

Architectural Associates

EDGE /Construction Development

Whether a first time HUD developer or experienced in many of the HUD programs, our goal is not only review and process the construction documents, but to assist all team members in developing a quality set of construction documents and HUD deliverables in timely manner.

The roles of the Architectural analyst, Cost estimator, Appraiser, Market analyst, Environmental professional, and Underwriter have changed since the introduction of the MAP program. The reviews, which were a function of the HUD office, have been passed to Third Party Contractors qualified in the various technical disciplines.

Architectural Associates provides the architectural / engineering processing services, and **EDGE / Construction Development** provides the cost analysis services. We bring years of HUD and construction experience to the review process. We can work together, or are available to provide either architectural or cost services, as required.

Our professionally trained staff understands the construction industry, HUD and code requirements, and has the technical telecommunication skills required for this process. We work together with the mortgagee's underwriter, the project design team, the general contractor, and other project consultants in developing and coordinating firm commitment documents in accordance with the HUD Guidelines.

To learn more about our third party services and programs, we invite you to look through this informative web site by choosing options in the navigational panels on your screen. We have developed this web site as a resource for information required in the development of the final package of documents required for the HUD firm commitment. There are downloadable documents, forms, definitions, handbooks and guidelines, illustrations, answers to frequently asked questions, and links to useful web sites.

Thank you for your interest in **Architectural Associates** and **EDGE /Construction Development**. Please visit our Web Site for more information about our firm.

www.thirdpartyhud.com

Programs and Services

We work with the Mortgage Underwriter in providing technical instructions and guidance to the sponsors, project architects and engineers, and general contractors during the

development of the constructions documents and deliverables for the HUD insured mortgage programs.

Overview

HUD Processing can be overwhelming for someone new to the HUD World. Our team is dedicated to making this a rewarding process for all those involved in your project. We understand that doing it right the first time can save time, money, but most importantly, meet the submission deadline.

We bring years of valuable Architectural and Cost experience in all parts of the country, both as a design Architecture for HUD projects since 1968 and HUD 3rd Party Processor for A/E and Cost processing since 1986. Our knowledgeable staff is available as a resource to help you and your team through the HUD process. This web site is part of an on going service in which we provide instructions, guidelines, and forms to complete the processing. We are committed to providing support and assistance in any way we can to produce a successful and profitable project for HUD, the mortgage company and most of all, for you!

HUD Programs and Services:

- **Section 220 Projects** - *Mortgage Insurance for Rental Housing for Urban Renewal and Concentrated Development Areas*
 - **Services**
 - **Architectural Processing**
 - **220 New Construction**
 - **220 Sub-Rehabilitation**
 - **Cost Processing**
 - **220 New Construction**
 - **220 Sub-Rehabilitation**
- **Section 221 (d)(4) Projects** - *Mortgage Insurance for Rental and Cooperative*
 - **Services –**
 - **Architectural Processing**
 - **221 (d)(4) New Construction**
 - **221 (d)(4) Sub-Rehabilitation**
 - **Cost Processing**
 - **221 (d)(4) New Construction**
 - **221 (d)(4) Sub-Rehabilitation**
- **Section 221 (d)(3) Projects** - *Mortgage Insurance for Rental and Cooperative Housing for Not for Profit Sponsors*
 - **Services –**
 - **Architectural Processing**
 - **221 (d)(3) New Construction**

HUD Third Party Architectural and Cost Processing Services

- 221 (d)(3) Sub-Rehabilitation
 - Cost Processing
 - 221 (d)(3) New Construction
 - 221 (d)(3) Sub-Rehabilitation
- **Section 223 (f) Projects** - *Mortgage Insurance for Purchase or Refinancing of Existing Multifamily Rental Housing*
 - Services – PCNA Report (Property Capital Needs Assessment)
- **Section 232 Projects** - *Mortgage Insurance for Nursing Homes, Intermediate Care, Board & Care and Assisted-living Facilities*
 - Services –
 - Architectural Processing
 - 232 New Construction
 - 232 Sub-Rehabilitation
 - Cost Processing
 - 232 New Construction
 - 232 Sub-Rehabilitation
- **Section 232/223f Projects** - *Mortgage Insurance for Nursing Homes, Intermediate Care, Board & Care and Assisted-living Facilities for the purchase or refinancing with or without repairs of existing projects not requiring substantial rehabilitation*
 - Services – PCNA Report (Project Capital Needs Assessment)
- **Section 241a Projects** - *Mortgage Insurance for Supplemental Loans for Multifamily Projects*
 - Services –
 - Architectural Processing
 - 241a New Construction
 - 241a Sub-Rehabilitation
 - Cost Processing
 - 241a New Construction
 - 241a Sub-Rehabilitation
- **Section 202 Projects** - *Capital advance for supportive housing for the elderly program*
 - Services –
 - Cost Processing
 - 202 New Construction
 - 202 Sub-Rehabilitation
- **Section 811 Projects** - *Supportive Housing for Persons with Disabilities*
 - Services –
 - Cost Processing
 - 811 New Construction
 - 811 Sub-Rehabilitation

LEROY D. GERARD, R. A., NCARB, CSI

6709 Glenbrook Drive

Knoxville, TN 37919

October 15, 2004

EDUCATION

Bachelor of Architecture
Auburn University - 1959

PROFESSIONAL REGISTRATIONS

State of Tennessee

State of Florida

State of Kentucky

State of North Carolina

NCARB

Certificate No. 6201

Registration No. 6439

Registration No. 1860

Certificate No. 3587

Certificate No. 14,393

MAP Training

Ft. Worth, TX, May 5, 2000; Atlanta, GA, June 15, 2000; Cleveland OH, 2000

MAP 3rd Party Training for Architectural and Cost Review

Baltimore, MD

Atlanta, GA

Jacksonville, FL

Ft. Worth, TX

Atlanta, GA

Sept. 18, 2002

January 30, 2003

CONTINUING EDUCATION:

NCARB PROFESSIONAL DEVELOPMENT MONOGRAPH

Subsurface Conditions

Fire Safety in Buildings

Professional Conduct

CODE TRAINING

FL Building Code 2001

Rules & Regulation CILB 4860

FL Accessibility Code CILB 6447

ICC – 2003 International Building Code

HUD Experience

From 1968 to 1986 Design Architect - Private Practice including numerous HUD projects

1986 to present

Architectural/Engineering analysis and cost analysis services under delegated processing program, delegated processing II, small purchase contracts, technical discipline contracts, fast track, ultra fast track and MAP.

HUD Offices

Boston, Hartford, Newark, Baltimore, Richmond, Atlanta, Louisville, Memphis, Nashville, Jacksonville, Columbia, Chicago, Detroit, Indianapolis, Minneapolis, Cleveland, Ft. Worth, Houston, San Antonio, Little Rock, New Orleans, Shreveport, Oklahoma City, Omaha, Des Moines, Denver, Los Angeles, San Francisco, Honolulu, Reno, Las Vegas, Seattle, Portland, and Idaho Offices.

HUD MAP Review

Jacksonville, FL; Birmingham, AL; Buffalo, NY; Manchester, NH; Bangor, ME; Hartford, Ct.; New Orleans, LA; Houston, TX; Ft. Worth, TX; San Antonio, TX; Greensboro, NC; Los Angeles, CA; Atlanta, GA; Newark, NJ; Columbus, OH; Cleveland, OH; Cincinnati, OH; Kansas City, KS; Richmond, VA; Baltimore, MD; Knoxville, TN; Greensboro, NC; Indianapolis, IN; Denver, CO; Seattle, WA; Anchorage, AK; Nashville, TN;

Leroy D. Gerard, RA, NARB

Tel 865-584-1135

Fax 865-584-3613

Leroy@thirdpartyhud.com

Registered Architect

Analytical Services of Contract Documents

Multifamily / Nursing Home / ALF

Architectural Associates

6709 Glen Brook Drive

Knoxville, TN 37919

www.thirdpartyhud.com

HUD MULTI_FAMILY CONSTRUCTION / COST Processing

DIANNE R. DURAND, CDT

6709 Glenbrook Drive / Knoxville, TN 37919

March 23, 2005

POSITION CONSTRUCTION / COST ANALYST
QUALITY CONTROL CONSTRUCTION / COST REVIEWER

CDT CERTIFICATION Successfully completed the **CONSTRUCTION DOCUMENTS TECHNOLOGY** examination, demonstrating knowledge of general conditions of the construction contract in common use and CSI recommended procedures for project manual organization as prescribed by the Certification Committee of The Construction Specifications Institute -July 1993.

APPRAISAL EDUCATION Successfully completed the course work and examinations in the following disciplines; 90 class hours of Principles of Appraisal Practice, 30 class hours in Principles of Capitalization, and 15 class hours in Uniform Standards of Professional Practice. - 1991

MAP Training Ft. Worth, TX, May 5, 2000 - Atlanta, GA, June 15, 2000 - Cleveland OH

MAP 3rd Party Training for Architectural and Cost Review

Baltimore, MD		Ft. Worth, TX	Sept. 18, 2002
Atlanta, GA	January 30, 2003	Atlanta, GA	August 19 & 20, 2003
Jacksonville, FL	August 19 & 20, 2003	St. Louis, MO	April 20, 2004
Greensboro, NC	"Tune-Up" Sept. 21 & 22, 2004		

Code Training FL Building Code 2001; Rules & Regulation CILB 4860; FL Accessibility Code CILB 6447, 2003 International Building Code Seminar, May 24, 2004

EDUCATION Bachelor of Arts, Double Majors - Math and Biology
Queens College, Charlotte, N.C. - 1967

PROFESSIONAL EXPERIENCE

1991-Present - **HUD Construction / Cost Analyst**

Construction / Cost services for construction development, specializing in performing the construction / cost review functions for multi-family housing under 221 (d)(3), 221 (d)(4), 223 (f), 232 NH, 232/223 (f) NH, 202, 811, and 241(a), new construction and substantial rehabilitation, mortgage insurance programs of the U.S. Department of Housing and Urban Development, through the Delegated Processing Program I and II, Technical Discipline Contracting, Small Purchases Contracting, Fast Track Programs and MAP in the following HUD Offices;

HUD MAP Construction / Cost Processing

Jacksonville, FL; Birmingham, AL; Buffalo, NY; Manchester, NH; Bangor, ME; Hartford, Ct.; Boston, MA; New Orleans, LA; Houston, TX; San Antonio, TX; Ft. Worth, TX; Atlanta, GA; Nashville, TN; Knoxville, TN; Newark, NJ; Columbus, OH; Cleveland, OH; Cincinnati, OH; Kansas City, KS; Buffalo, NY; Richmond, VA; Baltimore, MD; Greensboro, NC; Indianapolis, IN; Los Angeles, CA; Denver, CO; Chicago, IL; St. Louis, MO; Anchorage, AK, Seattle, WA

January 2005 to present - **Construction / Cost Quality Control Reviewer** with the Reznick Group, LLC, charged with the responsibility of reviewing the A/E and Cost firm submission documents of recently closed mortgages and to report deficiencies within the A/E and Cost processing documents, a requirement for Mortgage Companies to be approved FHA-HUD Lenders.

Dianne Durand, CDT
Tel 865-584-5248
Fax 865-584-3613
Cell 865-414-3416

HUD A/E & Cost Reviews
Analytical Services of Contract Documents
Multifamily / Nursing Home / ALF

Architectural Associates
6709 Glen Brook Drive
Knoxville, TN 37919
Dianne@thirdpartyhud.com

HUD CONSTRUCTION & COST Processing

Kelly L. Murphy

6709 Glenbrook Drive / Knoxville, TN 37919

March 23, 2005

POSITION Technical A/E Processor

MAP 3rd Party Training for Architectural and Cost Review

Atlanta, GA

January 30, 2003

PROFESSIONAL EXPERIENCE

February 2001 to Present: Architectural review services for construction development, specializing in performing the architectural / construction review functions for multi-family housing under 221 (d)(3), 221 (d)(4), 223 (f), 232 NH, 232/223 (f) NH, 202, 811, and 241(a), new construction and substantial rehabilitation, mortgage insurance programs of the U.S. Department of Housing and Urban Development, MAP Processing in the following HUD offices;

HUD MAP Construction / Cost Processing

Jacksonville, FL; Birmingham, AL; Buffalo, NY; Manchester, NH; Bangor, ME; Hartford, Ct.; Boston, MA; New Orleans, LA; Houston, TX; San Antonio, TX; Ft. Worth, TX; Atlanta, GA; Nashville, TN; Knoxville, TN; Newark, NJ; Columbus, OH; Cleveland, OH; Cincinnati, OH; Kansas City, KS; Buffalo, NY; Richmond, VA; Baltimore, MD; Greensboro, NC; Indianapolis, IN; Los Angeles, CA; Denver, CO; Chicago, IL; St. Louis, MO; Anchorage, AK, Seattle, WA

EDUCATION

May 2006: Bachelors of Arts Degree, Interior Design
East Tennessee State University
Knoxville, Tennessee

May 2000: Associates of Arts Degree, Interior Design Technology
Mississippi State Technical Community College
Knoxville, Tennessee

December 2000: Associates of Science Degree
Mississippi State Technical Community College
Knoxville, Tennessee