

DHCD MONTHLY PROGRESS REPORT**Warsaw Housing Rehabilitation Project #23-23-14**PROJECT: WARSAW HOUSINGCONTRACT #: 23-23-14LOCALITY: Town of WarsawFROM: Alex EguligurenMONTH: APRIL 2025

PRODUCTS - Per 08-14-24 Agreement	% COMPLETE	STATUS
Rehabilitation of three houses to DHCD Housing Rehab Standards; (CDBG and Non-CDBG Funds) benefiting 6 LMI individuals	28%	Work on the first rehab home continues. The contractor expects completion by mid or late May.
Substantial Reconstruction of two houses to DHCD Housing Rehab Standards; (CDBG and Non-CDBG Funds) benefiting 4 LMI individuals.	20%	In March, a request for proposals was sent out to five manufactured-home dealers in the area serving the Northern Neck of Virginia. The RFP requested prices for eight housing units, two of which will be for the Warsaw Housing Rehabilitation Project. Four proposals were received and, after negotiations with the dealer providing the lowest price per unit, a turnkey price of \$155,000 was offered for the two Warsaw homes, which will be manufactured first. After consultation with DHCD, it was agreed that the cost of demolition should be removed from the turnkey price quoted in order to bring the total under the \$150,000 maximum allowed by DHCD for substantial reconstructions.
Implementation of sidewalk improvements with leverage funds (\$30,000)	100%	Sidewalk improvements have been completed but additional work will be done regarding driveways that will count as additional leverage for the project.

EXPENDITURES:	Grant Amount: \$ 632,534	Amt Expended: \$51,959	Amt Obligated: \$196,434
	Leverage Amt: \$ 58,250	Doc. Amt Expended: \$3,336	Sources: Town, PDC
Last Draw/Remittance #001 submitted on: 01-15-25			
Date of last PMT meeting: 04-15-25 Date of next PMT meeting: TBD PMT Meeting Minutes: YES			
COMMENTS: None			

AGENDA

Management Team Meeting

Warsaw Scattered Site Housing Rehabilitation Project CIG # 23-23-14

April 15, 2025, at 11:00 a.m. at the Warsaw Town Hall

- 1) Update - Rehabilitation of three houses to DHCD Housing Rehab Standards benefiting 6 LMI individuals
- 2) Update - Substantial Reconstruction of two houses to DHCD Housing Rehab Standards benefiting 4 LMI individuals

Location: Warsaw Town Hall

Date: 4-15-25 @ 11 Page 1 of 1

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NOTES – Warsaw Scattered Site Housing Rehabilitation Project - CIG# 23-23-14
Management Team Meeting

April 15, 2025, at 11 a.m. at the Town of Warsaw Town Hall

Attendance: Julia Blackley-Rice, Missy Coates, Jerry Davis, Alex Eguiguren, and Ruby Tian.

1) Rehabilitation of three houses to DHCD Housing Rehab Standards benefiting 6 LMI individuals

Jerry Davis: The first of three rehabs is under construction. SLEM is working on one project at a time and there will be some overlap.

Ruby Tian: The construction on Hamilton Blvd. has done the roof so far, finished at the end of last week, and they were getting ready to install gutters and downspouts. That's about 20% of the work. In terms of the construction schedule, it will be about six weeks. The next home will be 195 Walnut Street. Three weeks for that project. Then he will start with the last house on Belle Ville.

Jerry Davis: Once the work is done at each address, Bay Housing will come in to do their inspection and weatherization work that is needed for each house.

2) Substantial Reconstruction of two houses to DHCD Housing Rehab Standards benefiting 4 LMI individuals

Jerry Davis: We put together an RFP that was sent out to the five dealers in our service area. The RFP requested prices for 2 and 3-bedroom units. We were expecting to see a discount because we were planning to order more than one unit. We asked them to price a 2-bedroom, 1-bath unit. Three of the dealers proposed 2-bath units. Of the five dealers, four responded with proposals. Clayton dealers in Tappahannock and Fredericksburg; Oakwood, and CBX out of Yorktown. The other Clayton dealer out of Richmond did not respond. The chart shows the proposals received relevant to the Town of Warsaw project. The bid is a turnkey price, with all associated costs. The prices include demolition. The DHCD allowance is \$150,000 for a substantial reconstruction. All bid prices were above the allowance and over the budget we had for these two units. So, we went to the low bidder and asked them to negotiate. Their bid number already had a 10% discount built into it. In the end, they brought it down to \$155,000 per unit, for a total price of \$310,000. It is still over the DHCD allowance, but it is our understanding that as long as we are within the budget, and we request approval, they will be flexible and approve going over the \$150,000 limit. If asbestos is found before demolition, there will be additional costs.

Jerry Davis: The Housing Rehab Board agreed to award the contract to Clayton Homes in Tappahannock pending approval from DHCD regarding the higher cost limit. The copy of the packet distributed to the Housing Rehab Board members shows the model, the split-face foundation, the roof pitch that the RFP required, the way the new structure will be placed on the parcel, and the floor plan.

Next meeting TBD.

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