustainable Design

Project Management

## Why edm

**edm** specializes in providing quality architecture and engineering services to clients across the northeast.

Our design team has years of experience working on projects in a number of different industries including residential, higher ed, K-12, commercial, corporate, industrial, financial, federal, and municipal entities.

**edm**'s architects and engineers design and optimize unique solutions for complex systems to significantly reduce waste of materials, increase efficiency, minimize downtime, and improve product quality all resulting in increased profits for our clients.





## SERVICES

### architectural

Programming  
 Master Planning  
 Site Evaluation & Selection  
 Architectural Design  
 LEED Administration  
 Code Analysis / Update  
 Interior Design  
 Furniture & Equipment  
 FF&E  
 Feasibility Studies  
 Existing Condition Assessments

### mechanical

Fire Protection Systems  
 Plumbing Systems  
 HVAC  
 Heating/Cooling Plants  
 Data Centers  
 Clean Rooms  
 Waste Water Systems  
 Feasibility Studies  
 Existing Condition Assessments

### electrical

Arc Flash Studies  
 Control System Design  
 Lighting Design  
 Power Distribution  
 Telephone & Data Systems  
 Drive Systems  
 Feasibility Studies  
 Existing Condition Assessments  
 Fire Alarm Systems

### industrial

Production System Design  
 Labor Balancing Studies  
 Project Financial Justification  
 Production Efficiency Studies  
 Long-range Production Planning  
 Safety Audits  
 Product Cost Reduction Studies  
 Custom Machine Design

### process

Process Flow Diagrams  
 Energy & Mass Balances  
 Process Optimization  
 Piping Design  
 Instrument Loop Sheets  
 Control Systems Design

### structural

Building Structural Design  
 Building Structural Analysis  
 Equipment Structures  
 Failure Investigation  
 Remedial Structural Design  
 Existing Condition Assessments

### energy

Energy Auditing (ASHRAE Level I, II, III)  
 Building Energy Modeling (DOE-2)  
 Peak Load Reduction Strategies  
 Retro-Commissioning  
 Energy Feasibility Studies  
 Utility Rebate/Incentive Assistance  
 Light Efficiency & Motor Surveys







## PROJECT EXAMPLES

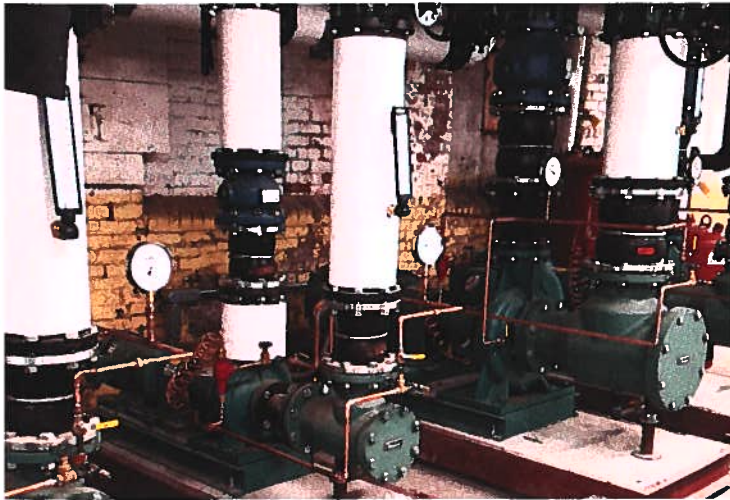
**edm** has provided architecture and engineering design services for over 300 buildings, public and private.

### Allenwood Apartments - Wall Township, NJ

Structural design services for a three-story wood structure apartment building.

### Glen Oaks Apartments - Wall Township, NJ

Designed fire protection, plumbing and HVAC systems serving new apartment complex including six three-story apartment buildings with a total of 120 apartments, a clubhouse and a maintenance and tenant storage buildings.



### Buehler Hall Dorm, Hotchkiss School - Lakeville, CT

Designed new fire protection and replacement plumbing system serving school dorm with faculty apartments, provided oversight of HVAC design done by others and provided full bidding and Construction Administration support.

### Downtown Gateway Project - City of Chicopee - Chicopee, MA

Design and planning of residential development opportunities in the historic downtown. Multi-family, single-family and single room occupancy.



### 1355 Main Street - Hartford, CT

Conducted a structural building evaluation on an existing four story building located in downtown Hartford. The building was constructed in 1900 and is approximately 6100 square feet. The occupancy was mixed-use, restaurant space at street level and apartments at the upper floors.

### Andover Properties Lee Apartments - Lee, MA

Renovation of a 21,000 SF existing nursing home that was vacant for over ten years into 21 apartments.

### Lakeside Apartment Unit - Worcester Housing Authority - Worcester, MA

Renovations to install new finishes, ventilation and electrical systems within this large housing complex.



### Christopher Arms Housing - Pittsfield Housing Authority - Pittsfield, MA

24 units - Multi-phase renovations to replace the unit's structural floor construction and associated finishes.







## Miraval Berkshires Resort & Spa Lenox, MA

Miraval Berkshires is a resort & spa originally constructed in 1896. Miraval initially retained **edm** as a local code review architect and construction control representative to support their project team's undertaking of this vast property renovation with a shared goal: preserve the history and integrity of the property while aligning with Miraval's values of wellness, sustainability and guest-focused design.

**edm** provided expanded services as the project developed, to include construction administration services, then interior design support and engineering services, and eventually assisting Miraval with requested modifications to design documents for new construction prepared by the original design architect. Ultimately, **edm** became the lead Design professional on numerous renovations of existing buildings on campus. **edm** advised on code and accessibility, aided in efforts of cost control and schedule that fit within the fabric of New England. **edm** collaborated with a large group of consultants to help facilitate continuity in the project, including interior design, structural, AV, and pool consultants.

**Project Cost:** \$110,000,000

**Year Completed:** 2020

**References:** Tim Brown, Hyatt Global Head of Construction  
(now Chief Development Officer at Great Wolf Lodge)  
(954) 478-6120

Billy Frishman, Senior Project Manager, First Finish  
(410) 290-6450





*Miraval Cottages*



*Cottage guest room*



*Barnes Cottage*



*Wyndhurst guest room*

### Miraval Berkshires Resort & Spa, continued

**edm** extrapolated model room designs by the project's lead interior designer across the resort's 148 guest rooms, including 20 suites. **edm** provided design and construction documents on numerous existing building renovations and the new Links building, which connects 11 buildings on campus.

**edm** provided engineering design services and construction administration for architecture and engineering on new construction projects from documents prepared by the original design architect, including the Mindfulness & Wellbeing Center, Body Mindfulness Center, Great Hall and the new Spa. **edm** also provided design services for a new horse barn and ropes course.

**edm** provided design, construction documents, and construction administration services for the Culinary Education Center, which features classroom space, a demo kitchen, commercial kitchen, employee and private dining rooms. **edm** also provided design and construction documents for two on site restaurants.

**edm** provided construction documents and construction administration services for the renovation of the Mansion and Olmstead Manor, including other campus meeting and administrative spaces, maintenance buildings, golf cart storage building, driving range, greenhouses, and reception areas.







## Brass City Charter School Waterbury, CT

Adaptive reuse of a former historic St. Margaret's Catholic Church complex to accommodate BCCS's, expanding enrollment. Project included conversion of the 7,500 SF rectory, (Early Childhood Learning Center), 6,200 SF convent (Administration) and 20,000 SF church (Gymnasium, Music and Art) and expansion/renovation of the 26,000 SF school building. Creation of a safe, secure school campus in an urban setting was also a major factor with site modifications to create safe playgrounds and gathering spaces, and remove vehicular traffic from between buildings. Services provided include architecture, interior design, and building engineering.

**Project Cost:** \$6,000,000

**Year Completed:** 2018

**Reference:** Andy Sternlieb  
Chair, Board of Directors  
Brass City Charter School, Waterbury, CT  
(914) 261-6898







## Middlewoods Senior Care

Newington, CT

UMH wanted to improve access to community space in this 60 unit assisted living center. **edm** designed an addition, through the center of a rarely used courtyard space, linking a new entrance lobby with the main dining area. The new addition features a country kitchen, large flexible activity area, and health suite with therapy and exercise room. Six additional living units were also accommodated, four of them one bedroom units.

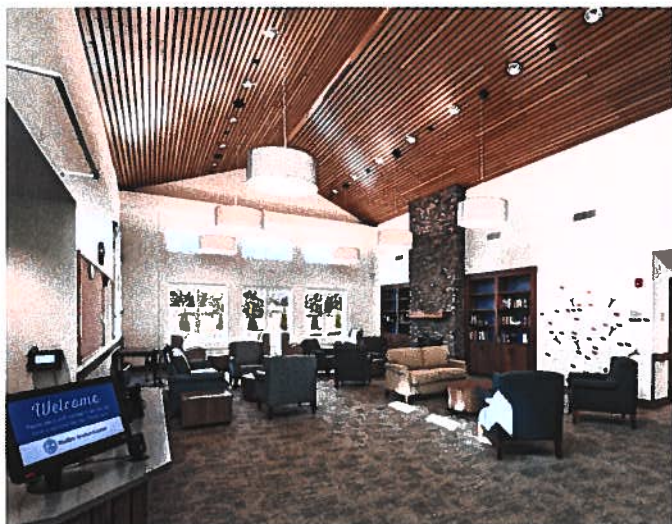
Project Cost: \$875,000

Year Completed: 2015

Reference: David Lawlor  
(203) 926-1179







## Hadley Senior Center

Hadley, MA

Design of a new senior center located in the historic district of the Town of Hadley. The center is single-story building with approximately 10,350 SF of usable space. The functional spaces include reception area, commercial grade kitchen, dining area, administration offices, conference room, gathering area, exercise rooms, nurse's office, classrooms and outdoor area with seating.

**Project Cost:** \$5,200,000

**Year Completed:** 2020

**Reference:** Hayley Wood  
Senior Services Director  
(413) 586-4023







## MCLA - Centennial Room

North Adams, MA

Existing seating and servery areas were completely renovated to deliver a student-centered dining experience with station cooking offerings and a blend of seating options. The 6,500 SF renovation was started the day after commencement and completed prior to the early arrivals for the following academic session. **edm** worked closely with the College, the food service provider and the student affairs staff to provide enticing menu offerings which included a gas-fired pizza station, exhibition/stir-fry cooking, a vegan station and comfort-food grille items. Services provided included architecture, interior design, kitchen equipment, plumbing, mechanical, electrical and fire protection engineering.

**Project Cost:** \$1,950,000

**Year Completed:** 2019

**Reference:** Bob Fortini, Assistant Director of Facilities  
(413) 662-5023







## Jeromy Richardson, PE, CBO, MCPPO

### CEO / Principal

Jeromy is a Project Manager and Building Code Consultant with extensive knowledge of code requirements and engineering design. A Certified Building Official (CBO), he has 21 years of experience working for and directly with the municipalities in the Commonwealth. Jeromy is a dedicated manager who oversees a wide range of engineering, building code and consulting projects at **edm**.

#### Education

AS - Engineering Berkshire  
Community College

#### Registrations

Massachusetts

New York

Connecticut

Vermont

New Hampshire

#### Certifications

MA State Certified Building  
Official

ICC Certified Building

Official

Licensed Construction

Supervisor

ICC Building Inspector

ICC Commercial Building

Inspector

ICC Residential Building

Inspector

OSHA 10

#### Municipal/Government Experience:

##### Miraval Berkshires Resort & Spa. - Lenox, MA

New construction and renovations for various building including Great Hall, Lounges, Indoor Pool, Mindfulness Center, Golf Cart Source Building, Maintenance Building, Cottages and Existing Spa

##### City of Springfield Culinary & Nutrition Center - Springfield, MA

Renovation of 56,000 SF building for centralized food service support for Springfield Public Schools to produce and distribute 100,000 meals a day

##### Oak N' Spruce Resorts - Lee, MA\*

Design and supervision of 12-unit time share housing and amenities including spa, pool, movie theater, arcade, sales center

##### Snowy Owl Resort - New Ashford, MA\*

Design and supervision of 12 unit timeshare buildings

##### Hume New England - Monterey, MA

Dormitories, lounge, meeting space, and maintenance garage

##### Andover Properties Lee Apartments - Lee, MA

Feasibility study of building, existing condition assessment, future use study

##### Soldier On/Gordon Mansfield Veteran's Village - Pittsfield, MA\*

Site & utility design, project management, clerk of the works and Owner's representative for multi-family residential complex.

##### Guidos Fresh Marketplace - Pittsfield, MA\*

Building design, permitting and construction supervision for retail store renovation and addition.

##### City of Worcester On-Call - Worcester, MA

Various MEP projects

##### Town of Adams - Adams, MA

Community Center Study, Downtown Facade Improvement Program, Topia Theater

*\*Denotes personal experience*





## Tim S. Eagles, AIA, LEED AP

### Principal, Architect

Tim is a Principal at **edm** as well as the founder and director of the Architecture Division since 1998. Tim's perceptive listening skills allow him to clarify and contextualize each client's vision resulting in a straightforward project management process and well-informed design. His 36 years experience include projects in Italy and throughout the Northeast.

#### Education

B. Architecture -  
University of  
Notre Dame

#### Registrations

Massachusetts  
Connecticut  
Rhode Island  
New York  
New Jersey  
New Hampshire  
Vermont

#### Memberships

American Institute of  
Architects (AIA)  
AIA Connecticut  
US Green Building Council

#### Relevant Experience:

##### Miraval Berkshires Resort & Spa - Lenox, MA

New construction and renovations for various building including Great Hall, Lounges, Indoor Pool, Mindfulness Center, Golf Cart Source Building, Maintenance Building, Cottages and Existing Spa

##### City of Springfield Culinary & Nutrition Center - Springfield, MA

Elevator addition, ADA compliance, building assessment and renovation of 56,000 SF building, including production kitchen, training room, interior warehouse storage and office space

##### Mitchell College - New London, CT

Clark Center/Dining Hall/Cafe

##### University of Connecticut - Storrs, CT

Whitney Dining Hall

##### Amherst College Frost Cafe - Amherst, MA

New student cafe

##### Berkshire Gas - Pittsfield, MA

Executive suite renovations

##### Hadley Senior Center - Hadley, MA

New 10,350 SF Senior Center

##### 50 Elm Cafe & Spirits - Hartford, CT

Renovation conversion of an historic downtown townhouse into a comfortable and casual spirits library. Interior design takes its cues from the warm, smooth brown, caramel and amber tones of a good bourbon. Project includes interior layout and design, millwork design and furniture selections creating comfortable lounge and light dining areas, and lighting designed to enhance the aesthetic qualities of brandies and bourbons.

##### The Pingry School - Basking Ridge, NJ

Upper School Modernization Lounge space, locker rooms including finishes, fixtures and lighting





## Edward G. Shelomis, PE, LS

### Senior Structural Engineer / Director of Engineering

Ed brings over 49 years of experience providing structural engineering services, site/civil engineering services and land surveying to clients throughout New England. His expertise includes structural engineering design, analysis, and forensic investigations as well as site development planning and investigations of site related problems. His portfolio includes airports, educational facilities, libraries, industrial facilities, office developments, educational facilities and exterior athletic playing fields.

#### Education

Masters of Science, Civil Engineering (Specialty in Structural Engineering)  
UConn

BS, Civil Engineering  
University of New Haven  
BS, Mechanical Engineering, New Haven College

#### Registrations

Connecticut  
Vermont  
Maine  
New Jersey  
New York  
Massachusetts  
New Hampshire  
Georgia  
Rhode Island  
Ohio  
Virginia

#### Memberships

Accreditation Advisory Board Member for Civil Engineering University of New Haven

Connecticut Association of Land Surveyors



#### Relevant Experience:

##### **Miraval Berkshires Resort & Spa - Lenox, MA**

New construction and renovations for various building including Great Hall, Lounges, Indoor Pool, Mindfulness Center, Golf Cart Source Building, Maintenance Building, Cottages and Existing Spa

##### **Glen Oaks Residential Development - Wall Township, NJ**

**Design for multi-family development comprised of six apartment buildings, a clubhouse, and maintenance building.**

##### **Allenwood Apartments - Wall Township, NJ**

Structural design services for a three-story wood structure apartment building.

##### **McConaughy Apartments, Housing Authority of New Haven - New Haven, CT\***

Responsible for the rehabilitation design of seven vacant apartments within two different housing projects. The project included fully renovated kitchens and bathrooms in each apartment along with various cosmetic renovations to the remainder of the apartments.

##### **Shea Gardens and Hutts Apartments, East Hartford Housing Authority - East Hartford, CT\***

Rehabilitation design of two adjacent 1-bedroom apartments into a single 2-bedroom apartment in various low income housing complexes. Project included

##### **a complete gut of the existing interiors. Structural Engineering for Residential Multi-Family Project - Stamford, CT**

Provided structural engineering design for residential multi-family project that included six different three story residential buildings with a clubhouse and maintenance facility building

##### **Structural Evaluation - 1355 Main Street, Hartford, CT**

Conducted a structural building evaluation on an existing four story building located in downtown Hartford. The building was constructed in 1900 and is approximately 6100 SF. The occupancy was mixed-use, restaurant space at street level and apartments at the upper floors.

*\*Denotes personal experience*





# Brendan Miggins

## Architectural Designer

An accomplished artist, Brendan accurately captures his clients' visions and transforms them into intelligent designs that inspire a sense of place and community. His diverse portfolio includes projects in New Mexico, Texas, Scotland, New York, Connecticut, and Massachusetts.

### Education

B. Architecture -  
University of  
Notre Dame

### Relevant Experience:

#### **The Pingry School - Basking Ridge, NJ**

Lower School Modernization - Phase 1 & 2, Upper School Classroom Renovations, Upper School Health Suite, Upper School Technology Suite, Upper School Senior Commons, Upper & Lower School Master Plans, Upper School Administration Building

#### **Berkshire School - Sheffield, MA**

Benson Music Suite

#### **Hotchkiss School - Lakeville, CT**

Elfers Walk Drainage Study, Faculty Room

#### **Choate Rosemary Hall - Wallingford, CT**

St. John Math Building Renovations/Additions, Hill House Portico, Memorial House Portico, WJAC Portico, Headmaster's Office Suite, IT Offices

#### **Brass City Charter School - Waterbury, CT**

Adaptive Reuse Converting Church Complex into Elementary/Middle School Campus

#### **Hampshire College - Amherst, MA**

Admissions Building Renovations, Office Renovations, Academic Building Renovations, Feasibility Studies

#### **Amherst College - Amherst, MA**

Academic Building Renovations, Office Renovations

#### **Williams College - Williamstown, MA**

Daycare Center, Academic Building Renovations, Student Center, Fitness Center

#### **Mitchell College - New London, CT**

Duques Academic Success Center, Clark Center/Dining Hall/Cafe

#### **Mount Holyoke College - South Hadley, MA**

Hooker Auditorium, Academic Building Renovations





## Kristian M. Bernier, PE

Structural Engineer / Structural Team Leader

Kris has over 21 years of experience as a Structural Engineer working on a variety of new building structures and renovation projects. Projects varied from one story structures to fifteen story structures utilizing concrete, steel, masonry and timber building materials. His portfolio includes educational facilities, libraries, industrial facilities, office and retail developments and multi-story mixed use housing projects.

### Education

Masters of Science, Civil  
Engineering (Specialty in  
Structural Engineering)  
Columbia University

3-2 Combined Bachelors  
Program BS, Civil  
Engineering Columbia  
University  
BA, Liberal Arts, Fairfield  
University

### Registrations

Connecticut

### Relevant Experience:

#### Westville Subsidence Program - New Haven, CT

Owner occupied structural rehabilitation - Provided structural investigation of homes in the Westville section of New Haven that have been impacted by soil subsidence and resulted in structural damage to their homes.

#### Structural Engineering for Residential Multi-Family Project - Stamford, CT

Provided structural engineering design for residential multi-family project that included six different three story residential buildings with a clubhouse and maintenance facility building.

#### Allenwood Apartments - Wall Township, NJ

Structural design services for a three-story wood structure apartment building.

#### Glen Oaks Residential Development - Wall Township, NJ

Design for multi-family development comprised of six apartment buildings, a clubhouse, and maintenance building.

#### Colony Street Transit Oriented Development - Meriden, CT\*

Design Engineer for new mixed use residential/commercial development including 63,000 SF of residential and 17,000 SF of commercial. Construction consists of 3 stories of timber framing on a steel framed podium. In addition, the project design includes a 5 level pre-cast parking garage to support the building as well as parking for the nearby train station. Project is currently under construction.

#### 1355 Main Street - Hartford, CT

Conducted a structural building evaluation on an existing four story building located in downtown Hartford. The building was constructed in 1900 and is approximately 6100 square feet. The occupancy was mixed –use, restaurant space at street level and apartments at the upper floors.

#### 205 Church St. - New Haven, CT\*

Design Engineer for an existing circa 1929 eleven story building being converted from offices to residential apartments. Project includes adding a twelve floor for penthouse apartments. Project is under construction.

\*Denotes personal experience





## REFERENCES

### **Miraval Berkshire Resort and Spa**

Tim Brown, Hyatt Global Head of Construction  
(now Chief Development Officer at Great Wolf Lodge)  
(954) 478-6120

### **First Finish**

Billy Frishman, Senior Project Manager  
(410) 290-6450

### **Berkshire Gas**

David Belcher, Services Director  
Pittsfield, MA  
(413) 445-0291

### **MCLA**

Bob Fortini, Assistant Director of Facilities  
North Adams, MA  
(413) 662-5023

### **General Dynamics**

Marc Baker, Director of Facilities  
100 Plastics Avenue  
Pittsfield, MA 01201  
(413) 494-7103





**we**

**listen  
create  
care**



100 West Street  
Suite 210  
Pittsfield, MA 01201  
413.443.2374

# AIA® Document A310™ – 2010

## Bid Bond

**CONTRACTOR:***(Name, legal status and address)*

Sano-Rubin Construction Services, LLC  
624 Delaware Avenue  
Albany, New York 12209

**OWNER:***(Name, legal status and address)*

City of North Adams  
City Hall, 10 Main Street  
North Adams, Massachusetts 01247

**BOND AMOUNT:** Ten Thousand Dollars and No/100 (\$10,000.00)

**SURETY:***(Name, legal status and principal place of business)*

Travelers Casualty and Surety  
Company of America  
One Tower Square  
Hartford, Connecticut 06183

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

**PROJECT:** Bid #NA-2020-010, Sale of Property and Reuse - Sullivan School


*(Name, location or address, and Project number, if any)*

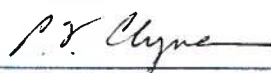
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

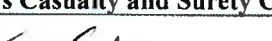
When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 21st day of January, 2021

  
(Witness) P.J. Clyne

  
(Witness) P.J. Clyne

Sano-Rubin Construction Services, LLC  
(Principal)  (Seal)

(Title) David J. Hollander, President  
Travelers Casualty and Surety Company of America  
(Surety)  (Seal)

(Title) T.M. Tyrrell, Attorney-in-Fact

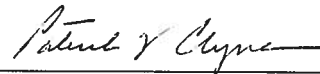
**CAUTION:** You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

**Travelers Casualty and Surety Company of America  
Hartford, CT 06183**

**ATTORNEY-IN-FACT JUSTIFICATION  
PRINCIPAL'S ACKNOWLEDGMENT - IF LIMITED LIABILITY COMPANY**

State of New York,  
County of Albany} <sup>ss</sup>

On this 21st day of January, 2021, before me personally appeared David J. Hollander, to me known, who, being by me duly sworn, did depose and say: That he/she resides in Loudonville, New York; that he is the President of Sano-Rubin Construction Services, LLC, a Limited Liability Company, the Company described in and which executed the foregoing instrument; that he executed the foregoing instrument as the act and deed of said Company; and that he had the requisite authority to do so.



Albany County  
Comm. Exp. 10/31/2022

**SURETY COMPANY'S ACKNOWLEDGMENT**

State of New York,  
County of Albany} <sup>ss</sup>

On this 21st day of January, 2021, before me personally appeared T. M. Tyrrell; to me known, who, being by me duly sworn, did depose and say: That he/she resides in Albany, New York; that he/she is Attorney-in-Fact of Travelers Casualty and Surety Company of America, Hartford, Connecticut, a corporation, created, organized and existing under and by virtue of the laws of the State of Connecticut, upon oath did say that the corporate seal affixed to the attached instrument is the seal of the said Company; that the seal was affixed and the said instrument was executed by the authority of its Board of Directors; and he did also acknowledge that he executed the said instrument as the free act and deed of said Company.



Albany County  
Comm. Exp. 10/31/2022



## TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA

HARTFORD, CONNECTICUT 06183

FINANCIAL STATEMENT AS OF DECEMBER 31, 2019

CAPITAL STOCK \$ 6,480,000

ASSETS		LIABILITIES & SURPLUS	
CASH AND INVESTED CASH	\$ 90,238,215	UNEARNED PREMIUMS	\$ 1,079,715,557
BONDS	3,590,884,327	LOSSES	772,047,572
STOCKS	297,933,044	LOSS ADJUSTMENT EXPENSES	174,714,866
INVESTMENT INCOME DUE AND ACCRUED	37,250,410	COMMISSIONS	48,970,467
OTHER INVESTED ASSETS	3,986,514	TAXES, LICENSES AND FEES	14,728,588
PREMIUM BALANCES	263,364,263	OTHER EXPENSES	43,134,846
NET DEFERRED TAX ASSET	52,134,926	CURRENT FEDERAL AND FOREIGN INCOME TAXES	12,674,197
REINSURANCE RECOVERABLE	31,203,529	REMITTANCES AND ITEMS NOT ALLOCATED	17,964,746
SECURITIES LENDING REINVESTED COLLATERAL ASSETS	3,732,602	AMOUNTS WITHHELD / RETAINED BY COMPANY FOR OTHERS	26,565,278
RECEIVABLES FROM PARENT, SUBSIDIARIES AND AFFILIATES	11,831,826	RETROACTIVE REINSURANCE RESERVE ASSUMED	826,255
ASSUMED REINSURANCE RECEIVABLE AND PAYABLE	567,398	POLICYHOLDER DIVIDENDS	11,482,845
OTHER ASSETS	3,574,988	PROVISION FOR REINSURANCE	9,837,205
		ADVANCE PREMIUM	2,140,883
		PAYABLE FOR SECURITIES LENDING	3,732,602
		CEDED REINSURANCE NET PREMIUMS PAYABLE	48,059,812
		OTHER ACCRUED EXPENSES AND LIABILITIES	421,937
		TOTAL LIABILITIES	\$ 2,263,017,458
		CAPITAL STOCK	\$ 6,480,000
		PAID IN SURPLUS	433,803,760
		OTHER SURPLUS	1,683,400,804
		TOTAL SURPLUS TO POLICYHOLDERS	\$ 2,123,684,564
TOTAL ASSETS	\$ 4,386,702,020	TOTAL LIABILITIES & SURPLUS	\$ 4,386,702,020

STATE OF CONNECTICUT )  
COUNTY OF HARTFORD ) SS.  
CITY OF HARTFORD )

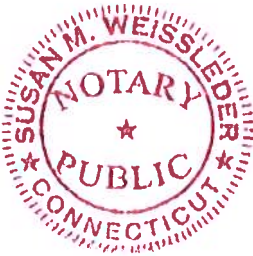
MICHAEL J. DOODY, BEING DULY SWORN, SAYS THAT HE IS VICE PRESIDENT - FINANCE, OF TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA, AND THAT TO THE BEST OF HIS KNOWLEDGE AND BELIEF, THE FOREGOING IS A TRUE AND CORRECT STATEMENT OF THE FINANCIAL CONDITION OF SAID COMPANY AS OF THE 31ST DAY OF DECEMBER, 2019.

*Michael J. Doody*  
VICE PRESIDENT - FINANCE

SUBSCRIBED AND SWORN TO BEFORE ME THIS  
26TH DAY OF MARCH, 2020

*Susan M. Weissleder*  
NOTARY PUBLIC

SUSAN M. WEISSLEDER  
Notary Public  
My Commission Expires November 30, 2022





**Travelers Casualty and Surety Company of America  
Travelers Casualty and Surety Company  
St. Paul Fire and Marine Insurance Company**

**POWER OF ATTORNEY**

**KNOW ALL MEN BY THESE PRESENTS:** That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **T.M. Tyrrell of Albany, New York**, their true and lawful Attorney-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

**IN WITNESS WHEREOF**, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **3rd day of February, 2017**.



State of Connecticut

City of Hartford ss.


By:   
Robert L. Raney, Senior Vice President

On this the **3rd day of February, 2017**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

**In Witness Whereof**, I hereunto set my hand and official seal.

My Commission expires the **30th day of June, 2021**



  
Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed in facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **21st** day of **January**, 2021



  
Kevin E. Hughes, Assistant Secretary

**To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.  
Please refer to the above-named Attorney-in-Fact and the details of the bond to which the power is attached.**

**Sale of Property and Reuse:** Sullivan School

**Proposer's Name:** Xenolith Partners LLC and Sano-Rubin Construction

**Proposed Purchase Price:** \$10,000



*City of*



**NORTH ADAMS  
MASSACHUSETTS**

Jason M. LaForest  
City Councillor

January 30, 2021

The Honorable Thomas W. Bernard, Mayor of North Adams  
10 Main Street  
North Adams, MA 01247

Dear Mayor Bernard:

Following last evening's fire at Greylock Apartments and mindful of ongoing concerns for the status of fire hydrants in neighborhoods and business districts across the City of North Adams, I am requesting an update from your office or designee on the status of our fire hydrants and related infrastructure at the Regular Meeting of the City Council on February 9, 2021.

I look forward to the update and discussion on a collaborative resolution to these concerns.

Thank you and best wishes,

  
Jason M. LaForest, Vice President  
North Adams City Council

cc : Members of the North Adams City Council Public Safety Committee

*City of*



**NORTH ADAMS  
MASSACHUSETTS**

Jason M. LaForest  
City Councillor

January 30, 2021

The Honorable Thomas W. Bernard, Mayor of North Adams  
10 Main Street  
North Adams, MA 01247

Dear Mayor Bernard:

Mindful of ongoing concerns for the status of the Public Safety building housing our fire and police departments, and regional dispatch, and the safety of our first responders in the City of North Adams, I am requesting an update from your office or designee on the same at the Regular Meeting of the City Council on February 9, 2021.

I look forward to the update and discussion on a collaborative resolution to these concerns.

Thank you and best wishes,



Jason M. LaForest, Vice President  
North Adams City Council

cc : Members of the North Adams City Council Public Safety Committee

## COMMONWEALTH OF MASSACHUSETTS

City Of North Adams

FEES 5<sup>00</sup> Temporary

To The Honorable City Council:

I William H. Wheeler Jr., hereby make application to be granted a  
NameLICENSE TO DRIVE A TAXICAB FOR RJ TaxiHeight 5 ft 11 in Weight 240 lbs Color of Hair Brown Color of Eyes Brown  
Employer's nameDate of Birth 8/7/79 Birthplace Wichita, Ms. Gender Male Citizen USI hold a Massachusetts Driver's # \_\_\_\_\_ and have held this license for how  
long 25 yrs.My license has X has not \_\_\_\_\_ been suspended or revoked in Massachusetts or any other  
jurisdiction.If yes explain motor vehicle infractionsI have \_\_\_\_\_ have not X been convicted of a felony. If yes explain: \_\_\_\_\_Are you currently on any medication that would hinder your driving ability yes \_\_\_\_\_, no X.Do you currently have any open criminal court cases, yes \_\_\_\_\_, no X. Explain on page 2.I HEREBY CERTIFY THAT, IF GRANTED THIS LICENSE, I WILL STRICTLY CONFORM AND  
ADHERE TO THE LAWS OF THE COMMONWEALTH, THE ORDINANCES OF THE CITY AND  
SUCH RULES AND REGULATIONS AS THE CITY COUNCIL MAY ESTABLISH.I do solemnly, sincerely and truly affirm the foregoing application to be true to the best of my  
knowledge and belief and do so under the pains and penalties of perjury.William H. Wheeler Jr.  
Signature332 North St  
AddressWilliamstown  
City/Town

## TO BE COMPLETED BY EMPLOYER

THIS IS TO CERTIFY THAT:

If granted a TAXI DRIVER'S LICENSE

William H. Wheeler Jr.  
Name of applicant

WILL DRIVE FOR ME....

TAXI DRIVER'S SIGNATURE

## TO BE COMPLETED BY THE POLICE DEPT

THE ABOVE APPLICATION IS HEREBY

APPROVED ✓ DISAPPROVED \_\_\_\_\_This 15<sup>th</sup> day of JAN, 2021

NORTH ADAMS POLICE DEPARTMENT

11 SUMMER STREET

NORTH ADAMS, MASSACHUSETTS