

# Submission 4

Alex Pratt

Submission Date Sep 12, 2023 5:34 PM

APPLICANT NAME/ORGANIZATION City of Malden

CO APPLICANT (if applicable) N/A

PROJECT CONTACT PERSON & TITLE Alex Pratt, Deputy Director, Housing and Community Development Director

MAILING ADDRESS 215 Pleasant Street

PHONE (781) 661-8168

EMAIL [apratt@cityofmalden.org](mailto:apratt@cityofmalden.org)

DATE Sep 12, 2023

Project ID# CPC FY24 0012

Please upload a copy of your approved CPC pre-application.



**FY24\_0012\_Fitzgerald-Park\_Invitation\_Let... .pdf**

211.11 KB

Is the main Applicant a 501c3 Non-Profit? No

PROJECT NAME FitzGerald Park

PROJECT ID# CPC FY24 0012

CPA FUNDS REQUESTED 175,000

PROJECT ADDRESS Exchange Street at CBD Parking Garage (42.426175, -71.069415)

ASSESSOR'S PARCEL ID 052 277 709

Interested Municipal Party or Community Organizations (if any) OSPCD; Parking Department; City Council

Will this project be independent or is it part of another existing project? Please explain. Independent

Brief Project Description FitzGerald Park is a pocket park in downtown Malden. It is a popular gathering spot for children enrolled in nearby daycare centers and for citywide residents, families and local business owners who enjoy this open space. In this new phase, we propose expanding the park into an existing unprogrammed mulch area. We propose adding climbable play equipment, play panels, painted surface play (such as hopscotch), benches, tables, trees, new fencing, and other features consistent with community needs and augmenting the existing artistic themes of the playground.

Is this proposal for the design, construction, or other phase of a project? Construction

Has this project received CPC funding in the past? Phase I improvements paid for in part with CPA funds through the Malden ArtLine project and Malden Arts

Lot Size 63000

Zoning District(s) CBD

Ward Ward 4

Property Owner Malden Redevelopment Authority

Are there any restrictions or easements that apply to the property? No

LETTER(S) OF APPROVAL - Please upload letter(s) of approval from direct project stakeholders including, but not limited to, property owners and abutters.



**FitzGerald support letters.pdf**

444.81 KB

**PROOF OF OWNERSHIP/SITE CONTROL** - Please upload all of the following as applicable: Deed, purchase and sales agreement, option to purchase, written consent of property owner. Also include any existing deed restrictions that may apply to the property.



**CBD Garage Deed.pdf**  
920.55 KB

**MAPS, PLANS, PHOTOGRAPHS** - Provide a map indicating the project's location, along with any additional pertinent maps (i.e., aerial, zoning, vegetation, and abutting buildings), architectural plans, site plans, photographs, etc.



**090823\_Fitzgerald Park Phase 2 Concept ... .pdf**  
4.47 MB

**Project Categories**

	Open Space	Recreational Land	Historic Resources	Community Housing
Acquisition				
Creation (not an available category for Historic Resources)		<input checked="" type="checkbox"/>		
Preservation				
Support (Community Housing only)				
Rehabilitation				

Provide a detailed description of the steps or tasks that the project entails.\*

The project design will be finalized this fall after a community engagement process that has already included meetings with key stakeholders, including daycare staff, families, and children, and abutting businesses. Once the design has been finalized and CPA funds have been awarded, the project will go out to bid and construction will commence. Dependent on CPC and Council approval timelines, we expect construction to begin in spring or summer 2024.

Please explain why the project should be funded and state examples of how the project upholds the values and priorities of the CPA Plan, including other plans that outline support services by the City of Malden

This project promotes many of the CPC Plan goals, including: Improving accessibility for all members of the community (1.a.), incorporating sustainable practices and design by removing an underground storage container and increasing trees and vegetation (1.b.), collaborating with various departments and officials, including OSPCD, the Parking Department, the Mayor's Office, and members of the City Council (1.c.), are consistent with the goals of Open Space and Recreation Plan (1.d.), leverage private funding from Preotle, Lane & Associates, which has graciously donated the cost of project design (2.a.), transform an unused area that often attracts unwanted activity into a vibrant and active pocket within the downtown (2.d.), and complete the scope of work within two years (2.f.).

Please provide background information about the applicants & co-applicants including the person acting as the project manager.\*

The City of Malden's Office of Strategic Planning and Community Development (OSPCD) is the project applicant. Deborah Burke, OSPCD's Director, and Alex Pratt, OSPCD's Deputy Director of Housing and Community Development, are the project managers. Both project managers have extensive experience working with the Malden CPC and look forward to the opportunity to do so again. Both project managers were also involved in the successful completion of FitzGerald Park's Phase I improvements.

Describe how the project will comply with all Americans with Disabilities Act/Massachusetts Architectural Access Board Regulations (ADA/MAAB) if applicable.

The project will include an ADA-accessible surface, meet ADA grades, and include ADA-accessible play equipment. The main play feature, a climber element, will also include play opportunities for mobility-impaired children. Play panels will be accessible to children in wheelchairs. Benches and tables will promote broader accessibility by supporting children and adults who cannot stand for long periods of time.

**TIMELINE** - Provide a detailed project timeline describing the steps or phases for completion, major milestones as well as the processes needed for approval and oversight for each phase.

**FitzGerald timeline.pdf**  
228.92 KB

Please upload **SUPPORTING DOCUMENTATION** (see below for examples - if applicable).

**FitzGerald Park Phase II Project Team.docx**  
548.15 KB

Please describe: A) All attempts to secure funding (successful and unsuccessful). B) How was the CPA amount determined? C) What will happen to the project if CPA funding is rejected or reduced? D) How might potential overages be funded if bids come in over budget or if projects necessitate a change order?

**\$100,000 in CDBG funds secured**  
Architect services for design and construction (estimated at \$50,000) donated by Preotle, Lane & Associates  
CPA funds would cover the remainder of estimated construction costs

If bids come in over budget, the project scope may need to change or additional funds would be sought from any available funding sources.

**FUNDING REQUEST** - Please fill out the fields for "Total Project Cost", and "CPA Funds Requested", and the cost share will be automatically calculated.

	Total Project Cost	CPA Funds Requested	Cost Share Amount	Cost Share Percent
Project Cost	<b>325000</b>	<b>175000</b>	<b>150000</b>	<b>0.46</b>

**BUDGET CATEGORIES** - If a relevant category is missing for your project, please add the total amount in the row for "Other" and break out the costs (with explanation) in your itemized budget. Please use "N/A" for any category not applicable to your project.

	CPA FUNDS	OTHER FUNDS (cost share)	TOTAL
Personnel	0	0	0
Equipment	0	0	0
Supplies	0	0	0
Soft Costs/ Contractual	0	50000	50000
Acquisition	0	0	0
New Construction	175000	100000	275000
Alteration/Addition	0	0	0
Restoration/Remodel	0	0	0
Other	0	0	0
<b>TOTAL</b>	<b>175000</b>	<b>150000</b>	<b>325000</b>

Please upload your itemized budget.\*



**090823\_FitzGerald Park Phase II Estimate.pdf**  
73.3 KB

Budget Notations

Project design is being finalized this fall during community engagement process. That process will help determine which of the add alternates are included. We anticipate the total construction cost to remain at \$275,000 assuming some but not add alternates are included.

Please upload at least two ESTIMATES (preferably 3) on vendor letterhead or a detailed description of how the proposed budget was determined.



**090823\_FitzGerald Park Phase II Estimate-1.pdf**  
73.3 KB

**COST SHARING** - Identify the amount of cost sharing for this project from other sources of funding (if applicable) including but not limited to private, federal, state, or local government, or private, etc. Applications will not be accepted without Letters of Commitment attached for funds listed as "secured". Note that in-kind donations may be included as a source below.

	Source Name	Source Type	Secured (Y/N)	Status (if not secured)	Amount	Source Type
Source 1	CDBG	Municipal	Yes		100,000	Cash
Source 2	Donation	Private	Yes		50,000	In-Kind
Source 3						
Source 4						
Source 5						
Source 6						

Please upload COMMITMENT LETTERS for any additional funding sources that are cited in your budget.



**230426 Approved CDBG budget.docx**  
19.78 KB

Please explain any potential secondary effects your project may have on the city's operating budget. Per M.G.L c44b CPA Funds may not be used for maintenance.\*

Preotle Lane and Associates currently works with the Parking Department to maintain this public park. No secondary effects are anticipated.

MAINTENANCE BUDGET (if necessary) - Reminder: CPC cannot fund the maintenance costs for any projects and will prioritize projects with no maintenance required. Please identify the source of maintenance funding in addition to the expected amount.

	Year 1	Year 2	Year 3	Year 4	Year 5
Amount	0	0	0	0	0
Source(s)					

ENVIRONMENTAL SITE CONSTRAINTS - Please select any and all potential environmental site constraints that may impact the project.

	Known to be present	Possible/ Unknown	Not Present/ Not Applicable
Presence of hazardous materials			<input checked="" type="radio"/>
Topography, soils, or other physical challenges	<input checked="" type="radio"/>		
Wetlands or Floodplain			<input checked="" type="radio"/>

Does this project entail property alterations that would require permitting?

Yes

Please provide a narrative description of feasibility constraints that must be addressed in completing this project.

The Tree Warden has identified dead or dying trees that must be removed prior to project start. There is also an unused underground storage tank that must be removed. The City will facilitate these changes prior to the project start. No CPA funds are sought for this work.

Applicant Signature



Date Signed

Sep 12, 2023

Applicant Name

Alex Pratt

Applicant Title/Organization

Deputy Director, Housing & Community Development, OSPCD, City of Malden

Property Owner Signature (if different).



Date Signed by Property Owner Sep 12, 2023

Property Owner Deborah Burke

FINAL APPLICATION REQUIRED COMPONENTS

FY23 CPA Funding Application (Sections 1-10)

Scope & Project Narrative (Section 5)

Project Timeline Narrative (Section 5)

Project Budget Overview (Section 6)

Feasibility Check-list (Section 7)

REQUIRED ATTACHMENTS - please ensure that the following attachments have been uploaded in their designated sections

Approved FY23 Funding Cycle PRE-APPLICATION Form (Section 1).

PROOF OF OWNERSHIP/SITE CONTROL (Section 3) - All of the following as applicable: Deed, purchase and sales agreement, option to purchase, written consent of property owner. Also include any existing Deed Restrictions that may apply to the property.

Detailed PROJECT BUDGET (Section 6) - Please use the budget template provided at [cityofmalden.org//313/Community-Preservation-Committee-CPC](http://cityofmalden.org//313/Community-Preservation-Committee-CPC).

DOCUMENTATION TO SUPPORT PROJECT BUDGET (Section 6) - at least two (2) but preferably three (3) estimates or a "ball park" estimate with detailed explanation.

OPTIONAL ATTACHMENTS - Please upload the following attachments if applicable and available.

MAPS, PLANS, PHOTOGRAPHS (Section 3) - Provide a map indicating the project's location, along with any additional pertinent maps (i.e., aerial, zoning, vegetation, and abutting buildings), architectural plans, site plans, photographs, etc..

LETTER(S) OF SUPPORT (Section 9).

TIMELINE: Detailed project timeline (Section 8).

SUPPORTING DOCUMENTS (Section 8) Existing plans, approvals, feasibility assessment, or other supporting documents, including but not- Natural Resource Limitations (i.e. wetlands, flood plain, etc)-

Environmental assessment reports or evidence that the proposed site is free of hazardous- Names and addresses of project architects, contractors and consultants.

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