

November 20, 2025

Beatriz Gómez Mouakad
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Somerville Community Corporation
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By Email: bgomez@somervillecdc.org

RE: Letter of Agreement for 176-178 Broadway- Relocation Pre-Planning Phase

Beatriz:

Thank you for reaching out to Housing Opportunities Unlimited (HOU) regarding our relocation planning needs at 176-178 Broadway. We hope to collaborate with Somerville Community Corporation on this upcoming project in Somerville, MA!

For over 42 years, HOU has provided relocation assistance, direct resident services, and consulting to public, private, and affordable housing organizations. HOU has worked in a diverse range of low and mixed-income communities across 36 states, the District of Columbia, and the US Virgin Islands. HOU has successfully relocated over 60,000+ households in affordable and public housing communities.

This letter of agreement also serves as Somerville Community Corporation's commitment to continue collaborating with HOU during the relocation implementation phase of this project, which includes having HOU staff onsite to facilitate moves and provide resident support. A separate agreement will cover a future contract for the additional scope of relocation implementation work, which is expected to commence in the future, possibly in 2026 or 2027.

HOU's proposed scope of work is based on our expertise and high-level competency in resident relocation and applicable regulations. Our goal is to ensure residents are treated fairly and equitably while providing optimal services during the challenging transition during relocation.

Below is the scope of services and associated fees for the pre-planning phase. HOU can provide a comprehensive proposal for the implementation phase, including regulatory notices, once we receive additional information regarding the construction timeline, demographic information of residents, confirmed sources of financing, and other information.

Project Details

The proposed development at 176-184 Broadway represents a transformative investment in affordable housing in Somerville, MA. The site includes three adjacent parcels, 176, 182, and 184 Broadway, totaling over 11,000 square feet within a Mixed Use Residential (MR5) zoning district. Parcels 176-182 are part

of a recent acquisition, while 184 Broadway is currently owned by Somerville Community Corporation (SCC).

The plan calls for the demolition of existing structures at 176, 182, and 184 Broadway and the construction of a seven-story mixed-use building totaling approximately 31,970 square feet. Upon completion, the development will offer 52 affordable residential units along with essential community amenities, supporting the City of Somerville's goals for long-term affordability, sustainability, and community cohesion along the Broadway corridor.

Currently, four households reside in two-bedroom units across the site and will require relocation, potentially to other SCC-managed properties. The construction timeline is still being finalized but is estimated to span 22 to 24 months.

In addition to this site, 657 Somerville Avenue is also part of the broader development strategy, with details to be further defined as planning progresses.

Funding for the Broadway project will be provided by the Somerville Affordable Housing Trust Fund, with additional financing options actively being explored through other potential lenders.

Initial Scope of Services – Pre-Planning Phase

HOU will provide Somerville Community Corporation with technical assistance and ongoing consulting services, and this pre-planning phase includes the following services:

1. Relocation Plan (will take up to 4 weeks)

- HOU will draft a plan for client approval, then finalize it. HOU will make edits necessary until the plan is approved. The plan will meet regulatory requirements depending on the possible sources of financing.
- HOU will also draft an estimated relocation expenses budget.

2. Consulting /Advisory Services

- Meetings with Somerville Community Corporation and other stakeholders will be held to discuss relocation strategies.
- Discuss lessons learned from other similar relocation projects.
- HOU will track meetings hourly and bill monthly throughout the pre-planning phase.

Additional Information

I. Terms

- The term of this agreement shall commence in November 2025, upon execution of the letter of agreement and continue for 14 months, through December 2026; this may end sooner and will depend on when the onsite relocation effort for this project will be initiated.

II. Fees

- The cost for the pre-planning phase services is outlined below:
 - Consulting Services fee of \$185 per hour to include relocation strategy meetings, market research conducted on behalf of the project as needed, and other advisory services as needed; billed per actual, as requested by Somerville Community Corporation. (HOU estimates approximately 20 hours in total based on prior

experience; however, actual time will depend on how frequently HOU is requested to participate by Somerville Community Corporation)

- The relocation plan totaling \$4,000 will be billed upon completion of the plan.
- Fees are due within 30 days of invoice receipt.
- Costs include all activities described in the scope of services section above.

III. Terms and Conditions

- Both parties agree to maintain confidentiality regarding any proprietary or sensitive information shared during the project.
- Either party may terminate this agreement with thirty (30) days' written notice to the other party. In the event of termination, HOU shall be compensated for services rendered up to the date of termination.

HOU values your trust and looks forward to continuing our successful collaboration at 176-178 Broadway.

By signing below, both parties acknowledge their acceptance of the terms and conditions, including the outlined scope of work and fees. Somerville Community Corporation's agreement to move forward with the implementation phase reflects the mutual dedication to achieving the project's goals.

Chris Jones
Chief Executive Officer
Housing Opportunities Unlimited

Beatriz Gómez Mouakad
Director of Housing Development
Somerville Community Corporation