



# Housing Authority of the City of Columbia, Missouri

## Board Report Staff Memo

To: Board of Commissioners  
From: Phil Steinhaus, CEO  
Date: June 21, 2016  
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 & June 2016)

#### Patriot Place – Apartments for Veterans

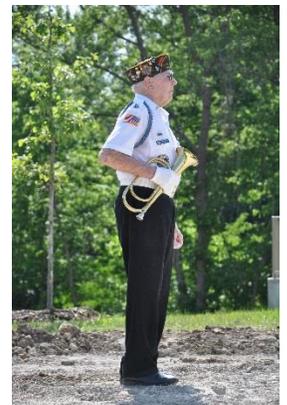
The Patriot Place Apartments are complete and Veterans have begun to move in. We moved our first three Veterans into apartments on Monday, April 11, 2016. Our goal is to move Veterans into the apartments over a period of three months with full occupancy by July 15, 2016. There are currently 16 apartments rented to Veterans containing 17 people including one couple. There are 2 female Veterans living in Patriot Place.

All 25 apartments have been fully furnished. Volunteers from Veterans United Home Loans helped unload the furniture from the trucks and moved it into the apartments. They assembled furniture, and made the beds, and arranged the apartments ready to move in.

An open house and dedication celebration was held on May 26, 2016 beginning at 3:30 p.m. The event was a great success with over 200 people in attendance. The flag poles and picnic pavilion have been installed. Work will begin shortly on the raised garden beds and orchard in Patriot Park. The Columbia Center for Urban Agriculture received a grant of \$5,000 from the Lowes Heroes Program to create the garden.



Welcome Home is planning a ground breaking for their adjacent facility on Thursday, June 30, 2016 at 8:00 a.m.



## Stuart Parker Apartments with Paquin Tower

All of the buildings on Unity Drive have been gutted and the floor slabs have been removed. New concrete floors been poured and new plumbing and electrical conduit has been installed. Framing has started on these units and the new floor plans are starting to take shape. Windows have been installed and workers have started installing siding. Piers have been poured and the new porches and patios are being installed.



New sewer mains have been installed and will be connected to the new laterals to each building.

We have worked out a great plan with the City of Columbia to place the electrical service to all of the units underground. Several utility poles will be removed. Only utility poles with dusk-to-dawn lights will remain. Additional conduit will be laid so that all phone and media cables will also be underground. This will greatly reduce the clutter of overhead wires that existed on the site.

Work on Unity Drive will be completed later this summer and the renovation process will move over to Lincoln Drive. We believe we have worked out most of the unanticipated construction issues with the first set of renovations on Unity Drive which will result in a faster construction schedule on Lincoln Drive. A storm-water management plan for the site has also been developed which will utilize a retention pond in an isolated piece of property at the back of Hicks Drive.



## Paquin Tower – Renovation Updates

Work has been completed on the 2<sup>nd</sup> and 3<sup>rd</sup> floors and residents have been moved into these renovated apartments. We have established an aggressive schedule for completion of Paquin Tower by the end of the calendar year. There is a significant financial advantage to completing the project before the end of the year. In order to accomplish this, we are vacating a third floor so we can work on three floors at a time. The abatement process is time consuming, so this will allow the workers doing the abatement to stay ahead of the other crews.

The new elevator cabs and associated controls and equipment have been ordered and will take several months to be completed and delivered. Elevators will be replaced one at a time.

On June 10, 2016 the John Durnell, the Construction Superintendent provided the following construction update:

- Demolition started on the 5<sup>th</sup> floor June 6<sup>th</sup> and was completed on June 9<sup>th</sup>.
- Abatement for the 5<sup>th</sup> floor started June 10<sup>th</sup>.
- The drywall was completed on the 4<sup>th</sup> floor for all shower surrounds on June 9<sup>th</sup> and Missouri Terrazzo Started the epoxy process on June 9<sup>th</sup> as well.
- Drywall is been hung in most of the kitchen cabinet areas on the 4<sup>th</sup> floor and we are in the process of doing the taping of those areas.
- Cabinets for the 5<sup>th</sup> floor will be delivered on Wednesday June 15<sup>th</sup>.
- Unit flooring 4<sup>th</sup> floor will be installed on June 14<sup>th</sup>.
- The plumbers this week got all the water line shuts off installed on the 4<sup>th</sup> floor. And started the 5<sup>th</sup> floor waste replacements.

On June 16, 2016, John Durnell provided the following update for Paquin Tower:

**Fourth Floor:**

- Missouri Terrazzo started on the shower stalls with the epoxy process, they have meshed and floated out the walls and now applying the sand based coating on all walls and building up the transition hump.
- All drywall has been taped and sanded.
- Units 401 and 414 have had the new flooring installed.
- Cabinets were delivered June 15th and the carpenters are in the process of installing.
- Starting Monday the painters will be back on site and start the 4th floor hallway so that the acoustical ceiling can be installed. Once finished with the hall they will start the units.
- Monday or Tuesday depending when the doors arrive at Comarco on Friday we will receive the entry doors and hardware for the units. Installation will start on delivery.

**Fifth Floor:**

- This past week ARSI has been in the process of abatement for the floors. We should get an all clear tomorrow Friday the 17th Plumbing of the waste lines started the week before and will resume now that we have access to the floor again.
- Drywall will begin on Monday, June 20.

**Seventh Floor:**

- The demo of this floor is completed as of today, all lights that are to be reused have been dropped and retro fitted to code, Conduit for new location of lights have been installed. Friday the 17th Abatement will start on the floors.

**Bear Creek Apartments**

We closed on the Bear Creek financing package on May 25, 2016. The pre-construction meeting for contractors was held on Wednesday, June 15, 2016. Construction is scheduled to start on Monday, June 20, 2016.

The tax-exempt housing bonds for this project were privately placed with Central Bank of Boone County. We currently have enough vacancies at our Bear Creek Apartments to be able to relocate tenants to new units once they are renovated.

**Bear Creek – Relocation Updates**

Currently CHA has twenty-six vacant units at Bear Creek. There will be three-to-five residents relocated in late June, 2016 to give the contractors a total of 9 buildings to start the remediation work and the renovations. We are hoping that most of the residents at Bear Creek will only need to be move one time to their newly renovated apartment. There are several residents that are either over/under housed which will be addressed during the relocation process. CHA is working on the relocation schedule and getting bids for the moving cost ready for Bear Creek.

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**Oak Towers**

We have received our RAD CHAP (Commitment to enter into a Housing Assistance Payments contract) on September 9, 2015 for our Oak Towers project.

The City of Columbia Community Development Commission recommended \$80,000 in funding for Oak Towers on June 17, 2015. We received notice in November that we were awarded \$500,000 in funding from the Federal Home Loan Bank Board (FHLBB) of Des Moines through the Affordable Housing Program grant.

We were awarded \$590,000 in Federal 4% Low-Income Housing Tax Credits (LIHTC) and \$590,000 in State LIHTC funding combined with tax-exempt Multifamily Housing bonds from the Missouri Housing Development Commission (MHDC) on December 4, 2015. The Federal and State LIHTC funding is \$590,000 per year for 10 years.

PW Architects have completed the architectural drawings and the construction bid documents. The project was put out for bid on April 27, 2016 with bids received and evaluated. The construction bids we received were very favorable and we anticipate being able to complete the full scope of work outlined in the bid documents. Total construction costs are estimated to be \$7,053,109.00 with a Cost Per Gross Square Foot of \$ 74.71 and a Cost Per Dwelling Unit of \$ 47,980.33.

A tentative construction schedule has been developed based on a closing date in early October 2016.

**Tentative Construction Schedule (Subject to Change)**

- Finalize Financing .....October 2016
- Residents relocated from the 2<sup>nd</sup> Floor to other vacant units at Oak Towers .....October 2016
- Begin Construction..... Mid-October 2016
- Begin with the 2<sup>nd</sup> Floor and work up to the 8<sup>th</sup> Floor, relocating residents as we go.
- Approximately 45 days per floor.
- Begin installation of heat pumps and geothermal system ..... May 2017
- Complete installation of heat pumps and geothermal system..... September 2017
- Remove window unit air conditioners ..... September 2017
- Complete all renovations ..... December 2017

Major work items include replacing the hot water boiler system and window air conditioners with a more energy efficient system by converting Oak Towers to a ground-source geothermal heating and cooling system with heat pumps similar to what we did at Paquin Tower. We will make 8 of the units (5%) at Oak Towers fully accessible. The domestic hot water system will also be replaced. A complete projected scope of work for Oak Towers is attached at the end of this document.

We completed boring a test well this past April and tests were very favorable for installing a ground-source geothermal system. We submitted an application for \$100,000 in CDBG funding to install solar collectors on the roof of Oak Towers. Since the demand for CDGB funds was so high, we reduced our request to \$50,000 during our presentation to the Community Development Commission. We were able to do this because of the favorable construction bids combined with energy credits we will receive from installing our ground-source geothermal system and the solar collectors. A new solar product is now available that can lay directly on top of our roof and appears to be a great solution. A match of \$25,000 is also available from the City of Columbia Water and Light Department for this project.

If we are able to get the firm submission back from MHDC by the end of August 2016, we will be able to use the next month or so to complete the closing process and tentatively begin construction in late October 2016 with the goal of completing the project by the end of 2017. A critical timeframe to work around is the installation of the ground-source geothermal system with heat pumps in every apartment. This can only be completed during the summer months when we can turn off the heat to the building. The geothermal system will need to be installed between the months of May 2017 and October 2017.

**Bryant Walkway, Providence Walkway, and East Park Avenue Apartments**

We were disappointed that our Bryant Walkway Apartments project did not receive and allocation of 9% LIHTC funding for the second year in a row. We plan to resubmit an application for 9% LIHTC funding in September 2016

We lost our original RAD CHAP (Commitment to enter into a Housing Assistance Payments contract) for our Bryant Walkway, Providence Walkway, and East Park Avenue Apartments due to the fact that these projects were not funded by MHDC in a timely manner.

We submitted a new request for a RAD CHAP on July 17, 2015 and we are still on the waiting list for approval. This will depend on how many currently approved CHAPs have to forfeit their award due to lack of progress or funding. We expect more information later this summer about our request.

If awarded a CHAP before September 2016, we will resubmit an application for 9% Low-Income Housing Tax Credits to the MHDC in September 2016 for our Bryant Walkway Apartments.

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### **McBaine Townhomes**

The Missouri Housing Development Commission (MHDC) recently completed its annual Physical, Management, and Occupancy Review of our McBaine Townhomes. The report reflects ratings as follows:

#### **Physical Condition I Maintenance Practices Review - SUPERIOR**

- There are NO reportable deficiencies in the "Physical Condition/Maintenance Practices".

#### **Management Policies and Procedures Review - ABOVE AVERAGE**

- Property performs successful without reportable deficiencies in the "Over-all Management Review."

#### **File Review -ABOVE AVERAGE**

- Property performs successful without reportable deficiencies in the "File Review."

#### **Occupancy - SUPERIOR**

- Property maintains an "Occupancy" rate that is 95% to 100%

Laura Lewis, Director of Affordable Housing Operations and Greg Willingham, Director of Maintenance and Modernization are highly commended for doing such an outstanding job in maintaining the files and facility of the McBaine Townhomes.



# Housing Authority of the City of Columbia, Missouri

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## Oak Towers Renovations – Scope of Work

June 13, 2016

To receive monthly reports on the renovation process for Oak Towers, please send an email to Phil Steinhaus, CEO of the CHA: [psteinhaus@columbiaha.com](mailto:psteinhaus@columbiaha.com)

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### **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, Offices and Maintenance Shop – Existing Systems installed in 1968 & 2000**

- Remove (1) multi-zone air handler
- Remove (2) condenser units
- Remove all existing hot water radiator
- Install (22) 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 Basement Shops, Storage Areas, Stairwells & Breezeways – Inst. 1968**

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

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

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

**Install Water to Water Heat Pumps for pre heating the domestic hot water supply to the domestic boiler and for back up heating.**

### **Domestic Cold Water Systems – Installed in 1995**

- Remove and replace existing Domestic Water Back Flow Preventers
- Remove and replace existing Fire Line Back Flow Preventers

### **Waste Lines**

- Remove and replace all horizontal plumbing to the kitchen, vanity and bathtub with no hub cast iron piping.

### **Faucets & Shower valves**

- Replace all kitchen, lavatory faucets, shower & Tub valves.

## **Conveying Systems – Elevators**

### **Elevator Upgrades – Installed in 1995**

- Remove and replace the existing drives, elevator cab controls, doors operators, door beams and door mechanisms.
- Install LED Floor indicators and voice in both cabs

## **Electrical Retrofits**

### **Interiors, Exteriors, Common areas & Apartments**

- Remove and replace with Energy Efficient LED lighting

### **Emergency Lighting**

- Remove existing emergency exit lighting in corridors install new LED emergency exit lighting in corridors

### **Exit Lights**

- Remove existing and provide new hard wired LED exit lights

### **Apartment Smoke Detectors**

- Remove existing apartment & day room smoke detectors and provide new apartment smoke detectors in each unit.
- Add (63) total additional hardwired smoke detectors in the 1 Bdrm apartments.

## **Doors & Windows**

### **Lobby Automatic Door Operators – Installed 2003**

- Remove and replace (4) bi-part sliders in dark bronze finish. Includes auto lock, paddle panics with vapor pane glass

### **Doors**

- Replace (210) hollow core doors in the bathroom and bedroom 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.
- Install (72) locking lever locks and key to new master key system.
- 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 or new 12x12 VCT tile (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. We may only replace the ceiling tiles?

## **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.

### **Trash Chute**

- Clean the existing 24 inch diameter trash chute. Install new 24 inch diameter, 16 gauge trash chute discharge in the basement. Install new 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. 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 bathtubs and grab bars in each unit (63) total.
- Install 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 and tubs (147) unit total.
- New 1-1/2 diameter grab bars in apartment shower and adjacent water closets (147) total.

### **Special Construction**

#### **ADA Accessible Apartments (to meet MHDC 5% compliance)**

- Convert 7 existing efficiency units into 7 ADA 1 bedroom accessible units on the east wing on 2<sup>nd</sup> floor through the 8<sup>th</sup> floor. Apartments 819 down to 219 using the existing day rooms to expand to a 1 bedroom unit.
- Convert 1 existing 1 Bedroom unit into a fully ADA accessible unit. Apartment #814.