

RFP# 22-C2789:

AFFORDABLE HOUSING DEVELOPMENT PROPOSAL

Kenmore Senior Housing



Applicant/Developer: Plymouth Housing
Property Manager & Service Provider: Plymouth Housing
Architect: Environmental Works
General Contractor: Walsh Construction

Primary Contact: Elizabeth Murphy
Real Estate Developer
Plymouth Housing
emurphy@plymouthhousing.org
253-346-0110

Kenmore Senior Housing RFP Contents

I. Development Team Information.....p.2

- a. Developer/Owner: Plymouth Housing
- b. Property Manager & Service Provider: Plymouth Housing
- c. General Contractor: Walsh Construction
- d. Architect: Environmental Works

II. Project Description.....p.13

- a. Why Housing First for Low-Income Seniors in Kenmore?
- b. Project Design & Location (Also see: CFA Form Tabs 1, 2A, 2B, 3)
- c. Construction Estimate & Project Financing (Also see: CFA Form Tabs 6A, 6B, 7A)
- d. Operations and Services Description
- e. Amenity Map
- f. Management & Marketing Plan Sample
- g. Initial Contractor Cost Estimate

III. Preliminary Project Designs.....p.37

- a. Schematic Site Plans
- b. Typical Building Elevations
- c. Typical Floor Plans

CFA Forms: Project Development Budget & Schedule and Operating Pro-forma

See separate Excel document

- a. Estimate of Total Project Development Costs and a Financing Plan for the Proposed Project (Tab 6A)
- b. Affordability (Tabs 8A, 8B)
- c. Operating Pro-Forma (Tabs 8C, 8D)
- d. Project Schedule (Tab 5)

LIHTC Addendum (2021)

See separate Excel document

- a. LIHTC Info
- b. LIHTC Scoring
- c. TDC Limit

I. Development Team Information

Developer/ Owner: Plymouth Housing

Throughout its 40-year history, Plymouth housing has overseen the rehabilitation and/or construction of 15 buildings with the purpose of providing Permanent Supportive Housing to chronically homeless individuals in the Seattle region. Currently, our development pipeline includes four new buildings that will open in the next year as well as a rehabilitation of an existing building in our portfolio. With extensive experience developing and managing new construction projects in the Seattle area, Plymouth looks forward to the opportunity to work with the City of Kenmore to build much-needed affordable housing in King County. The Plymouth Housing development team for the Kenmore Senior Housing project would include Karen Peterson, Chief Real Estate Officer who has over 30 years of experience in housing development, and Elizabeth Murphy, Real Estate Developer, with nearly 4 years of experience. Elizabeth would provide day-to-day project management, while Karen would oversee major milestones and contract negotiations.

Karen Peterson, Chief Real Estate Officer joined the Plymouth team in August 2021. Karen's most recent experience prior to joining Plymouth Housing was in her role as Manager of the Real Estate development team at Tacoma Housing Authority for 7 years. Among other projects, Karen completed a \$91M RAD conversion and the Arlington Drive Youth Campus project; consisting of a Crisis Residential Center and permanent supportive housing for young adults who have experienced homelessness. Prior to her move to Washington and joining THA, Karen worked at Minnesota Housing for 6 years in multiple roles as a multifamily underwriter, member of the Tax Credit team, Manager of Compliance and Manager of the HAP and TRACS teams. Karen also worked for the Minneapolis-based developer Sherman Associates for 3 years developing market-rate and affordable housing. Prior to joining Sherman Associates, Karen worked for the Community and Economic Development Agency for the City of Minneapolis for 19 years developing affordable housing and commercial and industrial development. Karen holds a BA in philosophy from Metropolitan State University in Minneapolis.

Elizabeth Murphy, Real Estate Developer joined the Plymouth Housing team in February 2021. She is currently overseeing the Eastgate PSH project, the first permanent supportive housing for chronically homeless individuals in Bellevue, as well as Ballard PSH, a turnkey project currently being developed by Inland Group. Prior to joining the Plymouth Team, Elizabeth worked at Catholic Housing Services for two years, working as Operations Manager for the Community Development Center, and as a Housing Developer. Prior to her career in housing, she worked in government relations and community organizing for non-governmental organizations in Washington, DC and Seattle. Elizabeth holds a B.A. in Politics from the University of San Francisco.

Plymouth Sample Projects: Enclosed is a one-pager of our most current new construction projects. To view a current list of Plymouth's buildings, visit <https://plymouthhousing.org/our-housing/tour-a-plymouth-building/>

6 buildings. 600 apartments.

2020 - 2023



Bob & Marcia Almquist Place

PERMANENT SUPPORTIVE HOUSING

102 resident studios + 3 staff apartments
Supporting residents recovering from chronic homelessness, some with behavioral health challenges.
CONSTRUCTION START: DEC 2018
CONSTRUCTION FINISH: APR 2020



Kristin Benson Place

PERMANENT AFFORDABLE HOUSING

91 resident studios + 2 staff apartments
Partnership with Path with Art, which will provide ground floor community arts access. Apartments for residents through the "Housing Options Program."
CONSTRUCTION START: JAN 2020
CONSTRUCTION FINISH: AUG 2021



12th & Spruce

PERMANENT SUPPORTIVE HOUSING

100 resident studios + 3 staff apartments
Focus on veteran homelessness. Partnership with St. Francis House, which will provide services for those experiencing homelessness from a ground floor space.
CONSTRUCTION START: NOV 2020
CONSTRUCTION FINISH: MAY 2022



Ballard Supportive Housing

PERMANENT SUPPORTIVE HOUSING

79 resident studios + 2 staff apartments
In partnership with Inland Group.
CONSTRUCTION START: JULY 2021
CONSTRUCTION FINISH: JULY 2022



The Madison/Boylston Project

PERMANENT SUPPORTIVE HOUSING

112 studios for seniors + 3 staff apartments
Partnership with Bellwether Housing, which will operate an additional 253 low-income apartments.
CONSTRUCTION START: OCT 2020
CONSTRUCTION FINISH: AUG 2022



Eastgate Supportive Housing

PERMANENT SUPPORTIVE HOUSING

92 resident studios + 3 staff apartments
In partnership with Congregations for the Homeless.
CONSTRUCTION START: FALL 2021
CONSTRUCTION FINISH: EARLY 2023

Property Manager & Service Provider: Plymouth Housing

Plymouth Housing plans to provide supportive and operational services to the building. We have a long track record of providing property management, maintenance, and supportive services to our residents. Our experienced leadership team and staff are well equipped to serve Kenmore Senior Housing and look forward to the opportunity to share our expertise and pursue partnerships in the City of Kenmore.

Yi Zhao, Chief Asset Management Officer, joined the Plymouth team in October 2019. Previously Yi worked with the King County Housing Authority in the capacity of a Regional Manager overseeing properties spanning from Bellevue to Sedro Woolley including Public Housing, Project Based Section 8, and Low-Income Housing Tax Credit housing. Yi also has experience with food insecurity and working on feeding the White Center community through the White Center Food Bank.

Trina Thompson, Director of Property Management, has worked in the supportive housing field for over 14 years, and with people experiencing homelessness for even longer. She joined Plymouth in 2014 as the Assistant Director of Property Management. Prior to her time with Plymouth, she served as the Director of Operations for the Church Council of Greater Seattle, where she oversaw the HomeStep and Self-Managed Housing Programs in addition to securing and maintaining government grants, building community partnerships, and working directly with program staff and residents.

Kimberly Arrington-White, Chief Supportive Housing Officer, joined Plymouth Housing in August of 2021 and brings nearly three decades of work in the social services field. Prior to coming to Plymouth Housing, she served as Chief of Case Management for one of California's twenty-one regional centers providing services to more than 18,000 developmentally disabled individuals. She previously served as a Program Coordinator at Goodwill Industries and has worked with individuals with both behavioral and emotional health challenges. Ms. Arrington White holds a Bachelor's degree in Psychology and a Master's degree in Educational Administration, Organization and Policy.

Kristina Giscombe, Director of Supportive Housing, is responsible for oversight of the Social Services department at Plymouth Housing. Kristina ensures Housing Case Managers are supported and have what they need to deliver trauma-informed, quality services to all residents in Plymouth's portfolio. Kristina has worked for Plymouth for the past decade and her experience in various levels of the Social Services department informs her goals to support case management staff. During that time, Kristina also received her Master of Social Work with an emphasis in Mental Health from University of Washington. Kristina received her bachelor's degrees in psychology and sociology from Gonzaga University.

Keith Scott, Director of Facilities, has over 20 years of experience in construction and facilities work, in addition to being in leadership roles since 1999. Keith's skills range from technical expertise to community building and team development, and he has put those to use at Plymouth since he was hired as Maintenance Manager in 2015. Prior to that, he worked for Compass Housing Alliance, the Simon Estate, and S.S. Construction.

See CFA Form Tabs 1, 9A, 9B, 9C for more details.

General Contractor: Walsh Construction

Walsh & Environmental Works: A History

Environmental Works and WALSH have an extensive history that spans 17 years of designing and constructing homes in King County—working together for nonprofit owners on eight construction and rehabilitation projects since 2005. WALSH and Environmental Works are currently partnering on three mixed-use, publicly-funded affordable housing projects in the Seattle area that started construction in late 2021. Over the past two years, project teams have collaborated to work through a unique confluence of challenges related to financing requirements, building codes, and uncertainties in the construction market.

Walsh Team Members

WALSH brings a breadth of current knowledge and experience to the pre-construction process for Plymouth Housing’s proposed Kenmore project. To guide the project to a successful start in 2023, WALSH will bring a tenured project Principal, Project Manager, General Superintendent, and Chief Estimator to the project team. As the design and permitting phases progress, WALSH will add in-house Quality Control and BIM coordination experts and provide appropriate constructability reviews.

Bill Reid | Principle-In-Charge

Beginning as a laborer at WALSH more than 43 years ago, Bill has gained significant insights and extensive experience from the ground up. His expertise in project implementation, project management, and leadership is unparalleled. He has managed numerous residential projects and is most proud of his partnership and oversight of projects for WALSH’s nonprofit and Housing Authority clients.

Bill is committed to guiding teams and helping ensure that each member understands and embraces the challenges of developing affordable housing through proactive collaboration, thoughtful and realistic estimating, and diligent schedule and logistics management.

Education:

- BS, Willamette University

Experience:

- 43 years in construction
- 41 years with WALSH

Erich Behrens | Chief Estimator

Erich joined WALSH Construction Co. in 2011 as a senior estimator with experience on \$1.7 billion in residential, commercial, and municipal projects. He brings 30 years of construction experience to his position, working on all project types from mixed-use, wood-frame over concrete to steel and metal structures. He brings extensive, relevant knowledge of mixed-use wood-frame projects as we actively price 12+ mixed-use projects a month in the King County market.

Erich is involved in every WALSH project estimate and works with WALSH teams on all stages of project preparation, from pre-construction through the final estimate and value engineering phases. As the

project estimator, he will use his expertise to assist project managers in quantity take-offs, subcontractor bidding, and estimate tracking.

Education

- BS, Construction Management, University of Washington

Experience

- 30 years in construction
- 11 years with WALSH

Sharon Libby Eyerly, AIA LEED AP | Quality Director

Erich joined WALSH Construction Co. in 2011 as a senior estimator with experience on \$1.7 billion in residential, commercial, and municipal projects. He brings 30 years of construction experience to his position, working on all project types from mixed-use, wood-frame over concrete to steel and metal structures. He brings extensive, relevant knowledge of mixed-use wood-frame projects as we actively price 12+ mixed-use projects a month in the King County market.

Erich is involved in every WALSH project estimate and works with WALSH teams on all stages of project preparation, from pre-construction through the final estimate and value engineering phases. As the project estimator, he will use his expertise to assist project managers in quantity take-offs, subcontractor bidding, and estimate tracking.

Education

- Bachelor of Architecture, University of Oregon

Experience

- 15 years in construction
- 9 years with WALSH

Craig Gamble | General Superintendent

Craig is a 37-year construction industry veteran who runs exceptionally safe, clean, and organized job sites. By using his substantial industry knowledge, excellent communication skills, and organizational expertise to support job site teams, his jobs consistently meet budget and schedule goals. His focus on job scheduling, logistical planning, and safety produces quality results. As General Superintendent, Craig adeptly mentors and leads the project team, ensuring consistent, responsive logistical direction from early pre-construction to the final punch list.

Education

- Construction Management, Wenatchee Valley Community College

Experience

- 37 years in construction
- 19 years with WALSH

Mariah David, LEED AP | Project Manager

Mariah has more than a decade of experience on complex, high-profile projects. Her most recently completed projects include two affordable housing projects—Plymouth Housing’s Almquist Place project and Pioneer Human Services’ Aspen Terrace project, both in Seattle. In addition, Mariah worked

on Bellevue College Residence Hall and three LEED Gold student housing projects for the University of Washington.

Her experience and work on similar projects give her an excellent understanding of the unique requirements of affordable mixed-use projects, making her distinctly qualified to meet project goals. During construction, Mariah will lead the team to achieve all project goals related to safety, schedule, budget, quality, and sustainable construction.

Education

- BS, Civil & Environmental Engineering, University of Washington

Experience

- 14 years in construction
- 12 years with WALSH

Walsh Sample Projects

HOBSON PLACE | DESC (Downtown Emergency Service Center)

Status: Completed, January 2022

Architect: Runberg Architecture Group

Location: 1911 22nd Ave S, Seattle, WA 98144

Description: WALSH recently completed building DESC's Hobson Place, which includes two buildings – North and South – constructed in two phases.

North Phase

The North Phase, built to the Evergreen Sustainable Development Standard (ESDS), is a 59,000 square foot building with 85 apartments on the upper five levels of wood framing above one level of post-tension concrete. The ground level features support services, offices, meeting rooms, bike storage, and an inviting open courtyard at entry.

South Phase

The South Phase, built to Passive House standards, is a 92,000 square foot building with a 526,000 square foot Harborview Medical Center integrated physical and behavioral healthcare clinic and 92 affordable apartments reserved for individuals with disabilities or exiting homelessness.

Accomplishments:

- To achieve Passive House and Exemplary Building performance targets in the South building, WALSH's QA/QC and project teams coordinated the design, pricing, and implementation of



numerous high-performance features. These include heat-pump water heaters, balanced ventilation (ERVs), a 40kW solar array, and enhanced building envelope features.

- WALSH is proud to have exceeded the PH air-barrier target of .08 cfm/sf with a .074 cfm/sf result. WALSH successfully implemented this ambitious two-phase project through early engagement with subcontractors, intentional sequencing of trades, and building envelope pre-testing while maintaining rigorous attention to safety.

CEDAR CROSSING | Mercy Housing & Bellwether Housing

Status: In progress, June 2022 est. completion

Architect: VIA Architecture

Location: 6600 Roosevelt Way NE, Seattle, WA 98115

Description: A two-building mixed-use, transit-oriented development totaling 292,000 square feet containing 254 affordable apartments, a childcare center, and 15,000 square feet of ground-floor retail space—all flanking a public “Village Square.”



Accomplishments:

- Situated directly adjacent to the Roosevelt Light Rail Transit Station with a passenger deck 150-foot below grade, the planning and execution of Cedar Crossing’s concrete and framing scopes involved extensive coordination with Sound Transit. Early planning helped to ensure the foundation was rigorously reviewed and structurally sound.
- Cedar Crossing joins a mixture of building materials, types, and uses, ultimately linking two buildings together with a sky bridge. The two buildings include a mix of Type V-A and Type III-A wood framing over a Type I concrete podium.
- With an adjacent transit station and a local high school across the street, this project required WALSH’s signature blend of increased study, safety planning, and communication with the stakeholders and surrounding community. Insights gained through this coordination resulted in adjustments to timing and delivery routes for safety, increasing pedestrian access routes and markings around the job site, and frequent communication with the school and surrounding community to keep students, parents, and local businesses and shoppers informed.

ASPEN TERRACE

Status: Completed, January 2019

Architect: SMR Architects

Location: 1717 Belmont Ave, Seattle, WA 98122

Description: This 42,000 square-foot housing project is in the heart of Capitol Hill and contains 89 studio apartments. Its seven stories include four stories of VA construction over two levels of Type IA. Building features include a partial basement, a community room, a patio, an outdoor space, and a resident resource center.



Accomplishments:

- This complex urban location included a tight lot area of just over 10,000 square feet with an existing steep slope at one corner and directly adjacent multistory buildings. In addition, the team faced numerous logistics, supply chain, and safety challenges due to the neighborhood congestion and the onset of COVID-19. Despite these challenges, the project finished on time and within budget.
- WALSH's adept building envelope coordination resulted in the successful installation of the brick cladding and air barrier test results of .123 CFM/SF—significantly under the energy code requirement of .25 CFM/SF.



Profile of Organization - Environmental Works

Environmental Works Community Design Center is a 501(c)3 non-profit community-based architectural firm located in Seattle's Capitol Hill, founded with the express purpose of providing professional architectural, landscape architecture, and planning services to non-profit organizations, municipal agencies and otherwise under-represented communities in the Puget Sound area. Since our founding in 1970 we have provided feasibility/predevelopment studies and complete architectural services for City Parks, human services agencies, community facilities, affordable housing providers, and public art projects.

Working in both the public and private sectors, the staff of Environmental Works understand the need for community involvement, the impacts of having multiple funding sources, and ways of working effectively with pre-established budgets.

Environmental Works is committed to the effective use of capital funds in creating sustainable communities. We pride ourselves on providing quality architecture and landscape architecture within this challenging framework and working to see that the ultimate social purpose of the building is well-served in each architectural design. In addition, Environmental Works has a long-standing commitment to socially and environmentally sustainable design, and have developed a number of successful strategies for designing ecologically thoughtful and affordable buildings and sites. These strategies are based on three core issues – conserving resources, promoting local economies (human, material and natural) and the careful adaptation of a building to both the natural and cultural conditions of the site.

We proactively and intentionally maintain an open and mutually supportive office culture – one of our baseline values. Information, expertise, lessons learned and constructive criticism are shared throughout all of our work together. In this way, each project benefits from our combined knowledge base, each staff person grows in their capacity to serve our clients well, and the benefits of deep collaboration spread to the entire development team.

Our office is organized into three studios - housing, community facilities, and landscape. Each studio is headed by an experienced architect who has more than twenty years experience. Bill Singer is our Housing Studio lead, Sally Knodell is our Community Facilities lead, and Nicolas Morin leads our Landscape studio. Mike Mackie is our quality control lead and building envelope expert and moves between all of the studios advising on key parts of projects. We work in teams within the office with more experienced staff heading up the teams and working closely with support staff and consultants. Our goal is to provide consistent project representation during the entire project. There is continuity of staffing throughout the project with back up provided within the organization when needed.

Experience in Landscape Architecture

In early 2019, the landscape architecture department took shape within EW to provide our clients with innovative, creative, and environmentally-sound landscape design and planning. Bringing decades of professional experience, the landscape team is committed to creating spaces that are treasured in the community and providing exceptional service from the early stages of design to the final realization of the project.

The landscape team brings seasoned project managers who are able to oversee a wide variety of projects. Their skill set includes extensive experience in public design process facilitation, the construction phases of a project, and a strong working knowledge of city, state, and federal permitting processes. They work diligently to see each project through to completion, striving to finish each phase on time and within budget. Environmental Works is honored to offer a wider range of services to our clients.

Pride Place

AFFORDABLE & AFFIRMING HOUSING FOR LGBTQ SENIORS IN CAPITOL HILL | SEATTLE, WA



CLIENT: COMMUNITY ROOTS HOUSING

CONTACT: MASON CAVELL, COMMUNITY ROOTS HOUSING

CONTACT EMAIL: MCAVELL@COMMUNITYROOTSHOUSING.ORG

SIZE: 122 UNITS

CERTIFICATION: ESDS (Evergreen Sustainable Development Standard)

The new development on Broadway in Seattle's Capitol Hill neighborhood will welcome much-needed affordable housing for seniors, and build on the existing culture of both the Capitol Hill and the LGBTQ communities. GenPride, a nonprofit "focused on empowering older LGBTQ+ adults to live with pride and dignity," will offer programs and services on the ground floor of Pride Place. In addition, Environmental Works provided landscape architectural services for Pride Place.

STATUS: UNDER CONSTRUCTION



Drexel House II Veterans Housing

SUPPORTIVE HOUSING FOR VETERANS EXITING HOMELESSNESS | OLYMPIA, WA



CLIENT: CATHOLIC COMMUNITY SERVICES OF WESTERN WASHINGTON

CONTACT: JENNY WEINSTEIN, DIRECTOR OF ASSET DEVELOPMENT (FORMERLY WITH CCS)

CONTACT EMAIL: JENNY.WEINSTEIN@BELLINGHAMHOUSING.ORG

SIZE: 50 UNITS + COMMON SPACES + OFFICES | 29,439 SF

Drexel House II provides 50 studio apartments to veterans coming out of homelessness, with several features designed to meet veterans' expressed needs. Units feature at least two windows each and ceiling fans, to address veterans' requests for maximum light, air, and ventilation. Common areas incorporate very wide corridors and emphasize lines of sight, so that residents will always have views in and out of rooms. Case management rooms feature views to the hallway as well as to the outdoors. Outdoor spaces include a dog run, loop walking path, garden, and patio.

STATUS: COMPLETED 2017



II. Project Description

Why Housing First for Low-Income Seniors in Kenmore?

As housing affordability in King County continues to impact very low-income individuals, older adults are especially at risk for housing instability and homelessness. According to the report: [*Emerging Crisis of Aged Homelessness*](#), people who are in the second half of the post-War baby boom are “prematurely aging and dying” and “older homeless adults have medical ages that exceed their biological ages.” It is expected that 85% of the aged population will need rental subsidies and case management, while 12% require Permanent Supportive Housing. From Plymouth’s own data, about 71% of the residents in our current buildings are over the age of 51 (based on a 2020 survey). Additionally, we know that 14% of our residents self-identify as veterans, 97% reported having a disability, and 55% identify as a person of color. To respond to this need in the senior, veteran, and BIPOC community, Plymouth Housing proposes bringing much-needed permanent supportive housing to Kenmore, serving seniors and veterans who make 30% or less of the Area Median Income.



Plymouth’s 40-year history serving formerly homeless individuals, including seniors and people with disabilities, makes us uniquely qualified to bring this type of housing to the City of Kenmore. Beginning in 1980, Plymouth began housing very low-income people experiencing homelessness. As our understanding evolved, we began implementing the Housing First model, recognizing housing as a right, not as a reward for good behavior. Moving beyond simply putting a roof over an individual's head, we learned and adapted to the complex needs of people who had been homeless for many years, the resulting trauma, and the barriers they faced.

Due to the complex and interwoven disabling conditions experienced by our tenants, the Housing First model aligns with both harm reduction and trauma-informed care to provide the best path toward individualized stability for each tenant. Some tenants may experience difficulties in paying the rent or maintaining their home in a safe and clean manner. We encourage our Housing Case Managers to be proactive in trying to establish a rapport and relationship of trust early in tenancy so tenants might be more willing to collaborate on finding either temporary or long-term solutions when challenges surface.

We allow opportunities for people to recover and conduct case conferences with all involved staff and caregivers to assist them in following their lease and retain housing stability. The rules established in the lease are intended to support the safety and security of our tenants and each building community. We

believe flexible and compassionate management of the lease ultimately supports housing stability for some of our community's most vulnerable residents.

In the Housing First model, our tenants are protected by and held accountable to their lease, which details the rights and responsibilities of tenancy. Tenants are not required to participate in any services or community events unless they wish to and find value in them. This approach reduces the barriers that have traditionally impacted the access to permanent supportive housing for vulnerable homeless individuals.

Project Design & Location

The project location is ideal for a building that serves seniors. As shown in [this amenity map](#) (also included as an attachment), there are a plethora of grocery and convenience stores, accessible recreation, and medical facilities within a mile of the project site. Seniors will have the ability to take advantage of the Kenmore Library and patronize other businesses in the surrounding area that are just steps away. Additionally, the accessibility to bus routes on Bothell Way NE expands tenants' ability to get around for offsite medical appointments and recreation.



Figure 1: Rendering as shown from above.

Kenmore Senior Housing was designed with an aging population in mind. With a mix of studios and one-bedrooms, we incorporated the highest possible number of units, while still considering residents who may have a caregiver, and may need extra space to accommodate their needs. The initial schematic design (enclosed) shows a concept for a six-floor apartment building with a gross overall size of 67,166 SF with 2,184 SF of commercial space. The residential space includes 25 one-bedroom units and 75 studio units as well as resident amenity space, including a community room, community kitchen, on-site medical and behavioral health space, offices for case managers and property staff, and a front desk.

Our experience with residents of permanent supportive housing, and senior housing generally, is that these tenants generally do not own vehicles and rely mostly on public transportation. Therefore, we have not planned for residential parking. Instead, we have a designated drop off area that is conveniently located next to the lobby, as well as 10 parking spaces for commercial space patrons and visitors. The commercial space is visible from Bothell Way NE and can accommodate two businesses, or one large business. We are very interested in exploring a partnership with Bastyr University for a community clinic to serve the seniors living in the building as well as the surrounding community.

Perhaps the most exciting feature of the design is the courtyard area, which invites commercial space patrons and tenants alike to enjoy outdoor seating with easy access for all the community to enjoy. This creates an open and welcoming environment and adds to the overall feel of the newer buildings that are close by. Whether it's to visit with friends and neighbors, sit and read a book from the neighboring library, or hosting community barbeques in the summer, we envision this as a space for the Kenmore community to come together.

Included in the initial design are also features that compliment the surrounding new structures in downtown Kenmore. With composite wood siding and fiber cement board, we have integrated elements and landscaping that enhances the overall feel of the downtown core while staying true to existing building designs. The schematic design **does not include** sewer and water utility mains or stormwater facilities, due to not having the site plan and survey in time to meet this deadline, but we'd be happy to provide this modification to the schematic design upon request should we move to the next stage.



Figure 2: Courtyard Rendering

[Construction Estimate & Project Financing](#)

Enclosed in the proposal is an initial estimate of construction costs based on this initial schematic design. The estimate also incorporates the assumption of paying Washington State Residential Prevailing Wage rates. We strive to hire Women and Minority-Owned Businesses (WMBE) on all projects, keeping in mind our values as an organization and funder requirements. We know that this is equally important to the City of Kenmore, and its priority to address diversity, equity, and inclusion.

Due to being very early in the process, Plymouth has not yet explored any value engineering exercises that may bring down the overall project cost. What we are submitting in this proposal may be scaled back in the future to keep costs down, and we hope to work with the City of Kenmore to ensure that its goals are being met at every stage of the design process. There are also several considerations for how costs may rise or fall due to current market conditions. Over the past two years, our real estate development team has overcome issues related to supply chain disruptions, labor disputes, a global pandemic, and now an unprecedented war that is impacting shipping supplies from Europe and fuel costs. We are prepared to create a project design that is feasible and cost efficient, while also meeting the City's expectations.

Our initial financing plan is to leverage the generous commitments from the City of Kenmore and ARCH with applications to King County, the Housing Trust Fund, and the 9% Low Income Housing Tax Credit (LIHTC). Plymouth is very experienced with successfully funding projects utilizing these public funds, and navigating the web of requirements that must be met. Additionally, we have a network of tax credit investors who we work with on a regular basis, and would embrace the opportunity to provide more low-income housing in King County. The project is currently competitive for the 9% LIHTC program, and Plymouth is prepared to submit a funding proposal for the Kenmore Senior Housing Project as its top priority for funding in the fall round. This would put us in a good position to start construction in the summer of 2023.

See CFA Form Tabs 6A, 6B, 6D, 6E, & 7A and the LIHTC Addendum for more details.*

**Note: the 2021 LIHTC Addendum for 9% Tax Credit projects is included in a separate workbook. For purposes of this RFP, we only filled out the LIHTC Info, LIHTC Scoring, and TDC Limit Tabs.*

Operations and Services Description

Plymouth's Housing Support Program provides intensive, comprehensive, and individualized support services to build on the solid foundation of housing and help our residents address longstanding barriers to housing stability.

Our residents face a multitude of challenges, and readily accessible support is critical to their ability to remain housed. Therefore, our services are ongoing, with no time limit. All residents have an assigned Housing Case Manager and can engage with property management staff as well. They receive many services, such as: on-site nursing; connections to community medical, dental, legal, and social services; and access to a diverse selection of classes that build skills, wellness, positive relationships, and community. The challenges faced by our residents means that regular employment is feasible only for a modest number. For those who are interested, the Housing Support Program provides coaching on job searches, applications, interviewing, and workplace expectations.



All Housing Support services are tailored to each resident's needs and goals. This might include: connections to mental health treatment; support for staying clean and sober; intensive medical and social services during the first weeks off the streets; family reunification; hospice care; veterans' counseling; or help preparing stellar residents to move to more independent living.

Plymouth Housing will manage the tenants and building maintenance, and be responsible for the qualification of tenants, staffing the building, supporting tenants, providing maintenance, and

completing funder reports. The portfolio manager will have overall responsibility for building management, security, unit turns, and light maintenance. The building assistants will work staggered hours and monitor building security 24-7, and provide back-up responsibility for leasing, rent collection and tenant income-recertification.

There will be an on-site janitor and maintenance crew support. Higher level maintenance needs will be addressed by Plymouth's nine-person maintenance team which includes skilled plumbers, electricians, painters, and carpenters. Capital budgeting and capital improvements will be overseen by Plymouth's Facilities Director. The property management staff will also have access and support from Plymouth's central staffing for Compliance and Accounting Managers.

We plan to partner with local organizations to bring health services to the building, and have ongoing relationships with [Harborview](#), [NeighborCare](#), [United Healthcare Community Plan](#), [Community Health Plan of Washington](#), and [REACH](#), among others. In addition, Plymouth is planning to enhance the services we provide onsite through the hiring of Dr. Nathan Velez, Chief of Behavioral Health Officer, who is starting in May. This role will be responsible for integrating behavioral health services into our building and utilizing Medicaid to enhance services on site for our residents.

To fund the ongoing operations and services in the building, Plymouth proposes applying for a mix of project-based vouchers and Veterans Affairs Supportive Housing (VASH) vouchers implemented by the King County Housing Authority. As the supportive services needs evolve, we may also apply to the Washington State Department of Commerce's Operating, Maintenance, and Services Fund.

Included in our proposal attachments is a sample Management and Marketing Plan from our Eastgate PSH project. While the underlying concepts of the plan are standard, the Management Plan for Kenmore Senior Housing is subject to change based on operations and service funding requirements.




See CFA Form Tabs 8A, 8B, 8C, 8D, & 8E for more details.

Plymouth Housing - Kenmore Senior Housing Amenity Map






Kenmore Senior Housing

-  Kenmore Senior Housing




Medical Resources

-  EvergreenHealth Primary Care - Kenmore
-  UW Medicine Primary Care at Lake Forest Park
-  Thomas S Dawson, DO



Grocery & Convenience Stores

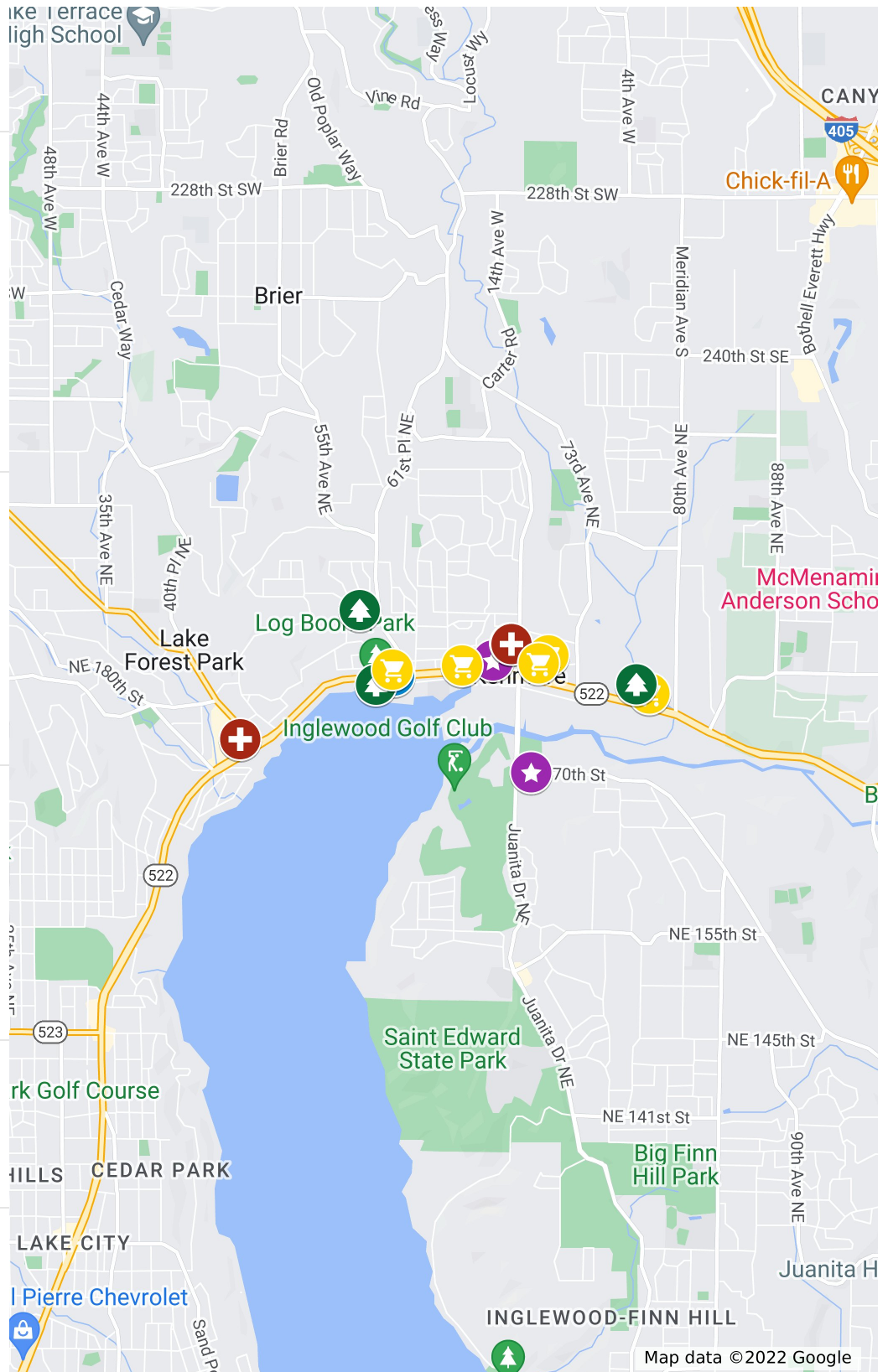
-  UPLAKE GROCERY & DELI
-  Safeway
-  Town Market
-  Grocery Outlet
-  Ostroms Drug & Gift

Recreation

-  Tracy Owen Station at Log Boom Park
-  Kenmore Lanes
-  Aqua Club

Other Amenities

-  Kenmore Library
-  Kenmore Senior Center





MANAGEMENT PLAN
AND OCCUPANCY POLICIES

Eastgate Bellevue Supportive Housing

Eastgate Housing LLC
13620 Eastgate Way,
Bellevue, WA 98005

Plymouth Housing Group
2113 Third Avenue
Seattle, WA 98121-1614

Draft June 2021

Table of Contents

I.	Description of the Physical Plan.....	4
	a. General description	4
	b. Number and size of units	4
	c. Accommodations (type of unit)	4
	d. Amenities (common space, playground, etc.)	4
	e. Accessibility.....	4
II.	Tenant Population.....	5
	a. Demographics	5
	b. Program capacity	5
	c. Estimated number of tenants housed/year.....	5
III.	Description of Housing Program Services	5
	a. Management philosophy	5
	b. Type of housing	5
	c. Supportive services provided.....	6
	i. Description of services offered to tenants.....	6
	ii. How services will be delivered and by whom	6
IV.	Management and Operation of the Premises.....	6
	a. Description of the management entity and staffing, including roles, training, and responsibilities for key staff	6
	i. Staffing structure for Eastgate Bellevue Supportive Housing	7
	b. Tenant selection and eligibility determination	7
	i. Vacancy management process	7
	c. Marketing plan	8
	i. Affirmative marketing	8
	ii. Fair Housing and ADA/504.....	9
	d. Rent for the premises	9
	i. Procedure for determining tenant rents	9
	ii. When tenant income increases.....	10
	iii. Rent collection	10
	e. Rules for operation of the premises; enforcement procedures	10
	i. Management communication regarding lease and building rules violations	10
	f. Procedures for dealing with tenant complaints	10
	g. Procedures for dealing with neighbor complaints.....	11
	h. Description of security and emergency plans	11
	i. Front desk/security door	11
	ii. Security cameras.....	11
	iii. Floor checks.....	11
	iv. Evacuation Plan	11
	v. Emergency Supplies	11
	i. Maintenance and repair program	11
	i. Inspection of units and systems	12
	ii. Long-term maintenance plan and schedule.....	12
	j. Major Maintenance and Capital Improvements	12
	k. Policies for budget adjustments including expenditures from reserves.....	12

I. DESCRIPTION OF THE PHYSICAL PLAN

General Description

Eastgate Bellevue Supportive Housing will be the first building of its kind in Bellevue, serving formerly homeless individuals on the Eastside. There will be a total of 95 dwelling units on four wood-framed levels over a concrete ground floor. This project will provide a total of 92 studio apartments as Permanent Supportive Housing for homeless adults. Three common area units will be occupied by live-in staff.

Eastgate Bellevue Supportive Housing will provide 24/7 staff, including Property Management and Case Management Services. Many of Plymouth Housing's (PH) residents are recovering from trauma, chemical dependency, and mental illness. As with other Housing First models, the building team and social services staff will work with each resident to maximize opportunities for self-sufficiency and ensure housing stability.

Number and size of units

95 total units, 92 residential studio units with average size of 375 square feet (including 19 Type A units, at an average of 375 sf).

Accommodations (type of unit)

Full studio apartments, including individually controlled heat, a full kitchen with electric range and refrigerator, and bathroom. Each unit will be furnished with a bed, a table, and two chairs.

Amenities

The building provides an all-purpose community room, a community kitchen, a computer lab, and outdoor amenity area. There are eight staff offices including one nursing station.

Accessibility

There are 19 Type-A accessible units. All unit bathrooms are adaptable to accommodate wheelchairs. There are laundry rooms on each residential floor. All residential areas in the building are wheelchair accessible. The building has 2 elevators.

II. TENANT POPULATION

Demographics

All residents must have incomes under 30% area median income (\$23,250 in 2019 and 2020). All of the residents must be homeless by the HUD HEARTH definition and we will have units set aside for a percentage of veterans and tenants experiencing chronic mental illness.

Based on the occupancy in PH's overall housing program, it is expected that tenants will be a mix of men and women, and approximately 50% of the tenants will be people of color. Most will have at least one disability.

Program capacity

92 residential units, plus 3 unrestricted common area staff units.

Estimated number of tenants housed/year

Based on PH's general turnover rate of 14% in its supportive housing portfolio, it is expected that the 92 residential units at Eastgate Bellevue Supportive Housing (EGB) will house approximately 105 single adults per year.

III. DESCRIPTION OF HOUSING PROGRAM SERVICES

Management Philosophy

Plymouth Housing Group (PH) is a non-profit low-income housing provider. PH will manage properties in full conformance with applicable U.S. Department of Housing and Urban Development (HUD) regulations, and state, federal and local laws. PH's management philosophy is expressed in its mission statement: *PH works to eliminate homelessness and stabilize homeless and very-low-income people in housing by preserving, developing and operating safe, decent, affordable housing, and by providing opportunities for homeless and very-low-income people to improve their lives.*

PH operates on the principle that individuals with serious challenges and long histories of homelessness can be successful in housing given an appropriate level of support. The stronger the social services and security presence in a building, the more risks Plymouth Housing is able to take in offering housing to individuals with lack of rental history, criminal backgrounds, mental health and substance abuse issues, or other histories which typically exclude them from other housing.

Type of housing

PH's offers permanent supportive housing to individuals exiting from homelessness.

Supportive Services Provided

Description of services offered to tenants:

PH provides on-site housing case management services to support tenants' housing stability, engage tenants in community building activities, and connect tenants to services in the community, including medical and mental health services, chemical addiction treatment, public benefits, and employment opportunities.

How services are delivered and by whom:

Housing case management is provided by PH's social services staff, under direction of Plymouth's Director of Social Services. Plymouth has been offering on-site housing case management to its formerly homeless tenants since 1995.

On-site social services at Eastgate Bellevue Supportive Housing are provided by four full time Housing Case Managers and one part time (staffing level depends on grants for services through King County, awarded annually). They are supervised by a Social

Services Program Manager who is responsible for services in this and two or three other buildings, and who reports to Plymouth's Director of Social Services.

Housing case management services are offered to all tenants. Participation in case management is voluntary for all tenants. Tenants are not required to maintain sobriety or cease drug use, or participate in services, in order to maintain housing with Plymouth, provided they abide by their leases, follow building rules, and refrain from endangering or seriously disturbing their neighbors.

The Eastgate Bellevue Supportive Housing Services Plan is included in the Attachments.

IV. MANAGEMENT AND OPERATION OF THE PREMISES

**Note: The policies included herein are based on Plymouth's portfolio of buildings, most of which receive Section 8 rental subsidies, and therefore many aspects of the policies are based on the assumption of partnership with the King County Housing Authority.*

Description of management entity and staffing, including roles, training and responsibilities for key staff:

Plymouth Housing is the management entity for the property owner, Eastgate Housing LLC, a tax credit limited liability company.

Plymouth Housing's buildings are collaboratively managed by 3 departments: Property Management, Social Services, and Compliance. Property Management is responsible for building maintenance, security, rent collection, and lease enforcement. Social Services staff work individually with tenants on tenancy skills, including resources for rent payment, instruction and (if necessary) assistance in housekeeping and cultivation of social skills for living peacefully with neighbors. The Compliance Department is responsible for ensuring tenant eligibility under all project financing requirements, ADA/504 compliance, and Fair Housing regulations.

Staffing structure for Eastgate Bellevue Supportive Housing:

The on-site property management team is led by a Building Manager, who supervises a Building Coordinator, six Building Assistants, and a Janitor. Three staff will live on site. There will also likely be a staff member who acts as liaison between property management and social services teams.

The Building Coordinator and six Building Assistants continuously staff the front desk, provide resident support and crisis response, do routine "floor checks," and assist in preparing vacant units for re-occupancy. The Building Manager reports to a Plymouth Portfolio Manager, who oversees four or five other PH buildings in addition to Eastgate Supporting Housing. The Portfolio Manager in turn reports to PH's Director of Property Management.

Positions for new properties are frequently filled with transfers and promotions of current employees. Orientation and training are customized depending on the experience and tenure of the staff member. In addition to hands on learning and specific on-boarding

training sessions, Plymouth maintains a comprehensive Operations Manual that serves as a library of policy and procedures and detailed narrative instructions for all building operations. The Portfolio Manager overseeing the Building Manager provides the necessary orientation and ongoing training. In addition, many of the positions shadow peers at other properties for hands-on learning.

Tenant selection and eligibility determination:

All tenant placements at the Eastgate Bellevue Supportive Housing (EGB) will be made by Plymouth's Rental Office, which is responsible for ensuring tenant eligibility under project-based vouchers, ARCH, State, King County, and Washington State Housing Finance Commission tax credit rules and financing commitments. All tenant placements proposed by the Rental Office are approved and confirmed by PH's Compliance Department who review documentation of eligibility before an offer of housing is made.

Vacancy management process:

Units at Eastgate Bellevue Supportive Housing will be filled through King County's mandated Coordinated Entry system for homeless single adults, as well as potential future contracted referral partnerships.

When a vacancy occurs, Plymouth will follow its Vacancy Management procedures and the guidelines established by the Coordinated Entry system, obtaining referrals of qualified applicants. Plymouth will select applicants who meet all eligibility requirements, and priority for housing as determined by the Coordinated Entry system. Plymouth's Rental Office staff typically processes a minimum of two applicants for each vacancy.

In general, prospective applicants may either make an outreach appointment with Plymouth's Rental Office staff or come in person to Plymouth's Rental Office located at 2113 Third Avenue in Seattle where Rental Office staff help them complete application materials for the unit and the subsidy source. Rental Office staff will gather documentation of income and homeless status, and releases of information needed to verify income and conduct a criminal background check for any unit not subsidized through the King County Housing Authority (KCHA). Applicants on the Lifetime Sexual Offender Registry or convicted for producing methamphetamine in federally assisted housing in any state are not eligible for subsidized housing through KCHA. Applicants must not owe money to any Public Housing Authority unless there is a repayment plan in place.

Applicants whose applications appear to meet eligibility criteria are submitted to Compliance by the Rental Office staff. Upon approval by KCHA, the applicant's file is submitted to Plymouth's Compliance Department for confirmation of tax credit eligibility and requirements related to other financing commitments, if any. After Compliance approves the file, the Rental Office staff contacts the Building Manager to set up a leasing appointment, which is conducted in the building by the Building Manager just prior to move-in.

Marketing Plan

Affirmative Marketing:

Plymouth Housing welcomes qualified tenants without regard to race, color, religion, creed, ancestry, political ideology, sex, marital status, age, parental status, national origin, sexual orientation, gender identity, disability, Section 8 housing subsidy, veteran's status, use of a service animal or source of income.

We expect this building will be at least partly filled using King County's Coordinated Entry for All system (CEA). In order to maintain the highest possible occupancy rate at the Eastgate Bellevue Supportive Housing and to attract qualified tenants, PH will actively market any units not filled through CEA. This activity will include:

- Advertisement in a newspaper of general circulation at least annually.
- At least annually, the PH Rental Office will conduct outreach to area shelters, transitional housing providers, and referral organizations to inform them of housing availability. This outreach will include a letter (see Appendix) with information regarding the types of units available as well as information regarding units set aside for special populations. This outreach may also include: providing a supply of current applications, attendance at partner agency meetings to explain the programs offered by PH, and participation in housing fairs (please see Appendices for an example of those agencies included in outreach efforts).
- The PH Rental Office will ensure that effective communication is maintained and that persons with disabilities are provided with reasonable accommodations upon request and verification of need. Priority for accessible units in PH's inventory will go to individuals who need their features.
- Persons with limited English proficiency will be assisted as needed and possible with interpretation services. (PH can readily provide application and leasing materials in Spanish.)
- PH will evaluate the effectiveness of its marketing plan by monitoring the extent to which the demographics of the building reflect the homeless population in the surrounding area.

Fair Housing and ADA/504:

All PH staff who work directly with tenants, both in the Rental Office and in the buildings, are required to complete Fair Housing Training every year. The Director of Compliance ensures that training is scheduled and attended as required, attendance sheets are completed at each training and shared with Human Resources for tracking. *Note that during the pandemic, in-person trainings have been cancelled, so training recordings have been shared via Plymouth's SharePoint.*

All PH managers and building staff are trained in the implementation of PH's Reasonable Accommodation Policy (see Appendices).

Rent for the premises

The 92 residential units at Eastgate and Bellevue Supportive Housing will likely receive rental subsidies from the County. PH receives a contract rent for each unit comprised of the tenant portion of the rent, based on tenant income, plus Section 8 subsidy if that becomes applicable, which together add up to KCHA's payment standard for studio units. Tenant rent is increased and decreased by KCHA according to its Section 8 policies and federal regulations, generally based on tenant income. Tenant rents must also be consistent with the Low-Income Housing Tax Credit Program as administered by the Washington State Housing Finance Commission (WSHFC). In most cases the Section 8 rent calculated by KCHA is consistent with tax credit requirements. All tenants at Eastgate Bellevue Supportive Housing will pay a \$50 security deposit prior to move-in. Additional fees may be assessed for lost keys, late rent, apartment damage, and NSF checks, as specified in the lease (see Appendices).

Procedure for determining tenant rents:

The tenant's portion of rent is determined by the King County Housing Authority (KCHA) in accordance with federal regulations and KCHA's Section 8 Housing Choice Voucher Administrative Plan. In general, tenants pay 28% of their projected annual income for gross rent (rent and utilities, which at Eastgate Bellevue Supportive Housing are paid by PH). Plymouth adheres to KCHA's Administrative Plan to determine rents.

When tenant income increases:

Tenant rent is increased and decreased by KCHA according to its Section 8 policies and federal regulations, generally based on tenant income as calculated.. Tenants are required to report to KCHA all increases in income, which may trigger a rent increase, and tenants may request reduced rent due to income loss during the year, resulting in a rent reduction.

Rent Collection:

Tenant rents are collected on-site by the property management staff.

Rent is due on the first of the month and late after the 10th (\$15 late fee). When a tenant is late on the rent, building management makes a referral to the Housing Case Manager to work with the tenant to get the rent paid. Tenants who anticipate difficulty paying rent may establish a payment plan with the Building Manager.

Rules for Operation of the Premises; enforcement procedures

The lease is included in the attachments along with a sample set of Building Rules. Property Management staff review the lease, Building Rules, and additional addenda in person with the tenant at the leasing appointment just prior to move-in.

Management communication regarding lease and building rules violations.

When a tenant violates lease provisions, the following steps are taken to enforce the lease and still maintain the tenant in housing when possible.

It is the responsibility of all building team members, including both Property Management and Social Services staff, to make every effort to encourage and assist tenants in meeting their rent obligations by using agreed upon strategies e.g. assisting the tenant in acquiring regular monthly income; encouraging the tenant to notify Seattle Housing Authority, if applicable, when income changes; payment plans and 14-Day Notices to Pay or Vacate; accessing community rental assistance; participating in care conferences; using payees to manage tenant funds; shaping and re-enforcing appropriate tenant behavior; and teaching budgeting skills.

Property damage caused by tenants is handled through standard lease enforcement and tenants are billed the full repair costs. Tenants have access to payment plans and social services provides support to seek external resources. Plymouth sets aside a small fund for tenant damages that is administered by the Social Service Department and applications for funds are approved by the Social Services Director.

Procedures for dealing with tenant complaints

Tenants are informed of the Tenant Grievance Process as part of the lease signing conducted by the Building Manager or Building Coordinator at move-in. The Tenant Concern Form and Tenant Grievance form (included in the appendices) are made available at the front desk, in the Housing Case Managers' offices, and at PH's central administrative office.

Tenants are encouraged to first discuss their concern with the Building Manager or Housing Case Manager, who may be able to rectify the problem. If the tenant remains unsatisfied, he or she is instructed to complete a Tenant Concern form and submit it to the Building Manager. The Building Manager is required to respond to the tenant in writing. If the response is still unsatisfactory to the tenant, the tenant may submit a Grievance Form to the Chief Asset Management Officer, who will investigate the concerns expressed and respond to the tenant in writing.

Procedure for dealing with neighbor complaints

Concerns and complaints from neighbors are promptly responded to by the Portfolio Manager or Director of Property Management. Complaints may be responded to in writing or in person depending on the nature of the situation. Plymouth has a media and community incidents policy that all staff are trained on to ensure that neighbor complaints are immediately escalated to the Deputy Director and Director of Property Management and the incident is recorded in the communication database.

Description of Security and Emergency Plans

Front desk/security door.

The primary tool for maintaining tenant safety and building security is the continuously staffed front desk and locked front door. Front desk staff ensure that tenants sign their guests in and out and enforce guest restrictions.

Security cameras.

Eastgate Bellevue Supportive Housing will be equipped with security cameras that monitor all the building's stairways, exits, corridors, and common areas (not tenant units). The camera monitors are located at the front desk.

Floor checks.

Building Assistants conduct periodic floor checks, to monitor the building for signs of tenant distress or problem activity.

Evacuation Plan.

Evacuation plans are posted on every floor.

Emergency Supplies.

Eastgate Bellevue Supportive Housing will maintain a cache of emergency supplies and food and water in the building, to assist tenants in the event of an earthquake or other disaster which interrupt public services.

Maintenance and Repair Program

Building repairs and major maintenance is provided by PH's Maintenance Team.

Inspections of units and systems:

Property management staff, accompanied by a Housing Case Manager, conduct quarterly inspections of all units and common areas to test smoke detectors, inspect units for pests, test emergency lighting, and check for fire hazards. Preventative maintenance inspections and repairs are done as needed and in accordance to the preventative maintenance schedule by building staff, Maintenance staff, or outside vendors (depending on the system).

Long-term Maintenance Plan and Schedule:

Maintenance will develop a preventative maintenance schedule after construction is completed by W.G. Clark Construction in spring of 2022. This schedule will outline all equipment and systems that need servicing and will be entered into the workorder system.

Major maintenance and capital improvements

As a new construction building with major systems under warranty, it is not expected that Eastgate Bellevue Supportive Housing will need major capital improvements for the first five years or so of operations.

In general, Plymouth's Executive Team oversees the annual creation of the following year's Capital Budget, based on a running assessment of major systems in all PH buildings. Capital Budget priorities are identified by the Capital Projects Manager in consultation with the Real Estate Department, Director of Facilities, Director of Property Management, Chief Asset Management Officer and Chief Financial Officer. The

proposed capital budget and operating budget are submitted to the PH Board in November, to take effect January 1 of the following year.

Policies for budget adjustments including expenditures from operating reserves

Plymouth finance staff reports monthly on building operating budgets and tracks variances from the annual budget. When there are variances, operating procedures are evaluated to ensure the building is operating at its most efficient potential. When unavoidable budget increases occur, Plymouth looks first for budget savings in other line items, and if needed, Plymouth staff will request a withdrawal from the operating reserves per City policy and in line with terms of the Partnership Agreement with our LIHTC investor member. Operating budgets are continually reviewed to inform the following year's annual budget.



Initial Cost Estimate

Prepared By: Walsh Construction

0

Estimate No: 1

Div #	Division	Misc. Information	Quant	Unit	Unit Cost	Subtotal	Total
10000	General Requirements						1,282,213
10000	General Requirements					1,282,213	
X	General Requirements- Estimate		1	ls	1,282,213.20	1,282,213	
20000	Existing Conditions						33,285
24100	Existing Conditions						33,285
X	Clearing		22,190	sf	1.50	33,285	
X	Demolition - Buildings	Excluded - By Owner		sf	10.00	-	
X	Asbestos Abatement	Excluded - By Owner		excl		-	
X	Contaminated Soil/Oil Tank Removal	Excluded - By Owner		excl		-	
30000	Concrete						1,454,101
33000	Cast-in-Place Concrete--SUB-STRUCTURE					1,324,586	
X	Concrete - Structure		19,645	sqft	55.00	1,080,464	
X	Weather Protection		19,645	sf	0.45	8,840	
X	Concrete Trade Supervision		1	ls	-	-	
X	Horizontal & Vertical Control		1	ls	44,954	44,954	
X	Equipment		1	ls	105,696	105,696	
X	Survey		1	ls	-	-	
X	Clean-up and Drop Boxes		1	ls	79,744	79,744	
X	Safety		1	ls	4,888	4,888	
35000	Concrete Topping Slabs					119,515	
X	Gyp-Crete	1" Thick	45967	sf	0.85	39,072	
X	Acousti-Mat Underlayment	1/4" Acoustimat II	45967	sf	1.75	80,443	
36000	Grouting					10,000	
X	Misc Grouting	Allowance	1	allw	10,000	10,000	
40000	Masonry						-
50000	Metals						458,029
51000	Structural Steel					107,344	
X	Structural Steel FOB		8	tons	5,000.00	40,000	
X	Structural Steel Erect		8	tons	3,800.00	30,400	
X	Steel Trade Supervision		1	ls	-	-	
X	Horizontal & Vertical Control		1	ls	5,619	5,619	
X	Equipment		1	ls	17,935	17,935	
X	Survey		1	ls	-	-	
X	Clean-up and Drop Boxes		1	ls	9,968	9,968	
X	Safety		1	ls	3,422	3,422	
55000	Metal Fabrications					350,685	
X	Steel Canopy		1201	sqft	155.00	186,155	
X	Misc. Metal Fabrications		65812	sqft	2.50	164,530	
60000	Wood & Plastics						4,062,957
61000	Rough Carpentry					2,334,278	
X	Rough Carpentry		57659	sf	36.00	2,075,724	
X	Wood Material Escalation	10% - Not Included in Total		ls	207,572.40	-	
X	Rough Carpentry Trade Supervision		1	ls	57,600	57,600	
X	Horizontal & Vertical Control		1	ls	44,954	44,954	
X	Equipment		1	ls	90,343	90,343	
X	Survey		1	ls	-	-	
X	Clean-up and Drop Boxes		1	ls	61,747	61,747	
X	Safety		1	ls	3,910	3,910	
62000	Finish Carpentry					488,023	
X	Unit Material		100	units	850.00	85,000	
X	Unit Labor		100	units	1,800.00	180,000	
X	Common Area Material & Labor		16030	sf	4.00	64,120	
X	Community Room FC		1048	sf	15.00	15,720	
X	Finish Carpentry Trade Supervision		1	ls	36,000	36,000	
X	Horizontal & Vertical Control		1	ls	-	-	
X	Equipment		1	ls	68,431	68,431	
X	Survey		1	ls	-	-	
X	Clean-up and Drop Boxes		1	ls	34,842	34,842	
X	Safety		1	ls	3,910	3,910	
67000	Siding & Trim					1,240,656	
X	Scaffold for Siding		49991	sf	5.00	249,957	
X	Hardi-Siding w/ Wood Trim		45595	sf	19.00	866,296	
X	Hardi Soffit		4443	sf	28.00	124,404	
68000	Decks & Railings					-	
X	Deck Structures	Pre-Fabricated Metal		sf	105.00	-	

0

Estimate No: 1

Div #	Division	Misc. Information	Quant	Unit	Unit Cost	Subtotal	Total
X	Deck Railings	Powder Coated Aluminum		lf	115.00	-	
70000	Thermal & Moisture Protection						1,122,105
71000	Waterproofing					27,114	
X	Damproofing		2748	sf	5.50	15,114	
X	Damproof Elevator Pit		1	ea	12,000.00	12,000	
71900	Building Envelope Moisture Barrier					328,161	
X	Mock-Ups		1	ls	10,000	10,000	
X	Building Wrap		49991	sf	4.50	224,961	
X	Air Barrier Test Prep		1	ls	10,000.00	10,000	
X	Project Skin Doctor		26	wks	3,200.00	83,200	
72000	Insulation					207,641	
X	Building Insulation		65812	sf	2.75	180,983	
X	Rigid Insulation at Soffitted Areas		4443	sf	6.00	26,658	
72500	Firestopping					90,000	
X	Penetrations		2000	ea	45.00	90,000	
75000	Membrane Roofing					368,366	
X	Roofing		13758	sf	19.00	261,410	
X	Tapered Rigid Insulation		11884	sf	9.00	106,956	
76000	Flashing & Sheet Metal					56,336	
X	Gutters & Downspouts		100	lf	5.00	500	
X	Parapet Copings		937	lf	35.00	32,802	
X	Other Flashing		65812	sf	0.35	23,034	
78000	Skylights					5,000	
X	Skylight		1	ea	5,000	5,000	
79000	Joint Sealants					39,487	
X	Interior		65812	sf	0.25	16,453	
X	Exterior		65812	sf	0.35	23,034	
80000	Doors & Windows						1,431,483
81000	Metal Doors & Frames					29,235	
X	Single Doors		35	ea	725.00	25,375	
X	Double Doors		4	ea	965.00	3,860	
82000	Wood Doors					204,120	
X	Unit Entry		100	ea	750.00	75,000	
X	Unit Passage		120	ea	535.00	64,200	
X	Unit Bi-Pass/Bi-Fold		100	ea	465.00	46,500	
X	Common Area Single		30	ea	550.00	16,500	
X	Common Area Double		2	ea	960.00	1,920	
83000	Special Doors					47,000	
X	Coiling Grilles			sf	55.00	-	
X	Access Doors		200	ea	235.00	47,000	
X	Elevator Fire Doors			ea	7,500.00	-	
84000	Storefront Assemblies					404,744	
X	Storefront	40% of Level 1 Skin	4397	sf	80.00	351,744	
X	Alum Entry Doors		10	ea	4,000.00	40,000	
X	Automatic Door Operators	Swing	2	ea	6,500.00	13,000	
85000	Windows					591,684	
X	Vinyl Windows	25% of Window Skin	8453	sf	30.00	253,579	
X	Install Windows		423	each	800.00	338,105	
87000	Hardware					126,650	
X	Unit Entry		100	ea	450.00	45,000	
X	Unit Passage		120	ea	275.00	33,000	
X	Unit Bi-Pass/Bi-Fold		100	ea	225.00	22,500	
X	Common Area Single		35	ea	650.00	22,750	
X	Common Area Double		4	ea	850.00	3,400	
88000	Glass & Glazing					28,050	
X	Common Area Doors		35	ea	150.00	5,250	
X	Mirrors		1200	sf	19.00	22,800	
90000	Finishes						2,705,438
91000	Metal Framing Systems					97,836	
X	Metal Framing		8153	sf	12.00	97,836	
92500	Gypsum Drywall					1,842,961	
X	GWB		63801	sf	24.00	1,531,224	
X	Lineal Soffits		3000	lf	19.00	57,000	
X	RFID System		1	ls	25,000	25,000	
X	Dryout Heat		100	units	750.00	75,000	
X	Finishes Trade Supervision		1	ls	28,800	28,800	
X	Horizontal & Vertical Control		1	ls	-	-	

0

Estimate No: 1

Div #	Division	Misc. Information	Quant	Unit	Unit Cost	Subtotal	Total
X	Equipment		1	ls	58,505	58,505	
X	Survey		1	ls	-	-	
X	Clean-up and Drop Boxes		1	ls	27,874	27,874	
X	Safety		1	ls	3,422	3,422	
X	Drywall Repairs		1	ls	36,136	36,136	
95000	Acoustical					27,000	
X	Acoustical Ceilings	Allowance	3000	sf	9.00	27,000	
96000	Flooring					394,872	
X	Flooring		65812	sf	6.00	394,872	
99000	Painting					342,770	
X	Painting		63801	sf	4.00	255,204	
X	Exterior Walls & Trim		50038	sf	1.75	87,566	
100000	Specialties						142,779
102000	Louvers & Vents					10,000	
X	Louvers	Allowance	1	allw	10,000	10,000	
102600	Corner Guards					5,184	
X	Corner Guards		288	lf	18.00	5,184	
104000	Identifying Devices					27,875	
X	Unit Signage		100	ea	65.00	6,500	
X	Common Area Signage		75	ea	85.00	6,375	
X	Building Identification	Allowance	1	allw	15,000.00	15,000	
105200	Fire Protective Devices					15,120	
X	Fire Extinguisher Cabinets		36	ea	225.00	8,100	
X	Fire Extinguishers		36	ea	195.00	7,020	
105500	Postal Specialties					13,500	
X	Mailboxes		100	ea	135.00	13,500	
108000	Toilet & Bath Accessories					54,000	
X	Toilet & Bath Accessories		100	units	315.00	31,500	
X	Medicine Cabinet		100	ea	225.00	22,500	
X	Tub/Shower Doors			ea	325.00	-	
109000	Closet Specialties					15,200	
X	Wire Shelving		800	lf	19.00	15,200	
109900	Other Miscellaneous Specialties					1,900	
X	Knox Box		2	ea	950.00	1,900	
X	Hanging Bike Racks	None. No Interior Bike Room		ea	325.00	-	
110000	Equipment						383,945
1101100	Window Washing Equipment					30,000	
X	Mounting System	Allowance	1	allw	30,000.00	30,000	
111100	Commercial Laundry Equipment					-	
X	Washers	Excluded - By Owner		excl	5,000.00	-	
X	Dryers	Excluded - By Owner		excl	3,500.00	-	
111700	Waste Handling Equipment					38,400	
X	Trash Compactors	Excluded - By Owner		excl	-	-	
X	Trash Chutes		12	fir	3,200.00	38,400	
114000	Food Service Equipment					-	
X	Commercial Kitchen	None		ea	300,000.00	-	
X	FRP Paneling			sf	7.00	-	
114500	Residential Appliances					315,545	
X	Refer		100	ea	1,100	110,000	
X	Range		100	ea	750.00	75,000	
X	Range Hood		100	ea	325.00	32,500	
X	Disposal			ea	85.00	-	
X	Dishwasher		100	ea	700.00	70,000	
X	Microwave			ea	250.00	-	
X	Stacked Washer/Dryer			ea	1,400	-	
X	Common Room Appliances		1	ls	10,000	10,000	
X	Delivery & Set-in-Place		401	ea	45.00	18,045	
120000	Furnishings						443,245
1230000	Cabinets					420,000	
X	Cabinets		100	units	3,000	300,000	
X	Countertops- Plastic Laminate		100	units	850.00	85,000	
X	Countertops- Quartz			units	2,100	-	
X	Common Casework and Countertops	Allowance	1	allw	35,000	35,000	
1250000	Window Treatment					23,245	
X	Window Blinds	1" Horizontal Mini-blinds	8452.625	sf	2.75	23,245	
X	Shades	None Included		sf	14.00	-	
130000	Special Construction						-

0

Estimate No: 1

Div #	Division	Misc. Information	Quant	Unit	Unit Cost	Subtotal	Total
140000	Conveying Systems						400,000
142000	Elevators					400,000	
X	Traction Elevator- 6 Stop		2	each	200,000.00	400,000	
210000	Fire Suppression						305,629
210100	Fire Protection					305,629	
X	Sprinkler Connection to 5' O/S Bldg		1	ea	2,500.00	2,500	
X	Fire Sprinklers at Finished Area	NFPA 13	65812	sf	3.85	253,376	
X	Fire Sprinklers at Garage		3338	sf	4.15	13,853	
X	Dry Standpipes	# Floors +1 for Roof- Each Location	14	fir	2,100.00	29,400	
X	Back-Flow Prevention Device		1	ea	6,500.00	6,500	
220000	Plumbing						3,000,000
220100	Plumbing					3,000,000	
X	Plumbing		100	units	30,000	3,000,000	
230000	HVAC						877,298
230100	HVAC					877,298	
X	Unit ERV's	New Energy Code	100	ea	6,500.00	650,000	
X	Common Area HVAC	Level 1	5120	sf	18.00	92,160	
X	Common Area HV	Level 2-6 Corridors	11836	sf	7.00	82,852	
X	Retail HVAC		2011	sf	26.00	52,286	
260000	Electrical						3,237,609
264000	Electrical					3,227,738	
X	Electrical		100	units	32,000.00	3,200,000	
X	Site Lighting		22190	sf	1.25	27,738	
268000	Temporary Electrical					9,872	
X	Temporary Power Installation		65,812	sf	0.15	9,872	
310000	Earthwork						375,183
312025	Excavation					375,183	
X	Structural Excavation - Haul Off-Site		792	tcy	80.00	63,375	
X	Structural Backfill - Import Backfill		634	tcy	75.00	47,531	
X	Sub-Slab Granular Material		453	tcy	75.00	33,971	
X	Misc. Site Excavation		1,000	tcy	75.00	75,000	
X	Erosion Control		22,190	sf	2.50	55,475	
X	Dewatering		3	mnth	9,000.00	27,000	
X	Final Site Grading		22,190	sf	0.50	11,095	
X	Earthwork Trade Supervision		1	ls	-	-	
X	Horizontal & Vertical Control		1	ls	11,238	11,238	
X	Equipment		1	ls	26,424	26,424	
X	Survey		1	ls	-	-	
X	Clean-up and Drop Boxes		1	ls	19,186	19,186	
X	Safety		1	ls	4,888	4,888	
320000	Exterior Improvements						466,434
3210000	Roads & Walks					208,434	
X	Asphalt Paving		5,736	sf	3.50	20,076	
X	Asphalt Patch		1,200	sf	4.50	5,400	
X	Conc Paving Driveway - R.O.W		369	sf	15.00	5,535	
X	Curb & Gutter		498	lf	50.00	24,900	
X	Pre-Cast Wheel-Stops		11	ea	165.00	1,815	
X	Stripe & Symbols		1,629	sf	0.50	815	
X	HC Sign - Post Mounted		2	ea	650.00	1,300	
X	Sidewalks - R.O.W		2,721	sf	9.50	25,850	
X	Sidewalks - On-Site		2,459	sf	11.00	27,049	
X	Handicap Ramp - Precast Insert		2	ea	950.00	1,900	
X	Pavers on Grade		4,596	sf	18.00	82,728	
X	Pavers on Pedestals		527	sf	21.00	11,067	
323000	Site Improvements					58,000	
X	Bicycle Racks		4	ea	1,500.00	6,000	
X	Steel Pipe Bollard w/Ftg		12	ea	650.00	7,800	
X	Benches		4	ea	1,300.00	5,200	
X	Conc Planter Wall - Straight		600	sf	65.00	39,000	
X	Conc Planter Wall - Curved			sf	48.00	-	
X	Site Furniture	Excluded - By Owner		ea	-	-	
X	Playground Equipment	Excluded - By Owner		ea	-	-	
329000	Landscaping / Irrigation					200,000	
X	Landscaping	Allowance	1	allw	200,000.00	200,000	
330000	Utilities						131,234
331000	Water Distribution					63,500	
X	Domestic Water		150	lf	85.00	12,750	

0

Estimate No: 1

Div #	Division	Misc. Information	Quant	Unit	Unit Cost	Subtotal	Total
X	Fire Protection Water		150	lf	105.00	15,750	
X	Water Supply Vault		1	ea	10,500.00	10,500	
X	Fire Department Connection		1	ea	9,500.00	9,500	
X	Fire Hydrants		1	ea	15,000.00	15,000	
332000	Drainage Systems					67,734	
X	Wall Footing Drains		687	lf	32.00	21,984	
X	Sub-Slab Drains	Not Included		lf	25.00	-	
X	Storm Sewer		300	lf	95.00	28,500	
X	Storm Detention Structure	Not Included		ls	150,000.00	-	
X	Sanitary Sewer		150	lf	115.00	17,250	
500000	Other						3,657,891
50000	Other					681,919	
X	Safety Program		1	ls	#####	34,441	
X	Project Security / Guards	Not Included	1	ls		-	
X	Temporary Fire Prevention Requirements		1	ls		-	
X	Survey		1	ls	36,000	36,000	
X	Allowances		1	ls		-	
X	Final Cleaning		65812	sqft	0.85	55,940	
X	Tower Crane			mnth	79,123.60	-	
X	Self Erector Crane		10	mnth	55,553.78	555,538	
X	Man/ Mat. Hoist			mnth	42,000.00	-	
X	Street Use Permit	Not Included			250,000.00	-	
X	Permits & Fees	Not Included	1	ls		-	
X	Sanitary Sewer Connection Fee	Not Included	1	ls		-	
X	Storm Sewer Connection Fee/Charges	Not Included	1	ls		-	
X	Water Meter/Connection Fee/Vault	Not Included	1	ls		-	
X	Electrical Connection Fee	Not Included	1	ls		-	
X	Off-Site Improvements	Not Included	1	ls		-	
X	Certified Survey	Not Included	1	ls		-	
X	Cost Certification	Not Included	1	ls		-	
X	Adjustments	Not Included	1	ls		-	
50100	Cost Indexing (Inflation)						1,164,052
	Period Beginning / Period Ending	Annual Rate of Increase	Duration	Unit			
X	1-1-21/ 12-31-21	4.00%	0	mo	22,994,885	-	
X	1-1-22 / 12-31-22	4.00%	7	mo	22,994,885	536,547	
X	1-1-23 / 12-31-23	4.00%	8	mo	23,531,432	627,505	
X	1-1-24 / 12-31-24	4.00%	0	mo	22,994,885	-	
50200	Contingency						1,811,920
	Estimating Contingency						
X	Schematic Drawings	y	5.50%		24,158,937	1,328,742	
X	Design Development Drawings		5.00%		24,158,937	-	
X	25% Construction Drawings		5.00%		24,158,937	-	
X	50% Construction Drawings		3.00%		24,158,937	-	
X	75% Construction Drawings		2.00%		24,158,937	-	
X	100% Construction Drawings		0.00%		24,158,937	-	
X	Contractors Construction Contingency	y	2.00%		24,158,937	483,179	
	Owners Construction Contingency					Not Included	
					SUB-TOTAL	25,970,857	
	Overhead & Profit					3.75%	973,907
					SUB-TOTAL		26,944,764
	Liability Insurance	Based on Total Estimate				1.36%	380,191
	All-Risk Insurance	Excluded					
	Subcontractor Bonding					1.00%	279,552
	B & O Tax	Based on Total Estimate				0.693%	193,730
					SUB-TOTAL		27,798,237
	Performance Bond	First 2,500,000			2,500,000	0.635%	15,875
		Next 2,500,000			2,500,000	0.525%	13,125
		Next 2,500,000			2,500,000	0.510%	12,750

0

Estimate No: 1

Div #	Division	Misc. Information	Quant	Unit	Unit Cost	Subtotal	Total
		Next	12,500,000		12,500,000	0.495%	61,875
		Over	20,000,000		10,778,693	0.495%	53,355
					SUB-TOTAL		27,955,217
	State Sales Tax	Excluded		Y or N	n	10.10%	-
					TOTAL		\$ 27,955,217
					<i>Per SF</i>		\$ 424.77
					<i>Per Unit</i>		\$ 279,552

This Conceptual Estimate does not establish any contractual sum; and any recipient of this Conceptual Estimate agrees that Walsh Construction Co. does not warrant and/or guarantee the sum; and any use by the recipient of the Conceptual Estimate shall be done at the sole risk of the recipient.

Standard Exclusions:

- | | |
|---|--|
| <ul style="list-style-type: none"> • Plan Check Fee • Building Permit • Fire Protection Permit • Plumbing Permit • HVAC Permit • Electrical Permit • Bonds • Master Use Permits & Fees • Assessments • Sanitary Sewer Connection Fees • Storm Sewer Connection Fees • Water Meter & Tap • Water Connection Fees • Mitigation Fees & Expenses • Impact Fees • Electric Utility Company Connection Fees • Survey • Smoke Control Design | <ul style="list-style-type: none"> • Engineering • Special Inspections • Testing • Cost Certification • Rock Excavation • Placement of Transformer into Building • Overhead hazards/utilities located off-site • Underground Obstructions and/or Conditions That Hinder Construction • Performance & Payment Bond • All-Risk Insurance • Hazardous Material Abatement • Any Warranty Beyond Manufacturers Warranty • Subcontractor/Suppliers Individual Lien Releases • Printing Cost(s) for Architects Plans & Specifications • Project Photographs • Premium for LEED certification • |
|---|--|

Project Specific Exclusions:

- Project security/guards (except during regular business hours on Monday thru Friday)
- Wood products are price variable commodities and the cost varies from day-to-day. This estimate is based on "today's" market prices. Accordingly, the actual cost at the time of purchase/delivery may decrease or increase. The contract shall include an article establishing the process to satisfy these variable cost(s).
-
-

Estimate Exclusions, Clarifications & Allowances"

END



Initial Schematic Design

Prepared By: Environmental Works



VIEW @ BOTHELL WAY

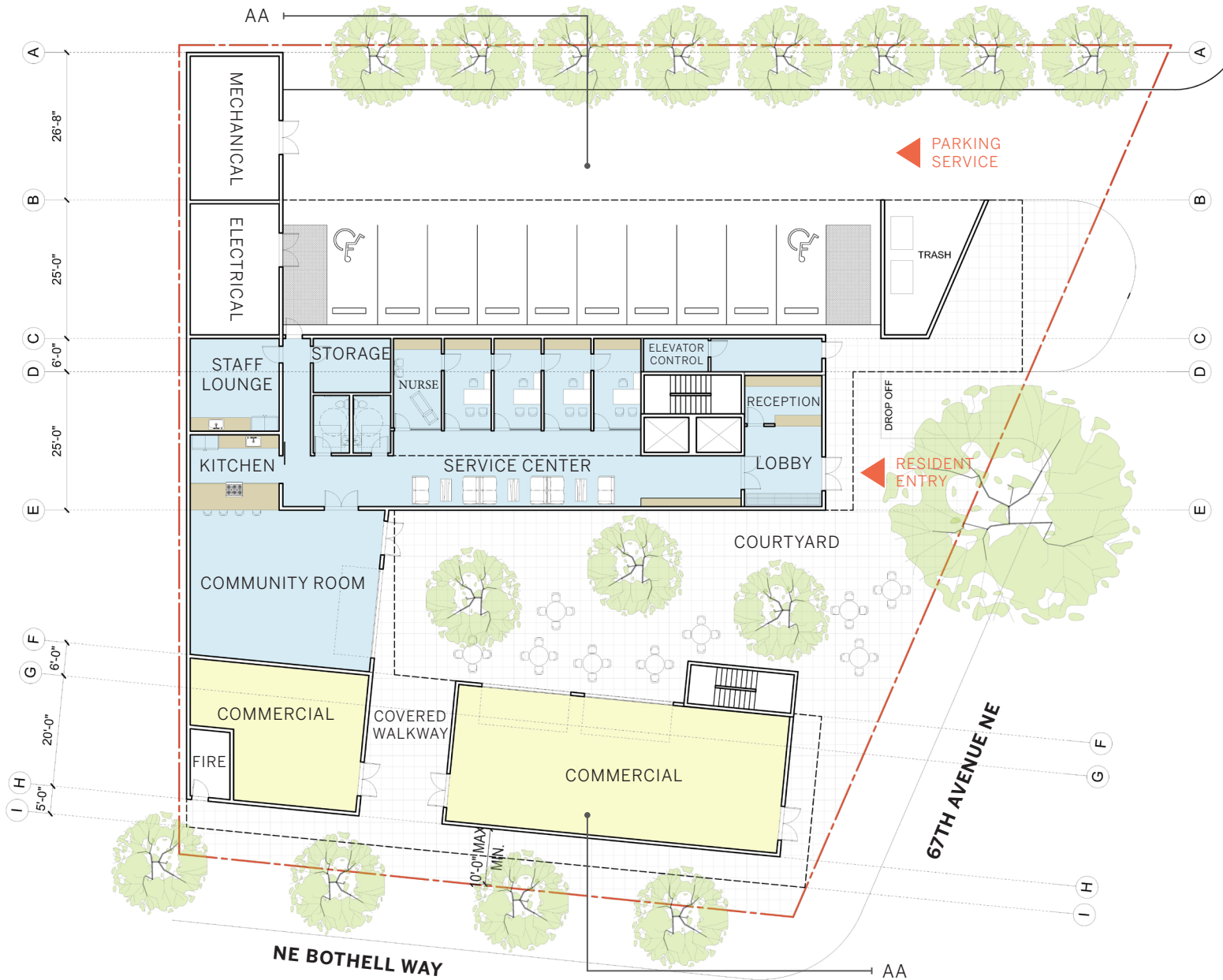


VIEW @ 67TH AVENUE NE

— Elevations

Affordable Living for Seniors in Downtown Kenmore
Kenmore Senior Housing





Affordable Living for Seniors in Downtown Kenmore
 Kenmore Senior Housing

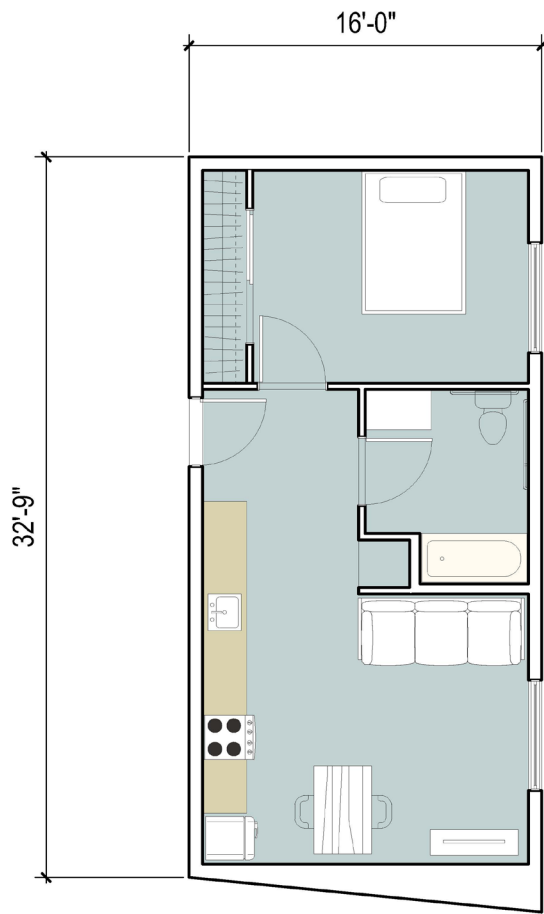




Floors 2 - 6

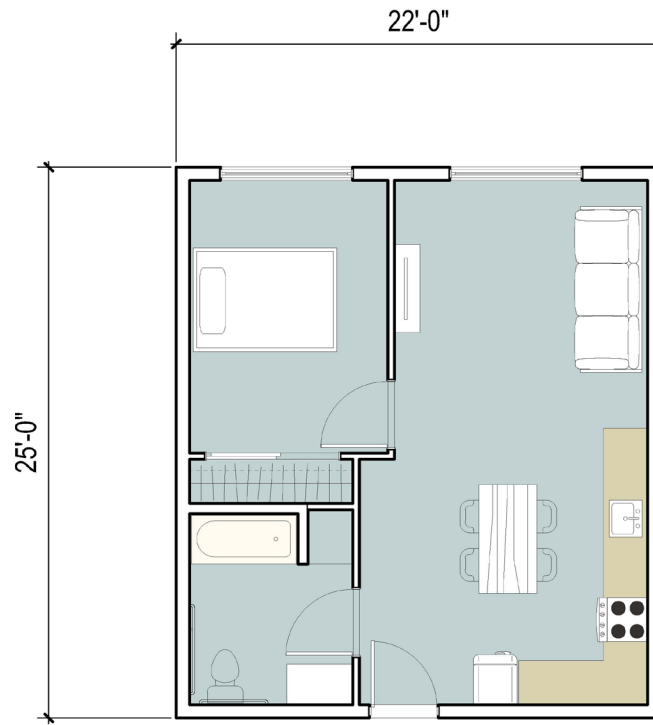
Affordable Living for Seniors in Downtown Kenmore
Kenmore Senior Housing





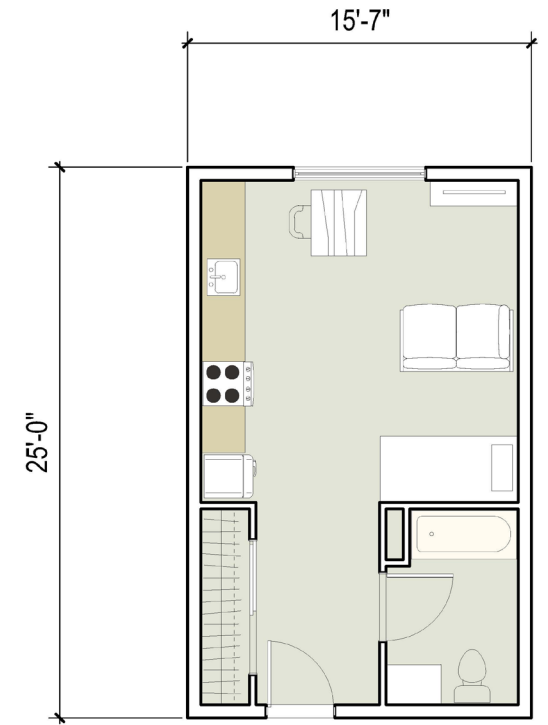
A

1 BEDROOM: 465 SF.



B

1 BEDROOM: 495 SF.



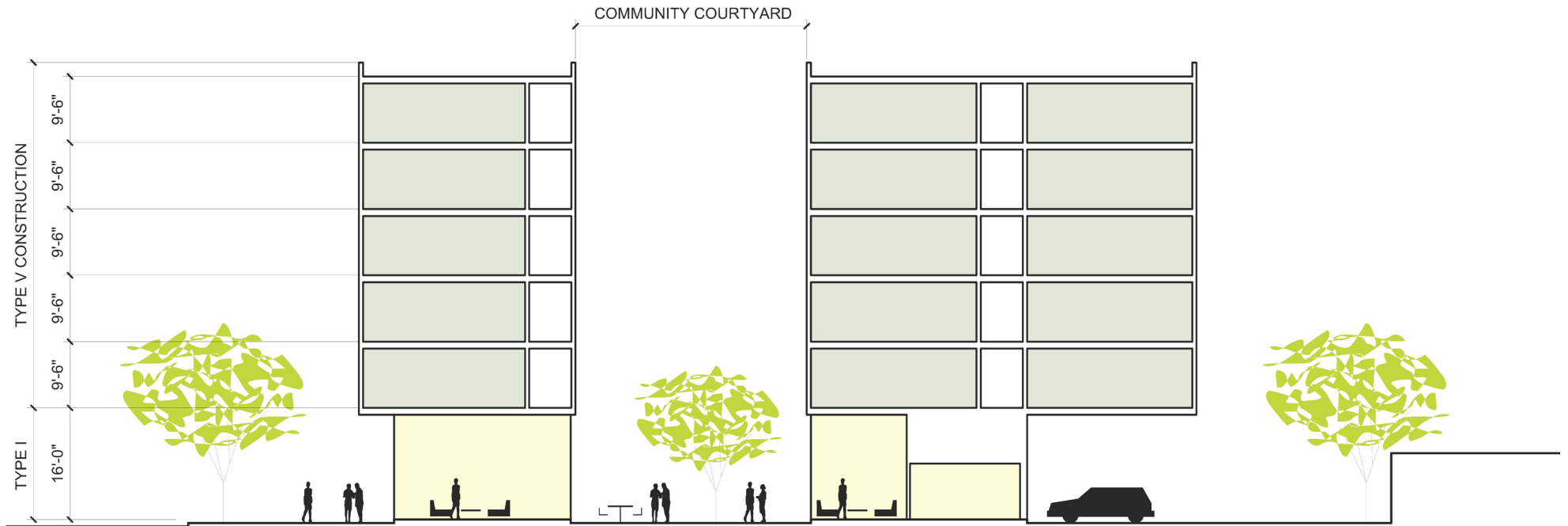
C

STUDIO: 343 SF.

Unit Plans

Affordable Living for Seniors in Downtown Kenmore
Kenmore Senior Housing





BOTHELL WAY NE

Section AA

Affordable Living for Seniors in Downtown Kenmore
Kenmore Senior Housing

