



TO: Keith McGuire
Island Housing Trust

FROM: Union Studio

PROJECT: 401 State Road, West Tisbury MA PROJECT #: 22-6800

DATE: 02/09/2023

SUBJECT: West Tisbury Affordable Housing Committee – RFP Follow-up post 01.24.2023 meeting

RFP Follow-Up Questions:

1. Common Space: The RFP calls for the inclusion of a Recreational / Common Facility
 - a. With 11 bedrooms – there may be limited demand/need for common space? What are the expectations for scale of space and types of uses anticipated for this common facility and associated patio space? **01.24.2023 – Committee voted to proceed with common facility.**
 2. RFP calls for all ground floor units (other than the required ADA accessible units) to “Meet ADA Accessible Standards (handicap visitable)”
 - a. ADA accessible and visitable carry different requirements? Is the intent for ground floor units (other than the required ADA accessible units) to meet the standards for “handicap visitable”. **All ground floor units will be designed to be visitable. Item is closed.**
 - b. RFP identifies ‘one or two units shall meet ADA Accessible Design Standards’. 5% of either 7 or 8 units (depending on preferred unit split) would require 1 unit. Does the Committee have a strong preference based on the 55+ residents to exceed the code requirement? **1 unit will be fully accessible (Group 2A), per the Mass 521 CMR accessibility requirement (5% total units). All other ground floor units are required to be Group 1 units (adaptable) per the Mass 521 CMR accessibility. In addition, the team has just received newly issued DHCD requirements for affordable senior housing (55+), which the team will incorporate and address the aging in place requirement.**
 - c. RFP identifies that one or two units shall be accessible, and shall be of the *one bedroom* unit type. Wonder if the committee has considered (if there is a preference for 2 of the units to be fully accessible based on item 10 above) doing a one bedroom as well as a two bedroom as accessible (also to address the code requirement that they be evenly distributed across unit types?). **Team will proceed with 1 fully accessible 1-bedroom.**
3. Site:
 - a. The property includes a small sliver of land on the west side of Lamberts Cove Road – are there any expectations or goals with respect to that parcel? **Open for 02.14 discussion.**



- b. Is there water in the street? Or is this well served. ***Well. Item closed.***
4. Previous Proposal
 - a. Tell us what concerns you had about the previous proposal?
 - i. Scale? Style? Other? ***See Keith's 'Lessons Learned' correspondence, sent on 02.09.2023.***
5. Any specific "buffer" zones or areas that the committee or community are concerned with? Views etc.? ***Same comment as above.***
6. Has a survey of the site been completed with respect to wetlands or other constraints that may affect the developable area? ***Internal team discussion. Item closed.***
7. The RFP offers two options for disposition of the units – one with 3 two bedroom units and the other with 4 two bedroom units with the remaining bedrooms being made up through one bedroom units. Does the committee have a preference for more or fewer two beds? – potential consideration with respect to the desire for 55+ residents? ***01.24.2023 – WTAHC voted for (7) one-bedroom units, and (2) two-bedroom units. Item is closed.***
8. With additional administrative and certification costs, is LEED Certification a high priority in producing quality, affordable housing? Would other tiers of efficiency above 'stretch code' be considered 'Advantageous'? ***Item is closed.***
9. Outlined timetable from time of award is 6 months for permitting and 12 months of construction with construction complete 18 months after award. Does this project need to be reviewed by MVC? If so, is this a realistic timetable? ***Yes, this has to be reviewed by MVC and the team will require more time for the regulatory process than originally outlined in the RFP. We don't know how long that process will take. We agree that construction could take from 12 – 18 months. Item is closed.***
10. RFP mentions washer and dryer hookup with exhaust vent to outdoors – for all units? ***Team is expecting in-unit laundry for all units with venting to outdoors.***

Additional items from 01.24.2023 meeting.

- 1. WTAHC voted that 100% of units will be restricted for 55+.***