

ATTACHMENT 3

Submission Checklist

- _____ Development Budget including Projected Purchase Prices
(See Attachment 4 for format)
- _____ Respondent Questionnaire (see Attachment 5)
- _____ Preliminary Project Plans and Outline Specifications (preliminary
elevations, floor plans, landscaping , septic and site plan)
- _____ Affordable Housing, Marketing, Rent Up and Management Plan
- _____ Project Development and Construction Schedule (including key
milestones)
- _____ Descriptive information on Social Services package,
- _____ Support of Village Center Plan
- _____ Letter of Interest from a Construction Lender
- _____ Resumes or Brochures, if available
- _____ Residential Development Experience Form (see Attachment 6)
- _____ Required Disclosures and Certifications per Chapter 30 B. 1. Conflict of Interest
Statement. 2. Certificate as to Corporate Bidder 3. Certificate of Foreign
Corporation. 4. Certificate Regarding Undocumented Workers
- _____ Statement of Tax Compliance Form – M.G.L. c. 62C, 49A (see
Attachment 8)
- _____ Certificate of Non-Collusion Form (see Attachment 9)