

**HOUSING AUTHORITY of the BIRMINGHAM DISTRICT**

**PARK PLACE**

**PROGRESS REPORT  
October - 2004**

**Program Managers**

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November 8, 2004

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## **SECTION 1 STATUS REPORTS**

### **RESIDENT RELOCATION AND RETURNS**

October 2004

The resident population of Metro Block A is thirty-one households.

The first occupancy of the new buildings in the new development is scheduled for late November. In the first group of two buildings, six of the units are designated for 'Public Housing' residents. The Property Management Team has scheduled approximately eighteen households from Block 'A', to move into the new development by the end of 2004.

The HABD is currently reviewing options to temporarily relocate the remaining Block 'A' residents who are scheduled to move into the new development after January 2005. The HABD is concerned that the safety and security of the remaining residents is increasingly jeopardized, as the population continues to decrease on this block.

The following is an update regarding the pre-leasing of units in the new development;

- 42 Public Housing Units (returning Metro residents)
- 6 Tax Credit Units
- 8 Market Rate Units

### **COMMUNITY and SUPPORTIVE SERVICES - CSS**

October 2004:

The United Way is in the process of completing their contractual obligation and providing a services close-out summary to the HABD. This summary is also to identify impediments incurred in providing CSS services.

### **HOME OWNERSHIP PROGRAM**

October 2004:

The HABD had re-issued a Request for Qualifications, in an effort to identify and secure a real estate entity (or entities) to assist in the process of identifying additional potential properties for Homeownership sites/acquisitions. Based on the responses received and approval by the Board of Commissioners, the HABD legal staff is preparing contracts for two entities to secure properties for this program.

In Mason City, additional appraisals are being procured for review by the HABD Legal staff. Twenty-three offer letters have been issued. Three positive sell responses have been received from that initial distribution. Additional attempts are planned to contact and secure a response from the property owners in this area. The PMT will be working with the newly hired HABD Homeownership coordinator regarding these efforts.

The HABD Home Ownership program is continuing. The program is working to solicit for additional persons for the program. There are currently ten families enrolled in the program.

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## **SECTION 1 STATUS REPORTS**

### **PROJECT PROGRESS OVERVIEW**

October 2004:

#### **1. Project Implementation**

##### **A. Phase 2 Closing**

The documents associated with the HUD portion of the Phase 2 Closing, have been completed and executed. The financial portion of the Closing has been delayed because FHA needed additional time to review the documents. This portion of the Closing is expected to be completed in November.

##### **B. Phase 2 Design Development and Construction Documents**

The Phase 2 Construction Documents are complete and were submitted to FHA and the Building Department for the permit review process on June 6<sup>th</sup>. The Building Department issued the Phase II Building Permits on September 9<sup>th</sup>.

##### **C. Demolition Project**

Phase 1 Demolition and Phase 2A Demolition, Blocks B, C, D, E, F work is complete and Close-out and final payments have been processed.

The Block 'A' demolition will commence upon completion of relocation of the current residents into the new development housing.

##### **D. Project Construction Progress**

###### **I. Infrastructure-Street Improvements Project-Sanitary Sewer Project:**

Pursuant to documentation dated September 26, 2004, this portion of the Infrastructure Project achieved Substantial Completion.

###### **a. Payment Applications:**

None submitted in October.

###### **b. Requests For Proposal:**

None Outstanding

###### **c. Change Orders issued to date:**

To date, Nine Change Orders have been issued.

|                                  |                 |
|----------------------------------|-----------------|
| The original contract amount was | \$ 5,453,715.00 |
| Net change by Change Orders      | \$ 359,998.96   |
| Current Contract Value           | \$ 5,813,713.96 |

###### **d. Minority Participation and Section 3 Resident Employment**

A Section 3 Plan which encompasses the Infrastructure Project has been submitted to HABD and HUD by MGD.

###### **e. Construction Progress**

Repairs to damage incurred per housing construction sequencing.

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## **SECTION 1 STATUS REPORTS**

### **II. Phase 1 - New Rental Units Construction;**

- a. **Payment Applications:** The HUD inspector reviewed the project this month and Partial Payment Request #9 was submitted by the Contractor and reviewed and approved by the HUD Inspector, Developer, Architect, and PMT.  
❖ MGD Housing Invoice #9 was submitted to HABD for payment in October.

- b. **Construction Progress** – Approximately 60% complete, based on the total construction contract value;

#### **Block 'B' - South**

##### **General Items**

- Concrete Parking Lot Installation = 100%
- Exterior Sidewalks @ Block B South = 100%
- Pre-cast Wall Caps Installed @ Block B = 100%
- Dumpster Pad Material (Installed) = 100%
- Mail Kiosk Installed = 100%
- Exterior Concrete Steps @ rear of Bldg 14 & 15 = 90%
- Pavement Stripping & Wheelstop @ Block B South = 100%

##### **Buildings 14 & 15 (Type 3A)**

- Waterproofing = 100%
- Interior Paint = 100%
- Carpet (Installed) = 100%
- Fire Protection Final Trim = 100%
- Electrical Temp Power Connection = 100%

##### **Building 17 (Type 6 West)**

- Electrical Trim = 75%
- Plumbing Trim = 50%
- HVAC Trim = 50%
- Interior Trim Installation = 95%
- Cabinet Installation = 100%
- VCT Flooring = 100%
- Carpet (Materials= 100% on site)
- Ornamental Metals Install = 100%

##### **Building 16 (Type 6 East)**

- Drywall Installation = 100%
- Textured Ceiling = 100%
- Ornamental Metals Installation = 100%

##### **Building 13 (Type 3C)**

- Drywall = 100%
- Insulation = 100%
- Interior Paint (Primer = 100%)
- Interior Trim Installation = 95%
- VCT Flooring = 100%
- Cabinet (Materials = 100% on site)

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## **SECTION 1 STATUS REPORTS**

### **Building 12 (Type 04)**

- Masonry Install = 95%
- MEP = 100%, & Fire Protection rough-in = 50%
- Siding & Trim Installation = 95%

### **Block C - North**

#### **General Items**

- Pre-cast Wall Caps Materials for Block C = 100%
- Dumpster Pad Material (misc. metals on-site) = 100%

### **Building 10 (Type 04)**

- Masonry Install = 80%
- MEP = 100%, & Fire Protection rough-in = 30%
- Windows Installation = 100 %
- Drywall Stock (Material = 100%)

### **Building 09 (Type 3C)**

- Insulation = 100%
- Ornamental Metals (Material = 100%)

### **Building 08 (Type 3A)**

- Siding & Trim Installation = 95%
- MEP = 100 %

### **Building 06 (Type 3A)**

- Siding & Trim Installation = 100%
- Masonry Installation = 100%
- MEP = 100%

### **Block C - South**

#### **General Items**

- All Exterior Doors & Windows are on site for the buildings in this half block
- Elevator Building Installation on hold; 1/8" & 1/4" Drawings required from Design Team

### **Building 18 (Leasing Office)**

- Framing Package = 100%
- Tyvek = 30%

### **Building 11 (Type 04)**

- Roof = 95%
- Masonry Installation = 35%
- HVAC Rough-in = 90%
- Exterior Doors & Window Installation = 75%

### **Building 07 (Type 3A)**

- Roof = 100%
- Masonry Installation = 100%
- Tyvek Installation = 100%
- Exterior Windows & Doors Installation = 100%
- HVAC & Electrical Rough-in = 100%; Fire Protection Rough-in = 100%
- Plumbing Rough-in = 80%

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## **SECTION 1 STATUS REPORTS**

### **Building 05 (Type 3A)**

- Roof = 100%
- Tyvek Installation = 100%
- Masonry (material on site) = 10%
- Exterior Windows & Doors Installation = 75%

### **Building 04 (Elevator Building)**

- Lower slab elevations excavated, elevator pit & lower stair = 100% (excavation)
- Slab Edge Forms = 90%

### **Block F - West**

#### **General Items**

- Installation of all exterior doors for all buildings in this ½ block.
- All Windows on site except for buildings 02 & 01

### **Building 03 (Type 04)**

- Framing Package = 100%

### **Building 02 (Type 03)**

- Slab Installation = 100%

### **Building 01 (Type 3D)**

- 1<sup>st</sup> Floor Wall Panels Installation = 100%
- 2<sup>nd</sup> Floor Trusses Installation = 30%
- 3<sup>rd</sup> Floor Wall Panels & Roof Trusses (Materials = 100%)

### **III. Phase 1 Site Remediation Project Blocks B south, C, F west**

Funds for the Site Preparation Project are included within the HABD Capital Funds commitment for Demolition - Site Preparation pursuant to the Master Developer Agreement, Exhibit D. The project contract is a GMP construction contract in the amount of \$680,000.00 for construction plus MGD construction management fees.

The total construction value earned to date is \$ 454,492.08 or 67% of the contract value.

#### **a. Payment Applications:**

None submitted in September.

#### **b. Requests For Proposal in process to date:**

None submitted in September.

### **E. Phase 2 Project Low Income Housing Tax Credit Application**

MGD had completed required submissions to AHFA as of February 16. AHFA has approved an extension to allow MGD time to complete HUD and FHA Closing processes.

### **F. Approvals Status**

#### **I. City of Birmingham:**

DRC Approval of Phase II Landscape Plans

Certificate of Occupancies – Phase I, Buildings 14 & 15

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## **SECTION 1 STATUS REPORTS**

### **2. MGD Work in Progress**

- A. MGD is currently focused on the following activities:
- I. Section 3 verification / certification of sub-contractors.
  - II. Completion of Phase 1 Site Preparation-Soil Remediation Project.
  - III. Phase 1 Building Construction Project.
  - IV. Phase 2 Infrastructure Project planning/implementation.
  - V. Block 'A' Development and coordination with Jefferson County/HABD.
  - VI. Property Management services, including marketing and coordination/interaction with residents.

### **3. Off-Site Developer - Request for Proposals (RFP)**

The RFP was released and forwarded to potential proposers, September 8<sup>th</sup>. The Pre-proposal Conference was held September 23<sup>rd</sup>. Ten proposer entities were represented at this meeting which was chaired by the PMT.

One proposal was received on September 30<sup>th</sup>, from Pennrose Properties, LLC. Formal evaluation of the proposals has been authorized to proceed. A recommendation to negotiate will be pending the result of the evaluation process.

### **4. Project Related Meetings**

- October 4  
Phase 2 Conference Call Meeting: MGD / PMT / Legal Teams
- October 5  
Property Management Conference Call Meeting: MGD / IMS / PMT / HABD  
Weekly Progress Review Meeting: MGD / PMT
- October 6  
HABD Progress Review Meeting: HABD Executive / HABD Specialists / MGD / PMT
- October 11  
Phase 2 Conference Call Meeting: MGD / PMT / Legal Teams
- October 12  
Weekly Progress Review Meeting: MGD / PMT  
Property Management Conference Call Meeting: MGD / IMS / PMT / HABD
- October 13  
DRC – Phase II Landscape Approval Presentation  
HABD / PMT Project Issues Meeting
- October 18  
Phase 2 Conference Call Meeting: MGD / PMT / Legal Teams  
Weekly Progress Review Meeting: MGD / PMT  
HABD Board of Commissioners Meeting
- October 19  
Property Management Conference Call Meeting: MGD / IMS / PMT / HABD
- October 20  
HABD Progress Review Meeting: HABD Executive / HABD Specialists / MGD / PMT  
Project Monthly Executive Level Meeting: HABD / MGD / PMT
- October 21  
Phase 2 Conference Call Meeting: MGD / PMT / Legal Teams

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## SECTION 1 STATUS REPORTS

October 25

Phase 2 Conference Call Meeting: MGD / PMT / Legal Teams  
HABD / PMT Project Issues Meeting

October 26

Phase 2 Conference Call Meeting: MGD / PMT / Legal Teams

Property Management Conference Call Meeting: MGD / IMS / PMT / HABD

October 27

Phase 1 Housing Pay Application Review Meeting: HUD / HABD / Design Team / MGD /  
PMT

Phase 2 Conference Call Meeting: MGD / PMT / Legal Teams

October 28

Phase 2 Conference Call Meeting: MGD / PMT / Legal Teams

### 5. Document Submissions and Notices

September Progress Report submitted to HABD by PMT.

Executed copy of Second Amendment to Phase I Predevelopment Loan Agreement

Authorization to coordinate with Jefferson County Site Investigation services in Block 'A'.

Pay Applications

MGD Housing Units Invoice #9

## PROJECT FINANCIAL STATUS

The PMT, Project Accountant, Dennis Mobley, continues to monitor the overall project financial status through HABD Finance Department. To date expenditures are in compliance with Approved Predevelopment Budget expectations for Relocation, HABD Administration, Program Management fees and MGD costs including: Demolition, Infrastructure, MGD project management, Pre-Development Loan Agreement pertaining to Third Party Costs and Advance against Developer Fees.

❖ Phase 1 Building Construction Payment Request #9 has been reviewed and approved by the HUD Inspector, MGD and the PMT.

### 1. Phase II - Pre-Development Loan Financial Report

The amount approved for predevelopment activities associated with the Phase II development shall not exceed \$1,044,093.00 of which \$776,789.00 will be evidenced as cost reimbursables to the developer.

#### I. Payment Applications:

- |    |  |                |
|----|--|----------------|
| a. | Payment Application No. 1 – June 1 <sup>st</sup> , | \$ 689,449.46. |
| b. | Payment Application No. 2 – June 9 <sup>th</sup> , | \$ 47,860.24.  |
| c. | Current Outstanding Balance                        | \$ 306,783.55. |

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## **SECTION 1 STATUS REPORTS**

### **SCHEDULE REVIEW**

- ❖ Relocation  
Block A population is 31 households.
- ❖ Phase 1 Building Construction  
In progress.
- ❖ Public Housing Resident Relocations into new Development.
- ❖ Public Housing Resident Relocations away from Block 'A'.
- ❖ Implementation of Leasing new units.
- ❖ Phase 2 – Financial Closing  
Scheduled for November 2004
- ❖ Phase 2 – Building Construction  
Issuance of NTP.  
Construction Mobilization.

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## **SECTION 2 OUTSTANDING ISSUES**

### **KEY PROJECT ISSUES**

- ❖ Phase 2 Infrastructure Project – completion of Construction Documents, Construction Bid-Out.
- ❖ Home Ownership Program
- ❖ Phase II - Financial Closing
- ❖ Phase II – Construction NTP
- ❖ Block 'A' conceptual design coordination and MOU with Jefferson County.
- ❖ Implementation of on-site Property Management Program and Marketing
- ❖ Off-Site Developers RFP - procurement

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## **SECTION 3 APPENDIX**

- ❖ SITE UPDATE PHOTOS.
- ❖ KEY PROJECT ACTIVITIES SCHEDULE, 31October 04.
- ❖ PHASE 1 CONSTRUCTION SCHEDULE updated to 31October 04.
- ❖ PHASE 2 PROJECT IMPLEMENTATION SCHEDULE updated to 31October 04.
- ❖ 60-DAY WORK IN PROGRESS SCHEDULE, 31October 04.