

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: 2023-04-12

Posting Expiration Date: 05/12/2023

Vendor Qualifications: All licenses and certificates required by any professional concierge services company

Vendor Experience In Local Markets: 5 years multifamily experience

Scope Of Work: Logging packages into package locker system assisting current and prospective residents as needed Assisting leasingmaintenance as needed

Community Contact: Michael Lombardi

Community Telephone: 781-953-3361

Community Email: mlombardi@windsorcommunities.com

Submission Date: 2023-04-12