



OPC

Michele Folk, SR/WA, R/W-RAC, R/W-URAC, R/W-NAC
Program Manager

-
- Education:**
- Bachelor of Arts, The Colorado College
 - Associate in Science, Moorpark College
 - Master's Degree, Clayton College
 - Doctorate, Trinity College
- License:**
- Real Estate License, California, No. 01295356
- Professional Affiliations:**
- Member, International Right of Way Association (IRWA)
 - SCANPH
 - Housing California
- Years of Experience:** **Initial Year in Industry:** 1999
Initial Year with OPC: 1999
-

Overview

Since 1999, Ms. Folk has been a successful project manager and acquisition and relocation practitioner, consistently demonstrating her skills in both acquisition and relocation functions. Ms. Folk also brings over 26 years of business experience and demonstrates drive, commitment, caring, and an innate attention to detail in her work. She enables her staff to succeed by matching their individual styles to the work assignments and keeping them focused on the project goals.

Project Examples

Jamboree Housing Corporation

Various Projects. Acted as both project manager and relocation consultant for this developer on many projects, which included both temporary and permanent relocations, including: ***Emerald Cove*** involving 164 temporary relocations, ***Colegrove Apartments*** involving nine permanent residential relocations, ***Lincoln Family Apartments (Rockwood Apartments)*** involving six business relocations and three residential relocations, ***Woodglen Vista*** involving 188 temporary off-site residential relocations, ***Briar Crest/Rose Crest*** involving 42 temporary relocations, ***Heritage Villas*** involving the rehabilitation of 145 affordable units with tenants in place with the exception of over 20 temporary relocations of tenants in ADA units and/or who needed special accommodations

C&C Development

Various Projects. Prepared Relocation Plans and served as project manager for several affordable housing projects utilizing HUD funds, tax credits and local funding sources for this developer including: ***Casa Ramon Project*** included 75 temporary off-site residential relocations ***Lamon Street Project*** included nine business relocations, the ***Depot at Santiago Project*** involved nine business relocations and seven residential relocations, the ***Pacific Court Apartments Project*** involved 10 residential relocations, the ***Lacey Apartments Project*** included four residential relocations, and the ***Parkview Apartments Project*** included 27 residential relocations. Each project also included coordination with the local public agency/funding source.

Abode Communities

Various Projects. Prepared Relocation Plans and acted as both program manager and relocation consultant for this developer on many projects, which included both temporary and permanent relocations, including: ***American Gold Star Manor*** involving the temporary relocation of 327 senior households, ***Sun Sage Homes*** involving 71 temporary off-site residential relocations, ***E. Victor Villa*** involving 46 temporary residential relocations and ***Rolland Curtis Gardens*** involving 48 permanent residential relocations including 42 Section 8 households which created challenges identifying enough available Section 8 housing in Los Angeles. OPC worked with HACLA, HCIDLA and the developer to find creative solutions within regulatory requirements to successfully relocate all project occupants.



OPC

Victoria Cook
Program Manager

-
- Education:** ▪ Bachelor of Science in Hotel & Restaurant Management, California State Polytechnic University, Pomona
- License:** ▪ Real Estate License, California, No. 01758695
- Professional Affiliations:** ▪ Member, Women in Transportation Seminar (WTS)
 ▪ Member, International Right of Way Association (IRWA)
- Years of Experience:** **Initial Year in Industry:** 2000
 Initial Year with OPC: 2005
-

Overview

As a Program Manager, Ms. Cook is responsible for the management of her acquisition and relocation staff and the budget and critical paths for each of her team's projects. She has six years of Section 8 and HUD experience, and served as a non-profit Executive Director for many years. Vicky was the Assistant Program Manager on the Design-Build, SR-91 Corridor Improvement Project. She provided program management oversight for the implementation of acquisition, relocation services, and property management, as well as oversight and management of cost controls, policy development, schedules, and risk assessment. Ms. Cook has managed over 21 site acquisition projects for the extensive LAUSD new and expansion school site development program which included acquisition of 400 properties and approximately 2,000 relocations. She has also managed affordable housing projects, redevelopment projects, and grade separation projects.

Project Examples

Housing Authority of the County of San Bernardino (HACSB)

Provided Project Management for various HACSB projects that included relocation, Relocation Plans, Department of Behavioral Health (DBH) tenants, and other related services. Projects included the Barstow project, Phoenix Apartment, the HOME project which involved the disbursing of non-displacement notifications and relocation advisory services, Waterman Gardens revitalization project, the Lugonia Avenue public housing project, Submarket 6 project involving Section 8 referrals, and the Homeownership Assistance Program, where OPC provided relocation services under Section 32. Provided program oversight on a day-to-day basis and directed relocation staff.

San Bernardino County Transportation Agency (SBCTA)

I-10 Corridor Project (Contract 1), Design-Build Project. Overseeing the ROW Program Management including oversight and management of cost controls, document control, budgets, policy development, Project schedule and risk assessment and management. Also oversees acquisition, relocation, and property management for the Project. The Project involves acquisition services for 210 parcels, relocation services for numerous residential occupants, property management and utility coordination. I-10 Corridor Project (Project), which would add two Express Lanes in each direction of I-10 from the L.A./San Bernardino (LA/SB) line to the I-15 in Ontario, CA.

Riverside County Transportation Commission (RCTC)

SR-91 CIP, Design-Build Project. Acted as Assistant Program Manager, providing project management oversight for the implementation of acquisition and relocation for this design-build project that will widen approximately 16 miles of active highway through the urbanized area of Corona and the County of Riverside. Worked closely with staff to analyze the residential and commercial relocation impacts on over 250 properties throughout the project area, including developing and preparing the recommendation summaries of the impacts for presentation to the agencies involved. Instrumental in developing project specific policies to reduce project and agency risks. Responsible for oversight and management of cost controls (including document control/budgets), policy development, schedules, and risk assessment.



OPC

Roberto M. Hechanova
Project Manager

- Education:**
- Nursing - LVN (Licensed Vocational Nurse), Concorde College
 - Business Coursework, Columbia College & Pasadena Junior College
- License:**
- California Real Estate License, No. 01895026
 - Notary Public, California
- Years of Experience:** **Initial Year in Industry:** 2010
Initial Year with OPC: 2010

Overview

As a Project Manager, Mr. Hechanova is responsible for management of critical relocation paths for transportation and housing projects. He provides acquisition and relocation assistance ensuring compliance with applicable federal, state, and local guidelines. He has completed complex relocation cases for both commercial and residential owners/tenants. He also conducts various project related activities including preparation and review of relocation claims/notices, property mapping and materials research, document preparation, escrow and title coordination, database, and records management. Mr. Hechanova is proficient in Tagalog. His bilingual skills enable him to effectively communicate with OPC's diverse client base, as well as complete document translations such as relocation plans and notices, when required.

Project Examples

Housing Authority of the County of San Bernardino (HACSB)

Section 18 Disposition. Provided project support and relocation advisory services. **Lugonia Avenue Project.** Provided relocation advisory for this public housing project that involved permanent and temporary relocations of 113 SFR's/duplexes. Managed the day to day activity of relocation staff, this includes review of claim/notices, and the audit of relocation files.

Cesar Chavez Foundation

Casa Amelia and Casa Velasco Apartments. Project Manager responsible for managing all phases of the project. Provides oversight of all scope of work items including project estimate, updates, budget, and delivery. Relocation services to residents who occupy Low Income Housing Tax Credit units.

Alliance Property Group

Mountain Breeze Project. Provided relocation services to fifty-six permanently displaced tenants in order to begin the rehabilitation of over fifty units.

Metro Gold Line Foothill Extension Construction Authority

Foothill Extension Gold Line. Project Manager responsible for managing relocation services on behalf of Metro Gold Line Foothill Extension Construction Authority. Project is in the early stages and includes complex relocation of various types of business such as mattress and safe manufacturers, large self-storage facility, professional services, and personal property.

Riverside County Transportation Commission (RCTC)

91 CIP Corridor Improvement Project. Provided ongoing relocation services to business owners, homeowners, and tenants who are impacted by the project. Provided research and analysis to the project's Relocation Plan, and extensive research for comparable replacement dwellings.

San Bernardino County Transportation Authority (SBCTA)

I-10 Express Lanes Project. Dual roles as Project Manager responsible for relocation services and Agent responsible for securing fee acquisition, permanent subsurface and temporary construction easements on behalf of San Bernardino County Transportation Authority. **I-215 Barton Road Interchange Improvement Project.** Provided assistance to Senior Project Manager regarding project budgets and planning.



OPC

Liset Corona
Senior Agent

License(s): ▪ Real Estate License, California, No. 01916207
 ▪ Notary Public, California

Years of Initial Year in Industry: 2007
Experience: Initial Year with OPC: 2007

Overview

Ms. Corona provides relocation assistance and project management for residential and business relocation projects. This involves conducting initial interviews, processing benefits, providing tenants and owners with referral listings. She also performs vacancy and replacement site inspections, coordinates moves, maintains extensive file documentation and performs final relocation duties. Ms. Corona ensures compliance with applicable federal, state, and local guidelines and is proficient in the reading, writing, and speaking of English and Spanish. Her bilingual skills enable her to effectively communicate with OPC's diverse client base, as well as complete document translations such as relocation plans and notices.

Project Examples

Jamboree Housing Corporation

Briar Crest/Rose Crest. Main contact to client, onsite manager, hotel manager and movers to coordinate temporary residential relocation of 40 residents. Responsibilities included preparation of MOU, explaining temporary relocation process to residents, and processing of checks.

BlueGreen Preservative

Good Shepherd Homes. Project Manager for the residential temporary relocation of 63 Senior households. Coordinated onsite moves with agent, onsite manager, mover, and construction. Prepared notices and conducted residential meeting to explain temporary relocation process. Main contact to client, agent, onsite manager and moving company.

Abode Communities

East Victor Villas. Temporary residential relocation of 40 senior households. Responsibilities involved preparing notices, explaining MOU, and coordinating with onsite manager and movers. **Rolland Curtis Gardens.** Assisted with relocation of 48 households most on Section 8. Responsibilities involved preparing notices, claims, referrals, DS&S, and vacancy inspections. Programs included URA, 104 (d), and state funds.

Front Porch

Pilgrim Tower. Main contact to client, on-site manager, and hotel manager to coordinate temporary residential relocation of 108 Senior residents. Provided transportation as needed on the weekend. Prepared notices and conducted residential meetings to explain MOU and temporary relocation process.

C & C Development

Depot at Santiago. Residential relocation of seven households receiving URA benefits. Aided the residents in the relocation process by delivering notices, referrals, claims, checks and conducting inspections. **Carol and Harding Rehabilitation Project.** Assisted with the temporary relocation of 42 residential units. The primary goal of the Project is to rehabilitate all residential units to continue to provide safe and affordable housing.

Housing + Community Investments Department of Los Angeles

Lead Hazard Remediation Program. Provided temporary relocation assistance to families during a Lead Hazard Remediation Program. Coordinated hotel stays and reviewed meal receipts for reimbursement and check delivery.



OPC

Addiel Flores
Agent

- Education:**
- Bachelors of Science, Business Administration/emphasis in Real Estate, California Polytechnic University of Pomona, Pomona, CA, 2015
 - Certificate, Human Resources for Supervisors, U.S. Army
- License:**
- Real Estate License, California, No. 01944802
 - Notary Public, California
- Professional Affiliations:**
- Property Management Certification, California Association of REALTORS® (C.A.R)
- Years of Experience:** **Initial Year in Industry:** 2012
Initial Year with OPC: 2015

Overview

Mr. Flores primary responsibility includes the acquisition of property for projects and providing overall project support to OPC's managers and staff. He has five years in the active Real Estate profession and possesses strong communication skills, proven leadership, and excellent interpersonal skills. Mr. Flores has prepared acquisition offer packets in accordance with state mandates, negotiated the acquisition of property in California projects, coordinated the sale of remnant land on behalf of government entities and assisted relocation agents in locating suitable replacement housing and/or business sites for tenants throughout multiple States. Proficient in the reading, writing, and speaking of English and Spanish, he is able to effectively communicate with OPC's diverse client base, as well as complete document translations, as needed.

Project Examples

Housing Authority of the County of Los Angeles

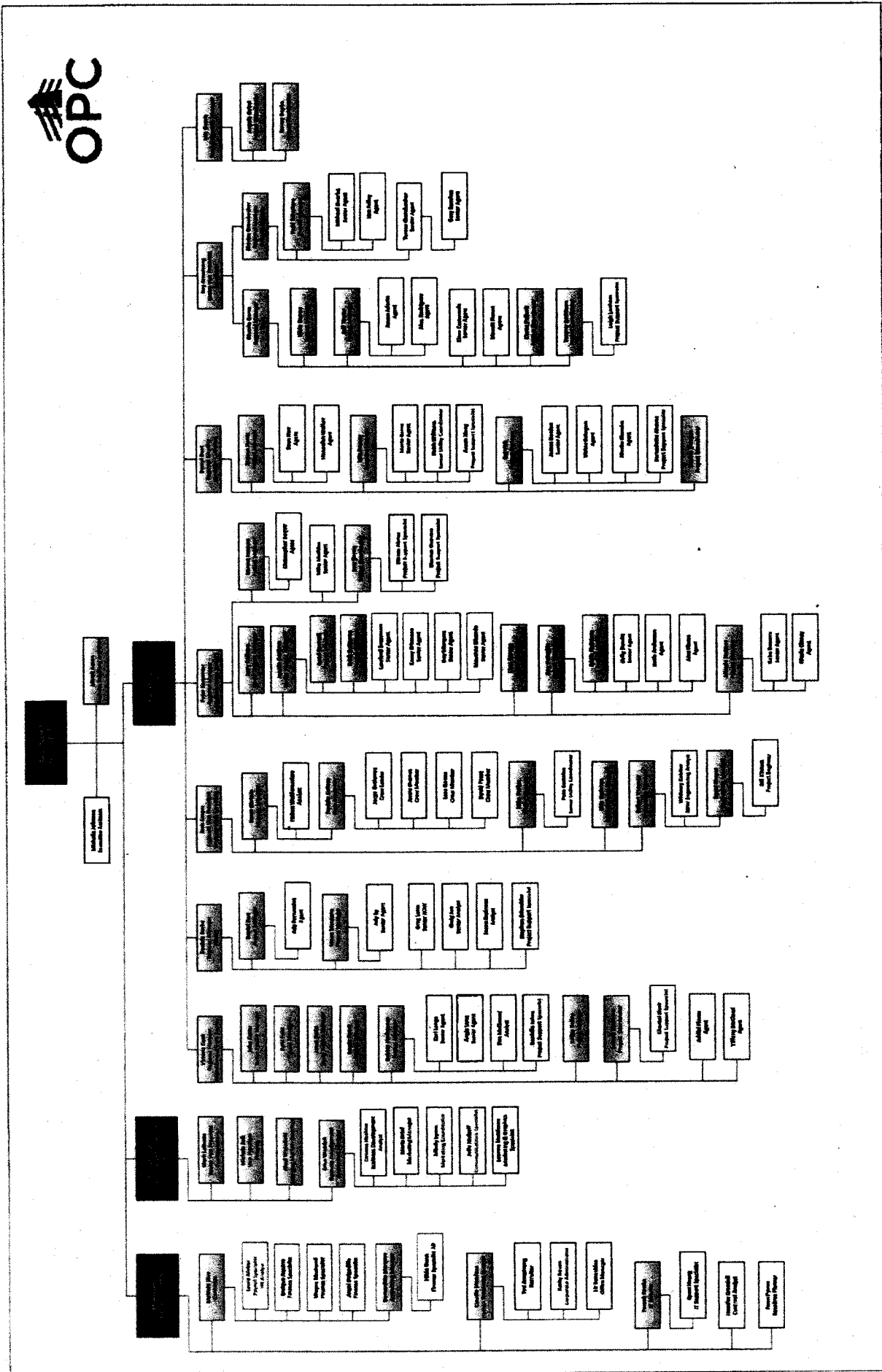
Jordan Downs Redevelopment. As Project Support Specialist, assisted with the creation of a project plan through the interviewing of tenants in a 700-unit housing complex. The project was located in the County of Los Angeles.

Riverside County Transportation Commission (RCTC)

Pachappa Overpass Project. As Acquisition Agent, obtained acceptance for acquisition of majority of the properties need for continuing the project. **I-15 Express Lanes Project.** As Acquisition Agent, negotiated the acquiring of the remaining parcel for the project to continue, as well as coordinate sewerage damage work for the owner.

San Bernardino County Transportation Agency (SBCTA)

Devore Interchange Project. As Listing Agent coordinated the sale and disposition of 4 remnant parcels. The I-15/I-215 Interchange Design-Build Project focuses on reducing congestion and accidents, as well as increasing traffic flow at this vital interchange in San Bernardino County. The project adds one lane and truck-bypass lanes in both directions, reduces unsafe traffic movements, and improves local connectivity. The project was selected as a winner of ENR California's Best Projects 2017 competition, awarded in August 2017 in the category of Highway/Bridge. The Caltrans District 8 Project Director indicated that OPC's team was "key" in making this project a huge success.





OPC

Timothy McCloud
Agent

-
- Education:** ▪ B.A. Business Administration, California State University Long Beach
- License(s):** ▪ California State Notary License
- Professional Affiliations:** ▪ The National Notary Association
- Years of Experience:** **Initial Year in Industry:** 2017
 Initial Year with OPC: 2017

Overview

Mr. McCloud's primary responsibilities include providing escrow coordination support, preparing documents for acquisition and relocation projects, and providing overall project support to OPC's managers and staff. Mr. McCloud confirms transaction documents are prepared according to approved project formats and are properly signed, notarized, and accepted.

Project Examples

San Bernardino County Transportation Authority (SBCTA)

I-10 Express Lanes Project. Acquisition document preparation. Assisted agents and project management in various title and escrow capacities. **Devore Interchange Project.** Worked in conjunction with escrow officer and agent to facilitate the sale of various surplus land properties. Secured various document signings through meetings with potential property buyers. Worked closely with agent on various aspects of property land sales. **I-215 Barton Road Interchange Project.** Coordinated various escrows simultaneously. Worked directly with client's legal team on various projects. Coordinated various project aspects directly with client. Maintained document tracking matrix. Secured subordination agreements from conflicting easement holders on various parcels.

Riverside County Transportation Commission (RCTC)

Mid County Parkway Project. Acquisition document drafting. Secured full or partial reconveyance instruments from lien holders of record. Supported project management in various aspects of title and escrow coordination. Collaborated with escrow and title officers, acquisition agents, project support staff and client to ensure project requirements and deadlines were satisfied. **I-15 Express Lanes Project.** Worked in conjunction with escrow officer to facilitate the clearance of title matters. Coordinated and facilitated recordation various temporary construction easements. Coordinated deposit of funds into escrow account. **I-15 Cajalco Interchange Project.** Collaborated with escrow and title officers, acquisition agents, project support staff and client to ensure project requirements and deadlines were satisfied. Supported project management in various aspects of title and escrow coordination. Secured full or partial reconveyance instruments from lien holders of record. Worked directly with client in coordinating document delivery and execution. **SR-91 Corridor Improvement Project.** Coordinated and facilitated recordation of corrective deeds to clear vesting issues. Coordinated payment of taxes due and release of liens. Assisted agents and project management in various title and escrow capacities.

Orange County Transportation Authority (OCTA)

I-405 Improvement Project. Participated in various project coordination meetings. Prepared title abstract documents. Reviewed recorded documents and encumbrances on title reports. Reviewed plotted easements, pare downs and title report/litigation guarantee reports. Participated in various project coordination meeting.

TAB 2. Fees Structure

The following includes our pricing information to provide the requested services.

Fully Loaded Hourly Rates

OPC 2019 Schedule of Hourly Rates

| <u>Management & Implementation</u> | |
|--|----------|
| Program Manager | \$200.00 |
| Senior Project Manager | \$150.00 |
| Project Manager/Project Controls Manager | \$130.00 |
| Sr. Acquisition Agent/Sr. Relocation Agent/Sr. Analyst | \$115.00 |
| Acquisition Agent/Relocation Agent/Analyst | \$105.00 |
| <u>Project Support/Administrative</u> | |
| Project Support Specialist | \$75.00 |
| Administrative Assistant | \$55.00 |

Terms and Conditions

OPC considers local travel/mileage, photocopying, first class postage, telephone, facsimile, and mobile communication charges a normal part of doing business and such costs are included in the stated hourly rates. Out-of-pocket expenses including pre-approved travel and lodging, outside exhibit preparation, requested overnight courier or registered and/or certified mail (return receipt requested) charges, and specialty reproduction (unless otherwise specified) are in addition to the contract amount and will be charged at cost plus ten percent (+10%) for administration, coordination, and handling. Subcontracted services, other than those listed above, will be invoiced at cost plus ten percent (+10%).

In the event OPC is required to perform any act in relation to litigation arising out of any project with the Client (for example, expert consulting, responding to a complaint, or proceeding with discovery and trial), such services are not part of this contract, nor are they part of our normal fees. If required, these types of services will be invoiced at two (2) times the regular hourly rates.

In the event this contract extends twelve (12) months beyond the initial date of execution, the hourly rates and any remaining amount in the contract shall be adjusted upwardly by five percent (5%) per annum, compounded annually, on the anniversary date of this contract.

Written communication services in other languages would be an additional cost and would be billed separately based on quoted hourly rates by independent translation services. Verbal communication in Spanish, if necessary, will be included at no additional charge.

OPC will submit monthly invoices for the professional and trade services rendered based on the hourly rate schedule provided above. The client shall promptly pay the uncontested amount due within no more than thirty (30) days after receipt of invoice.

Detailed Fee Proposal by Task

It is unknown at this time how many households will require temporary (versus permanent) relocation assistance services, or how many units will be rehabbed with tenants in-place. OPC will provide the Scope of Services and individual tasks as described in detail within Tab 7 for the following fees:

| Service | Fee |
|--|---------|
| Relocation Plan (including 80 interviews) | \$9,500 |
| Temporary Relocation Services - Per Household Rate (not to exceed 12.5 hours per case) | \$1,300 |
| Tenant-in-Place "Relocation" Services - Per Household Rate (not to exceed 4.5 hours per case) | \$475 |
| Permanent Relocation Services - Per Household Rate (not to exceed 32 hours per case) | \$3,200 |
| Project Management Services - To be invoiced on an hourly basis not to exceed 12% of the total amount of the fees for the Relocation Plan and Relocation Assistance Services of any kind | Hourly |

As an example, if the construction plan includes the rehab of 70 units with tenants-in-place and rehab of 10 units where the residents must temporarily relocate to an on-site vacant unit, the estimated project budget, including the preparation of a Relocation Plan (with 80 interviews) and project management services would be approximately \$62,500.00.

If the RCHC elects to have property management staff perform any of the tasks described within the Scope of Work outlined under Tab 7, our scope and fees would be reduced, and OPC's scope and fee can be negotiated.

Monthly Billing

Relocation Plan

OPC proposes to bill monthly on a milestone basis wherein 50% of the Relocation Plan fee will be invoiced once household interviews have been completed (up to three attempts to interview any one household) and 50% will be invoiced once the final Relocation Plan document has been submitted to the RCHC.

Temporary Relocations (On-Site Units)

OPC proposes to bill monthly on a milestone basis per household and on an hourly basis for project management related services. (Hourly project management billing will include the amount of time per activity (15 minute increments) and a description of the services provided.)

Milestone billings per household would include:

- 20% - case file set-up, initial interview with household, dissemination of required initial notices
- 20% - meeting with household to explain MOU and temporary relocation assistance program; issue Notice to Temporarily Vacate
- 20% - household moves to temporary unit
- 20% - household moves to permanent unit
- 20% - claims submitted, checks distributed and file closed

Tenant-in-Place Assistance

OPC proposes to bill monthly on a milestone basis per household and on an hourly basis for project management related services. (Hourly project management billing will include the amount of time per activity (15 minute increments) and a description of the services provided.)

Milestone billings per household would include:

- 30% - case file set-up, initial interview with household, dissemination of required initial notices
- 30% - meeting with household to explain MOU and assistance program; issue notice of scheduled construction and date(s) to be out of unit during the day
- 30% - unit is deemed construction ready, rehab of unit initiates and concludes
- 10% - claims submitted, checks distributed and file closed

Permanent Relocations

OPC proposes to bill monthly on a milestone basis per household and on an hourly basis for project management related services. (Hourly project management billing will include the amount of time per activity (15 minute increments) and a description of the services provided.)

Milestone billings per household would include:

- 20% - case file set-up, initial interview with household, dissemination of required initial notices
- 30% - collection of household documentation, Comparable Housing Analysis completed, Notice of Eligibility prepared/delivered/explained to household
- 10% - advance claims prepared and submitted, advance checks distributed to household
- 30% - additional referrals to available replacement housing provided, inspection of replacement unit completed, coordination of move
- 10% - final claims prepared/submitted, checks distributed and file closed

TAB 3. Past Performance

For over 39 years, OPC has had a commitment to relocation projects throughout California, primarily work performed for public sector entities. We understand the complexities of today's project challenges, and our staff places an emphasis on the *successful planning for implementation of permanent and temporary relocation assistance*. Our firm is focused on developing plans, processes, and procedures that design successful programs that not only achieve regulatory compliance but also care for those persons impacted by the relocation process.

OPC is perfectly suited to assist RCHC in reaching its project goals. The projects that we have identified under Tabs 5 and 6 include assignments for housing authorities, other governmental agencies and affordable housing developers using a variety of funding sources for low-income public housing, including Low-Income Housing Tax Credits (LIHTC). They demonstrate our capacity to handle *large-scale complex projects*, success with cost controls, quality of work, and compliance with performance schedules. We have almost four decades of *experience completing projects under the requirements of the Uniform Relocation Act*.

Past performance in terms of cost control, quality of work, and compliance with performance schedules.

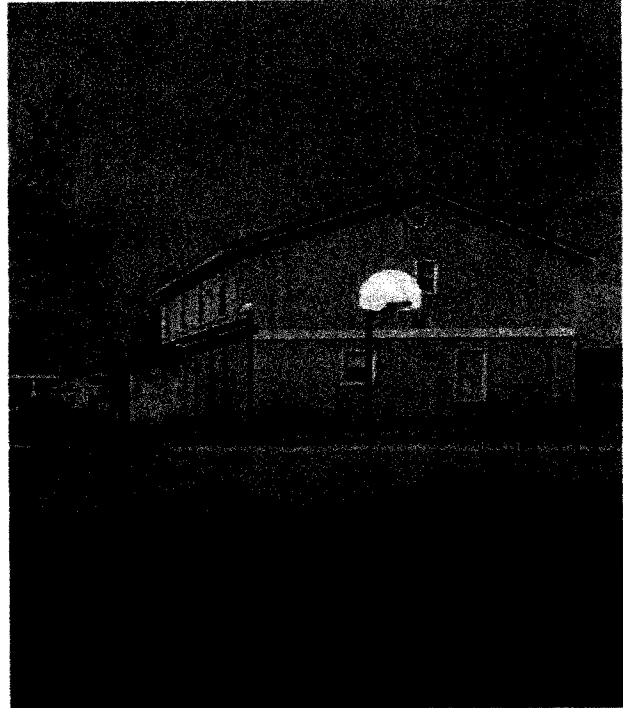
OPC has an internal QA/QC procedure that will be used on the RCHC's project. Each work product is an independent step in the process and will be conducted in a manner which provides for a complete review before any work product is distributed. Compliance with the RCHC's policies and procedures, and all applicable regulations of federal, state, and local agencies, will be adhered to at all times.

Management of project and financial records is an essential part of an auditable program. The QA/QC program begins with the preparation of a detailed plan, communicating OPC's approach and project objectives to the RCHC. The approved plan is thoroughly communicated to the project staff to be implemented into every action, calculation, payment, approval, and record. The plan is used throughout the project to ensure program compliance and to assist with the compliance of the project schedule. Any exceptions are promptly corrected as events occur. In addition to assuring quality work product, following the plan keeps the team on schedule, which in turn keeps the project *on-time and within budget*.

Successful cost/budget control requires thorough and coordinated program management during the planning and preparation stages. OPC provides this management at all stages of this process, specifically during the implementation phase.

To maintain accuracy, all records will undergo periodic quality/accuracy checks by management. All computations of entitlements and distributions of financial assistance are clearly documented for compliance with federal, state, and local regulations and statutes, along with policies of the RCHC. Actions which require innovative solutions will be thoroughly documented and referenced to applicable regulations for compliance support.

Our project files are spot-checked by the Project Manager to ensure records are being accurately maintained and each file undergoes a final analysis to ensure that all information is contained in the file, all claims are properly documented, and all records of payments have been made. Since these files belong to the RCHC, they are available for inspection at any time.



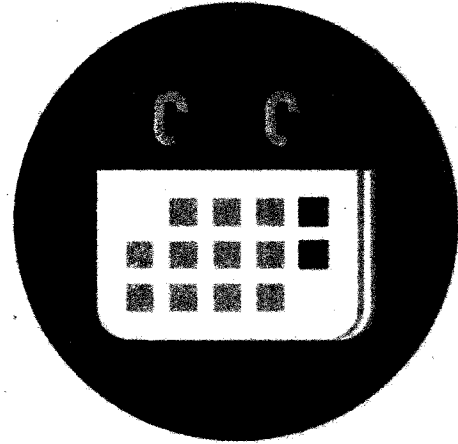
TAB 4. Timeline

OPC would participate in a kick-off meeting with RCHC relatively soon after contract execution to understand the planned construction activities, the Project's team members and their associated roles, and to map out a strategy and schedule for early deliverables (such as the Relocation Plan). Because construction is not scheduled to begin until early 2020, we suggest the tenant interviews should occur closer to the implementation phase, so that household information is as current as possible. The completion of 80 household interviews and the completion of a Relocation Plan would take approximately four weeks.

RCHC has not provided information related to a phased construction plan or a schedule for rehab activities. It is unclear how long a household that will be temporarily displaced will be required to be out of their unit. Therefore, the project's length and timeline is unknown to us at this time. Typically, however, with a development of this size the construction activities are phased over several months with four to eight households (to be temporarily relocated) scheduled to be out of their unit at a time. This can happen for a period of several days to several weeks. Typically, three to five tenant-in-place rehabs may be occurring at the same time every week, as well. Tenants will require a minimum of 30 days' notice to temporarily vacate, therefore we anticipate initiating contact and providing advisory services to the households, including a group resident meeting and individual interviews, at least three-to-four months prior to the start of construction.

OPC is very experienced with coordinating numerous households moving in-and-out on a weekly basis, and we are more than capable of assisting each household to be ready within the move timeframes designated to them. Not only do we have a full staff of relocation professionals in our Riverside office to service RCHC's project, we have numerous additional relocation staff available to assist in the event the RCHC elects to accelerate the construction schedule requiring additional support to our Riverside staff from our Irvine or Long Beach offices. We are prepared to service the RCHC's project **no matter what the project's timeline may be.**

Regarding any permanent relocation cases, tenants must be given at least 90 days' Notice to Vacate. OPC typically works with a household for approximately four-to-five months from the initial interview up to the vacate date and on through final claims, if a vacate notice is issued when the Notice of Eligibility is provided to the household.

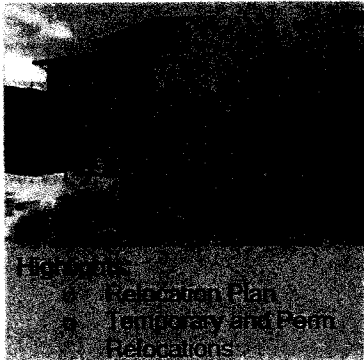


TAB 5. Experience with Low-Income Public Housing

Our experience with low-income public housing and Low-Income Housing Tax Credits (LIHTC) is extensive. The following projects are included as representation of our past successes on similar assignments, including, but not limited to, funding sources such as LIHTC, HOME, bonds, ASHC, VASH, MHHP and Section 8.

Due to the nature of affordable housing (often targeted to blighted areas) which often includes low-income tenants, plus the addition of the diversity of cultures and languages present in the state of California, many of our projects have included working and consulting with low-income households, racially and culturally diverse tenants, and project occupants who speak a multitude of languages. In addition, financial challenges faced by many low-income families create an additional stress for the residents during the relocation process.

Our mutual concern is to provide advice and advocacy to tenants with regards to the issues of concern during the relocation process. Providing advance payments or direct vendor payments towards eligible relocation expenses helps to mitigate some of these challenges. Helping the residents learn and understand the applicable programs, providing assistance with applications and working together with case workers ensures the resident's make fully informed decisions related to their relocation and permanent housing. This thorough understanding of public housing requirements is crucial to ensure a seamless transition to the replacement unit.



Anaheim Housing Authority

Avon-Dakota Neighborhood Revitalization Project

The Authority entered into a Neighborhood Revitalization Agreement with The Related Companies of California, LLO ("Developer"). The Developer and the Authority are acquiring and rehabilitating residential properties located in the Avon/Dakota Neighborhood.

OPC has been providing relocation planning and implementation services to the Authority and the temporarily and permanently displaced residents of the Project for the past six years and has successfully handled more than 50 tenant households per the requirements of the URA and State Relocation Regulations.

- Highlights:
- o Relocation Plan
 - o Temporary and Perm Relocations

Nat'l Community Renaissance/San Bernardino Housing Authority, County of San Bernardino

Waterman Gardens Public Housing Site

The Housing Authority of the County of San Bernardino (Authority) and National Community Renaissance (CORE) have proposed the revitalization of the Waterman Gardens Public Housing. The overall Project site includes 252 public housing units (family). Funding includes: Federal tax-credits, tax exempt bonds, new-market tax credits, and Grants (such as Choice Neighborhoods and Capital Fund Community Facilities), and HOME funds. The Partners have had the first 72 units approved for the RAD program for the conversion of its Waterman Gardens public housing properties to a mixed finance housing development. OPC has prepared an overall Relocation Plan as well as phase specific relocation plans, attended resident meetings, and assisted with the first 71 relocations and the voluntary permanent relocations of over-income houses in subsequent phases, including Val Vista and Olive Meadow. (Reference for this project in Section 5)



Highlights:

- o Relocation Plan
- o 71 Relocations to date
- o RAD Program
- o Tax-credits, Tax Exempt Bonds, Choice Neighborhoods, Capital Fund Community Facilities, HOME funds.



Highlights:

- o Relocation Plan
- o Relocation Assistance
- o 370 Households
- o RAD Program
- o LIHTC and HOME funds

Fresno Housing Authority *RAD Projects*

OPC provided relocation program planning and implementation services to the Housing Authorities of the City and County of Fresno (FH) as they rehabilitated over 400 units of public housing in three cities (Fresno, Mendota, and Orange Cove) in Fresno County, CA. FH received Rental Assistance Demonstration (RAD) funds and were awarded Low Income Housing Tax Credits and HOME funds to undertake a major rehabilitation effort on the housing. OPC prepared three separate relocation plans, provided relocation program development to FH, and provided permanent and temporary relocation assistance to over 370 households on all three sites. The 370 households included 22 voluntary permanent relocations, which were negotiated by OPC.

C&C Development/Orange Housing Development

Corp.

Various Projects

OPC has worked with C&C Development/Orange Housing on several relocation projects. The following are just a few of these projects. (Reference for C&C Development included in Section 5)

Garnsey Apartments, Santa Ana, CA. OPC was responsible for the Relocation Plan preparation and the relocation of 25 tenant households.

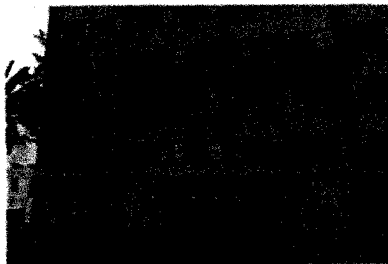
Lemon Grove Project, Orange, CA. OPC prepared a Relocation Plan and permanently relocated 7 commercial occupants to facilitate the new construction of affordable housing units.

Depot at Santiago, Santa Ana, CA. OPC prepared a Relocation Plan and permanently relocated 10 businesses and commercial occupants and 6 tenant households to facilitate the new construction of affordable housing units.



Highlights:

- o 100's of temp and perm relocations
- o Projects throughout Orange County
- o Relocation Plans
- o Various funding sources



Highlights:

- o Large scale relocation assignment
- o Sensitive relocations including seniors and disabled
- o Funded with tax credits
- o Tenant Support

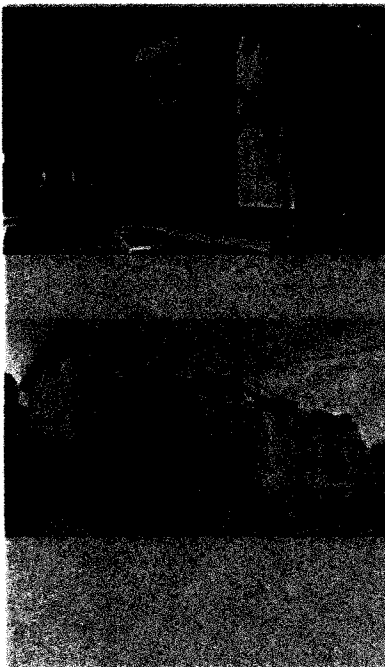
Front Porch Development *Various Temporary Relocation Assignments*

For Pilgrim Towers, OPC provided relocation planning and implementation services for the temporary relocation of 106 senior tenant households during the rehabilitation of their units. Tenants were required to be moved off-site into hotels with kitchenettes during rehab activities. OPC also assisted two households, who were permanently displaced (over-income). Most units received project-based Section 8 assistance, and the project was funded with tax credits. Relocations were conducted under the requirements of the URA. Challenges included the tenants were Seniors, including hearing disabilities. There were construction project delays which caused additional time for tenants unable to return to units. For the Vista Towers project, OPC provided a Relocation Plan, implementation of relocation services, and tenant support for Vista Tower Rehabilitation, 230 units of senior housing in a 13-story high-rise apartment, subsidized by Section 8. The senior tenants were temporarily moved off-site during the rehab of their units. Several units were ADA accessible. Included two permanent moves. OPC provided consulting services, moving assistance, and coordination to the affected residents.

TAB 6. Experience with Uniform Relocation Act

Our team members are very familiar with the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, HUD Handbook 1378, Section 104(d) of the Housing and Community Development Act of 1974, (the Act) as amended [42 United States Code, Section 5304(d)], California Relocation Assistance Law, Government Code Section 7260, et seq. (Law), the Relocation Assistance and Real Property Acquisition Guidelines adopted by the Department of Housing and Community Development as in Title 25, California Code of Regulations Section 6000, et seq. (Guidelines), the Low Income Housing Tax Credit program, CDLAC/CTCAC, Housing Choice Voucher program, HOME, CDBG, HUD Disposition and Demolition Application procedures, Section 18, and the Rental Assistance Demonstration (RAD) program.

Temporary Relocation Project Examples



Abode Communities

Various Temporary Relocation Assignments

OPC has provided relocation services for the following Abode Communities projects: **American Gold Star Manor**. OPC prepared a relocation plan and provided temporary relocation assistance services for the rehabilitation of 348 senior affordable units. Tenants are required to move on-site to vacant units. Units will receive project-based Section 8 assistance, and the project is being funded with tax credits. Relocations are being conducted under the requirements of the URA. **East Victor Villas**. The project involved temporary residential relocation of 40 senior households. OPC was responsible for senior tenant coordination, notice preparation, MOU, coordination with on-site managers, and moving companies. **New Park Place**. The project involves a rehabilitation of 49 units of affordable housing in Los Angeles. Most of rehab is conducted with tenants in place, involving temporary relocations. OPC provided Relocation Plan and assisting with the relocation implementation. **Sun Sage Homes**. The project involved a total of 70 on-site units in two separate locations. OPC provided relocation planning and implementation services for the temporary relocation of the 70 tenant households during the rehabilitation of their units, including units that required ADA modifications. Tenants were required to be moved off-site into hotels with kitchenettes during rehab activities.

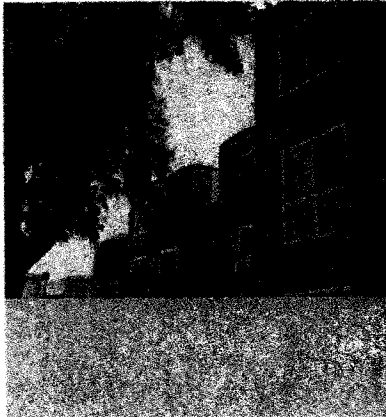
C&C Development/Orange Housing

Various Relocation Assignments

Little Minnie Street Project. The Project involves temporary residential relocation of 10 households. OPC is responsible for senior tenant coordination, notice preparation, MOU, coordination with onsite managers, and moving companies.

Case Ramon Apartments. OPC provided relocation planning and implementation services for the temporary relocation of 70+ tenant households during the rehabilitation of their units. Tenants were required to be moved off-site into hotels with kitchenettes during rehab activities, including units that required ADA modifications. Key challenges include ADA households that required special accommodations at hotel and specific, specialized transportation.





Ecumenical Association for Housing

Various Projects

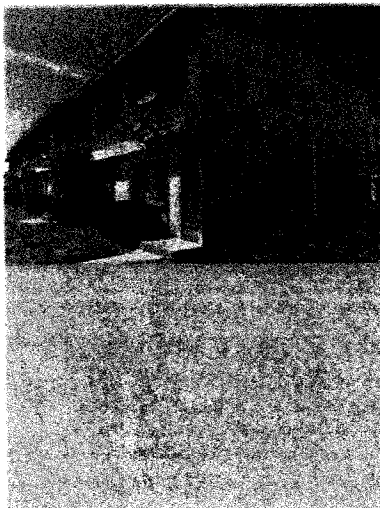
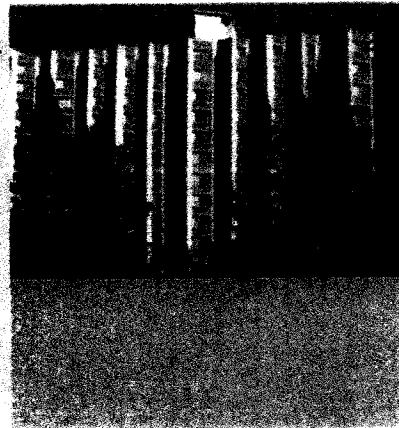
OPC has consistently provided EAH with relocation services for parts of two decades. Below is a sample of our work for EAH.

Buchanan Park: OPC provided temporary relocation services for 75 households, the majority of which were project-based Section 8 voucher holders. Approximately 50% of the households were seniors. **Crescent Park:** OPC provided temporary relocation services for 350 households, the majority of which were project-based Section 8 voucher holders. Approximately 25% of the households were seniors. **Los Robles:** OPC provided temporary relocation services for 150 households, the majority of which were project-based Section 8 voucher holders. Approximately 25% senior households.

Christian Church Homes of Northern CA

Westlake Christian Terrace and Fargo Senior Center

For the **Westlake Terrace Project**, OPC developed the relocation plan and implemented the relocation program for the temporary relocation of over 175 senior households for the rehab of a high rise senior tower in Oakland, CA. OPC provided advisory services and move coordination during the project. OPC also provided language translation services in Chinese, Korean, and Spanish. The project involved the pre-payment of a HUD 236 loan, which prevented involuntary permanent relocations, however, OPC successfully voluntarily permanently relocated five households. The project was financed with Low Income Housing Tax Credits and AHP funds. CCHNC also received tenant protection vouchers for the property from the Oakland Housing Authority.



Housing Authority, City of Los Angeles (HACLA)

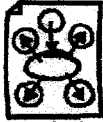
Phase I and II Conversions

As part of their public housing inventory, HACLA owns and operates 700 units of public housing on a 75-acre site. HACLA has adopted a plan to demolish these 700 units of public housing and construct new units in partnership with BRIDGE Housing and Michaels Development Corporation via the RAD program and Section 18 of the United States Housing Act of 1937, as well as with tax credits, tax exempt bonds, and additional local and state funds.

OPC completed 660 tenant interviews and prepared the Relocation Plan to address the temporary and permanent displacement of all occupied households. The Plan sets forth policies and procedures necessary to conform to Section 18 of the United States Housing Act of 1937 and 24 CFR Part 970, the federal Uniform Relocation Act, California Relocation Assistance Law (Govt. Code §7260 et seq., the "CRAL"), California Relocation Assistance, and Acquisition Guidelines.

TAB 7. Approach

Relocation Planning



OPC has been reviewing, preparing, and implementing Relocation Plans for almost four (4) decades. Due to the typical overlays of multiple funding sources for public projects, various local ordinances, as well as state and federal regulations and laws, may apply to the same project. It is critical that the Relocation Plan and program are well-prepared and complete, and follow all applicable rules, regulations and laws, so as not to delay the project or jeopardize project funding.

We have the experience to understand different sets of requirements and to know when certain ordinances, regulations, and laws are triggered. It is in the planning stage that we ascertain the needs and special circumstances of occupants impacted by the project site. We identify, assess the adequacy of, and calculate anticipated relocation costs for, temporary or permanent replacement housing. OPC has prepared Relocation Plans for as few as (1) residential displacement and for as many as 700 residential displacements. By example, we have prepared Relocation Plans to address over **600 temporary residential relocations**, as well as plans to address more than 100 permanent business relocations. OPC has also reviewed Relocation Plans for various public agencies, including most recently the City of Long Beach.



OPC regularly prepares Relocation Plans for Tax Credit and other funding applications for our clients and to satisfy State Relocation Regulation and Federal Uniform Relocation and Real Property Acquisition Policies Act of 1970, as amended, requirements. Our Relocation Plans are routinely reviewed by the California Department of Housing and Community Development (HCD), the US Department of Housing and Urban Development (HUD), and other Federal, State, City, and County jurisdictions throughout California and the other States we work in. Our Relocation Plans are also subject to 30-day public comment periods. Tenant Advocacy organizations, legal aid attorneys, and other potential stakeholders that may or may not be proponents of the subject project often read and comment on our plans. With this level of scrutiny, our Relocation Plans must be **technically accurate** and "user friendly" to ensure a smooth and reasonable review period, and to eliminate potential project delays. Our extensive experience developing Relocation Plans means you can be assured your plan will meet the expectations and requirements during the examination period.

We create robust relocation planning documents and project management programs. With the rights and benefits to the tenants in mind, we develop the policies, procedures, and tools to successfully communicate your project. This process helps our clients to develop foreknowledge and to identify any perceived challenges to prevent and mitigate issues that can affect a project's schedule. We are as skilled at providing reviews of policies and procedures, notices, and plans, as we are in developing them.

Our approach to each Relocation Plan review, or development assignment, is to gain a thorough understanding of the project, the people impacted, its funding sources and uses, the planning and delivery timeline, and the potential risks related to scope, budget, schedule, and stakeholder engagement. We are very experienced with community outreach and understand most conflict on a project is a result of fear and a lack of knowledge of the process.

Our team has solid, working knowledge of a range of human development services, evidenced in the projects included under Tab 5 and 6. Our assignments often include low-income minority populations, the elderly/disabled, and special needs populations. We are adept at explaining in simple terms the set of rules and regulations pertaining to the relocation of affected occupants from a variety of backgrounds. In addition, three of our proposed team members are bi-lingual.

OPC will develop a comprehensive master Relocation Plan, schedule and budget, including detailed relocation policies, procedures, and guidelines for the relocation of households throughout the renovation process, no later than March 30, 2019, assuming we are selected as the relocation consultant within a reasonable timeframe prior to this deadline.

Working Closely with RCHC

Project Kickoff Meeting

OPC will require input from the RCHC's Project Team to determine the persons to be invited to the kickoff meeting, the meeting agenda, and any deliverables needed for the meeting (including post-meeting deliverables). The meeting will be utilized to determine the goals and objectives for the project, establish team roles (including the RCHC staff), status reporting requirements, and additional project requirements.

The primary deliverables expected from this meeting will be a list of preliminary project requirements that will be refined throughout the planning process, risks, and additional stakeholders that will aide OPC in developing its work plan for the project.



Project management and planning will begin prior to the initiation of actual relocation activities. It is critical that all members of the team are in agreement as to RCHC's desired process, procedures, and timeline. OPC will work closely with RCHC on the development of administrative policies, procedures, and forms necessary to carry out the relocation program.

It is expected that OPC will coordinate with RCHC and provide general consultation and project coordination. This will include not only the RCHC staff - but can also involve social service agencies and governmental entities. We will confer with RCHC on general status, program issues, and keep RCHC staff updated on project progress.

Scope of Services

The Scope of Work as outlined in the RFP is very familiar to OPC, as our experience with these type of projects is extensive. In addition to the items outlined by RCHC, we further elaborate on the services we will provide, as follows:

Project Management

Project management and planning will begin prior to the initiation of actual relocation activities. It is critical that all members of the team are in agreement as to the Client's desired process and timeline, working within the constraints of the URA. OPC's project management services will include:



1. Preparation of a comprehensive project planning worksheet designed to ensure all project elements are considered and the work plan and the Client's policies are clearly understood.
2. Comprehensive initial project planning, including policy and budget analysis and participation in an informational meeting with the public and/or official representatives.
3. Tracking and managing all budgetary-related aspects of the project associated with OPC's Scope of Work.
4. Assisting with the development of administrative policies, procedures, and forms necessary to carry out the relocation program under the applicable funding source rules.
5. Ongoing general consultation and project coordination with the client, social service agencies, governmental entities, and project team members.
6. Representation of the client at public meetings and hearings.
7. Preparation of tracking reports that monitor the completion of project milestones.
8. Preparation and presentation of a monthly status report (or more often if requested by the Client with a scope and fee amendment) based on the agreed-upon guidelines for information to be provided. Confer with the Client verbally on general status, problem areas, and progress.
9. Coordination with federal and local oversight agencies.
10. QA/QC of all staff and work product associated with the Project.

Relocation Planning

In accordance with the URA, and to satisfy the requirement for a Relocation Plan for occupied rehab projects by the California Tax Credit Allocation Committee, a written Relocation Plan is required. This helps to adequately advise the Client and to communicate the proposed relocation program to potential project funding partners, along with the impacted residents. OPC's first task will be to prepare and complete a thorough Relocation Plan to address the relocation needs of the project occupants. We propose to provide the following services related to developing a Relocation Plan for funding application purposes:



Relocation Plan preparation services include:

1. Conduct relocation interviews to ascertain household composition, special needs and language requirements.
2. Confer with the Client's Project Manager to review the project plans including construction schedules and phasing, the temporary relocation concepts, and potential offers for voluntary permanent relocation.
3. Compile statistics on available housing units on-site.
4. Analyze survey results and incorporate research data into a written Plan.
5. Prepare a detailed description of the relocation advisory services program, procedures for providing temporary housing, a cost estimate for carrying out the plan, and identification of the source(s) of necessary funds.
6. Present the draft Relocation Plan to the Client and make any necessary edits as directed by the Client.
7. Finalize the Relocation Plan.
8. Prepare and mail (certified mail) the HUD required General Information Notice (GIN) to all households.

Temporary Relocation Assistance Services

Due to the nature of the planned rehabilitation activities, some households may not be able to remain in a Project unit during rehabilitation activities and may require temporary relocation to vacant on-site (hotel) units. Temporary relocation will be carried out in accordance with the URA, and we will provide the following services:



1. Set up case file; maintain the necessary case documentation and contact diary throughout the course of our involvement with the claimant.
2. Conduct relocation interviews to ascertain household composition, special needs and language requirements.
3. Provide advisory services to temporarily displaced persons, advise them of available relocation assistance, and explain the relocation process.
4. Prepare/deliver Notices of Non-Displacement 30-day Notice to Vacate, Memorandum of Agreement (MOU), and other notices, as may be required for distribution by OPC.
5. Secure moving bids and work with the Client to select a moving contractor.
6. Coordinate with property management staff to assign temporary units to all impacted households based on the construction phasing schedule.
7. Prepare a To-From Matrix to document scheduled moves and on-site hotel unit usage.
8. Evaluate "move readiness" for each household as move-out date approaches and coordinate additional assistance, if required.
9. Monitor the move to the temporary unit, as well as the move back into the rehabbed unit, including a vacate inspection at the temporary unit.
10. Inspect temporary dwellings and post-rehab permanent units to determine if they meet "decent, safe, and sanitary" requirements.
11. If any direct payment of relocation benefit payments is made to the tenants, prepare all applicable benefit forms, obtain claimant's signatures on claim forms, submit claims for processing and payment, and maintain documentation in the relocation files.
12. Deliver benefit checks to claimants and maintain payment documentation in files.
13. Maintain necessary case documentation in compliance with applicable requirements.

Tenant-in-Place "Relocation" Assistance

OPC will provide the following services for tenants required to be out of their units for some period of time during the days that work is scheduled in their units, although they will not be temporarily displaced overnight:

1. Coordinate with property management and movers regarding phased move plan; if personal property and furniture must be relocated within or out of the unit.
2. Provide updated written notice and checklist to tenants prior to scheduled construction date(s).
3. Facilitate communications with tenants regarding unit readiness for construction activities and schedule.
4. Follow up with tenants on site one to two times prior to construction date to confirm unit readiness for movers and/or construction staff.
5. Coordinate accommodation of special needs or requests related to the requirement for tenant to be out of the unit during the day.
6. Maintain necessary case documentation in compliance with applicable requirements.
7. General consultation and project coordination with the Client and project team members.

Although the RCHC is unsure if any households will be required to permanently relocate, if they are over-income or over-crowded for a Project unit, OPC is experienced and qualified to provide permanent relocation assistance services as described below.

Permanent Relocation Assistance Services

1. Secure basic case information and set up a case file for every household. Maintain the necessary case documentation and contact diary throughout the course of our involvement with the claimant.
2. Conduct follow-up field interviews with displacees. Inquiries made of occupants to be permanently displaced will cover the following areas: verification of occupancy, current rents and utilities costs, gross household income, family size, legal presence status, names and ages of all occupants, relocation needs, preferences, and special requirements.
3. Provide the displaced households with an Informational Statement and 90-Day Notice to Vacate as needed. OPC will secure proof of receipt, and explain the relocation process, rights, and benefits available to the tenants as part of the noticing process.
4. Request, and collect, written documentation of occupancy of the project units, gross household income, legal presence status, rent and utilities costs, and identification of the occupants. Provide determination of low-income status for each displaced household using income limit table.
5. Determine eligibility for, and proposed amount of, relocation benefits, including moving payments and rental/down payment assistance payments.
6. Prepare and distribute the Notice of Eligibility. (All required notices will be delivered in person or sent general and certified mail to establish proof of service.)
7. Provide on-going advisory assistance to minimize hardships on claimants, including referrals to, and coordination with, community service resources, public housing, and other public services, as needed.
8. Secure valid proof of identification for every adult in the household and a signed Certification of Legal Status or Hardship Exemption for each displaced household.
9. Search for and document comparable properties for each claimant and provide initial referrals and three sets of additional housing referrals, as necessary. Prepare a "Selection of Most Representative Comparable Replacement Dwelling" form.
10. Explain eligibility and claim process to displacees. Discuss findings and impacts to the occupant's particular needs. Amend the Notice of Eligibility one additional time if the economics of the comparable dwelling's availability changes over the course of our assignment, or if the household's circumstances change prior to a move.
11. Arrange for transportation to view replacement sites, if needed. Assist tenants with their selection of a replacement site, with lease offers, with review of rental agreements, and with move bids or fixed moving payment.

12. Inspect selected site to ensure it meets decent, safe, and sanitary requirements and complete a "Decent Safe and Sanitary Housing Inspection Report" on the replacement dwelling for each displaced household.
13. If tenant elects to use relocation benefits to purchase a property, OPC shall monitor the replacement site escrow, secure replacement documentation, and explain the relocation process to agent and escrow officer, as necessary.
14. Verify vacation of the displacement site and secure a Certificate of Abandonment.
15. Prepare and process advance claims to assist with the move and securing the replacement dwelling. Prepare a final rental assistance claim once family has moved to the selected replacement site or prepare a final down payment assistance claim to be deposited into escrow once an estimated closing statement is received.
16. Each claim will be signed by the claimant, supported by appropriate back-up (schedules, receipts, etc.), and will be reviewed by OPC's project manager for recommendation before submitting to the Client for approval. OPC will use a clear pro-ration calculation methodology for split claims. Each claim check will be delivered to the claimant in person (as feasible) and a receipt of payment will be secured.
17. Complete file closure. Each file to contain detailed memorandum specifying the amounts and reasons for relocation benefits provided or reasons why relocation benefits were not provided.

Management of Tracking Systems

OPC utilizes the latest technology for management of its project data, documentation, milestones, subcontractor management, fiscal management/budgets, and progress reporting. **ProjectOne®** is OPC's dedicated, online system, developed from the ground-up specifically to address the unique needs of our assignments.

OPC-managed projects follow a strict, standardized process. In the earliest stages of project's lifecycle, a dedicated site is created in the ProjectOne® system. It centrally stores all project related data in an organized and logical way, to provide easy access for the entire Project Team. It enables our team members to easily update information, track the project's progress, and make appropriate decisions based on current, up-to-date information available simultaneously and immediately to everyone involved.

The ProjectOne® dashboard includes a summary view of multiple aspects of the project. OPC team members can easily navigate to additional pages with detailed information about each of the various aspects of the project, relocation data, milestone status, budget utilization, Relocation Plan progress, source documents, and more. Authorized users can use subconsultant management, budgeting and other project control tools. Users can even monitor the project's progress on a map, which reflects real-time updates to the project status.

ProjectOne® was conceived with superior quality control in mind. Its use drives standardization of project execution processes and use of standard document templates, which in turn assures regulatory and jurisdictional consistency. Automated approval procedures and seamless integration of OPC's service disciplines provides for efficient handling of all project related issues.

ProjectOne® is a registered trademark of Overland, Pacific & Cutler, LLC

Parcel Progress Map
AGS-002 - Parcel Progress Map

Click on any pin on the map for parcel ID and acquisition progress information.

Parcel Progress Map

Acq Agent: Acq Status: Last Milestone:

Map Satellite

Carson West Carson Long Beach Lakewood The Gardens Course California State University Long Beach

Summary Panel
Parcel Acq Panel
Tenant Acq Panel
Case File Panel
Project Documents
Master Documents
Risk Management
Map Tools
Project Issues
Project Tasks
Announcements
Project Calendar
Sub Deliverables Panel

TAB 8. References

The following includes three client references that can speak of our success on past projects providing similar services.



Housing Authority of the County of San Bernardino

Ron Fuhr
Real Estate Development Manager
715 E. Brier Drive
San Bernardino, CA 92406

Tel: 909.332.6316
rfuhr@hacsb.com



C & C Development Co., LLC

Todd Griffin
14211 Yerba St., Ste. 200
Tustin, CA 92780

Tel: 714.288.2680 x250
todd@cccdev.com

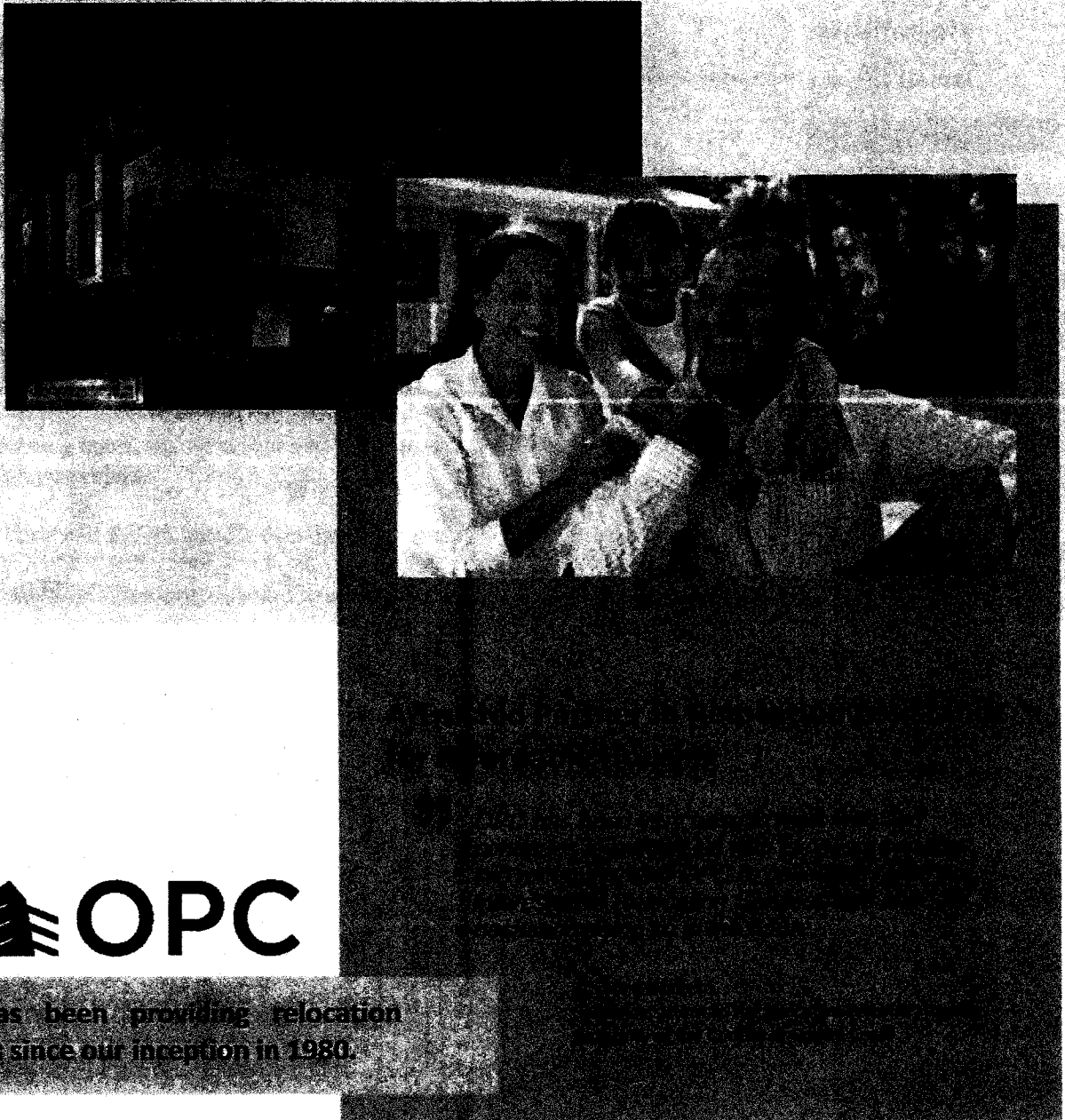


Abode Communities

Lara Regus
Senior Vice President, Development
1149 S. Hill Street, Suite 700
Los Angeles, CA 90015

Tel: 213.225.2812
LRegus@abodecommunities.org

TAB 9. Optional Information



OPC has been providing relocation services since our inception in 1980.