

PUBLIC NOTICE:



Home Forward
BOARD OF COMMISSIONERS
will meet on
Tuesday, July 20, 2021
At 5:15 pm
Zoom Register here:

https://homeforward.zoom.us/webinar/register/WN_U_qoS6ysTICRJzwwpXDjgA



MEMORANDUM

To: Community Partners Date: July 13, 2021

From: Michael Buonocore, Executive Director Subject: Home Forward Board of Commissioners July Meeting

The Board of Commissioners of Home Forward will meet on Tuesday, July 20, 2021 at 5:15 PM virtually using the Zoom platform. The meeting will be accessible to the public via phone and electronic device.

If you would like to provide public testimony or view the meeting, please use this link to sign up

https://homeforward.zoom.us/webinar/register/WN_U_qoS6ysTICRJzwwpXDjgA

The commission meeting is open to the public.

AGENDA



BOARD OF COMMISSIONERS MEETING

HOME FORWARD
135 SW ASH STREET
PORTLAND, OREGON

VIA ZOOM

https://homeforward.zoom.us/webinar/register/WN_U_qoS6ysTICRJzwwpXDjgA

JULY 20, 2021 5:15 PM

AGENDA

INTRODUCTION AND WELCOME

PUBLIC COMMENT

General comments not pertaining to specific resolutions. Any public comment regarding a specific resolution will be heard when the resolution is considered.

MEETING MINUTES

Topic
Minutes of June 15, 2021 Board of Commissioner Virtual Meeting

CONSENT CALENDAR

Following Reports and Resolutions:			
21-07	Topic	Presenter/POC	Phone #
01	Authorize Fiscal Year 2021 Budget Amendment	Peter Beyer	503.802.8538
02	Authorize Adoption of Findings Based on the Report of the Hearings Officer and Approval of an Exemption from Competitive Bidding for the Fairfield Apartments	Celeste King Amanda Saul	503.802.8541 503.802.8552

03	Authorize Intent to Issue Bonds for SE Powell Development	Amanda Saul Ben Loftis	503.802.8552 503.802.8510
----	---	---------------------------	------------------------------

RESOLUTIONS/REPORTS

Following Reports and Resolutions:			
21-07	Topic	Presenter/POC	Phone #
04	Authorize Home Forward Property Naming Policy	Taylor Smiley Wolfe	503.802.8506
05	Authorize Naming of the Baldwin Site to Hattie Redmond Apartments	Pamela Kambur Amanda Saul	503.802.8508 503.802.8552
06	Authorize Amendments or Contracts for Construction Management/General Contractor (CMGC) Services with Bremik for the Baldwin Development	Amanda Saul Leslie Crehan	503.802.8552 503.802.8463
07	Authorize Execution of Contract for Construction Management/General Contractor (CMGC) Services for Troutdale Housing	Amanda Saul Leslie Crehan	503.802.8552 503.802.8463
08	Recognize Commissioner Miki Herman	Michael Buonocore	503.802.8423

THE NEXT MEETING OF THE BOARD OF COMMISSIONERS

Home Forward is currently operating in a state of emergency. We will continue to conduct board-related business as it is currently scheduled but will update the public on the venue or forum by which it occurs as we assess the situation.

The next Board Work Session will be on Wednesday, August 4, 2021 at 5:30 PM. The next Board of Commissioners meeting will be Tuesday, August 17, 2021 at 5:15 PM.

EXECUTIVE SESSION

The Board of Commissioners of Home Forward may meet in Executive Session pursuant to ORS 192.660(2). Only representatives of the news media and designated staff are allowed to

attend. News media and all other attendees are specifically directed not to disclose information that is the subject of the session. No final decision will be made in the session.

ADJOURN

MINUTES



**BOARD OF COMMISSIONERS MEETING
HOME FORWARD
CONFERENCE CALL
135 SW Ash Street Portland, OR 97204
June 15, 2021**

COMMISSIONERS PRESENT

Chair Damien Hall, Vice Chair Matthew Gebhardt, Commissioners Dina DiNucci, TomiRene Hettman, Vivian Satterfield, Rakeem Washington

STAFF PRESENT

Elise Anderson, Peter Beyer, Michael Buonocore, Shaun Cox, Robert Dell, Dena Ford-Avery, Nasir Idrees, Branka Kravljaca, Kitty Miller, Odalis Perez, Jacquie Richards, Kandy Sage, Amanda Saul, Shannon Schmidt, Kellie Shaw, Ian Slingerland, Taylor Smiley Wolfe, Celia Strauss

COUNSEL PRESENT

Sarah Stauffer Curtiss

Chair Damien Hall convened the meeting at 5:19 PM.

PUBLIC COMMENT

Diane Drum, neighbor to Dahlke Manor said she is speechless as residents and neighbors absorb the impact of the trauma suffered two weeks ago. As a neighbor to Dahlke Manor, Drum said we continue to be allies with Home Forward. Through her professional life she understands the community at Dahlke but feels that Home Forward has let the ship loose with multiple lease violations and what was experienced on a recent weekend is a resounding indication. Drum's hope is that management will address consistency in their lease obligations, recognizing that compassion and humanity are important, but that the people served by Home Forward need more consistency. She doesn't want to lose sight that Dahlke Manor has neighbors vested in their homes and the surrounding neighborhood. She would like to see that Home Forward and the Dahlke community share the same concerns for the neighborhood.

Chair Damien Hall thanked Drum for being a concerned neighbor. Drum responded saying there should be a safe, healing environment for residents and neighbors.

Bill Kowalczyk read from prepared testimony. Kowalczyk has been a neighbor of Dahlke Manor for 36 years. He shared his long history with Home Forward through activities at Columbia Villa, partnerships with Portland Youth Builders and Home Forward that involved Stephens Creek Crossing and as a neighbor the relationship runs deep.

Kowalczyk feels Dahlke Manor has been an asset to the neighborhood and Home Forward a good neighbor up until three years ago. There has been rampant drug dealing and intimidation, a used and stolen vehicle operation surrounding the building. This brings us to the recent situation where residents and neighbors were held hostage to a situation for a better part of a weekend and the trauma this entailed.

In closing Kowalczyk said we must not mistake compassion for enabling; or use limited resources as an excuse to not intervene. Nor allow one person to traumatize other residents and neighbors for days. In summary, over the last three years Dahlke Manor has gone from being an asset to being an out-of-control risk to the neighborhood and we must find common ground to do better.

Chair Hall thanked Kowalczyk for his thoughtful remarks and understands that the open lines of communication don't always have all the solutions. Hall said Home Forward appreciates the tireless advocacy. He recognized this isn't the first time before the board and previously these have been positive interactions.

Dahlke Manor resident Cathy Millis amplified the testimony that the situation was traumatizing and horrific and shared what she witnessed. She found the events frustrating in the time it took for officials to act and the fear it instilled for the residents, especially those living on his floor. Millis also raised concerns that there could be a sublease situation taking place in a neighboring unit to her. The resident is not causing any problems, but the situation is uncomfortable not knowing who is in the unit. She requested an answer to what is allowed with subleasing.

Chair Hall said staff will provide more information considering what Millis is observing.

Hollywood East resident Neil Goodman spoke to several systemic problems at Hollywood East. He expressed concerns about being heard and likened issues at Dahlke to Hollywood East. Goodman feels he is just a number and pointed out that "you work for

me” and that the focus is internal espionage. He previously asked about the back-to-work issue and student status and feels it wasn’t adequately addressed.

Chair Hall expressed understanding and hope that Goodman will return with his concerns that he feels are not being responded to.

MEETING MINUTES

Minutes of the May 18, 2021 Board of Commissioners Conference Call Meeting

Chair Damien Hall requested a motion authorizing approval of the minutes for May 18, 2021 Board of Commissioners meeting.

There being no discussion, Vice Chair Matthew Gebhardt moved to approve a motion for approval, and Commissioner TomiRene Hettman seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye
Vice Chair Matthew Gebhardt—Aye
Commissioner Dina DiNucci—Aye
Commissioner TomiRene Hettman—Aye
Commissioner Vivian Satterfield—Aye
Commissioner Rakeem Washington—Aye

CONSENT CALENDAR

Resolution 21-06-01 Authorize Amendment I to FY2021 Moving to Work Plan

Chair Damien Hall requested a motion authorizing approval of Resolution 21-06-01 Amendment I to FY2021 Moving to Work Plan.

There being no discussion, Commissioner Vivian Satterfield moved to approve a motion for approval, and Vice Chair Matthew Gebhardt seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye
Vice Chair Matthew Gebhardt—Aye
Commissioner Dina DiNucci—Aye
Commissioner TomiRene Hettman—Aye
Commissioner Vivian Satterfield—Aye
Commissioner Rakeem Washington—Aye

MISSION MOMENT – Steve Rudman Scholarship Fund Recipients

Odalís Perez, Community Services Program Manager kicked off the Mission Moment and explained the process and goal of the scholarship. Over 200 applications were mailed and for the first-time students could apply online thanks to Home Forward's IT Department. Eleven applications were received, with five being complete. The final five were reviewed by the selection team.

Perez introduced Rachel Langford. Langford described the selection process and the amazing applicants. She expressed gratitude to the selection committee comprised of Commissioners Washington and Kim, along with Steve Rudman and Josh Laurie of Portland Community College. This year five scholarships were awarded.

Steve Rudman was not able to participate, but Langford conveyed Rudman's remarks to the winners. "You have accomplished a lot in your young lives and deserve this opportunity. It's great you will have support from Home Forward and I wish you all the best in realizing your dreams and goals in the future. I'm so happy that the scholarship program continues, even in this pandemic year, and I was pleased to be on the selection committee again. Thanks much to the board and staff at Home Forward for the scholarship program and for all that you do in providing housing opportunities to so many in our community."

Shaun Cox, GOALS Program Supervisor expressed his honor in introducing the five 2021 scholarship recipients. Cox introduced Awo Belel, Dominick Branch, Ja Rhianna Causey, Deeonnie Wilkins and Delana Wilkins. Each student expressed their appreciation to Home Forward for the opportunity and a special shout out to their GOALS coordinators, Nasir, Jacquie, Branka and Akeeta.

Vice Chair Matthew Gebhardt congratulated the students and hoped one day he could have the opportunity to be on selection committee. He was inspired by the student's hard work, diligent pursuits, and volunteer activities, expressing hope of hearing from them again in the future.

Chair Damien Hall seconded Gebhardt's words adding to be sure to look at the "chat." Congratulations on all the work to get where you are, especially writing those essays. A great job.

Executive Director Michael Buonocore said we are proud of all the winners. We will continue to root for you and welcome your return with stories of your successes. Commissioner TomiRene Hettman challenged the students to unleash their inner lion. You

are an inspiration and happy we can do this. GOALS Coordinator Nasir Idrees reflected on their journey and the appreciation of all the GOALS staff that saw them through.

RESOLUTIONS

RESOLUTION 21-06-02 Authorize Execution of Contract for Professional Architecture and Engineering Services for Troutdale Housing

Amanda Saul, Assistant Director presented the resolution noting that the next two resolutions are related to Troutdale Housing. Resolution 21-06-02 is authorizing a contract with MWA Architects for an amount to not exceed \$1, 687,000 for full architecture and engineering services from programming through construction administration. Saul provided the board with the background for Troutdale Housing and concluded by saying the resolution had been reviewed by the READ Committee.

There being no further discussion, Chair Damien Hall requested a motion to approve Resolution 21-06-02. Commissioner TomiRene Hettman moved to adopt resolution 21-06-02. Vice Chair Matthew Gebhardt seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye
Vice Chair Matthew Gebhardt—Aye
Commissioner Dina DiNucci—Aye
Commissioner TomiRene Hettman—Aye
Commissioner Vivian Satterfield—Aye
Commissioner Rakeem Washington—Aye

RESOLUTION 21-06-03 – Authorize Submission of Low-Income Housing Tax Credits and Funding Applications for Troutdale Housing

Saul continued with Resolution 21-06-03 which authorizes the Executive Director to submit a funding application to Oregon Housing and Community Services for available funding. The resolution would also ensure applications to other funding sources if the need arose to pursue.

There being no further discussion, Chair Damien Hall requested a motion to approve Resolution 21-06-03. Vice Chair Matthew Gebhardt moved to adopt resolution 21-06-03. Commissioner TomiRene Hettman seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye

Vice Chair Matthew Gebhardt—Aye
Commissioner Dina DiNucci—Aye
Commissioner TomiRene Hettman—Aye
Commissioner Vivian Satterfield—Aye
Commissioner Rakeem Washington—Aye

RESOLUTION 21-06-04 Authorize Submission of Low-Income Housing Tax Credits and Funding Applications for Grace Peck Terrace

Robert Dell, Project Manager presented the resolution saying that in March 2021, the board authorized the use of an alternative procurement. Resolution 21-06-04 authorizes the use of multiple financing sources. We are currently preparing a financing application to Oregon Housing and Community Services. Dell went onto described the renovation taking place at Grace Peck Terrace and closed saying the resolution had been reviewed at the June 4 READ Committee meeting.

There being no further discussion, Chair Damien Hall requested a motion to approve Resolution 21-06-04 Commissioner Vivian Satterfield moved to adopt resolution 21-06-04. Commissioner TomiRene Hettman seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye
Vice Chair Matthew Gebhardt—Aye
Commissioner Dina DiNucci—Aye
Commissioner TomiRene Hettman—Aye
Commissioner Vivian Satterfield—Aye
Commissioner Rakeem Washington—Aye

RESOLUTION 21-06-05 – Authorize Execution of a Contract for Design-Build Services for Grace Peck Terrace

Project Manager Dell continued with the last resolution 21-06-05 authorizing a contract with Walsh Construction and described the phased construction costs. The initial phase will be programming with future phases for design and construction that will be authorized by contract amendments.

There being no further discussion, Chair Damien Hall requested a motion to approve Resolution 21-06-05 Commissioner Dina DiNucci moved to adopt resolution 21-06-05. Vice Chair Matthew Gebhardt seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye
Vice Chair Matthew Gebhardt—Aye
Commissioner Dina DiNucci—Aye
Commissioner TomiRene Hettman—Aye
Commissioner Vivian Satterfield—Aye
Commissioner Rakeem Washington—Aye

ADJOURN

There being no further business, Chair Damien Hall adjourned the meeting at 6:10 PM.

Celia M. Strauss
Recorder, on behalf of
Michael Buonocore, Secretary

ADOPTED: JULY 20, 2021

Attest:

Home Forward:

Michael Buonocore, Secretary

Damien R. Hall, Chair

CONSENT CALENDAR



MEMORANDUM

To: Board of Commissioners

Date: July 20, 2021

From: Peter Beyer, Deputy Executive
Director
503.802.8538

Subject: Authorize Fiscal Year 2021 Budget
Amendment
Resolution 21-07-01

The Board of Commissioners is requested to approve the amendment to Home Forward's Fiscal Year (FY) 2021 budget the period of January 1 to December 31, 2021.

BACKGROUND

In December 2020, the Board of Commissioners approved Home Forward's fiscal year 2021 budget. Since that time, Home Forward has received additional resources to respond to the impact of the COVID-19 pandemic and to ensure households remain stably housed. Because these additional resources are material in nature, the fiscal 2021 budget is being amended. In summary, total revenues are anticipated to increase by \$80.6 million and total expenses are anticipated increasing by \$80.1 million. A summary of the budget changes is included in the budget document as well as below:

1. Additional rent assistance (income and expenses) = \$79.0 million

During the fiscal year, Home Forward received additional rent assistance resources from federal and local sources. Some the resources are short term in duration (to be spent in FY2021 and FY2021) in direct response to the pandemic with a focus of preventing immediate eviction. Other resources include longer term funding that will provide ongoing increases in resources for the community. The figures below present the FY21 impact only.

- Short term = \$73.5 million
 - Landlord compensation fund (State of Oregon) = \$33.1 million

- Emergency rent assistance (Portland Housing Bureau) = \$9.5 million
 - Emergency rent assistance (Multnomah County) = \$16.0 million
 - Short-term rent assistance (Multnomah County) = \$9.9 million
 - Landlord risk fund (State of Oregon) = \$5.0 million
 - Longer term = \$5.5 million
 - Local vouchers (Metro) = \$1.7 million
 - Emergency Vouchers (HUD) = \$2.1 million
 - Moving to Work programming changes (HUD) = \$1.6 million
 - Mainstream (HUD) = \$0.1 million
2. Additional agency administrative funding = \$2.6 million
- Along with rent assistance, there are administrative fees that will be earned during FY21. These sources mirror the funding time frame noted above.
- Short term = \$2.0 million
 - Longer term = \$0.6 million

3. Personnel expenses = (\$1.5 million)

During the year, Home Forward finalized agreements with its labor partners. As such, this budget reflects the update rates per the labor contracts.

To address the material increase in rent assistance activity, Home Forward anticipates adding nine positions. Three positions are considered limited duration with the remaining positions anticipated being needed to operate the longer-term rent assistance programs.

Additionally, to transition to a hybrid work environment, other staff support such as training and internet resources will be made available during the remainder of FY2021.

4. CARES funded activity (income/expenses) = (\$0.7 million)

As part of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), the agency received \$5.3 million in funding to support increased costs incurred due to the impact of the pandemic. These funds were recognized in FY2020 and FY2021. More funds were needed in FY2020 than previously anticipated and the FY2021 is adjusted accordingly.

5. Dekum transition

Dekum Court was originally expected to become a tax credit entity in August 2021. Based on latest projects, it is now anticipated that Dekum Court will transition in December 2021.

6. Other housing related income = (\$0.5 million)

Home Forward received an increase in operating subsidy proration for its remaining public housing properties. This is being offset by an expected 10% reduction in dwelling rental expectation for the last half of 2021.

7. Net income expected to increase by \$0.5 million

As most of the additional resources received are for rent assistance, a modest amount of remaining administrative funds is being set aside for additional support for rent assistance programs that will carry over in FY2022.

All budgets include estimates and, as such actual results may differ from those estimates. Potential reasons for these differences could include longer time needed for referrals from housing partners, less applications for assistance than anticipated, delays in starting up new rent assistance programs, lower availability of housing options for rent assistance recipients. Any future, material changes from these estimates will be shared with the Board of Commissioners.

ATTACHMENT

FY2021 Budget Amendment



RESOLUTION 21-07-01

RESOLUTION 21-07-01 APPROVING AND ADOPTING AN AMENDMENT TO HOME FORWARD'S BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2021

WHEREAS, Home Forward is committed to the maintaining high standards relating to the management of fiscal resources and the stewardship of public funds and assets; and

WHEREAS, in December 2020, the Board of Commissioners adopted an initial Fiscal Year 2021 budget; and

WHEREAS, several material events have occurred since the approval of the initial budget and the staff of Home Forward has created an amended fiscal year 2021 budget that incorporates these material events; and

WHEREAS, the Board of Commissioners has reviewed the amended budget and inquired with staff on the various aspects and components of the amended budget;

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of Home Forward approves the amended budget as submitted for the fiscal year ending December 31, 2021.

ADOPTED: JULY 20, 2021

Attest:

Home Forward:

Michael Buonocore, Secretary

Damien R. Hall, Chair



homeforward

hope. access. potential.

Fiscal Year 2021

Budget Amendment

January 1, 2021 through December 31, 2021

Original Submission:

December 15, 2020

Amendment Submission:

July 20, 2021

FY2021 Budget Amendment

Summary of Changes

In response to the impact of the COVID-19 pandemic, Home Forward has been fortunate to receive additional resources that will be used to ensure households in our community remain stably housed. Because these additional resources are material in nature, the Fiscal Year 2021 budget is being amended. A summary of the budget changes is provided below:

1. Additional rent assistance (income and expenses) = \$79.0 million

During the fiscal year, Home Forward received additional rent assistance resources from federal and local sources. Some of the resources are short-term in duration (to be spent in FY2021 and FY2022) in direct response to the pandemic with a focus of preventing immediate eviction. Other resources include longer-term funding that will provide ongoing increases in resources for the community. The figures below present the FY21 impact only.

- Short-term = \$73.5 million
 - Landlord compensation fund (State of Oregon) = \$33.1 million
 - Emergency rent assistance (Portland Housing Bureau) = \$9.5 million
 - Emergency rent assistance (Multnomah County) = \$16.0 million
 - Short-term rent assistance (Multnomah County) = \$9.9 million
 - Landlord risk fund (State of Oregon) = \$5.0 million
- Longer-term = \$5.5 million
 - Local vouchers (Metro) = \$1.7 million
 - Emergency Vouchers (HUD) = \$2.1 million
 - Moving to Work programming changes (HUD) = \$1.6 million
 - Mainstream (HUD) = \$0.1 million

2. Additional agency administrative funding = \$2.6 million

Along with rent assistance, there are administrative fees that will be earned during FY21. These sources mirror the funding time frame noted above.

- Short-term = \$2.0 million
- Longer-term = \$0.6 million

3. Personnel expenses = (\$1.5 million)

During the year, Home Forward finalized agreements with its labor partners. As such, this budget reflects the update rates per the labor contracts.

To address the material increase in rent assistance activity, Home Forward anticipates adding nine positions. Three positions are considered limited duration with the remaining positions anticipated being needed to operate the longer-term rent assistance programs.

Additionally, to transition to a hybrid work environment, other staff support such as training and internet resources will be made available during the remainder of FY2021.

4. CARES funded activity (income/expenses) = (\$0.7 million)

As part of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). The agency received \$5.3 million in funding to support increased costs incurred due to the impact of the pandemic. These funds were recognized in FY2020 and FY2021. More funds were needed in FY2020 than previously anticipated and the FY2021 is adjusted accordingly.

5. Dekum transition

Dekum Court was originally expected to become a tax credit entity in August 2021. Based on latest projects, it is now anticipated that Dekum Court will transition in December 2021.

6. Other housing related income = (\$0.5 million)

Home Forward received an increase in operating subsidy proration for its remaining public housing properties. This is being offset by an expected 10% reduction in dwelling rental expectation for the last half of 2021

7. Net income expected to increase by \$0.5 million

As most of the additional resources received are for rent assistance, a modest amount of remaining administrative funds is being set aside for additional support for rent assistance programs that will carry over in FY2022.

Home Forward

Fiscal Year 2021 Operating Statement - Amendment

Operating Statement	FY 21 Budget	Changes	FY21 Amended Budget
Dwelling Rental	\$ 18,339,227	\$ (900,898)	\$ 17,438,329
Non-dwelling Rental	2,509,452	-	2,509,452
HUD Subsidies -Housing Assistance	114,825,842	3,811,005	118,636,847
HUD Subsidies -Admin Fee	9,802,555	434,044	10,236,599
HUD Subsidies -Public Housing	7,146,492	627,135	7,773,627
HUD Grants	7,502,866	-	7,502,866
Development Fee Revenue, Net	7,934,429	-	7,934,429
State, Local & Other Grants	11,895,783	77,324,780	89,220,563
Other Revenue	18,908,260	(699,602)	18,208,658
Total IA Revenue	-	-	-
Total Operating Revenues	198,864,906	80,596,464	279,461,370
Housing Assistance Payments	129,831,978	78,962,693	208,794,671
Administration	21,623,679	(109,140)	21,514,539
Administrative Personnel Expense	9,157,029	371,000	9,528,029
Other Admin Expenses	12,466,650	(480,140)	11,986,510
Tenant Services	5,423,011	117,595	5,540,606
Tenant Svcs Personnel Expense	3,080,572	117,085	3,197,657
Other Tenant Svcs Expenses	2,342,438	510	2,342,948
Program Expense	11,665,685	893,200	12,558,885
Maintenance	9,144,300	150,402	9,294,702
Maintenance Personnel Expense	2,066,810	112,838	2,179,648
Other Maintenance Expenses	7,077,490	37,564	7,115,054
Utilities	4,157,803	46,080	4,203,883
Total IA Expense	2,160	-	2,160
Depreciation	7,571,128	10,104	7,581,232
General	2,651,956	11,758	2,663,714
Total Operating Expenses	192,071,700	80,082,692	272,154,392
Operating Income (Loss)	6,793,206	513,771	7,306,977
Operating Income (Loss) after Overhead	6,793,206	513,771	7,306,977
Investment Income	215,607	-	215,607
Interest Expense	(2,473,834)	-	(2,473,834)
Gain (Loss) on Sale of Assets	-	-	-
Net Other Income (Expense)	(2,258,227)		(2,258,227)
HUD Nonoperating Contributions	3,873,777	-	3,873,777
Net Capital Contributions	3,873,777	-	3,873,777
Change in Net Position	8,408,755	513,771	8,922,526
Operating Income (Loss) after Overhead	\$ 6,793,206	\$ 513,771	\$ 7,306,977

Home Forward

Fiscal Year 2021 Funding Flow - Amendment

	FY 21 Budget	Changes	FY21 Amended Budget
Operating Statement			
Operating Income/(loss)	\$ 6,793,206	\$ 513,771	\$ 5,133,886
Real Estate Portfolio			
Affordable Housing Properties Operating Activity	(10,971,042)	-	(10,971,042)
Revenue from Properties to Home Forward	(1,255,683)	-	(1,255,683)
Unrestricted Cash to HAP	4,879,117	-	4,879,117
Net Replacement Reserve Activity (New Market West)	(98,000)	-	(98,000)
Net Replacement Reserve Activity (Special Needs)	(199,839)	-	(199,839)
Developer Fee - Impact to Funding Flow			
Developer Fee Revenue	(7,934,429)	-	(7,934,429)
Developer Fee - Cash to HAP(Net)	6,175,899	-	6,175,899
Financing/Investment Activity			
Principal & Interest - Special Needs	(128,527)	-	(128,527)
Principal & Interest - New Market West	(265,522)	-	(265,522)
Capital Acquisitions			
Fleet Vehicle	(192,000)	-	(192,000)
Fleet Vehicle Reserve Funding	192,000	-	192,000
Non-Cash Operating Activity			
Depreciation Expense	7,571,128	10,104	7,581,232
Special Purpose Reserve Activity			
Rent Assistance	-	(623,161)	(623,161)
DCR Operating Reserve	(1,614,641)	99,286	(1,515,355)
Affordable Portfolio Reserve	(750,000)	-	(750,000)
Insurance Reserve	(200,000)	-	(200,000)
85 Stories Asset Repositioning Fee Reserve	(2,001,667)	-	(2,001,667)
Agency Operating Reserve	(4,566,308)	(523,875)	(5,090,183)
Final Funding Source or (Shortfall)	\$ -	\$ -	\$ -



MEMORANDUM

To: Board of Commissioners

Date: July 20, 2021

From: Celeste King, Procurement &
Contracts Manager
503.802.8541

Subject: Adoption of Findings based on the
report of the Hearings Officer and
approval of an exemption from
competitive bidding for the
Fairfield Apartments
Resolution 21-07-02

Amanda Saul, Assistant Director
Development & Community
Revitalization
503.802.8552

Home Forward staff requests the Contract Review Board to consider and adopt findings on a proposed exemption from competitive bidding for the Fairfield Apartments, a rehabilitation project in downtown Portland. Board action is necessary to conform to state statutes and Home Forward's Contracting Rules that require that Home Forward develop draft exemption findings, hold a public hearing to take testimony on the findings, and adopt findings to exempt a construction contract from the standard bid process.

This action supports Strategic Plan Goal, One Portfolio: Our real estate is stable for generations to come and meets the needs of the people and neighborhoods it serves.

BACKGROUND

In 2018, Home Forward began asset managing the Fairfield Apartments for the Portland Housing Bureau (PHB), the current owner. As is standard practice, our asset management department received a capital needs assessment (CNA). The CNA clearly demonstrates that the 110-year old building needs significant upgrades to meet seismic and other health and safety building code requirements. Home Forward applied to Oregon Housing and Community Services for funding in April 2021 and received notification of award in June 2021.

OVERVIEW

Home Forward, on behalf of the PHB, applied for state funding to rehabilitate the Fairfield Apartments and bring the building up to today's standards. The building which has 82 Single Room Occupancy (SRO) units will be fully rehabilitated, creating 75 new units which will be a mix of studios and SROs and ground floor community space. The existing tenants will be relocated while the building is rehabbed and will have a right to return. In addition to the returning tenants, the new project will serve chronically homeless individuals with funding for supportive services from the Joint Office of Homeless Services.

Home Forward will be the developer and the general partner in a Low Income Housing Tax Credit (LIHTC) partnership that will own the property for 15 years, and the sole owner following the dissolution of the LIHTC partnership. The property will continue to be restricted to affordable housing for at least 99 years.

The project team recommends a Design/Build contract to complete the rehabilitation. Staff requests the Board to authorize an exemption from the competitive bidding requirement. Notice of a public hearing to receive testimony on the findings in support of an exemption was published in the Daily Journal of Commerce on June 28, 2021 with the public hearing occurring on July 12, 2021. No public testimony was received at this Hearing.

Staff presented the content of this resolution to the Real Estate and Development (READ) Committee at the July 2, 2021 meeting.

CONCLUSION

Home Forward staff recommend the Board adopt the findings and authorize an exemption from competitive bidding, allowing the Fairfield Apartments to utilize the Design/Build procurement method and associated contract.

ATTACHMENTS

Draft findings, public notice and Hearings Officer's Report



RESOLUTION 21-07-02

RESOLUTION 21-07-02 ADOPTS THE FINDINGS, GRANTS AN EXEMPTION FROM COMPETITIVE BIDDING AND ALLOWS THE USE OF DESIGN/BUILD ALTERNATIVE CONTRACTING METHOD FOR THE FAIRFIELD APARTMENTS, LOCATED AT 1103-1121 SW HARVEY MILK STREET, PORTLAND, OREGON

WHEREAS, Home Forward has asset managed the Fairfield Apartments since 2018 and seeks to preserve this resource for the benefit of the residents it serves and the surrounding community, to improve the quality of this housing stock and to provide housing and supportive service for the Fairfield Apartment's residents; and

WHEREAS, Home Forward has the capacity, experience and ability to complete the successful preservation of the Fairfield Apartments; and

WHEREAS, State of Oregon contracting laws and Home Forward Public Procurement Rules allow construction projects to utilize the alternative procurement method known as the Design/Build if, after a public hearing at which public comment is accepted, the Commission, acting as the local contract review board, adopts findings in support of such action; and

WHEREAS, draft findings were prepared detailing the advantages of utilizing the Design/Build contracting method for the Fairfield Apartments. These findings include that utilizing the Design/Build method for this construction project is unlikely to encourage favoritism and will likely result in cost savings and other public benefits; and

WHEREAS, a public hearing was held on July 12, 2021, to accept public comment related to the draft findings. No public comment was received at this hearing; and

WHEREAS, the Board of Commissioners has considered information related to financial implications, public benefits, value engineering, specialized expertise required, public safety, marketing conditions, technical complexity, and funding sources, as described in the findings; and

WHEREAS, after considering the findings, the Board of Commissioners concludes that it is unlikely that an exemption from competitive bidding will encourage favoritism or substantially diminish competition and that the exemption will result in substantial cost savings and other public benefits.

NOW, THEREFORE, BE IT RESOLVED, that the Contract Review Board of Home Forward hereby adopts the findings and authorizes an exemption from competitive bidding, allowing the use of the Design/Build alternative contracting method for the Fairfield Apartments.

ADOPTED: JULY 20, 2021

Attest:

Home Forward:

Michael Buonocore, Secretary

Damien R. Hall, Chair

Findings – Exemption **Fairfield Apartments**

FINDINGS IN SUPPORT OF USE OF REQUEST FOR PROPOSALS AND ALTERNATIVE CONTRACTING METHODS

A. Alternative Contracting Exemption under Oregon Law

Oregon law requires all contracts for public improvement projects be based on competitive bids unless the local contract review board grants an exemption under ORS 279C.335. ORS 279C.335 requires the public contract review board to approve two findings submitted by the agency: (1) that the exemption is unlikely to encourage favoritism in the awarding of public contracts or substantially diminish competition; and (2) awarding a public improvement contract under the exemption will likely result in substantial cost savings and other substantial benefits to the public agency.

For public improvement projects, ORS 279C.330 and 279C.335 provide that the agency must consider the type, cost and amount of the contract(s) and information regarding the following:

- a. Operational, budget and financial data;
- b. Public benefits;
- c. Value engineering;
- d. Specialized expertise required;
- e. Public safety;
- f. Market conditions;
- g. Technical complexity; and
- h. Funding sources.

The local contract review board also is required to consider the following items when evaluating whether award of a public improvement contract under the exemption will likely result in substantial cost savings and other substantial benefits to the public agency:

- a. How many persons are available to bid;
- b. The construction budget and the projected operating costs for the completed public improvement;
- c. Public benefits that may result from granting the exemption;
- d. Whether value engineering techniques may decrease the cost of the public improvement;
- e. The cost and availability of specialized expertise that is necessary for the public improvement;
- f. Any likely increases in public safety;
- g. Whether granting the exemption may reduce risks to the contracting agency or the public that are related to the public improvement;
- h. Whether granting the exemption will affect the sources of funding for the public improvement;

- i. Whether granting the exemption will better enable the contracting agency to control the impact that market conditions may have on the cost of and time necessary to complete the public improvement;
- j. Whether granting the exemption will better enable the contracting agency to address the size and technical complexity of the public improvement;
- k. Whether the public improvement involves new construction or renovates or remodels an existing structure;
- l. Whether the public improvement will be occupied or unoccupied during construction;
- m. Whether the public improvement will require a single phase of construction work or multiple phases of construction work to address specific project conditions; and
- n. Whether the contracting agency or state agency has and will use contracting agency personnel, consultants and legal counsel that have necessary expertise and substantial experience in alternative contracting methods to assist in developing the alternative contracting method that the contracting agency will use to award the public improvement contract and to help negotiate, administer and enforce the terms of the public improvement contract.

In addition, ORS 279C.335 allows for the exemption of a class of contracts when distinguishing characteristics clearly define the class. Examples cited in ORS include projects that have a common purpose, require completion on a related schedule, or share common characteristics such as methods of procurement.

B. Background Information

In 2018, Home Forward began asset managing the Fairfield Apartments for the Portland Housing Bureau (PHB), the current owner. As a typical part of our asset management we had a capital needs assessment (CNA) completed. The CNA clearly demonstrated that the 110 year old building needed significant upgrades to meet seismic and other health and safety building code requirements.

Home Forward, on behalf of the PHB, applied for state funding to rehabilitate the Fairfield Apartments and bring the building up to today's standards. If funded, the building which has 82 Single Room Occupancy (SRO) units will be fully rehabilitated, creating 75 new units which will be a mix of studios and SROs and ground floor community space. The existing tenants will be relocated while the building is rehabbed. Home Forward will be the developer and the general partner in a Low Income Housing Tax Credit (LIHTC) partnership that will own the property for 15 years, and the sole owner following the dissolution of the LIHTC partnership. The property will continue to be restricted to affordable housing for at least 99 years.

Now Home Forward is ready to issue solicitations for design/build services. Both Home Forward public contracting rules and ORS require findings justifying the exemption from

traditional low- bid contracting, a 14-day public notice and a public hearing at which public testimony is accepted related to the draft findings.

As a public agency, Home Forward is subject to Oregon Revised Statutes Chapter 279. The development of the Fairfield Apartments will benefit from the use of an alternative contracting process that employs a proposal-based selection. Evaluation criteria for developments at this scale—the anticipated development budget is \$30.7 million—are broad and varied. In addition to a demonstrated ability to bond appropriately and be cost competitive, contractors will be evaluated on their plans to:

- Collaborate with the owner and a design/build team to provide cost effective seismic upgrades and rehabilitate the historic building;
- Support cost efficient design and construction principals;
- Maximize economic participation through target business utilization;
- Implement Home Forward’s Workforce Training & Hiring Program requirements;
- Rehabilitate the housing units and common area well, quickly, and in a manner that supports investors’ and funders’ green building protocols;
- Provide exceptional pre-construction services and project controls;
- Operate a safe and secure job site; and
- Coordinate and communicate effectively with project stakeholders, neighbors and the neighborhood

For these and related reasons detailed below, Home Forward Procurement and Development staff recommend an exemption from traditional competitive-bid procurements for this clearly defined class of contracts to allow the alternative procurement of either Construction Manager/General Contractor (CM/GC) or Design/Builder (D/B).

C. Findings

1. Appropriate alternative contracting methods will be used.

The qualifications-based request for proposals (“RFP”) process for selecting a contractor falls within the purview of ORS 279C.335(2) because the process is competitive, and a contractor will be selected based on both price and ability to best complete the project. The qualifications-based RFP approach is widely used and recognized as one of the preferred alternative approaches where, as here, the project is technically complex, time-constrained, and includes rigorous equity goals. In addition, projects that are time-constrained and have difficult site conditions are often targeted for a qualifications-base RFP process rather than the competitive bid process due to complex coordination intricacies. Home Forward anticipates using a one-step RFP process for this solicitation, contracting with a general contractor who will be responsible for both pre-construction and construction activities.

2. No favoritism or diminished competition.

To assure Home Forward's Board of Commissioners that this exemption does not encourage favoritism or substantially diminish competition, the Procurement and Contracts department will follow a well-defined, competitive procedure to select contractors for this class of public improvement contracts.

The steps taken to ensure maximum competition and fair opportunity for this class of public improvement contracts will include advertisements in the Daily Journal of Commerce or similar newspaper, local community newspapers, postings on Home Forward's internet web page, and State of Oregon procurement website (ORPIN). In addition, direct outreach to qualified design-build and/or CM/GC contractors will occur in conjunction with regular attendance at a variety of local trade associations, a pre-proposal conference will occur, and appointment of an unbiased evaluation committees that will consider the criteria identified in the RFP will encourage competition and guard against favoritism. Home Forward staff believes that market conditions are such that many of the same contractors who would bid the projects under a traditional competitive bid procurement will compete in the qualifications-based RFP process.

Additionally, during the subcontractor bidding phases of the projects, outreach to the disadvantaged, minority-owned, women-owned, and service-disabled veteran-owned business owners and emerging small businesses ("COBID") and Section 3 community as required by project funding will be conducted to inform this audience of bidding opportunities. This outreach involves direct solicitation to firms certified with the State of Oregon and the City of Portland, and providing notices to all relevant business and support organizations. Home Forward will require good faith efforts in the outreach to COBID and Section 3 businesses for subcontracting opportunities. Home Forward anticipates meeting Home Forward, Oregon Housing and Community Services and Metro's aspirational goals of 30% participation depending on contract amount by COBID firms through these efforts. Historically, achievement of the Section 3 goals of 10% construction services and 3% professional services has been more difficult to achieve due to the limited number of Section 3 certified firms. Notwithstanding this challenge, Home Forward staff and project participants will continue to work diligently to accomplish maximum participation by Section 3 businesses.

By marketing these opportunities and working to notify all likely potential respondents, Home Forward will implement a process that does not encourage favoritism in the awarding of this class of public contracts nor substantially diminishes competition. Use of alternative contracting methods will also allow Home Forward to identify prime contractors prior to award of any construction subcontracts so that Home Forward can work with prime contractors to maximize opportunities for participation by all potential subcontractors, including disadvantaged, minority-

owned, women-owned, and service-disabled veteran-owned business owners, emerging small businesses and Section 3 businesses.

In addition, Home Forward will form an evaluation committee to review the prospective contractors' proposals in detail, conduct interviews if desired, and make selections based on specific evaluation criteria set forth in the RFP.

The evaluation criteria may include, among other things, consideration of the contractor's background, references, experience, personnel, client relations, schedule, quality control, cost efficient design and construction, and problem and solution identification. In addition, in the RFP phase, the evaluation committees will evaluate the contractors' fee proposals for providing preconstruction services and overhead and profit fee rates for performing construction work. The evaluation criteria will be used by the committees to score proposals using a scoring system that quantifies the value for each criterion and assures that proposers are fairly evaluated based on criteria set forth in the RFPs.

3. Awarding a public improvement contract under the exemption will likely result in substantial cost savings and other substantial benefits to the public agency.

Home Forward's experience is that competitive-bid contracting for work of this nature is likely to result in numerous change orders and increased costs through claims. Construction delays can occur when the design requires "re-working" after a contractor is identified and when the maximum amount of benefits from value engineering are not realized. A competitive request for proposals procurement resulting in either a design-build or CM/GC contract will allow Home Forward to select contractors based upon criteria in addition to price. It will allow selection of a contractor whose proven experience matches the nature of the required work, in both the design and the construction phases. Design-build or CM/GC contracts are more easily structured to accommodate variable and changing conditions while minimizing costly, distracting, and disruptive change orders and claims.

By involving the contractor during design, Home Forward has the capacity to obtain real-time market pricing information. This pricing will facilitate more accurate assessment of design options and maximize opportunities for value engineering, resulting in cost savings that cannot be achieved by the traditional competitive-bid process. The single source of responsibility for both design and construction activities that is available when a design-build contract is employed will reduce claims and thus reduce costs. Finally, the involvement of the design-build or CM/GC contractors will allow phasing of the bidding and construction more effectively. This will significantly mitigate schedule impacts with a resulting cost savings in material/labor inflation and construction general conditions.

As the analysis of each of the below factors shows, award of this class of Metro Bond contracts pursuant to an exemption will result in substantial cost savings and other substantial benefits to Home Forward.

a. How many persons are available to bid?

Beyond the finding that many of the same contractors would bid on the projects if they were competitively bid, this factor has no application because there are numerous contractors that would be interested in submitting bids or proposals for the projects.

b. The construction budget and the projected operating costs for the completed public improvement.

As projects are developed and contracts are established, project budgets become fixed by a Guaranteed Maximum Price (GMP) negotiation (CM/GC or design-build). Funding for the project is primarily from the Metro Bond. Home Forward will be able to minimize the risk of design changes, construction delays and claims to control the project budget more effectively with either CM/GC or design/build contractors. In addition, design-build contracts provide a single source of liability for both design and construction activities and a proven approach for containing costs by establishing a single point of responsibility for both design and construction services. Both alternative approaches allow the construction contractors' input simultaneous to design and will facilitate development of construction plans that minimize costs and impacts related to delayed construction schedules, bidding and materials procurement. Further, the contractors can provide real-time market pricing that will assist in design decisions. Lastly, in many instances the scope of work is uncertain and benefits from the close collaboration between the designer and the contractor during the design phase, resulting in a better and more complete scope of work that produces a more cost-effective final product.

Either a CM/GC or a design-build contract will involve the construction contractor during the design phase. Involving the contractors early in the design process encourages increased collaboration that results in a more efficient design; fewer change orders attributable to design issues, and faster progress with fewer unexpected delays. These benefits will allow Home Forward to better control costs because of real-time market pricing, constructability guidance and input from the contractors that will build the projects. Moreover, the ability to have the CM/GC do early work prior to completion of design shortens the overall duration of construction, resulting in less disruption to neighboring property owners. A shortened construction duration also will allow Home Forward to bring housing units into service more quickly, generally benefit the public by increasing the supply of affordable housing. Faster progress and an earlier completion date can potentially help Home Forward mitigate the risk of inflationary increase in materials and construction labor costs.

In addition, during constructability reviews, the selected contractors will review long-term operating costs and advise Home Forward regarding the operational advantages and disadvantages associated with design alternatives. An evaluation of these

alternatives will result in projects with lower long-term operating and maintenance costs.

c. Public benefits that may result from granting the exemption.

Collaboration with a qualified design-build or CM/GC contractor early in a project's schedule allows the development of practical approaches that achieve high levels of participation by COBID and Section 3 businesses, and allows collaboration with pre-apprenticeship programs to grow workforce opportunities.

The use of alternative contracting methods will allow Home Forward to identify contractors who can work with the public and maximize public benefits for these projects. Design-build or CM/GC contracts allow the contractors to participate in the design process thereby resulting in the development of a safe and effective construction sequences that minimize disruptions to neighboring properties. Their valuable advice during design will result in better and more efficient affordable housing units. A shortened construction term will result in benefits to the community, nearby businesses and neighboring property owners. The public interests of maximizing participation of COBID and Section 3 businesses and significant participation of apprentices is enhanced by use of either the design-build or the CM/GC alternative process.

d. Whether value-engineering techniques may decrease the cost of the public improvement.

Construction contractor input during the early design phase will facilitate the value engineering process. Options can be considered while the design is being finalized and with minimal issuance of change orders during construction. Since the contractor is directly involved in value engineering evaluations, unrealistic or impractical options can be dismissed quickly when appropriate. When it occurs, value engineering on competitively bid projects typically results in increased design costs because the completed design must be revised to accommodate the changes that result from value engineering. These additional costs may be avoided or limited under the design-build and CM/GC delivery methods.

Construction contractor input during design will provide the optimal value engineering process. The design-build or CM/GC project delivery method allows the construction contractor to work directly with the design team during the design process to incorporate value-engineering ideas in the most timely and efficient manner, resulting in lower project costs to Home Forward.

e. The cost and availability of specialized expertise that is necessary for the public improvement.

Design-builder and/or CM/GC expertise in working with similar projects in size, scale, and complexity of the contemplated housing projects, working within

constrained right of way and urban environments in some cases, and maintaining robust flexibility in daily planning are all requirements at these projects.

A design-build or CM/GC project delivery method will allow Home Forward to identify contractors with the special expertise required. The competitive-bid process does not ensure that the needed special expertise will be procured, because prospective bidders meet only limited responsibility criteria. Design-build or CM/GC contracts are the best methods to incorporate the flexibility needed to quickly respond to changing plans and conditions that are the hallmark of work within urban construction sites. The ability to consider each proposer's degree of expertise in these areas is an integral component of the proposal evaluation process.

f. Any likely increases in public safety.

These contracts will require the utmost attention to public safety as the risks associated with construction activities increase in urban neighborhoods, which are likely to be the sites of these future projects. It is likely that surrounding neighbors include dense residential buildings, critical social services, businesses, and busy transit ways. At these sites, the construction sequencing will require changes to existing pedestrian and vehicular traffic patterns. Constant attention to needs of neighbors, businesses, residents and construction crews is crucial to maintaining a safe working and living environment for the workers and the public.

The contractor's actual safety performance on similar past projects is critical and will be evaluated as part of the proposal review process. A competitive design-build or CM/GC procurement affords Home Forward the best opportunity to select contractors with proven, successful safety records.

g. Whether granting the exemption will affect the sources of funding for the public improvement.

Construction of the project will be funded primarily by the Metro Bond proceeds. The exemption will have no effect on this funding source.

h. Whether granting the exemption will better enable the contracting agency to control the impact that market conditions may have on the cost of and time necessary to complete the public improvement.

Market conditions for residential construction in the Portland metro area are extremely busy, with rising construction costs and a tight labor market. General contractors can be much more selective in the work they pursue. It is important to package work in the most attractive manner to draw quality contractors and to eliminate as many barriers as possible.

Competitive design-build or CM/GC procurements will better enable Home Forward to manage construction bid risks within a robust construction market. Home Forward

is more likely to attract experienced and capable general contractors using alternative contracting methods. In addition, these alternative contracting methods provide the advantages of real-time market pricing during design to inform material and equipment selection. In addition, alternative contracting methods will allow Home Forward to collaborate with the contractors concerning items such as subcontractor and supplier buy-out strategies and value engineering. Use of a competitive-bid approach in a tight or rising cost construction market increases the risk bids will exceed budget, with limited options to address overages through scope reductions. When bids exceed budget, it causes delay and budget problems as staff work to find solutions to make the project viable. Any delays translate into additional costs due to increasing construction material costs and other associated costs. Use of design-build or CM/GC delivery methods will enable Home Forward to better respond to market conditions in a manner that results in lower-cost projects.

- i. Whether granting the exemption will better enable the contracting agency to address the size and technical complexity of the public improvement.

The work contemplated by this project will be complex due to equity contracting goals, tight budget parameters established for the Metro Bond funds, the urban site, and the necessity for a highly effective construction safety and mitigation plan. The contractor will be required to perform work daily in accordance with a schedule that meets contract deadlines driven by financing and the needs of neighbors. Selection of a contractor with demonstrated experience and success on similar projects will result in substantially lower risk to Home Forward and the public generally.

Beyond the minimum requirements for bidder responsibility, a competitive-bid procurement does not permit an in-depth evaluation a contractor's technical qualifications or proven ability to address complex technical issues, such as meeting critical deadlines, addressing the needs of neighbors, and maximizing participation by target COBID and Section 3 businesses. Use of a request for proposals for the design-build and/or CM/GC methods—which will include several evaluation criteria in addition to price—allows Home Forward to evaluate a contractor's experience in similar work, including on-time performance, utilization of innovative construction techniques, community and governmental coordination, equity contracting requirements and the ability to successfully respond to work plan adjustments.

- j. Whether the public improvement involves new construction, renovates, or remodels an existing structure.

As discussed above, this project is rehabilitation of approximately 75 units and common area. Because of the size of the project, some work may be identified as “early work” which can shorten the overall construction period and therefore overall costs. The CM/GC method is better than the traditional competitive bid method in pursuing “early work” due to the CM/GC contractor's early participation on the

development team. This allows the identification and implementation of “early work” opportunities in a timely manner.

Because of these uncertainties, the opportunity to select the most qualified contractors, considering many factors, will help anticipate and avoid project problems and, as a result, realize substantial cost savings over the traditional competitive bid procurements where bid price is the only factor. In addition, the ability to perform so-called “early work” under design-build and CM/GC contracts may uncover latent conditions at the project site, enabling project designers to efficiently address design changes during the design phase rather than the construction phase.

The qualifications-based RFP process will allow Home Forward to give appropriate weight to proposers that are skilled and experienced in performing rehabilitation work.

- k. Whether the public improvement will be occupied or unoccupied during construction.

The site is vacant. There are no tenants or buildings to consider.

- a. Whether the public improvement will require a single phase of construction work or multiple phases of construction work to address specific project conditions.

The project will likely not be phased, but there’s a potential from some early off-site public improvements.

- b. Whether the contracting agency has retained under contract, and will use contracting agency personnel, consultants and legal counsel that have necessary expertise and substantial experience in alternative contracting methods to assist in developing the alternative contracting method that the contracting agency will use to award the public improvement contract and to help negotiate, administer and enforce the terms of the public improvement contract.

Home Forward staff has significant experience completing similar projects using the design-build and CM/GC project delivery methods. Home Forward also has retained legal counsel and will retain consultants and designers with the necessary qualifications and expertise to negotiate, administer and enforce the terms of the public improvement contracts.

- c. Funding sources.

Construction of this project will be funded primarily with 9% Low Income Housing Tax Credit equity at approximately \$16 million and \$6.5 million of Tax Increment Financing will be available to support rehabilitation of approximately 75 units and common area at

The Fairfield Apartments. Other sources include: GHAP funding, Home Forward deferred developer fee, and a seller note.

D. Contract Terms and Conditions

The technical complexities and uncertainties of the projects make it critical for the contracts to contain specific terms and conditions that will increase efficiency and result in reduced costs. Legal counsel will prepare the project contracts. The contracts will contain, among other things, provisions for insurance, indemnification, payment and performance bonds, and requirements of Oregon Revised Statutes chapter 279C.

E. Reservation of Rights

ORS 279C.335(6) provides that the representations in and the accuracy of these findings are the bases for the class exemption if adopted by a Board of Commissioners resolution. These findings also describe, to some extent, anticipated features of the resulting public improvement contracts, but the final parameters of those contracts are those characteristics that will be announced in the solicitation documents, and Home Forward specifically reserves all of its rights in this regard.

F. Recommendation

A competitive RFP procurement for design-build or CM/GC contractors as outlined above is the preferred contracting option for this Metro Bond project. Competitive procurements will ensure that the selected contractors have the experience, expertise, and successful past performance to position for success each of the potential contracts that may result from the Metro Bond. Having either the design-build or CM/GC contractors collaborate in the design effort will yield the most cost-effective and practical choices in design options while still allowing Home Forward to retain control of the design and costs. Design-build and/or CM/GC contracts provide the best opportunity to meet the Metro Framework goals around equity and cost containment. Lastly, these competitive procurement processes will include practices to ensure that meaningful competition occurs and that favoritism is not an element of the selections. All these factors will assist Home Forward in achieving fair and equitable selections of contractors that will deliver both good design and successful construction services with minimal public impacts at the least total construction costs and within the most beneficial schedule. Home Forward staff therefore recommends adoption of a resolution exempting the class of contracts defined herein from the competitive-bid requirements and authorizing the use of an alternative qualifications-based selection processes for public improvement contracts in the class described in these findings.



HEARINGS OFFICER'S REPORT

AS REQUIRED BY HOME FORWARD CONTRACT REVIEW BOARD RULES OAR 137-049-0600 AND ORS 279C.330 AND ORS 279C.335

REGARDING

Exemption from competitive bidding requirements for a Construction Contract for Renovation at Fairfield Apartments

As required by ORS 279C.330 and ORS 279C.335, the undersigned duly appointed Hearing Officer convened a virtually held public hearing at 10:00 a.m. on July 12, 2021, via Microsoft Teams. The hearing was held to present and receive public comment on an exemption from competitive bidding for a construction contract for a Design-Build project Fairfield Apartments. An affidavit of the Notice of Public Hearing is attached.

On June 28, 2021, Home Forward noticed the public hearing and made the proposed finding available to the public. The findings were also made available at the hearing. One member of the public attended the hearing but did not provide comment.

Dated 7/12/2021

Hearing Officer
Celeste King



homeforward

hope. access. potential.

NOTICE OF PUBLIC HEARING

In accordance with ORS 279C.335(3), a public hearing will be virtually held via Microsoft Teams:

10:00a.m., PDT

Monday, July 12th, 2021

Meeting URL: <https://tinyurl.com/24jt9dSX>

For the purpose of taking public comments on an exemption from competitive bidding requirements for a Construction Manager/General Contractor contract related to the Fairfield project. **Home Forward B**

For access to draft July 2021, email dzana.hrusic@homeforward.org

Published Jun. 28, 2021. 12013995



MEMORANDUM

To:	Board of Commissioners	Date:	July 20, 2021
From:	Amanda Saul, Assistant Director 503-802-8552	Subject:	Declaring an Intent to Issue Bonds for SE Powell Development Resolution 21-07-03
	Ben Loftis, Development Finance Manager 503-802-8510		

The Board of Commissioners is asked to approve resolution 21-07-## that declares Home Forward's intention to issue and sell bonds in a principal amount not to exceed \$42,030,000 to finance the SE Powell development, as further described below.

This action supports Home Forward's Strategic Plan goal:

One Portfolio: Our real estate is stable for generations to come and meets the needs of the people and neighborhoods it serves.

BACKGROUND

The Board of Commissioners previously adopted Resolution 20-02-06 on February 18, 2020, declaring Home Forward's intent to issue up to \$37,000,000 of revenue bonds, the proceeds of which would be used to make a loan to a limited partnership (the "Borrower") to finance the acquisition, construction, and equipping of a 206-unit apartment complex to be located at 3000 SE Powell Boulevard, in the City of Portland (the "Project").

OVERVIEW

Since the date of adoption of Resolution 20-20-06, the expected number of units within the Project has changed from 180 to 206 units, and the estimated cost of the Project has increased. Home Forward currently anticipates that the Borrower will request that Home Forward issue and sell revenue bonds in an amount up to \$42,030,000 for the purpose of making a loan to the Borrower to finance the Project. Resolution 21-07-03 updates Home

Forward's declaration of intention to issue and sell bonds for the Project. Additional costs will be covered by increased tax credit equity and Portland Housing Bond funds.

CONCLUSION

Home Forward staff requests that the Board of Commissioners approve the resolution that declares Home Forward's intention to issue and sell bonds in a principal amount not to exceed \$42,030,000 to finance the SE Powell development.



RESOLUTION 21-07-03

RESOLUTION 21-07-03 AUTHORIZES DECLARING AN INTENT TO ISSUE NOT TO EXCEED \$42,030,000 OF REVENUE BONDS FOR THE SE POWELL PROJECT

WHEREAS, Home Forward is a public body corporate and politic of the State of Oregon and is empowered by ORS 456.005 to 456.235 (the “Act”) to issue revenue bonds for the purpose of financing housing projects; and

WHEREAS, Home Forward intends to form one or more Oregon limited partnerships of which Home Forward will be the sole general partner (the “Borrower”) to finance the acquisition, construction and equipping of a 206-unit apartment complex to be located at 3000 SE Powell Boulevard, in the City of Portland, Oregon, all to provide housing for low-income persons (the “Project”), the estimated cost of which is currently approximately \$83,100,000; and

WHEREAS, the Board of Commissioners of Home Forward previously adopted Resolution 20-02-06 declaring Home Forward’s intention to issue revenue bonds in an amount up to \$37,000,000 to finance the Project; and

WHEREAS, the anticipated cost of the Project has increased since the date of adoption of Resolution 20-02-06, and Home Forward anticipates that, as a result of such increase, the Borrower will request that Home Forward issue and sell its revenue bonds (the “Bonds”), in an aggregate amount not to exceed \$42,030,000 pursuant to the Act to assist the Borrower in financing part of the costs of the Project; and

WHEREAS, Home Forward desires to provide such assistance, if certain conditions are met; and

WHEREAS, the use of the proceeds of the sale of the Bonds by the Borrower will permit the Borrower to finance the Project, thereby providing decent, safe, and sanitary housing for persons and families of lower income (as defined in the Act) for a period of not less than 15

years and otherwise promoting the general health and welfare of the inhabitants within the jurisdictional limits of Home Forward; and

WHEREAS, Home Forward deems it necessary and advisable that it take such action as may be required under the Act to authorize and issue the Bonds in one or more series to finance part of the cost of the Project in a total amount not to exceed \$42,030,000; and

WHEREAS, Treasury Regulations Sections 1.103-8(a)(5) and 1.142-4(b) provide that, if an expenditure for an exempt facility is made before the issue date of the bonds issued to provide financing for that facility, in order for such expenditure to qualify for tax-exempt financing, the issuer must declare an official intent under Treasury Regulations Section 1.150-2 to reimburse such expenditure from the proceeds of those bonds, and one of the purposes of this resolution is to update the declaration set forth in Resolution 20-02-06 to satisfy the requirements of such regulations.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF HOME FORWARD, as follows:

1. To assist in the financing of the Project, with the public benefits resulting therefrom, Home Forward declares its intention, subject to the conditions and terms set forth herein, to issue and sell its revenue bonds or other obligations (the “Bonds”) in a principal amount of not to exceed \$42,030,000, to use the proceeds of the sale of the Bonds to make a loan (the “Loan”) to the Borrower, and to reimburse itself or to permit the Borrower to reimburse itself, as applicable, from proceeds of the Bonds for expenditures for the Project made by Home Forward or the Borrower before the issue date of the Bonds.

2. The proceeds of the Bonds will be used to assist in financing the Project, and may also be used to pay all or part of the costs incident to the authorization, sale, issuance and delivery of the Bonds.

3. The Bonds will be payable solely from sources specified by resolution of the Board of Commissions of Home Forward. The Bonds may be issued in one or more series, and shall bear such rate or rates of interest, payable at such times, shall mature at such time or times, in such amount or amounts, shall have such security, and shall contain such other terms, conditions and covenants as shall later be provided by resolution of the Board of Commissioners of Home Forward.

4. The issuance of the Bonds shall be issued subject to the conditions that (a) Home Forward, the Borrower and the purchaser of the Bonds shall have first agreed to mutually acceptable terms for the Bonds and the sale and delivery thereof and mutually acceptable terms and conditions of the loan or other agreement for the Project, and (b) all governmental approvals and certifications and findings required by laws applicable to the Bonds first shall have been obtained. The Executive Director of Home Forward or his or her designee is authorized to seek an allocation of volume cap for the Bonds from the Private Activity Bond Committee of the Debt Management Division of the Oregon State Treasury.

5. For purposes of applicable Treasury Regulations, Home Forward and the Borrower are authorized to commence financing of the Project and advance such funds as may be necessary therefor, subject to reimbursement for all expenditures to the extent provided herein out of proceeds, if any, of the issue of Bonds authorized herein.

6. The adoption of this resolution does not constitute a guarantee that the Bonds will be issued or that the Project will be financed as described herein. The Board of Commissioners of Home Forward shall have the absolute right to rescind this resolution at any time if it determines in its sole judgment that the risks associated with the issuance of the Bonds are unacceptable.

7. It is intended that this resolution shall constitute a declaration of official intent to reimburse expenditures for the Project made before the issue date of the Bonds from proceeds of the Bonds, for the purposes of Treasury Regulations Sections 1.103-8(a)(5), 1.142-4(b), and 1.150-2.

8. Any actions of Home Forward or its officers prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

9. Any action required by this resolution to be taken by the Executive Director of Home Forward may in the absence of such person be taken by the duly authorized acting Executive Director of Home Forward.

10. This resolution shall be in full force and effect from and after its adoption and approval.

ADOPTED: JULY 20, 2021

Attest:

Home Forward:

Michael Buonocore, Secretary

Damien R. Hall, Chair



MEMORANDUM

To:	Board of Commissioners	Date:	July 20, 2021
From:	Taylor Smiley Wolfe, Director of Policy and Planning 503.802.8506	Subject:	Authorize Home Forward Property Naming Policy Resolution 21-07-04

The board is asked to adopt a resolution to update Home Forward's Property Naming Policy.

This action supports Strategic Plan Goal, One Portfolio: Our real estate is stable for generations to come and meets the needs of the people and neighborhoods it serves.

BACKGROUND

Home Forward has had a policy that governs the naming of properties since 1989. The policy was updated in 1995, 2009, and again in 2020 (See Appendices A, B, and C).

The current policy prioritizes naming properties to honor the contributions of under-represented people, cultures or communities to the neighborhood and to Multnomah County in alignment with our organizational value around racial and social justice. This includes honoring Black and brown people, women, members of the LGBTQ+ community, people with disabilities, and other communities who often go unrecognized in the landmarks that tell the story of a place. The current policy only includes a process for naming properties and does not include a process for re-naming.

OVERVIEW

Staff recommends that the Board approve an update to Home Forward's property naming policy to include the re-naming of existing properties. There are two primary reasons that a property could be re-named:

1. The conduct by the namesake of the property that caused harm to people who have experienced and currently experience oppression;
2. The lack of connection between the property name and Home Forward's mission and organizational values (e.g., a building named after a white historical figure who did not advance racial justice or Home Forward's mission or organizational values).

The updated policy makes three key changes to the current policy:

1. Expands upon the policy purpose to include ensuring that properties named after people who committed and perpetuated injustice are no longer memorialized;
2. Outlines how a property re-naming process can be initiated;
3. Includes property re-naming in the current process and criteria for property naming instead of creating a separate process or criteria;
4. Provides considerations specific to re-naming to include during the process of re-naming a property (e.g., residents of the property to be renamed should be involved in decision making (stakeholder outreach or the property naming committee)).

APPENDICES

Appendix A. Housing Authority of Portland 1995 Board Resolution (95-10-05)

Appendix B. Housing Authority of Portland 2009 Board Resolution (09-03-02)

Appendix C. Home Forward 2020 Property Naming Policy

Appendix D. Home Forward 2021 Property Naming Policy (redlined)

Appendix E. Home Forward 2021 Property Naming Policy



RESOLUTION 21-07-04

RESOLUTION 21-07-04 AUTHORIZES ADOPTING AN AMENDED POLICY FOR NAMING PROPERTIES DEVELOPED OR ACQUIRED BY HOME FORWARD

WHEREAS, Home Forward's policy for naming properties acquired or developed by the agency was last updated on January 21, 2020 (Resolution 20-01-04); and

WHEREAS, the agency desires to modify the naming criteria and process to reflect the agency's organizational values: "We do our work in support of systemic change for racial and social justice."

WHEREAS, people who have participated in and perpetuated racism and other forms of oppression are often memorialized in the names of properties.

WHEREAS, to maintain the memorialization of people who have perpetuated injustice is to endorse that injustice.

WHEREAS, the contributions of Black and brown people, women, and many underserved communities are often disregarded in the naming of our buildings, streets and landmarks.

WHEREAS, the names of properties and buildings are an opportunity to honor and memorialize the history, culture, and contributions of people of color, women, and underserved communities.

WHEREAS, the agency desires to add property re-naming to the current property naming policy to not memorialize people who have perpetuated injustice or have no connection to Home Forward's mission.

WHEREAS, the contributions of Black and brown people, women, members of the LGBTQ+ community, people with disabilities, and other under-represented people and communities who have made a significant contribution to building the place and community where the property is located. (See Home Forward's 2021 Property Naming Policy).

NOW, THEREFORE BE IT RESOLVED, that Home Forward will institutionalize the Property Naming Criteria and Process outlined in Home Forward's 2021 Property Naming Policy (Appendix E).

ADOPTED: JULY 20, 2021

Attest:

Home Forward:

Michael Buonocore, Secretary

Damien R. Hall, Chair

INTEROFFICE MEMORANDUM

**SUBJECT: RESOLUTION 95-10-05
ADOPTING A POLICY FOR NAMING PROPERTIES
DEVELOPED OR ACQUIRED BY HAP**

TO: BOARD OF COMMISSIONERS

**FROM: DENNY WEST
(Contact: Helen Barney 273-4505)**

DATE: OCTOBER 18, 1995

ISSUE:

Resolution 95-10-05 modifies the process and criteria for naming properties acquired or developed by HAP. Existing guidelines (Resolution 89-04-05) do not appear to respond to the extent and the nature of HAP's current development activities.

BACKGROUND:

Resolution 89-04-05 requires formal Board approval of all property names and limits the criteria governing name selection to the original name of the property; its geographical location; or the name of a citizen who has made a major contribution to the realization of HAP's mission.

Resolution 95-10-05 substitutes a participatory process and informal approval by development liaison Commissioners for formal Board approval. It also expands the list of criteria to include names that reflect a unique natural or historical feature of the property and names that have a unique meaning to the property's target population.

RECOMMENDATION:

Resolution 95-10-05 has been reviewed with and approved by the HAP Growth Opportunity (GO) team, likely to be the interdepartmental group responsible for helping to implement the new policy. It will be discussed with liaison commissioners in advance of the Board meeting and staff recommends approval.

RESOLUTION 95-10-05

**ADOPTING A POLICY FOR NAMING PROPERTIES
DEVELOPED OR ACQUIRED BY HAP**

WHEREAS, on April 26, 1989, the Board of Commissioners of the Housing Authority of Portland adopted a process and criteria for naming HAP-developed or -acquired properties (Resolution 89-04-05); and

WHEREAS, the Board of Commissioners now desires to modify that process and those criteria in response to the current extent and nature of HAP development activity;

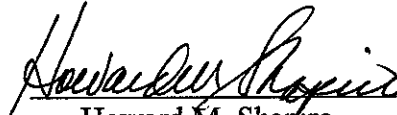
NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Portland authorizes the Executive Director to establish a property-naming process that:

1. provides for input from a representative group of HAP staff, HAP Commissioners, and other parties affected by or involved with a particular project and
2. provides for review and approval by HAP Commissioners serving as Board liaisons to the Department of Planning, Development and Intergovernmental Relations; and is referred to the Board for final approval

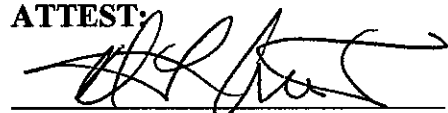
BE IT FURTHER RESOLVED that the names selected will meet one or more of the following criteria:

1. When existing properties are acquired, the existing name may be retained
2. Names may be associated with the geographical location of the property or reflect a natural or historical feature
3. Names may have a unique meaning for the property's target population or program goals
4. Names may honor a citizen who has made a major contribution to the provision of housing for low income and/or special needs populations in Multnomah County

ADOPTED: October 25, 1995


Howard M. Shapiro
Chair

ATTEST:


Dennis L. West, Secretary/Treasurer

M E M O R A N D U M



DATE: March 17, 2009

TO: Board of Commissioners

FROM: Shelley Marchesi, Director of Public Affairs
Katie Such, Deputy Executive Director

SUBJECT: Adopting an Amended Policy for Naming Properties Developed or
Acquired by HAP
Resolution 09-03-02

The current policy for naming a property new to HAP needs to be updated to clarify the nature of the Board of Commissioners' involvement in this process.

The Board is being asked to approve the amended policy.

Background

The agency has had a policy that governs the naming of properties since 1989. The policy was last updated in 1995. The outdated policy gives responsibility to a board liaison committee that no longer exists and specifies that the Board be involved at three different points in the process – name formulation, liaison committee approval, and commission-level approval.

The policy has been updated to streamline board involvement, calling for the recommended name to be referred to the board for final approval. This is in keeping with the board's desire to focus its involvement on strategic decision making rather than agency operations.

The naming criteria has worked well since 1995 and so is presented unchanged.



RESOLUTION 09-03-02

ADOPTING AN AMENDED POLICY FOR NAMING PROPERTIES DEVELOPED OR ACQUIRED BY HAP

WHEREAS, HAP's policy for naming properties acquired or developed by the agency was last updated on October 25, 1995 (Resolution 95-10-05); and

WHEREAS, the agency now desires to modify the naming process to reflect changes in Board committee structure and the Board's desire to be involved at a strategic, rather than operational, level in agency business.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Portland authorizes the Executive Director to establish a property-naming process that:

1. Provides for input from representative HAP staff and other parties affected by or involved with a particular project, and
2. Provides for review and approval of the recommended name by the HAP Board of Commissioners.

BE IT FURTHER RESOLVED that the names selected will meet one or more of the following criteria:

1. When existing properties are acquired, the existing name may be retained.
2. Names may be associated with the geographical location of the property or reflect a natural or historical feature.
3. Names may have a unique meaning for the property's target population or program goals.
4. Names may honor a citizen who has made a major contribution to the provision of housing for low-income or special needs populations in Multnomah County.

Adopted: March 17, 2009

HOUSING AUTHORITY OF PORTLAND

Jeff Bachrach, Chair

Attest:

Steven D. Rudman, Secretary



Property Naming Policy

Why this policy is important

The contributions of people of color, women, members of the LGBTQ+ community, people with disabilities, and other under-represented people in the creation of a city, of a community, are often disregarded. The purpose of this policy is to institutionalize a property naming process and criteria, which prioritizes naming properties in a way that honors the contributions of under-represented people who have made a significant contribution to building the place where the property is located. The process and criteria are intended to reflect our community's past and our organizational values: "We do our work in support of systemic change for racial and social justice."

Who needs to know and understand this policy

All Home Forward staff who the Executive Director asks to participate in or facilitate a building naming process and any stakeholders who participate on a building naming committee.

Who is responsible for implementing this policy?

Executive Director

Who has the authority to change this policy?

Board of Commissioners

Topic	Date Effective/Revised
Definitions.....	1/2020
Property Naming Criteria.....	1/2020
Property Naming Process.....	1/2020

Definitions

Property/Building: For the purpose of this policy, the terms “property” and “building” are used interchangeably and include entire properties, individual buildings, and spaces.

LGBTQ+: This term is an abbreviation for different gender identities and sexual orientations, including: Lesbian, Gay, Bisexual, Transgender, and Queer. As there is a growing understanding of the diversity of sexual orientations and gender identities, the “+” sign is inclusive of other gender identities and sexual orientations that people have.

Property Naming Criteria

Primary Naming Criteria

Home Forward shall prioritize naming properties to honor the contributions of under-represented people, cultures or communities to the neighborhood and to Multnomah County. To achieve this priority, names may:

- Honor people of color, women, members of the LGBTQ+ community, people with disabilities, and other under-represented individuals who have made a significant contribution to building the place and community where the property is/will be located.
- Honor a person who has made a significant contribution to furthering social and racial justice in Multnomah County.
- Have a unique meaning for the community that the property is intending to serve.

Secondary Naming Criteria

Home Forward may name properties that meet the following secondary criteria:

- Names may honor a person who has made a significant contribution to the provision of housing for people earning low-incomes or people with disabilities in Multnomah County.
- When existing properties are acquired or rehabilitated, the existing name may be retained.
- Names may be associated with the geographical location of the property or reflect a natural or historical feature.

Property Naming Process

Timing

If a property needs to be named or renamed, the property naming process should begin no later than when construction on a new project begins or when a building is acquired. For new construction, a building name should be finalized and approved prior to the completion of construction.

Background Research

The property naming process should be informed by research about the history of the place, including outreach to residents, culturally specific partners, Home Forward staff, and community groups. Technical assistance may be sought in this step of the process, including but not limited to

contracting with culturally specific organizations to provide this support.

Property Naming Committee

Staff may, but are not required to, create a committee to develop a recommendation. If staff does form a committee, staff shall invite the following representatives to participate:

- Representative(s) from culturally specific organization(s) with a connection to the community the property is intending to serve or the location of the property;
- Representatives of Home Forward's housing programs, which may include Resident Advisory Committee members, residents of the property or a nearby property if the property is being renamed, or other housing program participants with a connection to the property.
- Home Forward staff with a connection to the property, which may include Development and Community Revitalization, Asset Management, Property Management, Community Services or the Executive Department.
- A member of the Home Forward Board of Commissioners

At least half of the committee shall be comprised of people of color and will have gender diversity. The committee members shall be briefed on and comply with the criteria and process outlined in this policy.

Recommendation Development (without Committee)

If staff develops a recommendation without forming a committee, they should consult with representatives who would otherwise be included on a committee (see "Property Naming Committee" section) in developing the recommendation.

Stakeholder Outreach

Once a recommendation has been made, Home Forward staff shall ensure that the following steps are taken, if necessary, prior to submitting the recommendation to the Board for final approval.

If a name has been recommended that honors an individual person, Home Forward staff shall:

- Attempt to reach the person, or their family members if the person is deceased, to seek permission to use their name.
- Gather enough background on the person to tell the story of why their name has been recommended, and to appropriately memorialize the person in the building.

If a name has been recommended that is intended to have a unique meaning for the community that the property is intended to serve, Home Forward staff shall:

- Have received the recommendation from community members, culturally specific organizations, or community-based organizations connected to the community.
- Gather enough background on the name to tell the story of why it is being recommended, and to appropriately memorialize the culture or community in the building.

Final Recommendation Approval

The Board of Commissioners must review and approve property names.



Property Naming Policy

Why this policy is important

The contributions of people of color, women, members of the LGBTQ+ community, people with disabilities, and other under-represented people in the creation of a city, of a community, are often disregarded. In addition, people who have participated in and perpetuated racism and other forms of oppression are often memorialized in the names of properties. To maintain the memorialization of people who have perpetuated injustice is to endorse that injustice. The purpose of this policy is to institutionalize a property naming and renaming process and criteria, which prioritizes naming properties in a way that honors the contributions of ~~under-represented~~ people who have made a significant contribution to building the place where the property is located and/or to Home Forward's mission and organizational values. The purpose is also to ensure that properties named after people who committed and perpetuated injustice are no longer memorialized. The process and criteria are intended to reflect our community's past and our organizational values: "We do our work in support of systemic change for racial and social justice."

Who needs to know and understand this policy?

All Home Forward staff who the Executive Director asks to participate in or facilitate a building naming process and any stakeholders who participate on a building naming committee.

Who is responsible for implementing this policy?

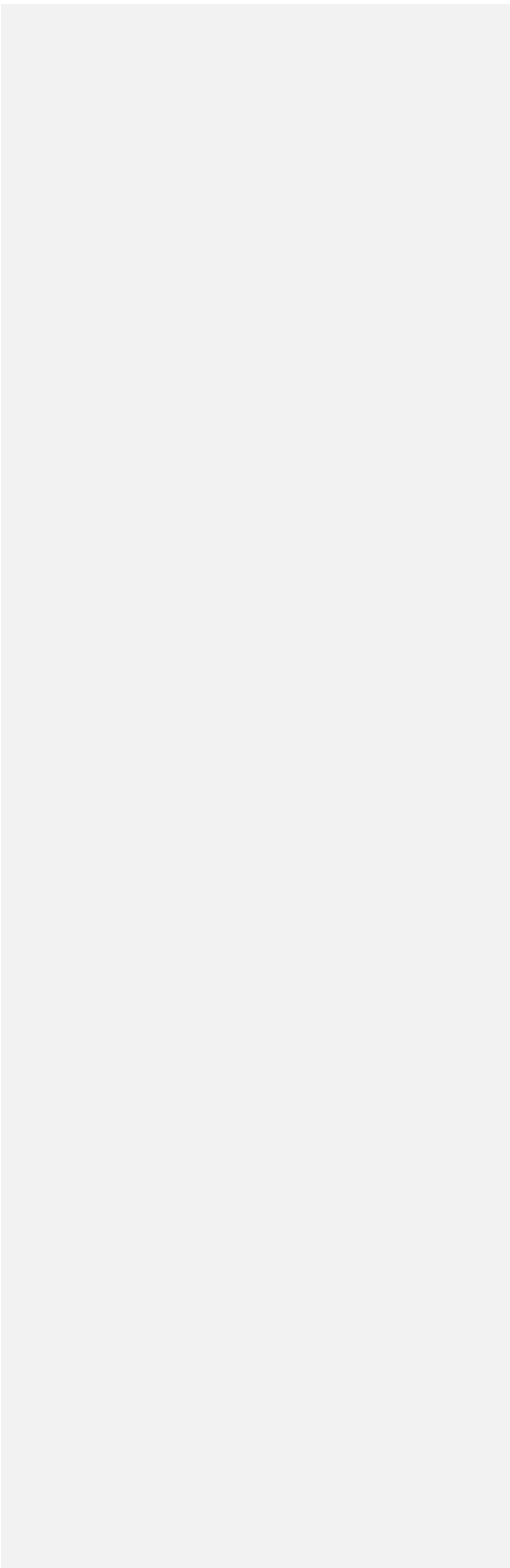
Executive Director

Who has the authority to change this policy?

Board of Commissioners

Topic	Date Effective/Revised
Definitions.....	1/2020
Property Naming Criteria.....	1/2020

Property Naming Process.....1/2020



Definitions

Property/Building: For the purpose of this policy, the terms “property” and “building” are used interchangeably and include entire properties, individual buildings, and spaces.

LGBTQ+: This term is an abbreviation for different gender identities and sexual orientations, including: Lesbian, Gay, Bisexual, Transgender, and Queer. As there is a growing understanding of the diversity of sexual orientations and gender identities, the “+” sign is inclusive of other gender identities and sexual orientations that people have.

Property Naming Criteria

Primary Naming Criteria

Home Forward shall prioritize naming and renaming properties to honor the contributions of under-represented people, cultures or communities to the neighborhood and to Multnomah County. To achieve this priority, names may:

- Honor people of color, women, members of the LGBTQ+ community, people with disabilities, and other under-represented individuals who have made a significant contribution to building the place and community where the property is/will be located.
- Honor a person who has made a significant contribution to furthering social and racial justice in Multnomah County.
- Have a unique meaning for the community that the property is intending to serve.

Secondary Naming Criteria

Home Forward may name properties that meet the following secondary criteria:

- Names may honor a person who has made a significant contribution to the provision of housing for people earning low-incomes or people with disabilities in Multnomah County.
- When existing properties are acquired or rehabilitated, the existing name may be retained.
- Names may be associated with the geographical location of the property or reflect a natural or historical feature.

Property Renaming Process

Initiation

Anyone can initiate a process to rename a building by submitting a request to the Executive Director of Home Forward, who must approve the request to move forward. The request should include a reason to support renaming the property which can include but is not limited to:

- (1) The conduct by the namesake of the property that caused harm to people who have experienced and currently experience oppression;
- (2) The lack of connection between the property name and Home Forward's mission and organizational values (e.g., a building named after a white historical figure who did not advance

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.25" + Indent at: 0.5"

racial justice or Home Forward's mission or organizational values).

Property Renaming Considerations

The process of renaming a property is an opportunity for community wide learning and truth and reconciliation. Staff should follow the "property naming process" outlined below with the following additional considerations:

1. Stakeholder outreach and committee membership should prioritize members of communities harmed by the namesake of a property.
2. Staff should communicate to the community at large about the re-naming to encourage community wide learning and truth telling.
3. The property should be renamed to honor the community or communities that experienced harm as the result of the legacy of the original property namesake.
4. Residents of the property to be renamed should be involved in decision making (stakeholder outreach or the property naming committee.)

Frequency of Property Renaming

If a property has been renamed via the application of this policy, the intent is to maintain that name in perpetuity unless there is a compelling reason to change the name in the future.

Formatted: Font: 11 pt, Not Bold

Property Naming Process

Timing

If a property needs to be named ~~or renamed~~, Development and Community Revitalization staff, in coordination with the Associate Director of Public Relations, should initiate the property naming process ~~should begin~~ no later than when construction on a new project begins or when a building is acquired. For new construction, a building name should be finalized and approved prior to the completion of construction.

Background Research

The property naming process should be informed by research about the history of the place, including outreach to residents, culturally specific partners, Home Forward staff, and community groups. Technical assistance may be sought in this step of the process, including but not limited to contracting with culturally specific organizations to provide this support.

Property Naming Committee

Staff may, but are not required to, create a committee to develop a recommendation. If staff does form a committee, staff shall invite the following representatives to participate:

- Representative(s) from culturally specific organization(s) with a connection to the community the property is intending to serve or the location of the property;
- Representatives of Home Forward's housing programs, which may include Resident Advisory Committee members, residents of the property or a nearby property if the property is being renamed, or other housing program participants with a connection to the property.

- Home Forward staff with a connection to the property, which may include Development and Community Revitalization, Asset Management, Property Management, Community Services or the Executive Department.
- A member of the Home Forward Board of Commissioners

At least half of the committee shall be comprised of people of color and will have gender diversity. The committee members shall be briefed on and comply with the criteria and process outlined in this policy.

Recommendation Development (without Committee)

If staff develops a recommendation without forming a committee, they should consult with representatives who would otherwise be included on a committee (see “Property Naming Committee” section) in developing the recommendation.

Stakeholder Outreach

Once a recommendation has been made, Home Forward staff shall ensure that the following steps are taken, if necessary, prior to submitting the recommendation to the Board for final approval.

If a name has been recommended that honors an individual person, Home Forward staff shall:

- Attempt to reach the person, or their family members if the person is deceased, to seek permission to use their name.
- Gather enough background on the person to tell the story of why their name has been recommended, and to appropriately memorialize the person in the building.

If a name has been recommended that is intended to have a unique meaning for the community that the property is intended to serve, Home Forward staff shall:

- Have received the recommendation from community members, culturally specific organizations, or community-based organizations connected to the community.
- Gather enough background on the name to tell the story of why it is being recommended, and to appropriately memorialize the culture or community in the building.

Final Recommendation Approval

The Board of Commissioners must review and approve property names.



Property Naming Policy

Why this policy is important

The contributions of people of color, women, members of the LGBTQ+ community, people with disabilities, and other under-represented people in the creation of a city, of a community, are often disregarded. In addition, people who have participated in and perpetuated racism and other forms of oppression are often memorialized in the names of properties. To maintain the memorialization of people who have perpetuated injustice is to endorse that injustice. The purpose of this policy is to institutionalize a property naming and renaming process and criteria, which prioritizes naming properties in a way that honors the contributions of people who have made a significant contribution to building the place where the property is located and/or to Home Forward's mission and organizational values. The purpose is also to ensure that properties named after people who committed and perpetuated injustice are no longer memorialized. The process and criteria are intended to reflect our community's past and our organizational values: "We do our work in support of systemic change for racial and social justice."

Who needs to know and understand this policy?

All Home Forward staff who the Executive Director asks to participate in or facilitate a building naming process and any stakeholders who participate on a building naming committee.

Who is responsible for implementing this policy?

Executive Director

Who has the authority to change this policy?

Board of Commissioners

Topic	Date Effective/Revised
Definitions.....	7/2021
Property Naming Criteria.....	7/2021
Property Naming Process.....	7/2021

Definitions

Property/Building: For the purpose of this policy, the terms “property” and “building” are used interchangeably and include entire properties, individual buildings, and spaces.

LGBTQ+: This term is an abbreviation for different gender identities and sexual orientations, including: Lesbian, Gay, Bisexual, Transgender, and Queer. As there is a growing understanding of the diversity of sexual orientations and gender identities, the “+” sign is inclusive of other gender identities and sexual orientations that people have.

Property Naming Criteria

Primary Naming Criteria

Home Forward shall prioritize naming and renaming properties to honor the contributions of under-represented people, cultures or communities to the neighborhood and to Multnomah County. To achieve this priority, names may:

- Honor people of color, women, members of the LGBTQ+ community, people with disabilities, and other under-represented individuals who have made a significant contribution to building the place and community where the property is/will be located.
- Honor a person who has made a significant contribution to furthering social and racial justice in Multnomah County.
- Have a unique meaning for the community that the property is intending to serve.

Secondary Naming Criteria

Home Forward may name properties that meet the following secondary criteria:

- Names may honor a person who has made a significant contribution to the provision of housing for people earning low-incomes or people with disabilities in Multnomah County.
- When existing properties are acquired or rehabilitated, the existing name may be retained.
- Names may be associated with the geographical location of the property or reflect a natural or historical feature.

Property Renaming Process

Initiation

Anyone can initiate a process to rename a building by submitting a request to the Executive Director of Home Forward. The request should include a reason to support renaming the property which can include but is not limited to:

- (1) The conduct by the namesake of the property that caused harm to people who have experienced and currently experience oppression;
- (2) The lack of connection between the property name and Home Forward’s mission and organizational values (e.g., a building named after a white historical figure who did not advance

racial justice or Home Forward's mission or organizational values).

Property Renaming Considerations

The process of renaming a property is an opportunity for community wide learning and truth and reconciliation. Staff should follow the "property naming process" outlined below with the following additional considerations:

1. Stakeholder outreach and committee membership should prioritize members of communities harmed by the namesake of a property.
2. Staff should communicate to the community at large about the re-naming to encourage community wide learning and truth telling.
3. The property should be renamed to honor the community or communities that experienced harm as the result of the legacy of the original property namesake.
4. Residents of the property to be renamed should be involved in decision making (stakeholder outreach or the property naming committee.)

Frequency of Property Renaming

If a property has been renamed via the application of this policy, the intent is to maintain that name in perpetuity unless there is a compelling reason to change the name in the future.

Property Naming Process

Timing

If a property needs to be named, Development and Community Revitalization staff, in coordination with the Associate Director of Public Relations, should initiate the property naming process no later than when construction on a new project begins or when a building is acquired. For new construction, a building name should be finalized and approved prior to the completion of construction.

Background Research

The property naming process should be informed by research about the history of the place, including outreach to residents, culturally specific partners, Home Forward staff, and community groups. Technical assistance may be sought in this step of the process, including but not limited to contracting with culturally specific organizations to provide this support.

Property Naming Committee

Staff may, but are not required to, create a committee to develop a recommendation. If staff does form a committee, staff shall invite the following representatives to participate:

- Representative(s) from culturally specific organization(s) with a connection to the community the property is intending to serve or the location of the property;
- Representatives of Home Forward's housing programs, which may include Resident Advisory Committee members, residents of the property or a nearby property if the property is being renamed, or other housing program participants with a connection to the property.

- Home Forward staff with a connection to the property, which may include Development and Community Revitalization, Asset Management, Property Management, Community Services or the Executive Department.
- A member of the Home Forward Board of Commissioners

At least half of the committee shall be comprised of people of color and will have gender diversity. The committee members shall be briefed on and comply with the criteria and process outlined in this policy.

Recommendation Development (without Committee)

If staff develops a recommendation without forming a committee, they should consult with representatives who would otherwise be included on a committee (see “Property Naming Committee” section) in developing the recommendation.

Stakeholder Outreach

Once a recommendation has been made, Home Forward staff shall ensure that the following steps are taken, if necessary, prior to submitting the recommendation to the Board for final approval.

If a name has been recommended that honors an individual person, Home Forward staff shall:

- Attempt to reach the person, or their family members if the person is deceased, to seek permission to use their name.
- Gather enough background on the person to tell the story of why their name has been recommended, and to appropriately memorialize the person in the building.

If a name has been recommended that is intended to have a unique meaning for the community that the property is intended to serve, Home Forward staff shall:

- Have received the recommendation from community members, culturally specific organizations, or community-based organizations connected to the community.
- Gather enough background on the name to tell the story of why it is being recommended, and to appropriately memorialize the culture or community in the building.

Final Recommendation Approval

The Board of Commissioners must review and approve property names.



MEMORANDUM

To: Board of Commissioners Date: July 20, 2021

From: Pamela Kambur
Community Relations Manager
503.802.8508 Subject: Naming of the Baldwin Site to
Hattie Redmond Apartments
Resolution 21-07-05

Amanda Saul
Assistant Director
503.802.8552

Staff requests the Board of Commissioners to adopt a resolution naming the new affordable housing development (located on N. Interstate between Baldwin and Farragut) “Hattie Redmond Apartments”, as recommended by the naming workgroup and the Urban League of Portland’s Board of Directors.

This action supports two of Home Forward’s Strategic Plan goals:

- One Portfolio: Our real estate is stable for generations to come and meets the needs of the people and neighborhoods it serves.
- One Community: The people we serve, our partners and the public see us as open, supportive, and responsive to their needs, even when our resources are constrained.

This action also supports our organizational value: “We do our work in support of systemic change for racial and social justice.”

BACKGROUND

The Board of Commissioners adopted a new naming policy in January 2020 that strives to honor the contributions of underrepresented people who have made a significant contribution to our community. Both the criteria and process for naming which are outlined in the resolution were followed in creation of the name for this new housing.

OVERVIEW

Home Forward's redevelopment of our property along N. Interstate Avenue, between N. Baldwin and N. Farragut Streets (formerly known as the "Baldwin site"), will provide 60 studio apartments for people who are experiencing chronic homelessness and have a disabling condition. In partnership with the Urban League of Portland, permanent supportive housing services (PSH) will ensure trauma-informed, culturally-specific supports will be provided to people requesting such support. Urban League staff and clients from a similar PSH program have been active participants in architectural design focus groups and planning for services at the new property. Financial closing and construction start are anticipated in late September 2021.

A naming workgroup was formed during Spring 2021 with a mix of Urban League and Home Forward Board members, participants, and staff. In addition, a volunteer member of the Oregon Black Pioneers provided initial research and suggestions of community leaders for the workgroup's consideration. After two meetings, the workgroup considered a list of twelve potential names (both historic and more contemporary individuals) and ranked the top two candidates. At Urban League's staff suggestion, their Board of Directors were asked to comment on the top two names. They concurred with the workgroup's top choice: Hattie Redmond.

Harriet "Hattie" Redmond (1862-1952) arrived in Portland in 1870. As the daughter of a skilled tradesman and leader in the shipbuilding caulker's union, Hattie herself grew to be a talented organizer for political and social causes. She was instrumental in organizing the Oregon Colored Women's Club and, as president of Colored Woman's Equal Suffrage Association, helped get Black women the right to register to vote. Through her work, she was the first Black woman in Oregon to register to vote in 1913. She continued her leadership in political and social groups including serving as the vice president of the state's first Colored Women's Republican Club in October of 1914, hosting regular luncheons at Mt. Olivet until at least 1923, and taught Sunday school at A.M.E. Zion Church. She retired with pension from her 30-year career as a janitor at the Federal Courthouse downtown. Hattie was buried at Lone Fir Cemetery in Portland and Metro's research indicates there are no known descendants living today.

CONCLUSION

Home Forward staff requests that the Board of Commissioners approve the resolution naming the "Hattie Redmond Apartments".

The Real Estate and Development (READ) Committee of Home Forward's Board reviewed a draft of this resolution at its July 2, 2021 meeting.



RESOLUTION 21-07-05

RESOLUTION 21-07-05 AUTHORIZES THE NAMING OF THE “HATTIE REDMOND APARTMENTS”, AN AFFORDABLE HOUSING DEVELOPMENT, LOCATED AT N. INTERSTATE AND N. BALDWIN

WHEREAS, Home Forward, a housing authority and a public body corporate and politic of the State of Oregon, seeks to encourage the provision of long term housing for persons with low income persons residing in Multnomah county, Oregon; and

WHEREAS, Home Forward is developing new affordable housing located on the Portland half-block fronting N. Interstate Avenue between N. Farragut and N. Baldwin Streets (formerly referred to as the “Baldwin site”); and

WHEREAS, Home Forward and Urban League of Portland are partnering to ensure the new 60 studio apartments meet the needs of formerly homeless people requesting culturally-supportive services; and

WHEREAS, Home Forward’s Naming Policy, adopted by the Board of Commissioners in January 2020, was utilized to arrive at this recommendation; and

WHEREAS, a volunteer member of the Oregon Black Pioneers assisted in the process by generating an initial list of potential names for consideration by a naming workgroup; and

WHEREAS, a naming workgroup was convened (comprised of a diverse group of Urban League and Home Forward Board members, participants, and staff), reviewed and prioritized the recommended building name to honor Hattie Redmond; and

WHEREAS, the Urban League Board of Directors supports the workgroup’s recommendation and suggests the building name to be the Hattie Redmond Apartments;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Home Forward approves the name of the new housing development (formerly referred to as the Baldwin site) as the Hattie Redmond Apartments.

ADOPTED: JULY 20, 2021

Attest:

Home Forward:

Michael Buonocore, Secretary

Damien R. Hall, Chair



MEMORANDUM

To:	Board of Commissioners	Date:	July 20, 2021
From:	Leslie Crehan Senior Project Manager 503.802.8463 Amanda Saul Assistant Director 503.802.8552	Subject:	Authorize Amendments or Contracts for Construction Management/General Contractor (CMGC) Services with Bremik for the Baldwin Development Resolution 21-07-06

Staff requests the Board of Commissioners to authorize Home Forward to execute contracts and amendments between Home Forward and Bremik Construction for construction management and general contractor (CM/GC) services in the amount of \$14,306,487. This request enables the construction of a new 60-unit, four story, permanent supportive housing building, currently known as Baldwin, to begin construction on October 4, 2021. This amount encompasses the original pre-construction contracts and all previous amendments in addition to Home Forward's owner's contingency.

These actions support Home Forward's Strategic Plan Goal One Portfolio: Our real estate is stable for generations to come and meets the needs of the people and neighborhoods it serves.

BACKGROUND

In 2019, the Oregon Legislature provided \$50 million in funding to Oregon Housing and Community Services (OHCS) for the Permanent Supportive Housing Capital program for 2019 – 2021 biennium. Through a competitive process, OHCS selected Home Forward, in partnership with the Urban League of Portland, to participate in a state-sponsored permanent supportive housing training program. Training participants were eligible to respond to a Notice of Funding Availability (NOFA) from OHCS for a permanent supportive housing project. Home Forward and Urban League completed the training and won a

\$9,000,000 grant from OHCS for Baldwin's construction. Home Forward and Urban League also obtained an additional grant to support Baldwin's permanent supportive housing services and on-going rental assistance for all 60 units.

Baldwin will be a site-based permanent supportive housing project intended for those who self-identify as desiring culturally specific services for African Americans, with a special emphasis on those who suffer from chronic homelessness with disabling conditions that limit their abilities to live without ongoing supportive services. The Baldwin project will serve some of the most severely impacted members of the homeless community in the Portland metro area.

Home Forward will be the developer, owner and property manager. Urban League of Portland will provide the supportive services also funded by the OHCS grant. The housing will be financed by the OHCS grant, non-competitive 4% Low Income Housing Tax Credits, Portland Metro Bond funds, and additional financial sources.

OVERVIEW

In April of 2020, Home Forward selected Bremik Construction, through a competitive process to serve as the CM/GC for preconstruction services on the Baldwin project and it was authorized by Home Forward Resolution 20-05-02 on May 19, 2020.

Bremik Construction has received bids from subcontractors and formulated a GMP proposal for the CM/GC services to build the Baldwin project. Bremik Construction achieved an overall Certification Office for Business Inclusion and Diversity (COBID) participation of 39% for all their subcontracts, exceeding Home Forward's original goal of 20% and OHCS's new goal of 30%. Construction is expected to start October 4, 2021.

In addition, staff are requesting contracting authorization for 5% budgeted owner's contingency of \$691,975 for unexpected field conditions, increase the scope of work and/or upgrade to better materials. This is standard procedure.

CONCLUSION

This resolution will authorize amending the existing contract consistent with Bremik Construction's bid pricing. Home Forward staff requests the Board of Commissioners to authorize the execution of amendments or contracts between Home Forward and Bremik Construction for construction management and general contractor (CM/GC) services in the amount of \$14,306,487 for the Baldwin Development.

The Real Estate and Development (READ) Committee of Home Forward's board reviewed a draft of this resolution at its July 2, 2021 meeting.



RESOLUTION 21-07-06

RESOLUTION 21-07-06 AUTHORIZES THE EXECUTIVE DIRECTOR TO EXECUTE AMENDMENTS OR CONTRACTS WITH BREMIK CONSTRUCTION FOR CM/GC SERVICES FOR THE DEVELOPMENT OF BALDWIN HOUSING, A 60-UNIT, PERMANENT SUPPORTIVE HOUSING DEVELOPMENT

WHEREAS, Home Forward, a housing authority and a public body corporate and politic of the State of Oregon, seeks to encourage the provision of long-term housing for persons with low income residing in Multnomah county, Oregon; and

WHEREAS, Home Forward owns the 20,000 SF property located at 7656 N. Interstate Ave. that is properly zoned for the Baldwin development; and

WHEREAS, Home Forward and Urban League of Portland will execute a Memorandum of Understanding (MOU) that outlines the terms of a collaborative partnership for permanent supportive housing services for Baldwin; and

WHEREAS, Home Forward staff managed a competitive procurement process to select and award Bremik Construction the contract to undertake construction manager and general contractor (CM/GC) services for the Baldwin development; and

WHEREAS, Home Forward's preconstruction services with Bremik are complete and the project is fully bid with a planned start date in October 2021; and

WHEREAS, Home Forward has worked with Bremik Construction to exceed the 20% COBID participation; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Home Forward authorizes and directs the Executive Director to execute amendments or contracts for construction management and general contractor (CM/GC) services with Bremik Construction for the development of Baldwin, a 60-unit permanent supportive

services development in of \$14,306,487.

ADOPTED: JULY 20, 2021

Attest:

Home Forward:

Michael Buonocore, Secretary

Damien R. Hall, Chair



MEMORANDUM

To:	Board of Commissioners	Date:	July 20, 2021
From:	Leslie Crehan Senior Project Manager 503.802.8463 Amanda Saul Assistant Director 503.802.8552	Subject:	Authorize Execution of Contract for Construction Management/General Contractor (CMGC) Services for Troutdale Housing Resolution 21-07-07

Staff requests the Board of Commissioners to authorize Home Forward to execute a pre-construction Construction Management and General Contractor (CM/GC) services contract in the amount of \$215,500 with Bremik Construction. This request enables the construction of a three-story affordable housing project ("Troutdale Housing"). Troutdale Housing will have approximately 111 units.

These actions support Home Forward's Strategic Plan Goal One Portfolio: Our real estate is stable for generations to come and meets the needs of the people and neighborhoods it serves.

BACKGROUND

Troutdale Housing will be located on a site currently owned by Multnomah County at SW 257th Avenue and East Historic Columbia River Street in Troutdale. Multnomah County and Home Forward have executed an Intergovernmental Agreement (IGA) to transfer the 3.58-acre site to Home Forward at financial closing. The site is currently zoned appropriately for this project.

In the November 2018, voters in Clackamas, Multnomah and Washington Counties passed the nation's first regional affordable housing bond. The \$652.8 million investment will create 3,900 permanently affordable homes for seniors, working families, veterans and

others who need them. Home Forward is one of the region's eight implementing jurisdictions. Our responsibilities as an implementing jurisdiction are to develop approximately 111 units of affordable housing in the "balance of the county" (i.e. outside of Portland and Gresham) in exchange for up to \$17.6 million in Metro Bond funds. Home Forward has chosen to focus on Troutdale because it is the largest city of the three and has the highest need for affordable housing.

OVERVIEW

Troutdale Housing's 111 units will be comprised of 1-bedroom or studio units and at least 50% family-sized units (2-bedrooms or larger), as required by Metro Bond funds. Forty-two percent (42%) of the units will serve residents at or below 30% of median family income (MFI). The remaining units will serve residents at or below 60% MFI. Some units may be set aside for low-income elderly residents. Total estimated hard construction costs will be approximately \$23,000,000.

Home Forward's Procurement Department issued a Request for Proposals for CM/GC Services in April 2021. We received four proposals. A selection committee comprised of three Home Forward employees, and a homeless services provider who lives in Troutdale evaluated these proposals. Home Forward's Board Chair and MWA Architects also participated as a consulting non-voting member. Evaluation criteria included:

- Overall quality and experience of the team
- The team's portfolio of work
- Approach to executing the work, including community engagement;
- COBID participation (Oregon's Certification Office for Business Inclusion & Diversity)
- Social and Environmental Responsibility
- Cost

The selection committee chose Bremik Construction as the most qualified to undertake this project. Bremik Construction plans to meet or exceed our 30% COBID participation goals.

The cost for pre-construction services includes: \$79,000 for Bremik's preconstruction services including cost estimates and an estimated \$136,500 for Mechanical, Electrical, Plumbing and Fire Sprinkler Design/Build services for a total of \$215,500. Staff will present a contract amendment for the Guaranteed Maximum Price (GMP) of construction to the Board of Commissioners prior to the financial closing. Prior to financial closing,

Home Forward's line of credit will be used to pay for pre-construction services and other pre-development expenses. After financing closing, the construction loan will reimburse Home Forward's line of credit. Construction is expected to start in October 2022.

CONCLUSION

Home Forward staff requests that the Board of Commissioners authorize the execution of CM/GC contract with Bremik for preconstruction services for the Troutdale Housing project.

The Real Estate and Development (READ) Committee of Home Forward's board reviewed a draft of this resolution at its July 2, 2021 meeting.



RESOLUTION 21-07-07

RESOLUTION 21-07-07 AUTHORIZES THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH BREMIK CONSTRUCTION FOR CM/GC PRECONSTRUCTION SERVICES FOR THE DEVELOPMENT OF TROUTDALE HOUSING, AN AFFORDABLE HOUSING DEVELOPMENT

WHEREAS, Home Forward, a housing authority and a public body corporate and politic of the State of Oregon, seeks to encourage the provision of long-term housing for persons with low income persons residing in Multnomah county, Oregon; and

WHEREAS, Home Forward will take ownership of the 3.58-acre site from Multnomah County located at SW 257th Ave. and East Historic Columbia River Street in the city of Troutdale (the “Troutdale Property”); and

WHEREAS, Home Forward and Multnomah County have executed an Intergovernmental Agreement (IGA) that outlines the terms of transfer of ownership of the Troutdale Property to Home Forward; and

WHEREAS, Home Forward plans to build approximately 111 units of affordable housing (“Troutdale Housing”) on the Troutdale Property; and

WHEREAS, Home Forward identifies significantly important contracts that support the Home Forward Strategic Plan to be presented to the Board of Commissioners; and

WHEREAS, prior to financial closing, Home Forward’s line of credit will be used to pay for Troutdale Housing’s preconstruction services and other pre-development expenses;

WHEREAS, at financial closing, a construction loan will reimburse Home Forward’s line of credit for Troutdale Housing’s CM/GC preconstruction expenses;

WHEREAS, Home Forward staff managed a competitive procurement process to select

and award Bremik Construction the contract to undertake CM/GC preconstruction services for Troutdale Housing; and

WHEREAS, Home Forward will work with Bremik Construction to achieve 30% COBID participation; and

WHEREAS, pursuant to the needs of the project, Home Forward staff recommend executing a contract with Bremik Construction and issuing a Notice to Proceed for all CM/GC preconstruction services;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Home Forward authorizes and directs the Executive Director to execute a Contract with Bremik Construction in of \$215,500 CM/GC preconstruction services for Troutdale Housing; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Home Forward authorizes the utilization of Home Forward's line of credit to pay all CM/GC Preconstruction Services.

ADOPTED: JULY 20, 2021

Attest:

Home Forward:

Michael Buonocore, Secretary

Damien R. Hall, Chair

Resolution 21-07-08
Recognize Miki Herman

STAFF REPORTS

Procurement & Contracts Department
MONTHLY CONTRACT REPORT
Contracts Approved 05/01/21 - 06/30/21

PUBLIC IMPROVEMENT
(CONSTRUCTION & MAINTENANCE SERVICES)

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C2745	0	ProBuild Contractors	\$ 84,296.79	Build back at Humboldt Gardens	Property Management	6/24/2021	9/1/2021
Subtotal			\$ 84,296.79				1

GOODS & SERVICES

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C2733	0	Pono Security	\$ 150,000.00	On-call security services	Property Management	5/3/2021	4/25/2022
C2741	0	Alpha Environmental Services	\$ 53,625.00	Radon mitigation at Tamarack	DCR	5/11/2021	8/31/2021
C2731	0	Diversity Alliance Protection Agency (DAPA)	\$ 150,000.00	On-call security services	Property Management	5/20/2021	4/25/2022
C2752	0	Alpha Environmental Services	\$ 10,401.00	Asbestos abatement at Tamarack	DCR	5/20/2021	8/31/2021
C2753	0	Graffiti Removal Services	\$ 5,270.00	Installation of Anti-Graffiti coating for the new mural at the Tillicum South playground.	DCR	5/24/2021	9/30/2021
C2740	0	PeopleSpace	\$ 2,500.00	Furniture for NMW Security Improvements Project	DCR	5/25/2021	9/30/2021
C2757	0	Kennedy Restoration	\$ 3,000.00	Basement plumbing and cleaning at Maple Mallory	DCR	6/1/2021	9/30/2021
C2723	0	Heinz Mechanical Industries, Inc	\$ 7,964.00	Added pipe insulation	DCR	6/24/2021	12/31/2021
C2743	0	ValleyScapes Landscape Solutions	\$ 39,416.04	Landscaping services for Maple Mallory and Eliot Square	Property Management	6/30/2021	5/31/2022

Subtotal		\$	422,176.04				9
-----------------	--	-----------	-------------------	--	--	--	----------

PERSONAL SERVICE CONTRACTS

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C2755	0	Day One Tech	\$ 27,600.00	Educational support, STEM activities, and summer programming	Community Services	4/1/2021	12/31/2021
C2742	0	Carlson Testing, Inc.	\$ 12,497.00	Special inspections Dahlke	DCR	5/6/2021	10/30/2022
C2744	0	Stockman Studios LLC	\$ 2,000.00	Design and delivery of 3 virtual courses	Talent & Organizational Development	5/7/2021	12/31/2021
C2749	0	Environmental Works	\$ 1,805.00	Radon testing at Grace Peck Terrace	DCR	5/17/2021	9/30/2021
C2750	0	RFM, LLC	\$ 5,000.00	Wireless provider coordination for Schrunck mural	DCR	5/24/2021	9/30/2021
C2751	0	Demecera Consulting	\$ 80,000.00	Redesign of orientation and onboarding program	Talent & Organizational Development	5/24/2021	1/31/2022
C2758	0	Columbia West Engineering	\$ 6,905.00	Special inspections at Eastwood Court	DCR	6/2/2021	8/14/2022
C2760	0	Columbia West Engineering	\$ 4,465.00	Special inspections at Stark Manor	DCR	6/2/2021	8/14/2022
C2754	0	TRC Environmental Corporation	\$ 5,250.00	Asbestos survey of exterior siding and roofing at Eastwood Court, Fir Acres and Stark Manor	DCR	6/3/2021	7/24/2021
C2759	0	Columbia West Engineering	\$ 4,465.00	Special inspections at Fir Acres	DCR	6/10/2021	8/14/2022
C2762	0	Environmental Works	\$ 2,120.00	Radon testing at NMW	IFS	6/10/2021	8/31/2021
Subtotal			\$ 152,107.00				11

PROFESSIONAL SERVICE CONTRACTS (A&E)

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C2735	0	Earth Advantage	\$ 49,200.00	Provide Green Building professional services for Powell	DCR	5/11/2021	10/31/2023
C2748	0	Imagine Energy	\$ 20,000.00	Design Services for Grid-tied Photovoltaic System at Baldwin.	DCR	5/17/2021	1/31/2022
C2761	0	KPFF Consulting Engineers	\$ 37,675.00	ALTA survey services prior to construction and after construction for the Troutdale Project.	DCR	6/7/2021	12/31/2022
C2763	0	Greenfield Geotechnical	\$ 32,045.00	Geotechnical Services for investigation and report the Troutdale Project	DCR	6/17/2021	6/15/2022
C2765	0	Earth Advantage	\$ 60,125.00	Earth Advantage Certification for Dekum Court	DCR	6/24/2021	12/31/2024
Total			\$ 199,045.00				5

AMENDMENTS TO EXISTING CONTRACTS

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C2408	5	Cascade Radon Inc.	\$ 1,985.00	Additional testing at Fariview and extending completion date	DCR	5/5/2021	12/31/2021
C2333	3	Background Investigations, inc	\$ 24,000.00	Tenant screening services; amended to extend contract	Property Management	5/11/2021	12/31/2021
C2612	2	JR Johnson, Inc	\$ -	BCC Flood reconstruction; amended to add time	Property Management	5/11/2021	5/1/2021
C2408	6	Cascade Radon Inc.	\$ 765.00	Additional testing at New Columbia	DCR	5/12/2021	12/31/2021
C2129	3	Cascadia Behavioral Healthcare	\$ 74,044.00	Rent assistance for participants in the Shelter Plus Care (SPC) Program; amended to extend contract	Homeless Initiatives	5/17/2021	3/31/2022
C2216	2	Cascadia Behavioral Healthcare	\$ 3,101.00	Case management and mental health services for participants in the Shelter Plus Care (SPC) Program; amended to extend contract	Homeless Initiatives	5/17/2021	3/31/2022
C2427	1	Metropolitan Public Defenders	\$ 130,901.00	Expungement and legal services for HF residents and participants; Rule 46-0340	Homeless Initiatives	5/17/2021	12/31/2021
C2672	1	Peter Meijer Architect, PC	\$ 72.00	Increase for CAT, date extension	DCR	5/18/2021	6/30/2021
C2493	6	Jani-King	\$ 37,500.00	On-Call Cleaning Services for vacant units and common area/office cleaning; amended to add funds	Property Management	5/19/2021	3/18/2023

C2092	13	Lorentz Bruun Construction	\$ 155,185.00	Amending scope to Fountain Place Design build CO #11	DCR	5/24/2021	1/31/2022
C2255	6	Walsh Construction Co.	\$ 12,638,497.00	Dahlke construction GMP amendment	DCR	5/25/2021	4/1/2022
C2327	3	LMC, Inc.	\$ 15,597,491.00	Group 7 GMP construction amendment	DCR	5/25/2021	12/31/2022
C2482	4	Bremik Construction	\$ 68,329.00	Additional services to secure Baldwin site prior to construction and early material purchase	DCR	5/25/2021	10/8/2021
C2109	6	Holst Architecture	\$ 27,300.00	Powell A&E scope amendment	DCR	5/27/2021	12/31/2023
C2640	1	Fulcrum Construction & Building Services LLC	\$ 64,794.60	NMW Security Improvements construction CO #1	DCR	6/1/2021	9/30/2021
C2575	1	Long Building Technologies, Inc.	\$ 2,890.00	Replacement reader, additional time for elevator fob install at NMW	DCR	6/4/2021	9/30/2021
C2651	1	Hahn and Associates Inc	\$ 1,650.00	Update Phase 1 Environmental for Closing for Baldwin	DCR	6/7/2021	10/28/2021
C2255	7	Walsh Construction Co.	\$ -	Updating prevailing wage determination mod number	DCR	6/8/2021	4/1/2022
C2182	1	Otis Elevator	\$ 26,534.00	Elevator Preventive Maintenance Northwest Tower; amending scope	Property Management	6/11/2021	2/28/2024
C2539	1	NW Enforcement	\$ 10,500.00	Security at Strong Properties; amended to extend contract	Asset Management	6/14/2021	6/30/2022
C2092	14	Lorentz Bruun Construction	\$ 166,495.22	Amending scope to Fountain Place Design build CO #12	DCR	6/15/2021	1/31/2022
C2546	2	Hahn and Associates Inc	\$ 1,800.00	Above-Ground Storage Tank documentation for Redevelopment of Dekum Court	DCR	6/16/2021	12/31/2021
C2382	1	Clair Company, Inc	\$ -	Special inspection services at Fountain Place; amended to extend contract	DCR	6/17/2021	11/30/2021
C2590	1	TRC Environmental Corporation	\$ -	Phase 1 environmental reports for Dahlke, Stark Manor, Fir Acres, Eastwood court for due diligence for group 7 closing	DCR	6/22/2021	12/15/2021
C2640	2	Fulcrum Construction & Building Services LLC	\$ 1,594.54	NMW Security Improvements construction CO #2	DCR	6/22/2021	9/30/2021
C2505	2	Centric Elevator	\$ 7,853.00	Change in Wage Rate due to Delayed Start Date.	DCR	6/24/2021	6/30/2022
C2292	4	Essential Quality Care (EQC)	\$ -	Provides housekeeping and personal care for CHSP residents; amended to add time	Community Services	6/30/2021	12/31/2021
Subtotal			\$ 29,043,281.36				27

OTHER AGREEMENTS (Revenue contracts, 3rd Party contracts, MOU's, IGA's)

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
R2737	0	Central Group LP	\$ 135,000.00	Resident services for Dahlke Manor	Community Services	5/29/2021	5/31/2024
R2738	0	Central Group LP	\$ 295,569.00	Resident services for CHSP residents at Dahlke Manor	Community Services	5/29/2021	5/31/2024
Subtotal			\$ 430,569.00				2
Total			\$ 30,331,475.19				55

**Procurement & Contracts Department
FUTURE FORMAL PROCUREMENTS
6-Month Look Ahead - July 2021**

Estimated Contract Amount	Description	Dept.	Solicitation Period
\$11 million	A&E - Fairfield	DCR	July/August 2021
\$16 million	CM/GC - Fairfield	DCR	July/August 2021
\$600,000	Window replacement at Gretchen Kafoury	DCR	Re-Bid Postponed TBD
\$1.5 million	CHSP Housekeeping & Personal Care	Community Services	TBD

HOUSEHOLDS SERVED REPORT

Households Served

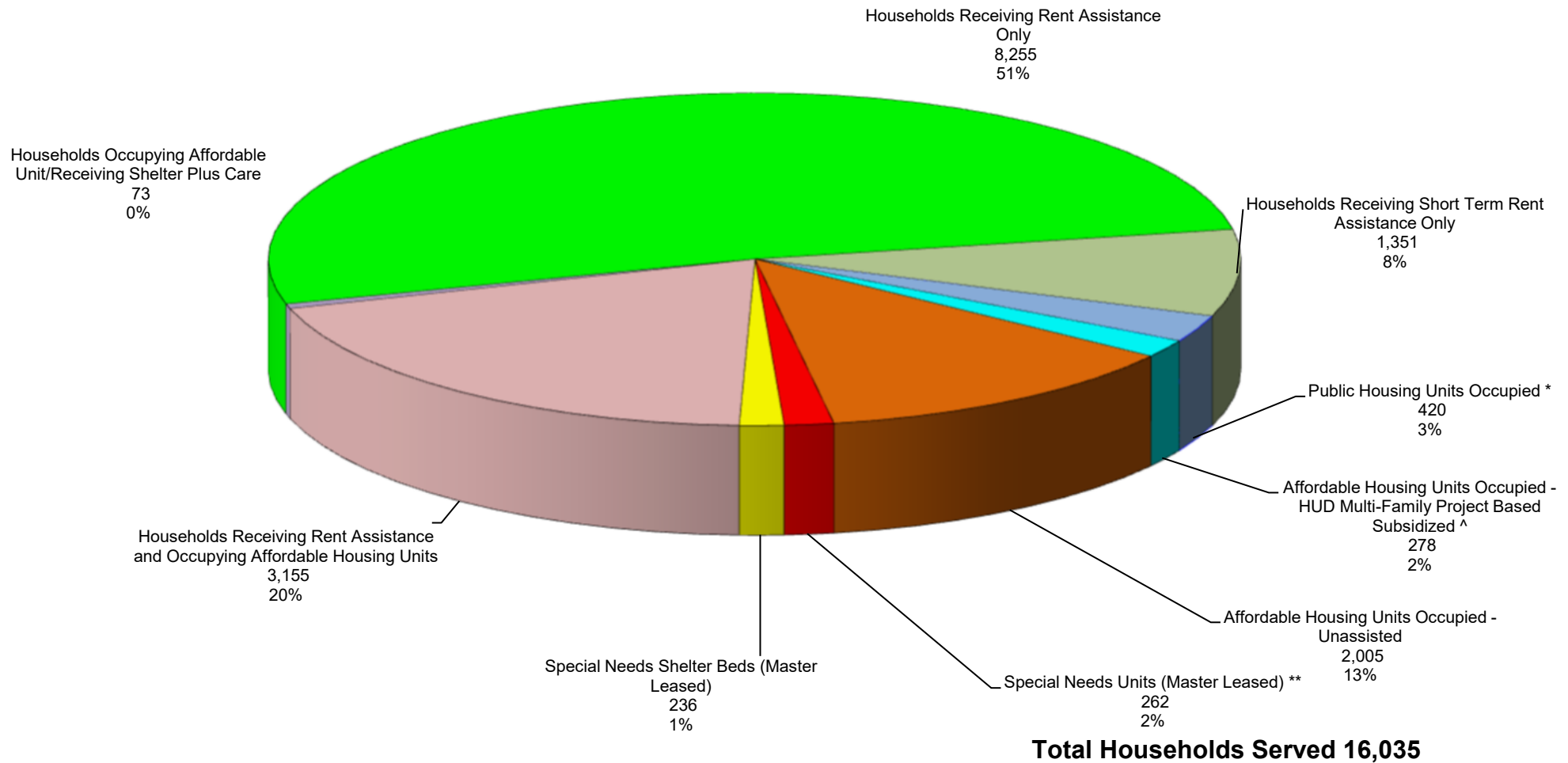
Households Served Through Housing Supports June 2021

Rent Assistance	All Programs	Moving to Work Programs	Non-MTW Programs
Rent Assistance Vouchers - Home Forward Fundec	11,410	9,137	1,910
Tenant Based Vouchers	4,869	4,869	
Project Based Vouchers	1,787	1,787	
Hi Rise Project Based Vouchers	1,121	1,121	
RAD Project Based Vouchers SRO MOD	363		
RAD Project Based Vouchers	1,360	1,360	
Single Room Occupancy (SRO)/MODS	124		124
Family Unification Program	220		220
Mainstream Vouchers	94		94
Veterans Affairs Supportive Housing (VASH)	690		690
Rent Assistance - PORT IN From Other Jurisdiction	782		782
Short Term Rent Assistance Programs	1,424	47	1,377
Shelter + Care	461		461
Locally Funded Short Term Rent Assistance	916		916
Earl Boyles	12	12	
MIF Funded Short Term Rent Assistance	-	-	
Alder School	22	22	
New Doors	-	-	
Employment Opportunity Program	13	13	
Work Systems Inc. - Agency Based Rent Assistance	-	-	
Total Rent Assistance	12,834	9,184	3,287
Subsidized Housing Units			
Public Housing Units Occupied	420	420	-
Traditional Public Housing units Occupied	420	420	
Affordable Housing Units Occupied (excluding PH subsidized)	5,511		5,511
Affordable Housing Units - Tenant Based Vouchers	483		483
Affordable Housing Units - Shelter + Care	73		73
Affordable Housing Units - Project Based Vouchers	-		-
Affordable Housing Units - Hi Rise Project Based Vouchers	1,121		1,121
Affordable Housing Units - RAD Project Based Vouchers	1,360		1,360
Affordable Housing Units - HUD Multi-Family Project Based	278		278
Affordable Housing Units - VASH Vouchers	117		117
Affordable Housing Units - Family Unification Program	25		25
Affordable Housing Units - Section 8 Port In	49		49
Affordable Housing Units - Unassisted	2,005		2,005
Special Needs	498		498
Special Needs Units (Master Leased) **	262		262
Special Needs Shelter Beds (Master Leased)	236		236
Total Households Occupying Housing Units	6,429	420	6,009
Total Housing Supports Provided to Household	19,263	9,604	9,296
Household Occupying Affordable Unit/Receiving Home Forward Rent Assistance	(3,155)		(3,155)
Households Occupying Affordable Unit/Receiving Shelter Plus Care	(73)		(73)
Total Households Served	16,035	9,604	6,068

Notes:

- ^ Consists of Grace Peck Terrace, Multnomah Manor, Plaza Townhomes, Rosenbaum Plaza, Unthank Plaza
- ** Special Needs are physical units as occupancy levels that are not reported to Home Forward by service providers master leasing these properties.

Total Households Served: Rent Assistance and Occupied Housing Units June 2021



^ Consists of Grace Peck Terrace, Multnomah Manor, Plaza Townhomes, Rosenbaum Plaza, Unthank Plaza

* Includes Local Blended Subsidy

** Special Needs are physical units as occupancy levels that are not reported to Home Forward by service providers master leasing these properties.

DASHBOARD REPORT

Property Performance Measures

Occupancy	Number of Properties	Physical Units	Rentable Units	Vacant Units	Occupancy Percentage	Unit Mix						
						Studio/SRO	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm	5+ Bdrm	Total
Public Housing	13	436	428	8	98.1%	8	207	129	86	6	0	436
Affordable Owned	26	2401	2,401	80	96.7%	867	704	618	182	30	0	2,401
Tax Credit Partnerships *	41	3,392	3,284	94	97.1%	969	1,186	660	422	138	17	3,392
Total Affordable Housing	67	5793	5685	174	96.9%	1,836	1890	1278	604	168	17	5,793
Combined Total PH and AH	80	6,229	6,113	182	97.0%	1,834	2,098	1,406	690	174	17	6,219
Special Needs (Master Leased)	27	262	262									
Special Needs (Shelter Beds)	3	236	236									
Total with Special Needs	110	6,727	6,611									

* Excludes Louisa Flowers- has not fully leased yet

Financial

	Fiscal YTD ending 3/31/21					03/31/21		
	# of Properties/units Positive Net Operating Income (NOI)	# of Properties/units Negative Net Operating Income (NOI)	# of Properties/units Under Construction (NOI Does not Apply)	# of Properties meeting Debt Coverage	# of Properties not meeting DCR	# of Properties DCR Not Applicable		
Public Housing	12	416	1	20				
Affordable Owned	23	1,231	4	971	13	6	7	
Tax Credit Partnerships	26	1,647	10	748	12	4	25	

Number of Properties Don't Match

Public Housing Demographics

	Households				% Family Type (head of household)				Race % (head of household)					
	# of Households	% of Households	Average Family Size	Average Unit Size	Adults no Children	Family with Children	Elderly	Disabled Not Elderly	Black African American	White	Native American	Asian	Hawaiian/ Pacific Islnd	Hispanic/ Latino
Public Housing Residents														
0 to 10% MFI	85	20.0%	2.3	2.0	50.6%	49.0%	22.4%	16.0%	24.7%	62.4%	5.9%	2.4%	1.2%	22.4%
11 to 20%	187	44.0%	1.6	1.4	80.8%	19.0%	67.4%	70.0%	19.3%	69.5%	2.1%	6.4%	1.1%	10.7%
21 to 30%	75	17.7%	2.0	1.7	73.3%	27.0%	64.0%	52.0%	17.3%	70.7%	1.3%	8.0%	1.3%	14.7%
31 to 50%	55	12.8%	2.9	2.2	54.6%	45.0%	47.3%	33.0%	27.3%	60.0%	3.6%	1.8%		20.0%
51 to 80%	22	5.2%	2.3	2.2	50.0%	50.0%	45.5%	32.0%	27.3%	63.6%		4.6%		22.7%
Over 80%	1	0.2%	4.0	3.0	100.0%			100.0%						
All	425	100.0%	2.0	1.7	68%	31%	54%	49.1%	21.6%	66.6%	2.8%	5.2%	0.9%	15.5%
Waiting List														
0 to 10% MFI	3,853	42.7%	2.2	0.4	4.7%	50.2%	31.0%	2.8%	1.5%	5.2%	6.2%	177.6%	5.2%	6.7%
11 to 20%	3,016	33.4%	2.1	0.5	12.0%	51.8%	28.9%	5.5%	1.1%	4.7%	4.6%	166.5%	4.6%	4.4%
21 to 30%	1,282	14.2%	2.4	0.3	12.3%	47.2%	26.7%	6.2%	1.1%	6.3%	9.8%	189.9%	6.1%	7.9%
31 to 50%	665	7.4%	2.7	0.3	13.2%	49.2%	23.6%	10.7%	3.0%	4.8%	6.8%	208.7%	5.1%	8.2%
51 to 80%	133	1.5%	2.7	0.2	7.5%	47.4%	22.6%	8.3%	2.3%	3.0%	9.8%	210.5%	5.0%	5.9%
Over 80%	79	0.9%	2.2	0.3	7.6%	35.4%	48.1%	6.3%	2.5%	3.8%	1.3%	175.9%	3.3%	6.7%
All	9,028	100.0%	2.2	0.4			29.2%	4.9%	1.4%	5.1%	6.2%	178.4%	5.1%	6.2%
Other Activity														
Public Housing														
Names pulled from Wait List	162													
Denials	2													
New rentals	4													
Vacates	4													
Evictions	0													

Rent Assistance Performance Measures

Utilization and Activity

	Current Month Status						Current Month Activity				Calendar Year To Date				
	Authorized Vouchers	Utilized Vouchers	Utilization	Average Voucher	HUD Subsidy Over / (Under)	Remaining Waiting List	Waiting List Names	New Vouchers Leased	Vouchers Terminated	Voucher Inspections Completed	Utilization	Average Voucher	HUD Subsidy Over / (Under)	New Vouchers Leased	Vouchers Terminated
Tenant Based Vouchers	5,883	5,651	96%	\$777	-462,189	875	0	18	9	289	95%	\$790	-2,594,251	184	88
Project Based Vouchers	3,074	2,908	95%	\$867	-6,501			103	11	675	96%	\$873	29,047	243	129
VASH Vouchers	1,045	690	66%	\$768	-31,661			5	2	31	69%	\$769	20,912	50	16
FUP Vouchers	244	220	90%	\$959	35,512			0	0	18	88%	\$952	170,947	6	4
Mainstream Vouchers	229	94	41%	\$895	-81,421			1	0	2	39%	\$156	-909,326	3	3
RAD Project Based Vouchers	1,419	1,360	96%	\$389	-470,608			96	5	597	95%	\$65	-5,470,653	174	58
SRO/MOD Vouchers	130	124	95%	\$484	-875			1	0	6	94%	\$490	-7,049	12	10
All Vouchers	12,024	11,047	92%	\$754	-1,017,743			224	27	1,618	92%	\$715	-8,760,374	672	308

Home Forward - Dashboard Report For June of 2021

Demographics														
	Households				% Family Type (head of household)				Race % (head of household)					
	# of Households	% of Households	Average Family Size	Average Unit Size	Adults no Children	Family with Children	Elderly	Disabled Not Elderly	Black African American	White	Native American	Asian	Hawaiian/ Pacific Islnd	Hispanic/ Latino
Tenant Based Voucher Participants *														
0 to 10% MFI	1,182	17.8%	2.5	2.0	48.7%	51.0%	21.1%	29.0%	39.4%	47.2%	3.5%	1.6%	1.2%	9.1%
11 to 20%	2,931	44.2%	1.8	1.7	78.5%	22.0%	62.0%	69.0%	33.5%	54.8%	1.8%	6.2%	0.4%	5.5%
21 to 30%	1,356	20.4%	2.3	2.0	65.6%	34.0%	52.0%	55.0%	36.3%	54.6%	1.4%	4.0%	0.9%	6.6%
31 to 50%	931	14.0%	2.9	2.3	48.6%	51.0%	36.5%	34.0%	41.4%	46.9%	2.2%	3.3%	1.6%	9.0%
51 to 80%	214	3.2%	2.7	2.5	51.9%	48.0%	23.8%	27.0%	52.8%	35.5%	3.3%	3.7%	1.4%	7.5%
Over 80%	22	0.3%	2.9	2.5	45.5%	55.0%	22.7%	23.0%	36.4%	50.0%		4.6%		9.1%
All	6,636	100%	2.2	1.9	65.4%	34.6%	47.7%	52.6%	36.9%	51.7%	2.1%	4.4%	0.9%	7.0%

* (Includes Tenant Based, FUP, VASH, Mainstream and Port In Vouchers)

	Households				% Family Type (head of household)				Race % (head of household)					
	# of Households	% of Households	Average Family Size	Average Unit Size	Adults no Children	Family with Children	Elderly	Disabled Not Elderly	Black African American	White	Native American	Asian	Hawaiian/ Pacific Islnd	Hispanic/ Latino
Project Based Voucher Participants														
0 to 10% MFI	1113	27.9%	2.0	1.2	63.2%	37.0%	28.1%	32.0%	22.9%	65.2%	3.5%	1.9%	1.7%	15.0%
11 to 20%	1856	46.5%	1.6	0.9	83.4%	17.0%	61.7%	71.0%	23.2%	66.0%	3.3%	3.1%	0.7%	9.1%
21 to 30%	609	15.3%	2.1	1.3	71.4%	29.0%	58.1%	53.0%	22.7%	68.0%	2.8%	2.5%	0.7%	9.9%
31 to 50%	338	8.5%	2.7	1.9	51.2%	49.0%	39.9%	28.0%	30.2%	56.5%	4.4%	2.4%	1.2%	22.5%
51 to 80%	62	1.6%	2.9	2.2	48.4%	52.0%	37.1%	18.0%	32.3%	59.7%	4.8%		1.6%	30.7%
Over 80%	10	0.3%	4.0	3.1	30.0%	70.0%	30.0%		40.0%	60.0%				40.0%
All	3,988	100%	1.9	1.2	72%	28%	49%	52.7%	23.8%	65.1%	3.4%	2.6%	1.0%	12.4%

Waiting List	Households				% Family Type (head of household)								Not Reported		
	# of Households	% of Households	Average Family Size	Average Unit Size	Adults no Children	Family with Children	Elderly	Disabled Not Elderly	Black African American	White	Native American	Asian		Hawaiian/ Pacific Islnd	Hispanic/ Latino
0 to 10% MFI	350	32.2%	2.0				2.9%	26.0%	30.3%	56.3%	4.0%	2.3%	0.9%	7.0%	0.6%
11 to 20%	296	27.2%	1.9				17.6%	55.4%	26.0%	59.8%	2.0%	5.7%	1.4%	4.6%	0.7%
21 to 30%	221	20.3%	2.0				18.6%	43.0%	19.5%	67.9%	0.9%	3.6%	0.9%	5.3%	0.9%
31 to 50%	182	16.7%	2.5				9.9%	23.6%	27.5%	55.5%	3.9%	5.0%	1.1%	5.5%	0.6%
51 to 80%	31	2.9%	2.2				16.1%	19.4%	41.9%	35.5%		6.5%		10.3%	3.2%
Over 80%	7	0.6%	2.9						28.6%	42.9%				14.3%	4.6%
All	1,087	100.0%	2.1				11.6%	36.7%	26.8%	58.8%	2.7%	4.0%	1.1%	5.8%	1.0%

Short Term Rent Assistance			
# of Households Participating	\$ Amount of Assistance Provided	Average Cost per Household	
Shelter Plus Care	461	444,257	\$963.68
Short Term Rent Assistance	916	946,020	\$1,033

Resident Services

Resident Programs			
Housing Program Served	Households Served/	Monthly Funding Amount	Average Funds per Participant
Congregate Housing Services	Public Housing	146	\$80,273
* as of previous month			\$549.81

Resident Services Coordination		Public Housing					
# Services	# of Programs	# Event Attendees	# Notice/Violation Meetings	# Eviction Notices	# Housing Stability Meetings		
1531	32	354	8	3	13		

Development/Community Revitalization**New Development / Revitalization**

	Units	Construction Start	Construction End	Current Phase	Total Cost	Cost Per Unit
North Group Rehab Project	350	18-Dec	30-Sep	Post -Construction	\$101,323,805	\$289,496
East Group Rethab Project	315	19-Jun	21-Mar	Construction	\$79,925,247	\$253,731
Fountain Place Rehab Project	74	20-Mar	21-Dec	Construction	\$32,804,443	\$443,303

Capital Improvement

Gretchen Kafoury Windows Replacem	N/A	21-Mar	21-Sep	Pre-Construction	\$875,000	N/A
Sequoia Elevated Deck	N/A	21-Mar	21-Sep	Pre-Construction	\$1,822,000	N/A
Schiller Way Elevated Deck Project	N/A	21-Mar	21-Jun	Pre-Construction	\$204,000	N/A
Kelly Place Elevated Deck	N/A	21-Mar	21-Jun	Pre-Construction	\$136,016	N/A