



## Housing Authority of the City of Columbia, Missouri

### Board Report Staff Memo

To: Board of Commissioners

From: Phil Steinhaus, CEO

Date: June 16, 2015

RE: Affordable Housing Initiative Report

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The following is a current status report for the Columbia Housing Authority's (CHA) Affordable Housing Initiative which includes any significant activity for the past month. All Affordable Housing Initiative reports and information (current and archived) are on our website at [www.ColumbiaHA.com](http://www.ColumbiaHA.com), under "What We Do" / "Affordable Housing Initiative".

#### **Recent Activity (May 2015 & June 2015)**

##### **Patriot Place – Apartments for Veterans**

Our Firm Submission was approved by the Missouri Housing Development Commission (MHDC) and we closed on all aspects of the Low-Income Housing Tax Credit and tax-exempt bond financing on May 27, 2015.

We conducted our pre-construction meeting on June 3 and construction commenced with asbestos abatement on June 8, 2015. Construction of the apartments will begin once the asbestos abatement is complete in mid-June.

##### **Stuart Parker Apartments with Paquin Tower**

Our goal is to complete the firm submission process for the Stuart Parker Apartments with Paquin Tower project by June 30, 2015. Once submitted we expect MHDC to take 60 days or more to review and approve the documents. This will result in closing the financing sometime in August with construction to begin in September.

Construction bids have been received for and evaluated by CHA staff working with E.M. Harris Company, our General Contractor for the project. The evaluation process is complete, the full scope of the project has been completed. We are developing options for the use of the 10% contingency that is set aside for this project. We may be able to enhance our work if we do not need this funding for change orders or other unplanned costs.

We have been working diligently to finalize our relocation plans for the Stuart Parker Apartments. We held a series of informational meetings with residents of both the Stuart Parker Apartments and Paquin Tower the week of June 1, 2015. Informational packets were mailed to all residents in these two projects and our Relocation Coordinator, Ms. Katie Howard will be scheduling individual meetings with each family to coordinate their relocation during the renovation process.

For Paquin Tower, our plan is to relocate everyone from the second floor and then complete the renovations one floor at a time, moving residents from the third floor down to the second floor once complete, and so on, as we work our way up the building. The project schedule projects about 6 weeks to renovate each floor.

**Bond Financing**

The financing package for the tax-exempt housing bonds for Stuart Parker Apartments with Paquin Tower was issued and the low bid from Providence Bank for the \$7,400,000 in construction bonds (B Bonds) was accepted. The rate was very favorable. The permanent loan financing of the \$4,500,000 in A Bonds will take place at a later date. The A Bonds will be sold in various packages related to maturity dates which will bear different interest rates.

**Equity Partners**

We have received Letters of Intent (LOI) from our federal and state tax credit equity partners, Red Stone Equity Partners, LLC and Sugar Creek Capital who will be syndicating our tax credits.

**Firm Submission to MHDC**

As we complete the financing packages for each project, we are also submitting our final documents and cost estimates to MHDC as our Firm Submission to close each deal. When these two processes are complete, we will close on each project and transition into the construction phase. The construction schedule will be finalized once each deal is closed.

We are also working to complete the corresponding milestones in the Rental Assistance Demonstration (RAD) program process and crafting our tenant relocation plans for the Stuart Parker Apartments and Paquin Tower. As noted previously, our plan is to relocate Paquin Tower residents within the building one floor at a time.

The following is our most current schedule for closing the Stuart Parker Apartments with Paquin Tower project. We are anticipating closing in August with relocation and construction to follow.

<b>Stuart Parker/ Paquin Tower</b>									
<b>Timeline to Closing</b>									
Date Prepared:		13-Apr-15							
ACTIVITY	START	END	NOTES	Apr-15	May-15	Jun-15	Jul-15	Aug-15	
CCI Complete PT Bid Docs	04/01/15	04/17/15	Plans & specs ready for EMH to bid	Yellow					
Submit HUD Financing Plan	05/01/15	05/01/15	Fatst Track						
Financing Plan Review	05/01/15	06/15/15	Audit, UW/TM review & RAD approval		Purple				
PT Bids	04/18/15	05/08/15	EMH bidding & review	Blue					
Prepare MHDC Firm	05/01/15	05/29/15	Finalize development budget etc.		Red				
Submit MHDC Firm	06/01/15	06/01/15							
RCC Issuance	06/15/15	07/01/15	Issuance & mailing to CHA			Purple			
Closing Packet to HUD	06/15/15	08/01/15	Submission & review by HUD				Purple		
MHDC Firm issued	07/15/15	08/01/15	MHDC issued & reviewed/ approved by CHA				Red		
Pre-Closing	08/01/15	08/14/15	Finalize docs/ pre-sign etc.					Green	
<b>CLOSING</b>	<b>08/17/15</b>	<b>08/21/15</b>							

### **Bear Creek Apartments**

The RAD Physical Conditions Assessment has been completed along with the final scope of work. Bid documents are being prepared and will be put out for bid the week of June 15. We will finalize the scope of work in early July once the bids have been evaluated.

Our goal is to complete the firm submission process for the Bear Creek Apartments project by July 17, 2015. Once submitted we expect MHDC to take 60 days or more to review and approve the documents. This will result in closing the financing sometime in September with construction to begin in October.

### **Equity Partners**

We have received Letters of Intent (LOI) from our federal and state tax credit equity partners, Mid-West Housing Equity Group and Gardner Capital who will be syndicating our tax credits.

### **Oak Towers**

We have submitted our application for our RAD CHAP (Commitment to enter into a Housing Assistance Payments contract) for our Oak Towers project.

We will submit our \$500,000 Affordable Housing Program grant application to the Federal Home Loan Bank Board (FHLBB) of Des Moines by June 30, 2015 with awards expected in November 2015. Our application scores very high and we believe we have a decent chance of receiving funding.

We will be submitting an application for 4% Low-Income Housing Tax Credits (LIHTC) and tax-exempt Multifamily Housing bonds to the Missouri Housing Development Commission (MHDC) in September 2015 with awards announced in December 2015. On April 21, 2015, the CHA Board approved the submission of an application for \$245,000 in HOME funds from the City of Columbia to support this project. The City of Columbia Community Development Commission will make their funding decisions on June 17, 2015.

We are working with Dominion Due Diligence Group and PWA Architects to complete the RAD Physical Conditions Assessment (PCA) in order to determine the extent of the work required to make adequate renovations to Oak Towers as required by RAD. Key issues will be replacing the hot water boiler system and window air conditioners with a more energy efficient system, possibly converting Oak Towers to a ground-source geothermal heating and cooling system with heat pumps similar to what we did at Paquin Tower. We also need to make at least 5% of the units at Oak Towers accessible.

*A draft scope of work based on the RAD PCA has been developed and is attached to this report.*

### **Bryant Walkway Apartments**

We submitted our application for our RAD CHAP (Commitment to enter into a Housing Assistance Payments contract) for our Bryant Walkway Apartments project in April, 2015.

We will be resubmitting an application for 9% Low-Income Housing Tax Credits to the MHDC in September 2015. This project was submitted in September 2014 but did not receive funding.

### **Columbia Community Housing Trust – 207 Lynn Street**

The Columbia Community Housing Trust is requesting \$30,000 in HOME funds from the City of Columbia to construct a single-family home at 207 Lynn Street. Details on this project are included in the CCHT Board packet.

**Oak Towers – (PNA) Physical Needs Assessment**  
**Site: Amp#3 Located at 700 North Garth Avenue**

**Mechanical & Plumbing**

**Install a Hybrid Geothermal Well Field and Cooling Tower for the building HVAC systems.**

- Geothermal Well Field to be used for the building loop, heat exchangers, risers piping, heat pumps energy recovery units and for the Daikin systems.

**HVAC Hallways & Apartments – Existing System installed 1968 & 2000**

- Remove (3) existing rooftop exhaust fans
- Remove (1) penthouse make up air handler
- Remove (2) roof top air conditioner units
- Install New Energy Recovery Unit and duct existing rooftop exhaust to the new energy recovery unit.

**HVAC Lobby Areas – Existing Systems installed in 1968 & 2000**

- Remove (1) multi-zone air handler
- Remove (2) air conditioners
- Remove all existing hot water radiator
- Install (20) New Daikin ceiling Cassettes & Equipment

**HVAC Apartments & Day Rooms – Existing System installed 1968**

- Remove existing hot water radiators
- Remove existing hot water piping
- Install New Riser piping to each room and install (217) Climate Master Heat Pumps for Heating and Cooling with limiting thermostats.

**HVAC Shop, Storage Areas, Stairwells & Breezeways – Inst. 1968**

- Remove existing hot water radiators
- Remove exist hot water heaters/ventilator
- Install New Heat Pumps & Electric Heaters

**Domestic Hot Water Boiler System – Installed 1995**

- Remove existing Teledyne Laars Boiler
- Install High Efficiency Domestic Boiler

## **Doors**

- Replace (210) hollow core doors in the bathroom and bedroom doors in the apartments

## **Hardware**

- (3) New spring hinges per apartment door to match existing hinge size (147) doors total
- (3) New spring hinges per janitor/electrical room/telephone room per door to match existing hinge size (15) doors total
- New Schlage Commercial deadbolt with removable core on apartment entry doors (147) total.
- New Schlage Commercial lever handle door on all apartment and public doors (272) total. (147) passage lever on apartments & (72) locking lever locks.
- New Key Pinning for all new 6 pin Schlage deadbolts and lever locks (added)

## **Windows**

- Replace all single hung windows in the apartments with Bi-sliding windows with low E vapor pane glass

## **Finishes**

### **Public Corridor Flooring**

- Remove existing 12 inch x 12 inch VCT floor tile and encapsulate mastic on all floors (Floors 2 through 8)
- Provide new heavy duty Armstrong Luxe luxury vinyl plank flooring in public corridors (Floors 2 through 8)
- Remove 4 inch high resilient base and provide new 4 inch high cove rubber molded wall base (Floors 2 through 8)

### **Public Corridor Ceilings**

- Install New 24 inch x 48 inch acoustical ceiling grid system and panels on the 1<sup>st</sup> floor lobby area

## **Equipment**

### **Appliances**

- New 18 cubic foot Energy Star rated refrigerator with top mounted freezer in all units (147) total.
- New 30 inch wide electric range with front controls in all units (147) total.
- New 30 inch wide recirculating range hood in all units (1417) total.

### **Trash Chute**

- Remove the existing 24 inch diameter trash chute, vent, and doors and install new 24 inch diameter, 16 gauge, and trash chute. 15 inch wide x 18 inch high, stainless steel, self-closing, positive latching, bottom hinged door at each floor (8) total. New 24 inch diameter vent to 4 foot above existing roof with metal explosion cap. New 1-1/2 inch x 1-1/2 inch x 3/16 inch trash chute floor angles. Discharge to be inclined, odor controlled with fusible link on discharge door.
- Trash Chute Sprinklers. ½ inch IPS 165 degree sprinkler head with shield above trash chute top intake. ½ sprinklers and shields at every second intake of trash chute. ¾ inch IPS flushing spray head centered in chute above top intake for connection by plumber.

### **Furnishings**

#### **Kitchen Cabinets**

- Install Severe Use Cabinets and Countertops.
- Remove existing wood frame kitchen base cabinets, doors, drawers, and hardware and provide new kitchen oak wood frame base cabinets, doors, drawers, and hardware. Provide removal cabinet front on all kitchen sink base cabinets (200) total.
- Remove existing wood kitchen wall cabinets, doors, and hardware and provide new kitchen oak wood wall cabinets, doors, and hardware
- Remove existing kitchen plastic laminate countertop and backsplash and provide new kitchen plastic laminate countertop and backsplash.

### **Specialties**

#### **Shower Panels**

- Remove existing shower panels and caulking on all walls of the shower and grab bars in each unit (137) total. Less ADA unit
- New high gloss acrylic panels will be installed on the existing shower walls with double coated foam tape and rubber adhesive. Seal all joints with silicone sealant.

#### **Grab Bars**

- Remove existing grab bars in apartment showers (147) unit total.
- New 1-1/2 diameter grab bars in apartment shower and adjacent water closets (147) total.

### **Special Construction**

#### **ADA Accessible Apartments**

- Convert (10 existing apartments) into (8) ADA accessible units on the south wing on second floor to meet MHDC 5% compliance