



RFQ #B18005

Addendum #1 Received

Cochecho Waterfront Development Development Qualifications



Submitted By:

Chinburg Properties

3 Penstock Way

Newmarket, NH 03857

www.chinburg.com

December 6, 2017



December 6, 2017

SENT VIA HAND DELIVERY

Cochecho Waterfront Development Advisory Committee
City of Dover
ATTN: Jack Mettee, Chairman and Ann M. Legere, Purchasing Agent
RFQ Response
288 Central Avenue
Dover, NH 03820-4169

RE: LETTER OF INTEREST

Dear Chairman Mettee and Ms. Legere,

Chinburg Properties is very pleased to respond to the City's **RFQ B18005 for the Cochecho Waterfront Development**. This letter serves as our formal letter of interest. Please find enclosed a brief company overview and our specific responses to the RFQ.

Company Name & Address: Chinburg Properties
3 Penstock Way
Newmarket, NH 03857

Company Representative: Eric J. Chinburg
President
(603) 868-5995 extension 11
echinburg@chinburg.com

Chinburg Properties is an active stakeholder in downtown Dover with three restored historic mill properties within walking distance of the waterfront site. We believe in Downtown Dover as a "live, work, and play" neighborhood. Our Dover properties include apartments, restaurants, brew pubs, Fortune 500 companies, artists, culinary businesses, and many other locally owned businesses. Our recent investments in downtown started in 2013 with the conversion of vacant space at the Cochecho Mill into 117 apartments and 45,000 sf of class A office space. It continues with our current rehabilitation of Washington Street Mill that will convert vacant space into 54 apartments.

We support with the City's vision of extending the downtown to the waterfront site. We are skilled at developing the mix of residential and commercial properties anticipated for the site. As a New Hampshire based developer with 30 years of experience creating communities in the Seacoast, Chinburg Properties is uniquely qualified to partner with the City.

Thank you for considering our submission. We look forward to participating in the selection process.

Sincerely,

Eric Chinburg
President
Chinburg Properties

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I. Developer Identification and Credentials

1. Developer Identification

Chinburg Properties
3 Penstock Way
Newmarket, NH 03857
PH: (603) 868-5995
www.chinburg.com

Contact: Eric J. Chinburg, echinburg@chinburg.com

Chinburg Properties is a d/b/a for Chinburg Builders, Inc. Chinburg Builders, Inc. is a NH corporation.

2. Person of Authority

Eric J. Chinburg is the company's President. He has the authority to represent the company and to make legally binding commitments for the company.

3. Ownership of Development Entity

Eric J. Chinburg is the President and sole stockholder of Chinburg Builders, Inc. He owns 100% of the company. His address and contact information is noted in Item #1.

4. Members of the Development Team

If selected, our development team will likely include: civil engineer, surveyor, environmental engineer, geotechnical engineer, architect, structural engineer, MEP/FP engineer interior designer, and MEP/FP engineers. Depending upon which parcels are developed by Chinburg, we may not need all of the listed consultants. We prefer to get further into developer selection process before selecting the entire consultant team (architect, MEP/FP engineers, etc.) as we have believe it is best to select the right consultant for the assignment.

That said, we do have two long-term, standing relationships with trusted team members – Artform Architecture and JSN Associates.

If selected to develop single family residences, we would expect to use:

Wendy Welton, President
Artform Architecture, Inc.
44 Lafayette Road
North Hampton, NH 03862
603-431-9559
www.artformarchitecture.com

Chinburg has been building Artform's plans for many years. Working with Artform, we have developed interesting, energy efficient plans that well suited to New England's climate and designed for modern lifestyles. We have a

library of floor plans and designs to fit a range of locations, urban to rural, and a range of price points.

If selected to develop the commercial buildings and/or the multifamily buildings, we would expect to work with structural engineer, JSN Associates.

JSN Associates Inc.
Jeffrey Nawrocki, PE, President
1 Autumn Street
Portsmouth, NH 03801
603-433-8639
www.jsn.eng.com

5. Development Team Roles

Chinburg Properties develops projects on its own account. Our in-house team is responsible for managing all aspects of development - team selection, permitting, financing, construction, sales, leasing and asset management. We engage outside consultants as necessary for the specific requirements of a particular project.

Chinburg Builders, Inc. will be the general contractor or homebuilder for all anticipated construction. Refer to Section III (4) for key Chinburg team members.

Generally speaking, a project is executed per the following sequence of activities:

- Chinburg contracts to purchase a property after assessing the market and development costs.
- A Chinburg Development Project Manager is assigned to oversee local and state permitting (e.g. Planning Board and other local boards, state DEP and DOT as appropriate). This effort typically requires engaging a surveyor, civil engineer, and possibly an architect if a commercial building or multi-family building.
- During the approval process for commercial and multi-family projects, we typically begin design documents for the building. Chinburg Builders works with architect and engineers to develop pricing drawings and permit drawings. Budgets are prepared for financing.
- Upon receipt of noted approval, financing is secured.
- Sitework/utilities contractor is selected and the site grading, utilities, and other infrastructure is completed.

-
- Chinburg Builders then takes over to complete the vertical construction (house, commercial building, multifamily building).
 - If a sale to a homeowner, Chinburg Builders works with homebuyer to make selections and close the sale.
 - If the project is a rental property, Chinburg Management manages all leasing and move-ins.
 - For rental properties, all on-going property management and asset management is handled by Chinburg Management.

II. Development Concept

1. Parcels of Interest

Chinburg is interested in all seven (7) of the parcels or a combination thereof.

In order of preference (starting with highest preference):

F, E, D, B, C, A, G

2. Phasing

At the time of submission, we have not considered the likely phasing of the development.

3. Anticipated Preconditions for Financing and Construction of Initial and Later Phases

We would expect that financing will require:

- An executed purchase contract
- Evidence of local and state approvals
- Evidence of the availability of utilities (either at the site or which can be brought to the site within the development budget)
- Project Budget & Pro Forma
- Appraisal
- Environmental Phase I (and recognition of any clean-up costs in the budget)

4. Developer's Vision

Chinburg Properties has reviewed the design guidelines issued by the Committee. We believe they are reasonable and will allow for creative, smart, and marketable designs. We believe it is too early to discuss our specific plans for a specific parcel.

Our process includes walking the property with the architect and taking into account the architectural context of nearby neighborhoods, topography, and geographic features.

Please refer to Exhibit A for images of representative projects. Please consider these as an initial “idea board” to provide the committee a sense for our quality and craftsmanship.

5. Supplemental Information (Not Required)

We are not including any supplemental information.

III. Developer Qualifications

1. Relevant Development Experience

Chinburg Properties has been the developer and general contractor for numerous highly successful projects in NH, ME, and MA. Project summary sheets for selected projects are enclosed in **Exhibit A**.

Please also refer to www.chinburg.com to learn more about Chinburg Properties experience.

In addition, we present two projects as examples of public-private partnerships - Newmarket Mills and Saco Mill No. 4. Please refer to **Exhibit B**.

2. History of Retaining Ownership Following Development

Chinburg Properties develops investment projects on its own account and has a “build and hold” strategy. Chinburg Properties presently manages an investment portfolio totaling over 1.3 million gross square feet containing 958 apartments and over of 550,000 leasable commercial space.

3. Description of Development Entity and Related Companies

Chinburg Properties is an almost 30-year old development and construction company focused on mixed-use urban redevelopments, single-family housing, and multi-family housing in New Hampshire, northeastern Massachusetts, and southern Maine.

Founded in 1987 by New Hampshire native Eric Chinburg, the company has grown to become a fully integrated development, construction and property management firm and the largest builder of homes in the Seacoast NH region. Chinburg Properties is a privately held corporation with over 75 employees headquartered in Newmarket, NH.

Chinburg Properties is comprised of Chinburg Builders, Inc. and Chinburg Management, LLC. Eric J. Chinburg is the sole owner of both entities.

Chinburg Builders, Inc. is a commercial general contractor, a land developer, and home builder.

- The company acquires land and develops subdivisions across the Seacoast. The firm is one of Northern New England’s premier home builders with a reputation for craftsmanship. In 2016, the company sold 60 new homes.
- As commercial general contractor, the company builds or renovates the investment properties in the Chinburg portfolio. In 2016, the company delivered 155 apartments and a number of commercial fit-ups within the portfolio. In 2017, the company delivered a mixed-use mill rehabilitation project in Saco, ME totalling 150 apartments and 30,000 sf of commercial space.

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- Chinburg Management is responsible for managing, maintaining, and leasing the rental properties in the Chinburg portfolio. The in-house maintenance staff handles the day-to-day conditions of the properties.

4. Resumes of Key Individuals – Chinburg Properties

Chinburg Properties develops projects on its own account. Our in-house team is responsible for all aspects of a project including development, construction, and asset management. We engage outside consultants as necessary for the specific requirements of a particular project. Chinburg Builders, Inc. will be the general contractor for all anticipated construction.

Enclosed in **Exhibit C**, please find resumes for the following key Chinburg Properties executives who will be responsible for the project (areas of responsibility are noted).

- **Eric Chinburg, President**
Principal-in-Charge and Project Sponsor
603-868-5995
echinburg@chinburg.com
- **Matt Assia, VP of Asset Management**
Development/Permitting; Financing and Leasing
603-868-5995
massia@chinburg.com
- **Geoff Spitzer, VP of Commercial Construction**
Pre-Construction, Design, Construction
603-868-5995
gspitzer@chinburg.com

5. Conflicts & Litigation

- a. Identify Relationships with the City or Members of the Cochecho Waterfront Development Advisory Committee (“CWDAC”)

Answer: None

- b. Identify Any Bankruptcies or Convictions

Answer: None

- c. Identify Any Involvement in Current Litigation

Answer: None

- d. Identify Any Delinquencies in Paying City of Dover Taxes or Other Legal Disputes with the City of Dover

Answer: None

6. References

Including public or community partners in public-private transactions

Steve Scott

Vice President
Provident Bank

21 Daniel Street
Portsmouth, NH 03801
(603) 431-1144
sscott@theprovidentbank.com

Peter Robitaille

Owner
East Coast HVAC

436 Shattuck Way
Newington, NH 03801
(603) 427-6699
peter@eastcoasthvac.com

Jeff Clifford, P.E.

Principal
Altus Engineering, Inc.

133 Court Street
Portsmouth, NH 03801
(603) 433-2335
jclifford@altus-eng.com

EXHIBIT A
REPRESENTATIVE PROJECTS

27 Chestnut Street, Exeter, NH

Multifamily, New Construction



Developed on an 8+ acre site across from Chinburg’s Exeter Mill property, 27 Chestnut Street is a new construction project that delivered 98 apartments in two buildings. Each building included garage parking. The project was completed in 2016 and fully occupied day 1.

This is a prime Exeter location for a convenient and stimulating lifestyle. Walk to downtown with easy access to shopping, restaurant, outdoor parks, galleries, the library, Phillips Exeter Academy and so much more. Some covered parking and many with fireplaces. All with abundant style and high quality finishes, including: granite counters, soft close drawers, plenty of light and over-sized windows, patios and balconies, and so many details that will delight you. The buildings have 4 floors, easy elevator access, a beautiful designer club room and shared outdoor patio space.

Apartments range from 1 bedroom, 1 bathroom for those who like to “live large in small spaces” up to 2 bedroom, 2 bathroom apartments of over 1,100 square feet. All feature unique details such as built-ins, modern lighting fixtures, granite counters, some with fireplaces. Community amenities include a club room, outdoor patios with grills and fire pits, dog wash room, laundry, fitness rooms, and cyber lounge.

Monthly rent includes: Hot water, water/sewer, and hospitality WiFi.

- **Cocheco Mills, Dover, NH** – Acquired in 2012, the property has undergone extensive investment to convert vacant or underutilized spaces into residences and modern commercial suites. This historic complex of buildings, totaling 310,000 sq. ft. now has a mix of 117 new studios, loft, one and two bedroom apartments. The Mill is on the National Register of Historic Places. The Mill has become a thriving mixed-use community with the addition of new apartments to the current mix of businesses and restaurants.



- **Canal Street, Somersworth, NH** – The residential component of this 210,000 sq. ft. mixed-use mill project was completed in two segments and has a total of 68 units; 54 units having been completed and fully leased by Chinburg since the spring of 2008, and 14 additional units delivered in September of 2016. Canal Street includes over 100,000 sq. ft. of leasable commercial space.



- **Briggs Mill, Amesbury, MA** – A 40,000 sq. ft. Residential mill conversion completed in 2014. The Mill houses 44 Luxury apartments, nine of which are affordable.





Frank Jones Brew Yard

Portsmouth, NH

- Rehabilitation of two historic buildings in Portsmouth's West End
- 68 Market Rate residential apartments
- 23,000 square feet of commercial space
- Occupancy slated for Fall of 2017



Millport

Portsmouth, NH

- Chinburg's first historic mill rehab
- Completed in 1996
- Home to 63 residential apartments



One Washington Center

Dover, NH

- 280,000 square foot historic Mill property acquired by Chinburg in 2001
- Converted into multi-tenant commercial office space.
- 54 residential units are planned to open in Fall of 2018
- The detached 'Picker Building' contains multi-tenant offices sharing common amenities such as reception and conference rooms
- Currently Managed by Chinburg Properties

Additional Mixed Use & Multi-Family Projects Include:

- **Perley Canal Mill, Laconia, NH** – A 37,000 sq. ft. mill building containing 30 residential units. Completed in 2016. Currently Managed by Chinburg Properties.
- **Beacon Street West, Laconia, NH** – Located adjacent to the Perley Canal Mill, this historic mill was converted into 70 residential condominium units in 2008.

-
- **Great Falls School, Somersworth, NH** – This former historic school building was converted into 16 residential units in 2001.

Representative **Single Family Subdivision Projects** Include:

Active:

- Sea Star Cove, Portsmouth, NH
- Rockingham Green, Newmarket, NH
- Lorden Commons, Londonderry, NH
- Scout Landing, Rollinsford, NH
- Sewall Meadow, Greenland, NH

Completed:

- Laurel Court, Portsmouth, NH
- Allen Farm, Durham, NH
- Baron Estates, Hampton, NH
- Greenland Commons, Greenland, NH
- Forest Ridge, Exeter, NH
- Windsor Green, Greenland, NH



Laurel Court Subdivision, Portsmouth, NH

Laurel Court is an "urban green" development in Portsmouth, NH. The development includes 19 homes about a mile from downtown Portsmouth. Chinburg Builders, spent a considerable time collaborating with the project architect Wendy Welton of Art Form Architecture, planning to ensure the homes would be a modern version of the adjacent historic Atlantic Heights neighborhood, which originally housed Portsmouth Naval Shipyard workers. The developer, builder, architect and realtor spent a lot of time in the planning phase to ensure that the homes would reflect a modern interpretation of the adjacent historic Atlantic Heights neighborhood, which originally housed workers for the Naval shipyard. Chinburg Builders, a long-term Energy Star builder, chose to commit to building 100% high performance homes at Laurel Court.



EXHIBIT B
PUBLIC-PRIVATE PARTNERSHIPS

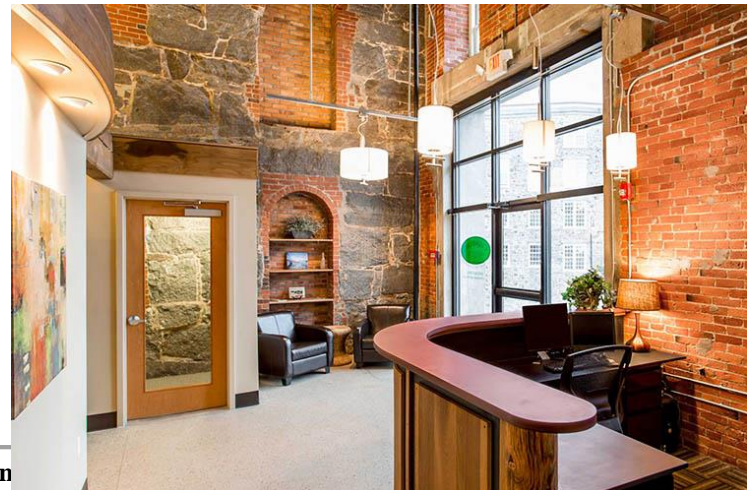
Newmarket Mills, Newmarket, NH

The Newmarket Mills is one of Chinburg's is just one example of a successful public-private partnership. The historic Mill complex was acquired from the Town of Newmarket when the town issued an RFP to developers. Chinburg was chosen and the process to transform the 140,000 sq.ft. complex began.

Through the planning process, both City officials and community members were given the opportunity to provide their own ideas or suggestions for making the project a success. The Town Council and Land Use Boards ultimately approved the project by way of a Special Use Permit.

Successful public-private partnerships can only work when both sides are willing to take risks. Decisions must be made with incomplete, and often, imperfect knowledge. The Town of Newmarket's officials were successful in advocating in favor of the project during public hearings while still protecting the interests of the community. The Town granted Chinburg property tax relief allowed under RSA 79:E, effectively freezing the property's assessed value for a set number of years.

As a result of the partnership, the historic, decrepit mill complex was transformed in a thriving, mixed use community, bringing with it new economic life to Newmarket's downtown area. The community gained increased tax revenue, a 5,500 sq.ft. civic space within the Mill, Public Access to historic bell tower, public access to the Waterfront and additional outdoor spaces open for public use.



Saco Mill No.4, Saco , ME

Saco Mill No.4 is a 225,000 sq. ft. complex situated on 5 acres overlooking the Saco River. The former Mill building sat vacant for over 20 years before being acquired by Chinburg Properties in 2014. Since the time of acquisition, Chinburg has transformed by the vacant building into 150 luxury apartments and over 30,000 sq.ft. of commercial office and restaurant space.

The Saco City Council voted to create a TIF district specifically for this project, which ultimately allowed the project to move to be completed. As an immediate result, the community gained a public access easement over the property and the completion of the Riverwalk, a walking path along the Saco River, connecting the Cities of Saco and Biddeford.



**EXHIBIT C
CHINBURG RESUMES**

Eric J. Chinburg

OVERVIEW

Eric J. Chinburg is the President and Founder of Chinburg Properties, a complete design/build/management company headquartered in Newmarket, NH.

In 1996, Eric developed his first mill property on Islington Street in Portsmouth, NH. Since then, the company has developed over 15 mill properties in New Hampshire and Massachusetts. Chinburg Properties has over 600 apartments under management in Exeter, Portsmouth, Dover, Somersworth, Newmarket, Laconia, NH and Amesbury, MA. The redevelopment and renovation of old mills require creative vision and disciplined development skills. In addition to invigorating downtown economies and providing much needed housing, the projects are known for unique design aspects utilizing original materials and creatively incorporating them into the project. These downtown projects have successfully integrated residential and mixed-use components and include both rental and condominium product. They transform abandoned historic structures into unique places for people to live and work.

Public/private partnerships are a trademark of Chinburg Properties and its affiliated development entities. The projects provide public access to amenities such as a public boat launches, a historic museum, and enhancements to riverwalks in several communities. Chinburg Properties has also worked closely with local towns to create affordable workforce housing. The company is committed to green building practices and has been the largest builder of Energy Star rated homes in the Seacoast region since 2002. Recent awards and recognition include the New Hampshire Historic Preservation Alliance, the Build New Hampshire and the Envisioning Density awards for the Newmarket Mills project.

Chinburg Properties is a generous philanthropic partner to many organizations across the region.

BOARDS, VOLUNTEERISM

- ❖ **Current Board, The Music Hall**
- ❖ **Past President, Home Builders Associations of the Seacoast Area, Inc.**
- ❖ **Past President, Housing Partnership, Portsmouth, NH** Past President, Board of Directors, 2001-2006.

EDUCATION

B.S. Civil Engineering, University of New Hampshire, Class of 1984

WEBSITE

WWW.CHINBURG.COM

Matt Assia

SUMMARY

Matt's real estate development experience spans the investment lifecycle from acquisition through permitting, construction, stabilization, and disposition. Matt has worked on a wide range of asset types including multi-family residential, single-family residential, healthcare, office, life science, and science-driven research facilities.

EDUCATION

University of Maryland (2000)
Master's in Business Administration

University of Maryland (1995)
B.S. in Civil Engineering

REGISTRATIONS

LEED Green Associate
Real Estate Broker – MA

Chinburg Properties, Newmarket, NH • 2013 – Present

VP of Asset Management www.chinburg.com

Responsible for the financial performance of the firm's commercial real estate portfolio including the sourcing, analysis, and financing of new investment and development opportunities. Spearheads development project management including due diligence, design team leadership, permitting, and budgeting.

Murphy & McManus, LLC, Needham, MA • 2003 –2013

Principal www.murphymcmanus.com

Responsible for leading the acquisition, development, leasing, and management of medical office projects developed on the firm's account. Provided fee-for-service development management, financial analysis, and feasibility studies for the firm's healthcare and life science clients including Children's Hospital Boston, Dana-Farber Cancer Institute, Anna Jaques Hospital, Caritas Christi Healthcare, and Genzyme. Led the firm's business development and proposal preparation activities.

Mitchell Properties, LLC, Boston, MA • 2003

Project Manager www.mitchprop.com

Supervised consultants and contractors on two adaptive reuse projects converting 19th century schools into condominiums. Managed development loan administration, broker marketing, and condo closings. Led proposal production for competitively bid municipal dispositions.

Intel Corporation, Hudson, MA • 2001-2002

Senior Buyer / Supply Chain Manager www.intel.com

While working for the world's leading semiconductor supplier, served as the key administrator and liaison between factory management and five of its largest tool vendors. Administered and enforced all commercial contract issues and spare parts cost savings initiatives.

The Clark Construction Group, Bethesda, MD • 1998-2000

Project Engineer www.clarkconstruction.com

While working for the 11th largest GC in the U.S., provided project engineering and management to support the construction of a \$20 million, 100+ unit retirement community in Washington, DC. Responsible for review and coordination of all shop drawings, submittals, RFIs, and owner requested changes. Maintained the project schedule.

GEOFFREY SPITZER

EMPLOYMENT

August 2000 - Present Chinburg Builders, Inc

Senior Project Manager

- Coordinate preconstruction (design, specifications, and budgeting) process for multi-family, mill conversion and commercial projects
- Transition to production and oversee multi-family, mill conversion and commercial projects
- Oversee multiple construction project manager/site supervisor teams
- Accountable to owner for meeting schedule and budget for projects ranging from \$.5M to \$20M
- LEED Accredited Professional

August 1995 – August 2000 G. Spitzer Restoration Contractor

Historic Preservation Contractor

- Owned and managed a restoration and high-end remodeling contracting company
- Specialized in the preservation and restoration of historic properties
- Services included: Joinery, plastering, reproduction millwork, general contracting, and consulting

June 1986 – August 1995 Adams and Roy, Ltd.

Mason Tender, Journeyman Carpenter and Master Carpenter

- Lead carpenter on high-end restoration, remodeling and historic preservation projects throughout New England
- Apprenticed as carpenter and plasterer

EDUCATION

December 1988 University of New Hampshire

Bachelor of Science, Business Administration

March 1996 UNH Division of Continuing Education

Real Estate Inspection: Residential

June 1987 UNH Division of Continuing Education

Project Management Professional Credit Courses

PROFESSIONAL AFFILIATIONS

2006 to 2010 Seacoast Workforce Housing Coalition
Board of Directors

2006 to Present Rockingham County Brownfields Advisory Commission
Committee member

2013 to 2014 Portsmouth Music and Arts Center Building Committee
Committee member