

GID/WINDSOR RCP SUBMISSION DATA

Contract - Concierge

Submitter: MLombardi@windsorcommunities.com

PropertyEntity: IMP/CalPERS

Property Name: Windsor at Oak Grove

Property Address: 12 Island Hill Avenue Melrose MA 02176

RCP Website Posting Date: 2023-02-16

Posting Expiration Date: 03/17/2023

Vendor Qualifications: All applicable licenses and certificates for a professional conciergesecurity company

Vendor Experience In Local Markets: 5 years in the multifamily industry

Scope Of Work: Concierge services only no security Logging packages into the package locker system providing above-average customer service to residents Assisting leasing office with package system management

Community Contact: Michael Lombardi

Community Telephone: 781-953-3361

Community Email: mlombardi@windsorcommunities.com

Submission Date: 2023-02-16