

## BAHIP Internship Program Portfolio



**Name:** Emanuel Ulloa

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**Agency:** Mid-Peninsula Housing

**Program Year:** 2018-2019

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## Paseo Estero, Oakland



**Project:** Paseo Estero, Parcel F, Oakland

**Population Served:** Family

**Project Type:** 101 units, New Construction

Brooklyn Basin is a 465-unit development targeting families and seniors that is part of a broader master planned community in the City of Oakland. The site consists of two city owned parcels located on the Oakland Estuary immediately south of Jack London Square. There are four components to Brooklyn Basin split between two parcels. Located on Parcel F, Paseo Estero is 101 unit family phase joined with Vista Estero, a 110 unit senior phase. Located on Parcel A, Brooklyn Basin A1 is a 124 unit family phase joined with Brooklyn Basin A2, a 130 unit family phase. For Paseo and Vista Estero, a 9%/4% hybrid tax credit application was submitted as well as a CDLAC application for the 4% component.

- Assisted with the completion of a TCAC application and throughout the hybrid financial loan closing process.
- Attended a Pre-Bid meeting between Midpen, Nibbi, and City of Oakland staff.
- Attended OAC meetings between MidPen and Nibbi Brothers, the general contractors for preconstruction services.
- Researched EV Charging Station companies in order to fulfill Brooklyn Basin's requirement to provision for 10% of parking spaces being capable of electric vehicle car charging.
- Understanding project operating costs, logistics, who pays for electricity, etc?
- Assisted with filling out legal disclosures, contract schedules, developer worksheets, and making cover pages and narratives for a TCAC application.
- Assisted with the preparation of contract exhibits.
- Update construction draw requests and understand consultant contracts.
- Ongoing permanent library document uploads throughout the year (finalized documents uploaded onto MidPen's intranet server.)



## Vista Estero, Oakland



**Project:** Vista Estero, Parcel F, Oakland

**Population Served: Senior****Project Type: 110 units, New Construction**

Brooklyn Basin is a 465-unit development targeting families and seniors that is part of a broader master planned community in the City of Oakland. The site consists of two city owned parcels located on the Oakland Estuary immediately south of Jack London Square. There are four components to Brooklyn Basin split between two parcels. Located on Parcel F, Paseo Estero is 101 unit family phase joined with Vista Estero, a 110 unit senior phase. Located on Parcel A, Brooklyn Basin A1 is a 124 unit family phase joined with Brooklyn Basin A2, a 130 unit family phase. For Paseo and Vista Estero, a 9%/4% hybrid tax credit application was submitted as well as a CDLAC application for the 4% component.

- Assisted with the completion of a CDLAC application and throughout the hybrid financial loan closing process.
- Attended a Pre-Bid meeting between MidPen, Nibbi, and City of Oakland staff.
- Attended OAC meetings between MidPen and Nibbi Brothers, the general contractors for pre-construction services.
- Researched EV Charging Station companies in order to fulfill Brooklyn Basin's requirement to provision for 10% of parking spaces being capable of electric vehicle car charging.
- Inquired at several properties regarding the type of fitness room equipment that they have in order to decide what kind of fitness equipment we would like to include at Vista Estero.
- Understanding project operating costs, logistics, who pays for electricity, etc?
- Assisted with filling out legal disclosures, contract schedules, developer worksheets, and writing descriptions for the CDLAC application.
- Organize a marketing plan meeting between MidPen and members of EBALDC in order to better understand how to maximize the number of local Oakland residents that will get to live in Brooklyn Basin.
- Assisted with the preparation of contract exhibits.
- Update construction draw requests understand consultant contracts.
- Ongoing permanent document library uploads throughout the year (finalized documents uploaded onto MidPen's intranet server.)

## Brooklyn Basin, Parcel A1, Oakland



**Project:** Brooklyn Basin A1, Oakland

**Population Served:** Family

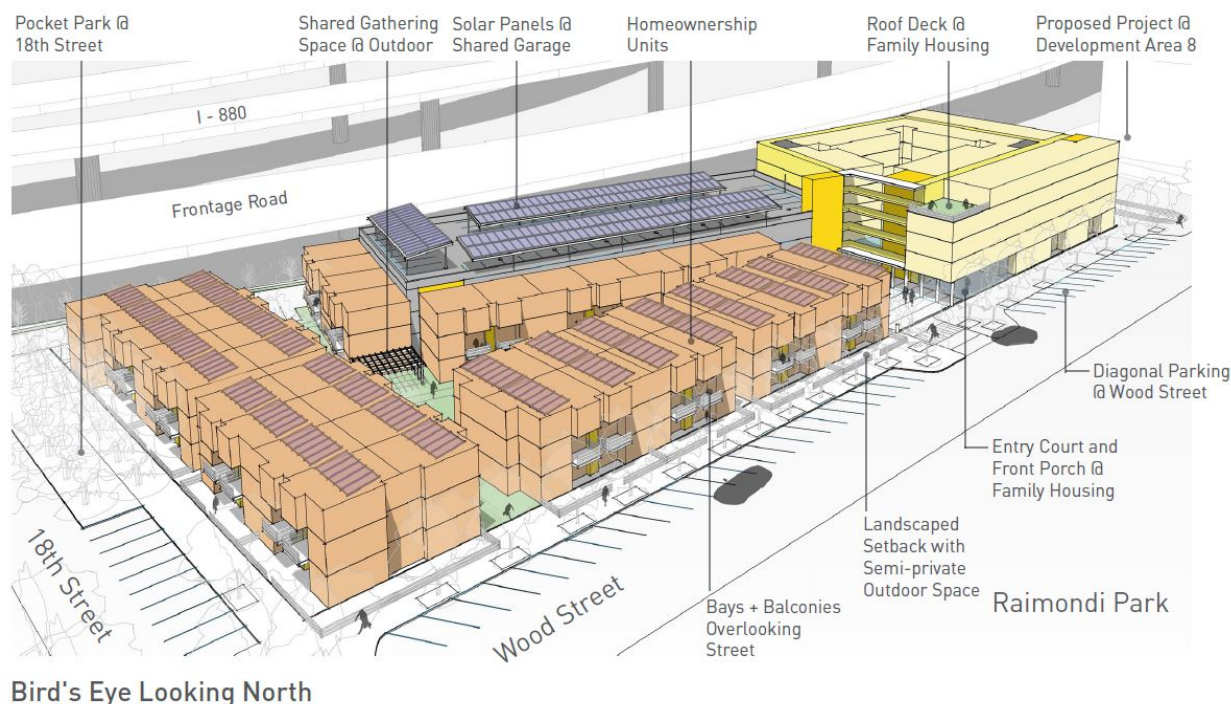
**Project Type:** 124 Units, New Construction

Brooklyn Basin is a 465-unit development targeting families and seniors that is part of a broader master planned community in the City of Oakland. The site consists of two city owned parcels located on the Oakland Estuary immediately south of Jack London Square. There are four components to Brooklyn Basin split between two parcels. Located on Parcel F, Paseo Estero is 101 unit family phase joined with Vista Estero, a 110 unit senior phase. Located on Parcel A, Brooklyn Basin A1 is a 124 unit family phase joined with Brooklyn Basin A2, a 130 unit family phase. For Brooklyn Basin A1, an Alameda County A-1 Funding application was submitted in November 2018.

- Assisted with the completion an Alameda County A-1 funding application.
- Gathered several required documents ranging from government and community organizational letters of support, commitment letters, ground leases, etc.
- Drafted a narrative of projects completed in the last 10 years and a developer experience narrative.
- Gathered several required developer experience documents ranging from audits, resumes, statement of qualifications, management plan, etc.
- Made cover pages for different sections of the Alameda County A-1 Funding application.



## Wood Street, Oakland



**Project:** Wood Street, Oakland

**Population Served:** Family, Special Needs

**Project Type:** 170 Units, New Construction

The proposed Wood Street development in West Oakland consists of the construction of 170 units of affordable rental and ownership housing -- 85 rental units built and managed by MidPen and 85 affordable ownership homes built and sold by Habitat for Humanity. There is a proposed minimum set-aside of 7 rental homes to be reserved for formerly homeless veterans and an additional 6 rental homes reserved for transition-aged youth at-risk of homelessness. In December 2018, MidPen and Habitat for Humanity East Bay/Silicon Valley were approved by the Oakland City Council to serve as the development team for the Wood Street site.

- Assisted with the completion of an RFP response.
- Attended design meetings with Habitat for Humanity for Humanity developers and Pyatok Architects.
- Assisted with filling out legal disclosures, contract schedules, developer worksheets, and gathered required documents for our Wood Street RFP application checklist.
- Researched service providers and community organizations that are currently present in West Oakland (IE. Food banks, financial skills, tax preparation, childcare, sports programs, academic and after-school programs, etc) in order to compile a list of local stakeholders in preparation for interview.



- Assisted with the production of an electronic version and final hard copy of the RFP for in-person submission.

## Midway Village, Daly City

### Unit Count & Mix



**Project:** Midway Village, Daly City

**Population Served:** Family, Special Needs

**Project Type:** 555 Units, Rehabilitation

MidPen is proposing the creation of a new community in Daly City consisting of 561 new homes, a new child development center, and 14,250 square feet of community amenity spaces serving residents earning up to 120% of Area Median Income. MidPen is proposing to replace 150 existing Midway Village homes with project-based vouchers, setting aside 94 new homes for the special needs population and creating additional homes for extremely low and very low income families.

- Participated in the community engagement process by volunteering at resident meetings and listening to their feedback on design concerns of the proposed rehabilitation project.
- Participated in planning meetings with the architect and property management on the design of architectural drawings for affordable housing developments and community facilities such as childcare centers and community recreation buildings.
- Delivered General Information Notices (GIN's) to Midway Village residents.

## Firehouse Square, Belmont



**Project:** Firehouse Square, Belmont

**Population Served:** Family, Special Needs

**Project Type:** New Construction

MidPen and Sares Regis are proposing to construct a new mixed-use, and transit-oriented residential community at 1300 El Camino Real in the City of Belmont. MidPen plans to develop 66 affordable housing units and Sares Regis plans to develop 15 for-sale market rate townhomes at the site. The project will contain a mix of studios, one-, two, and three-bedroom units aimed for those of Extremely Low, Very Low, and Low Income levels with 5% of the homes (or 4 units) to be set aside as permanent supportive housing for formerly homeless tenants. This new development will also include approximately 4,000 square feet of ground floor commercial space. This project will help the City of Belmont meet its housing goals by boosting the number of both market rate and affordable housing units in the city.

- Assisted with the completion of an RFQ response.
- Both made and gathered several documents needed for RFQ submittal.
- Completed the Amenities Scoring worksheet for TCAC purposes.

## 1700 Santa Monica, Fairfield



**Project:** 1700 Santa Monica, Fairfield

**Population Served:** Family, Special Needs

**Project Type:** New Construction

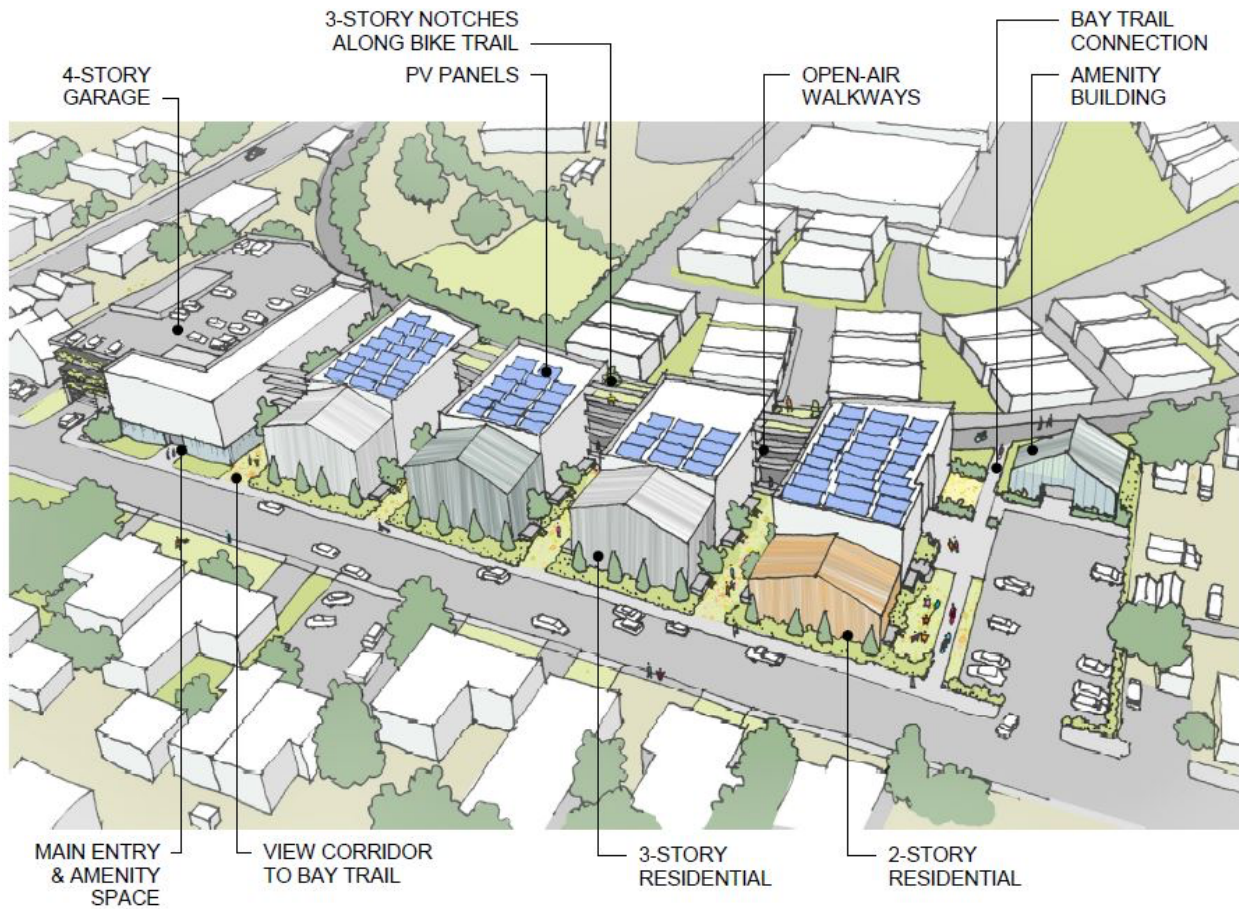
1700 Santa Monica is a proposed new construction project comprised of 72 units of affordable housing for families and individuals, including 34 units for the homeless special needs population with mental illnesses. The 72 units of affordable housing will satisfy nearly 10% of the county's existing permanent supportive housing at very affordable rents. 1700 Santa Monica will provide many on-site amenities that will help low income families and homeless special needs households live a high quality of life. This includes a multi-purpose community room with a large kitchen suitable for gatherings, property management and services offices, on-site laundry facilities, and recreation areas.

- Assisted with the completion of both No Place Like Home (NPLH) and Affordable Housing Program applications.
- Responsible for finding a venue in order to host a community outreach meeting.



- Researched local stakeholders and community groups in the Fairfield area for purposes of our community outreach meeting.
- Responsible for filling out descriptions, gathering documents in order to include as attachments, and making cover pages for all sections of both NPLH and AHP applications.
- Researched legislative information to include on application.
- Made amenities maps to include for both NPLH and AHP applications.

## 965 Weeks Street, East Palo Alto





**Project:** 965 Weeks Street, East Palo Alto

**Population Served:** Family

**Project Type:** New Construction

MidPen and EPA CAN DO are proposing a new 136 unit community in East Palo Alto at 965 Weeks Street. The project will provide a range of unit types ranging from studios to four bedrooms in order to better serve the community. It will support a mix of incomes ranging from 30% to 60% AMI with 30% of the units being reserved for extremely low-income households. MidPen and EPA CAN DO will be the co-developers and owners, and MidPen will provide on-site property management and resident services. This project will bring much needed affordable housing relief to an area that has been the center for gentrification and much of its longtime residents having been displaced out of the region.

- Helped organize the first community meeting for this project and assisted with all community organizing tasks ranging from logistics, community outreach, etc.
- Preparing a full materials checklist ahead of time for the community meeting.
- In charge of creating the flyer for the community meeting and distributing them to residents and local organizations via mail and in-person delivery.
- Responsible for placing, picking up, and delivering the catering order for our community meeting.
- Ordered supplies needed for our community meeting.
- Responsible for scheduling translating services for our community meeting.
- Created a map of MidPen and EPA CAN DO's local projects.
- Responsible for creating and printing collateral and boards.



- Created a website intended for public access that contains information about the project plan, frequently asked questions, contact information, ways that community members can get involved, etc. *(Ongoing, not finalized)*

#### Other General Participation

**Project:** Mission D&E, Hayward

- Participated in the community engagement process by volunteering at a community meeting and listening resident feedback on concerns.

**Project:** Francis Scott Key, San Francisco

- Participated in the community engagement process by volunteering at a community meeting and listening resident feedback on concerns.

**Project:** Benner Plaza, Sunnyvale

- Assisted with performing a punchlist with the architect making sure that building features such as paint, appliances, floors, etc. were in good condition before the building opened for leasing. If things were not in acceptable condition, we would take note of it for contractors to fix and/or replace.

### Events Attended

#### **Event: Factory OS Modular Housing Tour**

- Went on a tour of the Factory OS site to observe how modular housing is constructed on-site witnessed the different phases of construction from beginning to end of production where a modular home is furnished.
- Learned that modular housing reduces the cost and time that it takes to build a unit in addition to the unit being under controlled conditions during different phases of construction

#### **Event: Paseo and Vista Estero Groundbreaking Ceremony**

- Will attend on May 15<sup>th</sup>, 2019

#### **Event: Benner Plaza Grand Opening Celebration**

- Will attend on May 16<sup>th</sup>, 2019