

## REQUEST FOR QUALIFICATIONS

FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE  
HILLSIDE MASTER PLAN FOR HOUSING OPPORTUNITY

### Addendum #1 – Summary of Hillside Manor Site Visit / Email questions and responses

**Issue Date:** April 9, 2018

**Site Visit Date:** April 3, 2018

It is the sole responsibility of the respondent to note the contents of this Addendum.

#### Attendees:

Name	Firm	Email address
Charles Kidwell	Leeb Architects	<a href="mailto:ckidwell@leebarc.com">ckidwell@leebarc.com</a>
Denis Dooley	JSE Labs	<a href="mailto:ddooley@jselabs.com">ddooley@jselabs.com</a>
Will Grimm	Ankrom Moisan Architecture	<a href="mailto:willg@ankrommoisan.com">willg@ankrommoisan.com</a>
Gauri Rajbaidya	SERA	<a href="mailto:gaurir@seradesign.com">gaurir@seradesign.com</a>
Seth Davis	Froelich Engineers	<a href="mailto:sdavis@froelich-engineers.com">sdavis@froelich-engineers.com</a>
Bridger Wineman	EnviroIssues	<a href="mailto:bwineman@enviroissues.com">bwineman@enviroissues.com</a>
James Lee	Scott/Edwards Architecture	<a href="mailto:jlee@seallp.com">jlee@seallp.com</a>
Matt Bokar	Scott/Edwards Architecture	<a href="mailto:mbokar@seallp.com">mbokar@seallp.com</a>
Brian Cavanaugh	Architecture Building Culture	<a href="mailto:brain@architecture-bc.com">brain@architecture-bc.com</a>
Ken Pirie	Walker Macy	<a href="mailto:kpirie@walkermacy.com">kpirie@walkermacy.com</a>
Bob Boileau	LRS Architects	<a href="mailto:rboileau@lrsarchitects.com">rboileau@lrsarchitects.com</a>
Martin Glastra van Loon	SERA	<a href="mailto:Martin@seradesign.com">Martin@seradesign.com</a>
Charles Brucker	PLACE	<a href="mailto:Charles.brucker@place.la">Charles.brucker@place.la</a>
Mike Andrews	Structure Development Advisors	<a href="mailto:mike@structurepdx.com">mike@structurepdx.com</a>
Don Hanson	OTAK	<a href="mailto:don.hanson@otak.com">don.hanson@otak.com</a>
Mariah Kiersey	Ankrom Moisan Architecture	<a href="mailto:mariah@ankrommoisan.com">mariah@ankrommoisan.com</a>
Li Alligood	OTAK	<a href="mailto:Li.alligood@otak.com">Li.alligood@otak.com</a>
Kara McLellan	Utile	<a href="mailto:mclellan@utiledesign.com">mclellan@utiledesign.com</a>
Matt Hlavaty	Humber Design Group	<a href="mailto:matthew.hlavaty@hdgpx.com">matthew.hlavaty@hdgpx.com</a>
Will Farley	Lancaster Engineering	<a href="mailto:will@lancasterengineering.com">will@lancasterengineering.com</a>

**1. How will HACC differentiate between the role of the owner's Financial Consultant and the design team's Economic Consultant?** The owner's Financial Consultant is David Paul Rosen and Associates (DRA). They will be assessing the feasibility of the proposed masterplan and identifying potential funding sources. The design

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team’s Economic Consultant will be looking at impacts the proposed development might have on job creation, tax benefits and local benefits. We will look to the Economic Consultant to provide an economic analysis of the proposed project.

**2. Will residents be relocated during future construction?** The relocation plan is still to be determined and shall be considered during the masterplan effort. Yes, it is HACC’s intention that current residents will have an opportunity to move back to the new development. We have a Relocation Consultant who will be a part of the team.

**3. Will the Masterplan include redeveloping the site around the Manor?** The site improvements around the Manor will generally remain as is. The site around the Manor will be sectioned off as a ground lease for purposes of the tax credit partner. It is assumed that some work will need to occur to provide access to the vacant lot to the north of the Manor.

**4. Does HACC have a preconceived idea as to what type of mixed-use development the project might include?** No. There will be a parallel process with the City of Milwaukie to identify the appropriate Comp Plan designation since commercial uses are currently not allowed on site. It is expected that any mixed-use development might include light commercial, including office, childcare, etc.

**5. Will HACC consider selling some of its property as a part of the process?** Yes, however as a HUD project there are restrictions and requirements that the project will need to meet for that to happen. We are hoping that the masterplan effort can help us identify and set up a plan to resolve these issues.

**6. What kind of community outreach has already occurred? Does the community know about this project?** We have met with the neighborhood association and have discussed the project with key stakeholders. There has not been any opposition, they just want to be kept informed and involved in the process. The project should build in multiple opportunities to provide community input. There is an understanding that the community needs additional affordable housing. The residents are more likely to generate opposition to the project since they will be more directly affected.

**7. Is there anything you can tell us about the current population?** Hillside Park houses numerous families. It tends to be one of the more desirable properties in HACC’s portfolio; residents tend to stay a long time.

**8. Does HACC have any goals for number of units?** HACC anticipates providing 300-400 units on site (or 3 – 4 times the current number of units). They would be constructed over multiple phases.

**9. Is the current street layout fixed and are they public or private?** HACC expects that the street layout will be reconfigured as a part of the project. *Subsequent to the meeting:* David Levitan (City of Milwaukie, Senior Planner) confirmed that the streets are technically public but have been acting as private streets (the City has not conducted any maintenance on them).

**10. Does the 16 acres include the portion of the campus occupied by Hillside Manor? Exhibit I says the site is just over 22 acres?** The 16 acres includes the portion of the campus occupied by Hillside Manor. The reference to 22 acres in Exhibit I is an error, it should read 16 acres.

**11. What are the anticipated mixed-uses? Are non-residential uses (retail, commercial, office) expected to be incorporated into the Master Plan?** We would like to contemplate a variety of community serving commercial uses as part of the Master Plan. While the needs for services will emerge during the planning process, potential commercial uses may include office, childcare facility, small café, small grocery, etc.

**12. Will the existing Community Building be replaced as part of the Master Plan process?** Yes, the existing community building will be replaced as part of the Master Plan process

**13. Is there a site survey or geotechnical data available for review?** These are in process. The expectation is that both will be completed by the time the Master Planning team is selected and under contract.

**14. Are design teams precluded from future implementation of the master plan?** No.

**15. Regarding Required Forms, should the appropriate person sign in acknowledgment that we have read the following forms as they are informational exhibits?**

-Exhibit C - Forms HUD 5369-B: Instructions to Offerors Non-Construction and

-Exhibit E - Form HUD 5370-C: General Conditions for Non-Construction Contracts? These are informational exhibits only. No need to sign in acknowledgement.

**16. Do teams have access to any community demographic data or census analysis done by the Housing Authority beyond what is available on the web?** The selected Master Planning team will have access to additional data on community demographics. Due to the timeline of the RFQ, we are not accepting requests for additional information from the respondent teams prior to April 5th, 2018.

**17. Are there spaces, connections or community assets the community dearly loves and would hope to retain, for example, significant trees, landscapes or views?** This will need to be explored further with community stakeholders as the project progresses. To date, there has been an expressed desire by current residents to retain, or create new, gardening, open space, and pet areas on the site.

**18. Does the freight line pose a significant challenge? noise, frequency, timing?** The freight train is a challenge to the site location. Buffering walls or landscape features to provide more security and separation between the site and the freight line can be explored as part of the Master Planning process.

**19. What is the environmental condition of the existing housing stock? Are there mold, dry root or contaminant issues?** The most recent Physical Needs Assessment on the buildings was conducted in 2015. There has not been a recent Haz Mat or environmental assessment conducted on the existing buildings at Hillside Park. The Housing Authority is in process with a team to conduct a comprehensive Phase 1 site assessment. That information will be available to the selected Master Planning team.