

PROJECT NARRATIVE

a. Need

In 1993 the Yolo County Housing Authority (YCH) acquired three duplexes and one single family home in Davis, CA from the City of Davis. These properties are reserved for families meeting the USDA's definition of farm worker. The YCH residents earn under 50% AMI for Yolo County. The properties are located at:

3328 & 3330 Biscayne Bay (duplex)
2761 & 2763 Feather Place (duplex)
627 & 629 Isla (duplex)
1235 Alice St.

At the time of this initial acquisition from the City of Davis, the USDA Rural Development provided funding to rehabilitate the properties. Since that time, no significant rehabilitation of the dwelling units has been completed. The total estimated hard cost for needed physical improvements is \$126,252. The physical condition of all three duplexes and the one single family house is such that the investment of rehabilitation dollars will extend the economic life of the properties. A delay in needed rehabilitation work will jeopardize the physical integrity of the dwelling units.

The YCH does not have available rehabilitation funds to complete the repairs noted in this proposal budget. Rental receipts are restricted such that rental cash flow is not sufficient to cover this rehabilitation work.

b. Benefit

The structures are located in well maintained Davis neighborhoods. It is important for the YCH to own and manage properties that add to the quality of housing in the City. HOME funds will allow the YCH to complete the needed rehabilitation to provide clean, safe affordable housing for our residents and contribute to the quality of housing in these sections of Davis.

c. Other Resources and Collaboration

The YCH presently has no other resources to complete rehabilitation work on the seven (7) Davis RD units.

d. Organizational Capacity

The YCH Facilities Manager, Fred Ichertz, has extensive experience in the rental housing rehabilitation process. With the approval of HOME funds, the YCH will follow proper procurement procedures for the preparation of construction drawings, permitting, and the bidding process to select the general contractor. Further, the YCH Executive Director, Lisa Baker, has extensive experience in the use of HOME funds. As the principle of Baker Street Associates, LLC for the previous twelve years prior to joining the YCH, Ms. Baker advised and worked with many municipalities in the use of and proper reporting of HOME funds.

SCOPE OF SERVICES

a. Project Description (Activity Summary: Describe the activities of the proposed budget)

The rehabilitation of the Davis USDA properties will include the following specific construction items:

- ※ Install double pane windows
- ※ Replace exterior doors
- ※ Replace storm doors
- ※ Repaint exterior stucco soffits and fascia
- ※ Replace exterior doors and hardware to mechanical closets
- ※ Pitch, repair wood damage and roof car ports
- ※ Install AC/DC smoke alarms
- ※ Install Address-O-Light numbering system

This work will be conducted on each of the four buildings (three duplexes & one single family house).

b. Target Group

The primary target group will be the residents who occupy the seven rental units in the YCH Davis RD properties. Through the rehabilitation of their dwelling units, the YCH can significantly improve the tenants' physical environment, thus contributing directly to their quality of life.

c. Outreach

The YCH ensures that when vacancies are available at the Davis RD properties, our outreach to prospective tenants follows Affirmative Fair Housing Marketing requirements.

PERFORMANCE SCHEDULE

(Prepare a Work Plan for implementation/ completion of the services and activities identified in the Scope of Services.)

Work Plan (Identify activities and completion dates)

Activity	Time Frame
Execution of HOME contract	July 2007
Contract execution with project architect	One week after HOME contract signed
A & E	Six weeks
Advertising and bidding process for selection of general contractor	Five weeks
Selection of general contractor	Next YCH board meeting after end of bidding process
Notice to Proceed issued to general contractor	After YCH board meeting at which selection of general contractor is approved
Completion of rehabilitation construction	Eight weeks
Punch list	One week
Final tabulation of construction costs	One week
HOME close out process	One week

PERFORMANCE MEASUREMENTS

Activity	Indicator	Outcome
Rehabilitation construction of seven dwelling units	Completed rehabilitation	<ul style="list-style-type: none"> ※ Improved quality of life for the residents ※ Improved appearance of the structures in the Davis neighborhoods

**CITY OF DAVIS
HOME INVESTMENT PARTNERSHIPS PROGRAM**

BUDGET SUMMARY FOR PROPOSED CAPITAL PROJECT*

Budget Category	Proposed Project	Other Sources	Total
<u>Renovation or Construction</u>			
Architect / Engineering	12,625.00	0.00	12,625.00
Install double pane windows	49,000.00	0.00	49,000.00
Replace exterior doors	5,768.00	0.00	5,768.00
Replace storm doors	3,934.00	0.00	3,934.00
Repaint exterior stucco soffit and fascia	24,500.00	0.00	24,500.00
Replace exterior doors and hardware to mechanical closets	7,000.00	0.00	7,000.00
Pitch, repair wood damage and roof car port	24,500.00	0.00	24,500.00
Install AC/DC smoke alarms	10,500.00	0.00	10,500.00
Install Address-O-Light numbering system	1,050.00	0.00	1,050.00
Subtotal Project Budget	<u>138,877.00</u>	<u>0.00</u>	<u>138,877.00</u>
Project Management	13,887.70	0.00	13,887.70
Total Project Budget	<u>152,764.70</u>	<u>0.00</u>	<u>152,764.70</u>

*** Please revise this form and annotate budget items as needed.**

REQUIREMENTS: All applicants are requested to submit a copy of their Operating Budget.