

ORCA/CDM Supplement

A supplemental guidance document that modifies how the Department’s Core-Development Manual (CDM), version 3.1, is administered with Projects and Project Teams that are participating in the OHCS Oregon Centralized Application (ORCA).

1.01__ Overview

This ORCA/CDM Supplement, hereinafter referred to as, Supplement, modifies how the current CDM, version 3.1, is used with projects that are participating in the **Oregon Centralized Application (ORCA)** process.

1.02__ Modified Applicability of the CDM to ORCA Applicants

This Supplement exempts ORCA Applicants from compliance with parts of the CDM Version 3.1 as given in the table below. All operationally pertinent sections of the CDM that are shown in the table below as “not applicable” are now integrated into the ORCA itself.

Column 1 CDM Version 3.1 Sections Modified by the ORCA	Column 2 How the ORCA Modifies the CDM sections listed in Column 1
Part 1 Introduction	Part 1 is <u>not applicable</u> to ORCA applicants and is to be disregarded under the ORCA.
Part 2 [Reserved]	Part 2 is <u>not applicable</u> .
Part 3 Funding Application Requirements	Part 3, Chapters 3.0 and 3.1 are <u>not applicable</u> to ORCA applicants and are to be disregarded under the ORCA. Chapter 3.2 applies to ORCA applicants only when the ORCA specifically directs an applicant to this Chapter for guidance.
Part 4 Development Process Portal (DPP) Submittals 1 through 4 as detailed in sections: 4.1.02-1 4.1.02-2 4.1.02-3 4.1.02-4	CDM sections identified in column 1 are <u>not applicable</u> to ORCA applicants and are to be disregarded under the ORCA. The ORCA may, however, direct applicants to specific portions of these sections for guidance.
Part 7 Sustainable Development Standards (SDS)	Chapter 7.1c EV-Ready Requirements is <u>not applicable</u> to ORCA applicants and is to be disregarded under the ORCA.
All Parts of the CDM not referenced in the above table are unchanged by the ORCA and remain applicable to ORCA applicants.	

Core-Development Manual (CDM)

ORCA/CDM Supplement to CDM Version 3.1

1.03 __ORCA Tasks (CDM Specific)

ORCA applicants must follow the task-based protocol for CDM compliance given in the table below. CDM related tasks are listed sequentially, generally in the order that they will need to be completed over the duration of the ORCA process. The ORCA itself establishes the timing, required submission protocol, and any performance thresholds that may exist for each of the tasks listed below. This ORCA/CDM Supplement provides guidance on what is needed to complete each task prior to submitting it into the ORCA process for Department review.

Important Notes:

- 1) Required deliverables as given in column 4 of the table below must meet the task requirements established by the guidance given in column 3.
- 2) Required deliverables must be submitted using the timing and document submittal protocol guidance given in the ORCA itself. Refer to the ORCA for this information.
- 3) CDM Forms referenced in column 4 can be accessed on the CDM webpage under "Forms". They are also available within the ORCA itself.

	1 ORCA (CDM Specific) Task	2 Applicable To:	3 CDM Version 3.1 Reference for Guidance	4 Required Deliverable for Submission to ORCA
1	SDS Certification Part 1	New Construction & Rehabilitation	Chapters 7.0, 7.1a, 7.1b	CDM <u>Form A-GC1</u>
2	Conceptual Site Plan	New Construction Only	Chapter 3.2 Section 3.2.02-N01	Applicant Created Document
3	<u>Unit Size and Visitability</u> Variance Requests	New Construction Only	Appendix C, A-VR Instructions items 1 through 3 only.	CDM <u>Form A-VR</u>
4	Rehabilitation Proposed Scope of Work and Construction Cost Estimate	Rehabilitation Only	Appendix P1 Section P1.02b (Also related: Appendix B2 and B3, and Chapter 6.2)	Applicant Created Document
5	Schematic Design Drawings	New Construction & Rehabilitation	Chapter 4.1 Section 4.1.02-1, 1), a)	Applicant Created Document
6	Capital Needs Assessment	Rehabilitation Only	Appendix B1	Applicant Created Document
7	95+% Complete Level Drawings and Project Manual	New Construction & Rehabilitation	Chapter 4.1 Section 4.1.02-4, 1), a) and b)	Applicant Created Document
8	Development Standards Overlay (DSO) Checklist	New Construction & Rehabilitation	Chapters 6.0 and 6.1/6.2	CDM Chapter <u>(DSO) 6.1</u> or Chapter <u>(DSO) 6.2</u> depending on Project Type
9	Current Draft of Construction Contract	New Construction & Rehabilitation	Chapter 4.1 Section 4.1.02-4, 1), d)	Applicant Created Document
10	SDS Certification Part 2	New Construction & Rehabilitation	Chapters 7.0, 7.1a, 7.1b	CDM <u>Form A-GC2</u>

Core-Development Manual (CDM)
ORCA/CDM Supplement to CDM Version 3.1

1.04__Resumed Use of the CDM Version 3.1 Once the Project has Received a Commitment of Funding

Once an ORCA applicant has completed the ORCA process and has received a funding commitment from the Department, the project team must resume following CDM Version 3.1 guidance associated with Construction Phase and Completion Phase activities. Construction Phase guidance begins with Chapter 4.3.

For questions regarding this Supplement contact:

Kevin Burgee, Staff Architect
Oregon Housing & Community Services
kevin.burgee@hcs.oregon.gov