

Construction Activity – **scope of the work** in occupied properties

Displacement in existing and occupied properties occurs when construction activity:		Repairs	Level 1 Alteration	Level 2 Alteration	See MAP 5.1.3 Classifications of Work. See MAP 3.12.3.C – “Repairs” are not expected to require relocation (verify).
Test/Question:					Notes:
1	<p>Prevents residents from using their dwelling unit for activities of daily living, including but not limited to:</p> <ul style="list-style-type: none"> • Eating/cooking – preparing 2 or more consecutive meals in their unit. • Use bathroom & bathing • Sleeping 	<p>Yes or No?</p> <p>This column is likely to be “No”, but verify?</p> <p>↓</p>	<p>Yes or No?</p> <p>This column may be a “Yes” or “No”?</p> <p>requires detailed evaluation</p> <p>↓</p>	<p>Yes or No?</p> <p>This column is likely to be “Yes” but verify?</p> <p>↓</p>	<p>Evaluate the scope of work by reviewing the Construction and Relocation Schedules.</p> <p>For both Critical and Non-critical Repairs for Existing Properties. A schedule of Repairs, and Alterations described in quantities, location, cost, and relevant thumbnail specifications, together with such sketches or drawings as may have been determined necessary for clear communication and adequate inspection per MAP A5.7.5.A.1, 2 & 3. And when the work involves a General Contractor, a detailed construction schedule (Gantt Chart or Critical Path) must be submitted as an attachment in the CNA e-Tool per MAP A5.2.2.C.2.d.</p> <p>Construction and Relocation schedules must be coordinated per MAP A3.5.2.B.5. Review these schedules of construction and relocation activity, including sequence and duration of the work within the occupied dwelling unit:</p> <ul style="list-style-type: none"> • Resident Temporarily Relocated - if displacement occurs • Packing, moving and/or storing residents’ belongings in the space being worked on • Relocation Consultant inspection (move out complete) • Demolition activities • Construction- repair or alteration activities • Building permit/code inspections (if applicable) • Patch/paint (including dry time) • Caulking (including cure time) • Cleaning • Architect/Owner inspections (& punch list completion) • Relocation Consultant inspection (move in ready) • Unboxing residents’ belongings and returning them to the proper location. • Resident returns to their complete unit <p>MAP Construction Schedule Requirements: 3.12.1.E.2; A3.5.2.B.5; A.3.5.3; 5.3.1.D; 5.3.2.2; 5.3.3.6. A&B; A5.4.3.D.4; A5.2.2.C.2.d & A5.7.5.A.2 & 3</p>

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	Test/Question:				Notes:
2	Prevents residents to safely occupy their unit during the day (during an 8 consecutive hour workday) – to do the construction work.	Yes or No?	Yes or No?	Yes or No?	<p>The consecutive 8-hours is intended to be read in conjunction with the entirety of the section. The intent is to allow a workdays’ worth of effort (as might be required for example, to change out an existing HVAC condenser and air handler, or a set of kitchen appliances, etc.). This could extend to consecutive or different workdays (one day for HVAC, another day for appliances), with the resident safe and undisturbed when home, or this work might coincide when a resident is voluntarily away from their apartment, for work, school, trip, etc. It is not intended to require residents to live in a construction worksite with disturbance or resulting unfinished construction continuing on an 8+hour basis, even if construction workers are only present or active for an 8-hour or less period. In short, any construction task intended to fit within an 8-hour workday must begin and end within that time frame, leaving the resident undisturbed before and after. (HHQ- David Wilderman)</p> <p>Work that requires multiple tasks in sequence, or involve multiple trades to complete, (typically renovation of kitchens and/or bathrooms for example) that do not result in a complete required repair in total, and a fully functional, finished, decent, safe and sanitary unit (required by URA), unpacked and ready for use by the end of that workday - would require temporary resident relocation for the duration/workdays of that work.</p>
3	Prevents elderly, disabled or special needs residents to safely occupy their unit for any period – to do the construction work.	Yes or No?	Yes or No?	Yes or No?	See MAP 3.12.3.D.3 & A3.5.2.B.9 regarding the safety of these more vulnerable resident populations. See also MAP A3.5.2.B.2 – resident interviews by the independent Relocation Consultant essential to identifying any special resident’s needs during renovations/relocation.
4	Requires packing, moving, or storing resident’s furniture or personal items in order to perform the work.	Yes or No?	Yes or No?	Yes or No?	Packing, Moving and Storage: The plan must describe how and who is responsible for any packing, moving, and storage. A professional moving company that can be relied on to meet the relocation schedule and have the appropriate workers compensation and damage and loss insurance, is required per MAP A3.5.2.B.3 & 3.12.3.D.2. Just providing boxes to residents and offering then assistance with packing if requested/needed, is not adequate.
5	Prevents full use of the kitchen or the bathroom(s) by the resident (e.g. replacing the kitchen cabinets and countertops, tub surrounds and plumbing fixtures, flooring replacement);	Yes or No?	Yes or No?	Yes or No?	Work that requires multiple tasks in sequence, or involve multiple trades to complete, (typically renovation of kitchens and/or bathrooms for example) that do not result in a complete required repair in total, and a fully functional, finished, decent, safe and sanitary unit (required by URA), unpacked and ready for use by the end of that workday - would require temporary resident relocation for the duration/workdays of that work.

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6	Creates odors, dust, debris, noise, or other hazard that negatively impacts the sanitary condition of the unit or health and safety of the resident. Unit is not decent, safe or sanitary.	Yes or No?	Yes or No?	Yes or No?	Both the URA (required by law) and HUD Multifamily Housing (Program/MAP requirements) require Decent, Safe and Sanitary (D.S.S) Housing at all times. If not, residents must be relocated to dwelling units/housing that are Decent, Safe and Sanitary (D.S.S).
7	Involves shutting down the heating, ventilation, and air conditioning (HVAC) equipment that prevents maintaining the interior temperature of the unit between a range of 65 - 75 degrees Fahrenheit for more than a period of 2 hours.	Yes or No?	Yes or No?	Yes or No?	Maintaining an adequate temperature within the occupied property and dwelling units is not only a matter of comfort but can be a life-safety issue. Elderly, disabled and residents with special needs (perhaps underlying medical conditions?) can be very sensitive to excessive heat or lack of heat/cold conditions. Given the range of climates within the geography/States covered by the West Region of Multifamily Housing, and development occurring thorough the year, this requires attention. If adequate temperature cannot be maintained or restored within the two-hour timeframe, then displacement occurs, and temporary resident relocation is required. Resident Interviews are essential to identify special needs in advance for planning, scheduling, and budgeting relocation and construction.
8	Disrupts the electrical service to the unit for more than a short-term of 2 hours or less.	Yes or No?	Yes or No?	Yes or No?	Maintaining electrical service within the occupied property and dwelling units is not only a matter of convenience, or necessity for teleworkers and online education courses, but can be a life-safety issue. Elderly, disabled and residents with special needs (perhaps underlying medical conditions?) may have oxygen or medical devices requiring electrical power to operate. Therefore, if electrical service cannot be maintained or restored within the two-hour timeframe or less if needed, then displacement occurs, and temporary resident relocation is required. Resident Interviews are essential to identify special needs in advance for planning, scheduling, and budgeting relocation and construction.
9	Prevents safe ingress and egress without proper alternative routes at any point during construction.	Yes or No?	Yes or No?	Yes or No?	Construction activities- including storage, deliveries of materials or equipment, staging, layout & cutting, etc. – cannot obstruct exits/entrances, corridors, stairwells, sidewalks, or any other safe means of ingress/egress, per bldg. codes and fire marshal requirements.

Displacement Table Instructions:

Evaluate the application/project and respond to the nine (9) Test/Questions above based on the scope of required repair work (repairs and alterations) with a simple **“Yes” or “No”**.

Any “Yes” indicates that displacement occurs, and temporary resident relocation services are required to protect the residents (a cost) and provide unoccupied access to the units for more efficient construction (cost and time savings). A Relocation Plan, Schedule and Budget are required – for both federally funded (required by URA law) and non-federally funded/mortgage insured properties (required by MAP). This must be planned, administered, and implemented by an experienced, qualified and independent Relocation Consultant in accordance with the 2020 MAP 3.12 & A3.5 requirements. See CPD Training Module 7 for an overview of URA Temporary Relocation requirements. Note that Temporary Relocation typically include the following approaches or any combination of, based on resident needs: staying with Family or Friends (least expensive option); onsite “hoteling” in vacant unit (best alternative. saves cost if available through advanced planning and least disruptive); or offsite at nearby Hotel - if the option selected meets resident needs and is confirmed by the Relocation Consultant to be Decent, Safe and Sanitary. **Note:** tenting for fumigation, significant seismic work impacting units, or stopping all elevator service due to repairs for properties serving elderly – all may require, or a majority of residents, to be temporarily relocated?