



HOUSING AUTHORITY of COLUMBUS GEORGIA

**PEABODY APARTMENTS
HOPE VI REVITALIZATION**

**PROGRESS REPORT
August 2004**

Project Website – www.peabodyhopevi.org

BG/WRT Program Management Team



BOULEVARD
GROUP, INC.

484 Boulevard SE
Atlanta GA 30312

tel 404-622-7879
fax 404-622-9395

2323 – 1st Avenue N
Birmingham AL 35203

tel (205) 327-2702
fax (205) 327-2704

September 8, 2004

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PROJECT IMPLEMENTATION

SECTION 1 STATUS REPORTS

Predevelopment – General Overview and Summary

August 2004

Administration:

The Infrastructure Construction Services Agreement between HACG and Integral has been concluded as of August 18. HACG, the Program Management Team (PMT) and Integral will meet with City representatives in early September to review final documentation, payment procedures and advance the Intergovernmental process to final execution.

The Developer procurement process for architectural and infrastructure consulting services has been ongoing during the month of August. Architectural submissions have been received and the process has moved to the next stage; fee proposal submissions. In support of the procurement process; a project orientation meeting was completed August 19 to familiarize interested architectural firms with the overall Peabody development, project schedule and project implementation process. The meeting was attended by representatives from HACG, Integral, the PMT and 4 local architectural firms. Similarly with the infrastructure design services procurement; a pre-proposal meeting was completed August 17. The meeting was attended by Integral, the PMT and 1 local engineering firm. Final proposal submissions for the Infrastructure RFP are due August 30. It is the Developer's intention to select architectural and engineering consultant services in early September.

Peabody Phase 1 Tax Credit Application: The tax credit application was submitted as required on May 04. Notice of Award is expected by September 01. Georgia Department of Community Affairs has confirmed that the application complies with threshold requirements.

Resident Relocation Project: remains ongoing. As of August 31 there were 4 families remaining on site in the Phase 3 Area.

CSS Program: ongoing. All Peabody Households have been interviewed and all assessments have completed for families participating in the CSS Program. Pastoral Institute will continue to maintain contact with all Peabody families including those who have previously declined services.

Peabody Demolition: The Demolition Project is progressing. The Phase 1 and Phase 2 site area is fully fenced/secured, abatement work has been ongoing and building demolition work has commenced.

Wynnton Site Property transfer: documents have been submitted to the City Attorney for the purpose of finalizing the Promissory Note and completing the transfer. Completion of the process is pending.

Intergovernmental Agreement: It is expected that the Agreement will be executed following a final review meeting with City representatives scheduled for the first week on September.

Wynnton Closing: The Homeownership Term Sheet and Evidentiary Document Package have been submitted to HUD. Document clarifications and revisions have been submitted to HUD. Final HUD approval which will complete the Closing process is anticipated for early September.

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PROJECT PROGRESS OVERVIEW

SECTION 1 STATUS REPORTS

I ADMINISTRATION

Master Developer Agreement (MDA) – the Second Amendment to the Agreement is under discussion between the Developer, HACG and the PMT. This Amendment will clarify the Developer's intentions concerning the Project Design Team.

Pre-Development Loan Agreement – HACG Finance has completed payment on all Developer Invoices. Funds for these costs are derived from the HOPE VI Grant funds.

Integral-CHI Builder Agreement – a final Agreement has been received from the Developer.

Wynnton Site Property Transfer – All known documentation requirements have been completed. The City of Columbus attorney is expected to conclude the transfer process in early September.

Intergovernmental Agreement – conclusion of the Agreement remains critical for advancing the design and construction of the Wynnton and Peabody projects.

As soon as City of Columbus has reviewed the HACG-Integral Construction Services Agreement it is expected that the City will execute the Intergovernmental Agreement. A review meeting with City representatives is scheduled for September 02.

Design and Engineering Team Procurement – implementing design services for both infrastructure and new building design is critical in order to comply with the Peabody Phase 1 Closing scheduled for May 2005. New building construction at the Peabody Site is scheduled to commence in June 2005 and it is extremely important that infrastructure construction in the Right-Of-Way should be in construction prior to the start of building construction. Considering the complexity of infrastructure requirements and the large scope of work; design consulting services are required as soon as possible.

As noted above, the procurement process is scheduled to be complete in early September and will be followed by a very comprehensive design process in order to comply with the project schedule.

Section 3 Plan – the Section 3 Plan remains under review with HACG and the PMT.

Resident Relocation: Phase 1 Resident Relocation is complete. Phase 2 Relocation is complete. Phase 3 Relocation is expected to be complete by September 07 as planned.

HOPE VI Program Evaluation: CSU are actively engaged in the Project. CSU submitted a draft baseline report in mid-July to HACG's. The document will require further revision.

Wynnton Project – HUD Closing: all document submissions and clarifications have been completed as requested by HUD. HACG's, the PMT and Integral are awaiting final approval from HUD which will constitute the HUD Closing Process.

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Item I ADMINISTRATION - continued

Budget Revision #1 – HUD has approved Budget Revision #1. This approval will make available additional HOPE VI Funds for the purposes of HACG project administration, predevelopment loan payments to the Developer and payments for the Demolition Project.

II SITE INVESTIGATION – EXISTING CONDITIONS – ENVIRONMENTAL ASSESSMENT

Wynnton Site: drainage design, site development design and infrastructure design are needed as soon as possible in order to advance the Wynnton Project to subdivision approvals and building permit approvals. Fortunately, 3 CHI lots adjacent to the new City properties are ready for service connections and home construction. The Homeownership Project will start with construction on the 3 CHI properties. The consultant procurement process for site development and infrastructure will be concluded in early September and the design process will start immediately.

Peabody Site: in anticipation of new building construction the Developer must initiate additional site survey work for subdivision approvals as well as a complete geotechnical investigation. The procurement for survey services is now in process and geotechnical work will commence as the Demolition Project progresses.

III MASTER PLANNING and DESIGN

HACG has not yet provided final approval for an overall Peabody Masterplan. The current Plan must be revised to reflect variances, correct building types, correct building footprints and correct building locations.

The next phase of Master Planning activities include:

- revisions in response to financial model revisions
- revisions necessary for compliance with variances for setbacks and parking requirements.
- revisions in response to proposed building design dimensions and final locations of new buildings on the site.
- preparation of the Amended Revitalization Plan for submission to HUD.

Completion of Masterplanning is dependent on design input from the Developer's architectural team which will design the new buildings. Consequently, the masterplanning and building design processes will commence immediately following selection of the design consultant.

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IV PEABODY DEMOLITION

The official Notice To Proceed was issued as of July 12, 2004.

Progress to date:

Atmos has completed shut-down of gas services in the current demolition area. The gas system for the total site will be fully decommissioned when the final residents have been relocated. The gas line shut down has enabled the contractor to proceed with heavy equipment work on the job-site.

The demolition site has been fully secured with fencing. A temporary fence has been installed to separate the currently occupied Phase 3 Area from the demolition site. The secure area will be expanded to include the entire Peabody property when the remaining Phase 3 residents have been relocated. Pest control measures have been implemented and are being monitored regularly. Abatement work has been ongoing throughout the month of August. Removal of floor tile and mastic; door/window caulking and transite flues is nearing completion in the Phase 1 area and has commenced in the Phase 2 buildings. Abated materials have been removed from the site. The Georgia Department of Environmental Protection has inspected the work site and procedures. There are no violations to be reported. Abatement of roof membrane materials will commence as of August 30. This work is dependent on the building demolition process; removing the existing wood frame roofs to expose the old roof membrane. To advance the process the contractor is demolishing portions of the building structural systems to allow the buildings to 'fall over' thereby allowing easy access for abatement and removal of the old roof membrane.

As of August 27, two buildings have been brought down. The contractor reports that additional equipment and operators are ready to work on the project and as a result it is expected that the demolition work will proceed at an increased pace.

Section 3:

HACG and Pastoral Institute had previously assembled a list of 8 Peabody Residents who had expressed interest in working on the Demolition Project. The contractor reports that all 8 persons have been contacted, 1 person has been hired, 1 person decided to quit after first day of employment and the remainder did not attend the application and screening process. The contractor reports that 4 additional persons have been hired from the local neighbourhood and these qualify as Section 3 hires.

Schedule:

The Demolition Project is currently approximately 3 weeks behind schedule however the contractor insists that he intends to have demolition completed in the Phase 1 Area by October 31 as planned.

Payment Application Status:

Contractor Payment Request No. 1 for July work was received by the PMT on August 24. The PMT and HACG have reviewed and approved the amounts claimed and the supporting documentation provided. The PMT have submitted the Request to HACG Finance for payment. Work items claimed for payment include: bonds, general conditions, fencing, pest control.

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V RESIDENT RELOCATION

Resident Population: As of August 31, the resident population at Peabody is 4 households.

Relocation Stats as of July 21:

- 278 families total relocated to date
- 177 families relocated to date to other PH communities
- 94 families relocated to date to Section 8 housing
- 80 families to date relocated outside the scope of the Relocation Project due to other circumstances
- 196 families to date have expressed interest in returning to the new community

Resident Relocation Schedule remains as follows:

- Phase 1 Relocation **complete as of February 13, 2004.**
- Phase 2 Relocation **complete as of June 16, 2004**
- Phase 3 Relocation scheduled to be complete by September 07, 2004

VI COMMUNITY & SUPPORTIVE SERVICES

All residents have completed the assessment process or have declined services. Pastoral Institute continues to maintain contact with families that have declined services.

During the month of August, Pastoral sponsored two "Let's Talk" sessions – residents attended only one session.

Family Advocates and staff met with Goodwill and Peabody Residents in training to assist with resolution of some problem situations.

Pastoral Institute is in process of preparing additional grant applications.

The CSS Team is mobilizing for the Youth Advocate Program.

VII HOMEOWNERSHIP PROGRAM

In preparation for home purchase; HACG is in the process of completing certifications for 2 families.

A total of 14 Peabody families have participated in the Homeownership Program to date.

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VIII WYNNTON PROJECT – CLOSING

HUD requested revisions to the Financial Proposal have been completed and submitted as of August 06.

The Evidentiary Document Package was submitted to HUD as of August 09. To date, HUD has not requested revisions on the documents.

The Property Transfer Process with City of Columbus remains an outstanding and critical activity necessary for the final Closing process.

Considering the status of the City property transfer as of August 27; it is unlikely that the HUD Closing will be concluded September 01 as planned. The HUD Locked Checkpoint Date is October 02, 2004.

IX PEABODY PHASE 1 TAX CREDIT APPLICATION

The Tax Credit Application submission to DCA completed May 04, 2004.

Tax Credit Award notification is expected September 02.

X PROJECT RELATED MEETINGS – August 2004

August 05	Project Review Meeting – HACG, PMT, Integral
August 05	Conference Call Meeting – Wynnton Evidentiary Submission review and Construction Services Agreement review – HACG, PMT, Integral, Legal Teams
August 12	Demolition Project Progress Meeting #2 – HACG, PMT, Integral, Bianchi
August 12	Design Meeting – HACG, PMT, Integral
August 12	DOT Public Presentation re: improvements to Talbotton Road
August 13	CSU Evaluation Project Review Meeting – HACG, PMT, CSU
August 17	Infrastructure Consultant Procurement; Pre-Proposal Meeting – Integral, PMT, Consultant.
August 19	Project Review Meeting – HACG, PMT, Integral
August 19	Architectural Consultant Procurement; Pre-Proposal Meeting - Integral, PMT, Consultant.
August 26	Demolition Project Progress Meeting #3 – HACG, PMT, Integral, Bianchi

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XI DOCUMENT SUBMISSIONS AND NOTICES – August 2004

August 05	Revised Section 3 Plan submitted to HACG and PMT by Integral
August 05	Predevelopment Loan Invoice #4 submitted to HACG by PMT
August 09	Wynnton Evidentiary Document Package submitted to HUD by PMT legal.
August 18	Final Document – HACG Integral Infrastructure Construction Services Agreement distributed to all project teams
August 20	HACG receive HUD approval notice for Budget Revision #1
August 25	Demolition Project Payment Application #1 submitted to HACG Finance by PMT.

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SECTION 1 STATUS REPORTS

August 2004:

As the project progresses, the PMT will monitor the overall project financial status through HACG Finance Department.

The Developer submitted Predevelopment Loan Invoice #4 to the Program Management Team as of August 05. The Invoice relates to Third Part costs only pertaining to site survey services required for the Tax Credit Application. The documentation has been reviewed and processed by the Program Management Team and submitted to HACG as of August 06. HACG Finance has completed payment on this item as of August 10.

The Developer has submitted Demolition Project Payment Request #1 to the Program Management Team as of August 23. The invoice relates to project costs for month of July, including: bonds, general conditions, fencing, pest control. The PMT has reviewed the invoice and supporting documentation and has submitted the invoice to HACG Finance as of August 24.

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**SECTION 1
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**PROGRESS PAYMENT SUMMARY
PHASE 1 PREDEVELOPMENT LOAN AGREEMENT**

DEVELOPER 3RD PARTY COSTS ----- Invoice #4 payment period ending July 31, 2004
pursuant to MDA and Predevelopment Loan Agreement: HACG payment for 75% of Developer Invoice

item	Total Budget	Developer Obligated Contract Amount	Developer Total Invoice To Date	Developer Invoice to 07-30-04	HACG Obligated Budget Amount 75%	Invoice Amount to HACG This Invoice	HACG Total Invoice to Date	HACG Paid to Date
Master Planning - Rees Design	\$ 30,000.00	Rees- hourly	\$ 8,730.00	\$ 2,270.00	\$ 22,500.00	\$ 0.00	\$ 6,547.50	\$ 6,547.50
Architect & Engineer	\$300,000.00		\$ 0.00	\$ 0.00	\$225,000.00	\$ 0.00	\$ 0.00	\$ 0.00
Survey - JJG	\$ 35,000.00	JJG - \$26,000.00	\$ 26,766.78	\$ 5,472.50	\$ 26,250.00	\$ 4,104.38	\$ 20,075.09	\$ 20,075.09
Soil Testing	\$ 40,000.00		\$ 0.00	\$ 0.00	\$ 30,000.00	\$ 0.00	\$ 0.00	\$ 0.00
Environmental	\$ 25,385.07		\$ 25,385.07	\$ 0.00	\$ 11,250.00	\$ 0.00	\$ 19,039.00	\$ 19,039.00
Market Study	\$ 8,000.00		\$ 3,750.00	\$ 0.00	\$ 6,000.00	\$ 0.00	\$ 2,812.50	\$ 2,812.50
Appraisal	\$ 8,500.00		\$ 0.00	\$ 0.00	\$ 6,375.00	\$ 0.00	\$ 0.00	\$ 0.00
Tax Credit Application Fee	\$ 32,000.00		\$ 0.00	\$ 0.00	\$ 24,000.00	\$ 0.00	\$ 0.00	\$ 0.00
Public Relations	\$ 10,000.00		\$ 0.00	\$ 0.00	\$ 7,500.00	\$ 0.00	\$ 0.00	\$ 0.00
Other Consultants	\$ 39,614.93		\$ 0.00	\$ 0.00	\$ 37,500.00	\$ 0.00	\$ 0.00	\$ 0.00
Sub-Total 3rd Party	\$528,500.00		\$64,631.85	\$ 5,472.50	\$396,375.00	\$ 4,104.38	\$ 48,474.09	\$ 48,474.09
HACG 3 rd Party Payments Not to Exceed					\$396,375.00			
Total Amount Invoice #4 for 3 rd Party						\$ 4,104.38		
Total 3 rd Party HACG Invoice to Date							\$ 48,474.09	
Total 3 rd Party HACG Paid to Date								\$ 48,474.09

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**SECTION 1
STATUS REPORTS**

**PROGRESS PAYMENT SUMMARY - NO CHANGE OF STATUS FOR MONTH OF August
PHASE 1 PREDEVELOPMENT LOAN AGREEMENT**

DEVELOPER ADVANCES FOR OVERHEAD MILESTONES- Invoice #4 for period ending July 31, 2004
pursuant to MDA and Predevelopment Loan Agreement: HACG payment for 100% of Developer Invoice

Item	Budget	Percent % complete to 05-14-04	Developer Total Invoice to Date	Developer Amount this Invoice	Invoice Amount to HACG this Invoice	HACG Total Invoice to Date	HACG Total Paid to Date
MDA Executed	\$ 30,000.00	100%	\$30,000.00	\$ 0.00	\$ 0.00	\$30,000.00	\$30,000.00
Predevelopment Consultant Procurement	\$ 30,000.00	40%	\$ 11,100.00	\$ 0.00	\$ 0.00	\$ 11,100.00	\$ 11,100.00
Stakeholder/Community Meetings	\$ 15,000.00	85%	\$ 12,000.00	\$ 0.00	\$ 0.00	\$ 12,000.00	\$ 12,000.00
Masterplan	\$ 30,000.00	85%	\$ 27,150.00	\$ 0.00	\$ 0.00	\$ 27,150.00	\$ 27,150.00
Design Schematic Approval	\$ 15,000.00	5%	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Design Development Approval	\$ 15,000.00	5%	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Tax Credit Application	\$ 45,000.00	100%	\$ 45,000.00	\$ 0.00	\$ 0.00	\$ 45,000.00	\$ 45,000.00
Tax Credit Award & Start Closing Documents	\$ 30,000.00	10%	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Mixed Finance Proposal	\$ 30,000.00	10%	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Evidentiary Documents	\$ 60,000.00	20%	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Subtotal	\$300,000.00		\$125,250.00	\$ 0.00	\$ 0.00	\$125,250.00	\$125,250.00
HACG Payment for Developer Overhead not to Exceed	\$300,000.00						
Total Amount Invoice #4 for Developer Overhead					\$ 0.00		
Total Developer Overhead Invoice to Date to HACG						\$125,250.00	
Total Developer Overhead Paid to Date by HACG							\$125,250.00

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**SECTION 1
STATUS REPORTS**

**PROGRESS PAYMENT SUMMARY
Peabody Apartments Demolition Project**

Integral Properties LLC/Integral Building Group - Contract period ending July 30, 2004

Item	HUD BLI #	Approved Budget per MDA Exhibit D	Obligated Contract Amount To date	HACG approved change orders	Approved Invoice	Total Invoice to Date	Paid to Date
Demolition per MDA Exhibit D – source- HOPE VI Funds							
Demolition <i>Bianchi Industrial Services Inc</i>	BLI 1485	\$1,471,355.00	\$2,175,000.00	\$ 0.00	\$270,964.80	\$270,964.80	\$ 0.00
Soils testing	BLI 1485	\$35,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Demolition Design, Contract Documents & Contract Administration <i>Holley Consultants</i>	BLI 1485	\$125,005.00	\$ 0.00	\$0.00	\$ 0.00	\$ 0.00	\$ 0.00
Demolition Direct Project Management Costs <i>Integral Building Group</i>	BLI 1485	\$ 124,040.00	\$ 0.00	\$0.00	\$ 0.00	\$ 0.00	\$ 0.00
Demolition Construction Management Fee 4.25% <i>Integral Building Group</i>	BLI 1485	\$74,605.00	\$ 0.00	\$0.00	\$ 0.00	\$ 0.00	\$ 0.00
Peabody Apartments Demolition TOTAL		\$1,830,005.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

Total Paid to Date						\$ 0.00
Total Invoice to Date						\$270,964.80
Approved Invoice #1	for Construction Contract month ending August 1, 2004					\$270,964.80

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PROJECT SCHEDULE REVIEW

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Relocation

August 2004

Phase 1 complete

Phase 2 complete – on schedule

Phase 3 Relocation scheduled for completion September 07, 2004

CSS Program

August 2004

Case management is ongoing. Outreach is ongoing. Pastoral Institute is accomplishing and exceeding prescribed goals.

Homeownership Counseling

August 2004

CHI Home Ownership Program is ongoing -12 Peabody families enrolled in program to date.

Administrative Issues

August 2004

Master Developer Agreement – Second Amendment pending subject to Architectural Services Procurement.

Wynnton Site Property Transfer – in process with City Legal. Completion is critical for Wynnton Closing.

Intergovernmental Agreement – Executed Document is behind schedule and is impacting implementation of infrastructure design.

Consultant Procurement – in process for Architectural Team and Infrastructure Engineering Team. Consultant selection to be complete by mid-September.

Infrastructure for Wynnton Development

August 2004

Infrastructure Design is required as soon as possible.

Site Development for Wynnton Properties

August 2004

Site Development design is required as soon as possible in order to prep sites for home construction. As a work-around solution, CHI will initiate construction on the 3 CHI lots in Wynnton Park in advance of the 19 City lots.

Peabody Demolition

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Demolition Project is in progress. Project is approximately 3 weeks behind contractor original schedule.

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SECTION 2 OUTSTANDING ISSUES

Key Project Issues

- Wynnton Property Transfer
- Wynnton Closing
- Consultant Procurement for Wynnton Site Development
- Site Development Design and Construction for Wynnton parcels.
- Intergovernmental Agreement signatures
- Peabody Demolition
- Resident Relocation
- Consultant Procurement for Infrastructure Projects
- Infrastructure design for Wynnton Site
- Infrastructure construction for Wynnton Site
- Infrastructure design for Peabody Site
- Consultant Procurement for Peabody Architectural Design
- CSS Program Case Management
- Section 3

PMT Project Look Ahead

- Demolition at Peabody Site
- Closing for Wynnton Project
- Resident Relocation
- Wynnton Site Development
- Infrastructure Design
- Consultant Procurements
- Peabody Design Development
- CSS Case Management
- Homeownership counseling
- Track schedule
- Track Project Budget
- Monitor Relocation, CSS, Homeownership

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SECTION 3 ENCLOSURES

- SUMMARY SCHEDULE updated to August 31, 2004
- Relocation Schedule updated to August 31, 2004
- Demolition Schedule updated to August 31, 2004
- 90-DAY WORK IN PROGRESS SCHEDULE
September – October - November 2004