

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
Executive Office of Mayor Muriel Bowser



Office of the Deputy Mayor for Health and Human Services

**Ward 6 Advisory Team Meeting**

August 30, 2017  
7:00pm – 8:30pm

**Ward 6 Advisory Team Members**

<b>Name</b>	<b>Inviting Organization</b>	<b>Affiliations</b>	<b>Attendance</b>
Andy Litsky	ANC 6D	ANC 6D Chairperson; SMD 6D04 Commissioner; Advisory Team Co-Chair	Present
Cara Lea Shockley	ANC 6D	SMD 6D02 Commissioner (site location)	Not Present
Lucy Rojansky	ANC 6D	Amidon-Bowen PTA President	Not Present
Marilyn Melkonian	ANC 6D	President & Founder of Telesis	Not Present
Andrenia Walker	Southwest Neighborhood Assembly (SWNA)	Resident Council President Greenleaf Gardens Extension	Not Present
Robin Walker	Southwest Neighborhood Assembly (SWNA)	Community Representative, Greenleaf Gardens Extension	Not Present
Katelynd Mahoney	Southwest Neighborhood Assembly (SWNA)	Community Representative	Present
Vyllorya Evans	Southwest Neighborhood Assembly (SWNA)	Community Representative	Not Present
Naomi Mitchell	Councilmember Allen's Office	Community Liaison	Present
Bob Hall	Councilmember Allen's Office	President and Board of Directors, Capital Park IV Condominiums	Not Present
Deborah Shore	Interagency Council on Homelessness (ICH)	Executive Director and Founder, Sasha Bruce Youthwork	Not Present
Jay Melder	Department of Human Services (DHS)	Chief of Staff, Office of the Deputy Mayor for Health and Human Services; Advisory Team Co-Chair	Present
Henry Miller	Department of General Services (DGS)	DGS Project Manager	Present
Ian Callender	Southwest Neighborhood Assembly (SWNA)	Community Liaison	Not Present



### Additional Support Staff Present

Brant Snyder	Lowe Enterprises (Randall School representative)	Vice President
Jackie Stanley	Department of General Services (DGS)	Community Outreach Coordinator
JocCole Burton	Department of General Services (DGS)	Chief Project Delivery Officer
Carter Hewgley	Department of Human Services (DHS)	
Jamie Keene	Office of the Deputy Mayor for Health and Human Services (DMHHS)	Policy Analyst

### AGENDA

1. Welcome
2. Project Design
3. Project Timeline & Construction Discussion
4. Summary/Next Steps

### MEETING MINUTES

#### 1. Welcome

DGS staff opened the meeting and shared that the purpose of the meeting is to receive feedback from the Advisory Team before a construction presence begins on site, and to initiate a conversation about the Construction Management Guidelines, which provide an opportunity for the Advisory Team to have input on the on-site construction activities.

#### 2. Project Design

DGS shared that the Construction Documents are 75 percent complete. Final Construction Documents are due on November 27, 2017. DGS shared that they are currently reviewing landscaping and hardscaping design options, and will return to the Advisory Team for their input on these designs.

#### 3. Project Timeline & Construction Discussion

##### Construction timeline

DGS shared details about upcoming construction timelines. The abatement and raze of the building will begin in October following the tenant moving out at the end of September. DGS expects that construction will start in November with groundwork on site. Construction will end in June, 2019.



### Good Neighbor Agreement

The Department of Human Services (DHS) shared details about the Good Neighbors Agreement process. The Good Neighbor Agreement is an agreement between the Advisory Team, the provider selected by DHS to operate the facility, and District agencies. DHS is compiling best practices from other jurisdictions to help inform the AT's conversation and drafting of a Good Neighbor Agreement for this community. DHS will draft an initial agreement and will share with the Advisory Team to react to and refine together. This document will include details around security, maintenance, and communication standards that the Short-term Family Housing program will abide by. The Good Neighbor Agreement will be finalized in Summer, 2018 prior to service provider contracts being finalized.

### Construction security lighting plan

DGS also presented the construction security lighting plan which will be put in place temporarily on site during construction. There will be lighting 25 feet apart, and will contain 2 lighting fixtures on each light pole. The current lighting fixture is down-light, not an upward facing light, so the lighting will not cause significant light pollution for neighbors. DGS has planned to include a significant number of temporary lights on the construction site to be responsive to the Advisory Team's input.

### Construction Management Guidelines

DGS reviewed the site utilization plan, and shared that some revisions have been made since the last Advisory Team meeting. The construction parking agreement has now shifted to the west side of the site. The plan also includes new arrows to show the directions of the truck routing on site. These drawings reflect input from Blue Skye Construction.

DGS led a review of a draft Construction Management Guidelines, which lay out the construction hours, details about construction activities, and standards or communication between DGS and the community. The Construction Management Guidelines have been circulated to the Advisory Team for their feedback.

DGS shared details on the on-site work hours, which will be 7am – 3:30pm. DGS will have to apply for an after-hours permit through the ANC at least three days in advance of after-hours activity.

*Question:* How will parking work during the construction activities?

*Answer:* DGS will ensure that the contractor understands the parking plan intent. On average, DGS anticipates 25 workers on a given day on site. On the busiest days there may be upwards of 100 workers. DGS has stipulated that the contractors need to find parking on-site or that they need to locate paid parking



spots in the neighborhood. There will be significantly fewer workers on site than in other construction sites in the Ward 6 neighborhood.

*Question:* What is the asbestos abatement plan?

*Answer:* In accordance with District law, if there is asbestos in the building there will be an abatement process. This process is built into DGS's timeline.

Consistent with best practices for buildings of this age, DGS has practices in place for the safe removal of asbestos, and those procedures will be put in place.

Furthermore, DCRA will not issue a permit to move forward with the site until asbestos planning is in place.

### Unity Health Care Update

DGS shared an update on the status of providing swing space to Unity Health Care. DGS shared that the swing space will be completely built out in the Joy Evans Recreation Center so that Unity Health Care is provided with a fully operable clinic space. DGS has an ongoing design and construction process that engages Unity.

District government is making an investment in the building, and it will continue to be a community amenity even after the Unity Health Care clinic has left the space. The Joy Evans space was selected because it is District-owned, is in close proximity to the current clinic site, and will provide high quality clinic space. The swing space at Joy Evans will come online in mid-December, 2017.

DGS will continue working with Unity to ensure that a revised RFO for new clinic goes back out on the street that is appealing healthcare providers.

## **4. Summary/Next Steps**

Advisory Team members will review the draft Construction Management Guidelines, and will share written feedback. The Office of the Deputy Mayor for Health and Human Services (DMHHS) will follow up with times for the next Advisory Team meeting.

