

## **LIPH Feasibility Subcommittee Notes from Jan. 21, 2010 Meeting**

**Board Members Present:** Valerie Agostino, Adolph Moody, Carole Norris

**Staff Present:** Tia Ingram, Rachel Gonzales-Levine

- Subcommittee worked on Press Release draft; staff sent final Press Release to those listed on City of Berkeley Press List, provided by City Manager's Office.
- Discussion of Consultant Project Manager Responsibilities:
  - Facilitate Feasibility Subcommittee
  - Facilitate Advisory Committee
  - Conduct fact finding for RHCP disposition
  - Coordinate OPC/Eric & Scott – EJP Praxis
  - Produce Press Releases
  - Develop relevant documents for BHA website
  - Once developer is selected, they will coordinate relocation plans
- Discussion on approximate hourly rate for consultants currently estimated at between \$60 - \$100/hour.
- Subcommittee member Agostino provided edits to previous Dispo. Project Manager job announcement to be relevant for an RFP/RFQ for potential consultants.
- Various names were discussed to whom the RFP/RFQ will be sent:
  - Norma
  - Charmane
  - Surlene Grant
  - Carol Lamont
  - Kathleen Simms
  - Dionne
  - H. Langston
- Discussion around the fact that OPC has not been contracted for Phast II – development of specific relocation plans & 1:1 consultations
- OPC has been contracted for Phase I = required for disposition application – this is completed.
- We may find people during the recertification process who are willing to relocated and those who were resistant.
- Question was raised as to whether overhoused households have the opportunity to correct their overhoused status. If their household composition/situation changes, the answer is yes (i.e. minor or disabled person)
- We need to communicate via newsletters, and other means to the residents regarding the relocation process.
- We need to nail down when the relocation planning/plan occurs – it is not clear but probably best to get a general idea now, and more specific 1:1 discussions with residents as we get (a) approval of dispo. application and (b) closer to the time when relocation will occur so that it is clear about the household composition, what the residents want to do in terms of relocating.
- Discussion around potential Advisory Group Membership
  - 3 BHA Board Members: George Austin, Marjorie Cox, Carole Norris
  - Current LIPH/RCHP residents (3)
  - City Council Member: Daryl More

- City Housing Dept. Staffer: ask Jane or Kitty
- Social Service Provider: CIL/Over 60 Clinic
- Berkeley Mental Health: Harriet Langston
- BOCAH (clergy community): Michael McBride
- National Housing Law Project: \_\_\_\_\_
- East Bay Community Law Center: Gracie Jones
- Legal Aid: Lisa Grieff
- It was determined that we need a meeting with Eric/Scott to determine next steps.
- Eric came in by phone briefly:
  - Eric/Scott/OPC need to be on the same timeline in terms of OPC's role
  - EJP/Praxis would like to know what upcoming meetings they need to attend
  - Is there something OPC needs to be doing now?
  - We are still 6 mos – 1 year out from choosing a developer
  - We need Eric's continued assistance to lay out such items as modernization & making the units affordable as well as more explanation on pro formas, etc.
  - Eric suggested doing a survey of relocation plans of residents right now rather than 1:1 meetings
  - Eric suggested that after the RFQ for developer bidders is finalized to have a bidders conference; as a planning exercise we need to budget for the goal of what we want in a developer partnership
  - Carole suggested that by early March we have an Advisory Committee meeting to discuss the job description of the Project Manager; EJP Praxis can provide a report; hope is by beginning of July we move forward with the RFP for a developer (we have 4-5 months of planning with Advisory Committee)
  - Eric is willing to be on the interview team of the Project Manager & Development Partner selection