

AGREEMENT:
CONSTRUYAMOS SELF-HELP CONSTRUCTORS PROGRAM
PHASE III, 1988-92

Design Participation Pilot Project "Las Araucarias", Santa Rosa de Cabal,
Colombia

between

THE ROYAL ARCHITECTURAL INSTITUTE OF CANADA (RAIC)/LA CAMARA DE VIVIENDA
POPULAR POR AUTOGESTION COMUNITARIA, "CONSTRUYAMOS"

and

CENTER FOR ENVIRONMENTAL STRUCTURE (CES)

funded by:

THE CANADIAN INTERNATIONAL DEVELOPMENT AGENCY

February, 1989

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1. INTRODUCTION

1.1 Background

This agreement is for the construction of a pilot project in Santa Rosa de Cabal (Risaralda, Colombia), for which organizational and technical assistance will be provided by La Camara de Vivienda Popular por Autogestion Comunitaria "Construyamos".

Construyamos provides technical assistance to community based organizations (CBO's) involved in housing and community development. Under the auspices of the CIDA - funded program, RAIC works with Construyamos to improve the efficiency and quality of their self-help methodology. To structure this more effectively, a number of pilot projects were initiated within the context of the Phase II program (1985-87).

Since the fundamental principle underlying Construyamos' approach is community self-management ('autogestion comunitaria'), it was agreed that a pilot project should be initiated to develop, implement and evaluate a methodology which would enable the beneficiaries to make decisions regarding community layout and housing unit design.

To facilitate the development of this project, Mr. Christopher Alexander of the Center for Environmental Structure (CES) was invited to participate as a consultant to Construyamos.

The Center for Environmental Structure (CES), Berkeley, California, will provide Construyamos with consulting services directed toward implementation of a design participatory methodology to the Santa Rosa project.

1.2 Current Status

The pilot project was initiated in the Spring of 1986 within the context of the Phase II program. The development of the methodology and field manual is now completed and the implementation period was initiated toward the end of January, 1988. The CBO, consisting of 65 beneficiary families, has been legally formed. CES field representative and Construyamos personnel have carried out orientation of the families. Topographical surveys and income analysis studies have been completed and a proposal for mortgage financing has been submitted to Banco Central Hipotecario (BCH). The layout process has been conducted and a site development plan has been approved by the Municipio of Santa Rosa. The design of the model house has been approved and construction of this house has started.

1.3 Purpose of this Document

- 1) The purpose of this document is to articulate the terms and conditions governing the CES Pilot Project "Las Araucarias", in Santa Rosa de Cabal, Colombia, hereafter referred to as the "CES/Santa Rosa Process".
- 2) The document will outline the project's objectives, and scope, roles and responsibilities of CES and RAIC/Construyamos, operating principles, budget, reporting procedures and schedules.
- 3) This contract will cover the completion of project implementation of Stages 1,2, and 3 as set out under para. 3.1 #2 below.

2. OBJECTIVES

2.1 Goal

The specific purpose of the project is to demonstrate how methods of user layout can be used to improve and guide the efforts of a self-help housing project under conditions typical in Colombia.

2.2 Objectives

The general objective of this project is:

To enhance Construyamos' capabilities to promote technical services to local CBOs through the implementation of a CES/Santa Rosa Process which would explore the potential for more responsive housing forms and community space within a controlled building setting.

More specific objectives are:

- 1) To stimulate the participation of project beneficiaries through laying out their community and designing and laying out their individual houses.
- 2) To enable Construyamos to more effectively increase beneficiary participation in house design and community layout on its other CBO housing projects by replication of the CES/Santa Rosa self-help process.
- 3) To relate the research objectives of the project to the core Phase III program activities in the following way:
 - i) Documentation by Construyamos/RAIC of important aspects of the self-help process in one controlled, prototype project - e.g. beneficiary socio-economic data, approval stages, design and layout process, construction costs, CBO self-help contribution, etc.;
 - ii) Development of a model which would facilitate comparative analysis of target population, construction costs and the degree of intervention, among other Construyamos assisted housing projects.

3. PROJECT SCOPE

3.1 Project Description

1) Funding has been approved for a final phase of Canadian assistance to implement the Pilot Project "Las Araucarias" consisting of 65-70 families currently without home ownership.

2) Project implementation will be carried out in three (3) stages as follows:

Stage 1: Site Development & Housing Design:

- o 12 months to completed site grading, installation of services, design & construction of demonstration "model" house and transfer of CES process for design of houses with the families.

Stage 2: Construction of Individual Houses:

- o 9 months during the construction stage of the houses to ensure transfer of CES design, construction and cost control aspects of the CES process. (If Stage 1 requires only 9 months, longer support for the construction phase can be provided.)

Stage 3: Construction of Street:

- o Embellishments: - 6 months during the design and construction of the street embellishments, such as view terraces, stairs and pavement, benches, low walls, planting of street trees, and park landscaping.

3.2 CES: Roles & Responsibilities

CES will be responsible for implementing the following project activities:

3.2.1 Transfer the CES Process: CES will in accordance with this process:

- 1) Establish a procedure for the layout of the 65-70 houses, together with public spaces.

-
- 2) Lay out the individual space and interior plan of the houses, from decisions made by each family, using the layout rules of the manual.
 - 3) Apply the construction management and cost control methods of the process to the building of the houses - the process is defined in the form of a field manual, which has been supplied to Construyamos.
- 3.2.2 Review and revise the schedule of unit costs (materials & labour) outlined in the Manual.
 - 3.2.3 Direct the Prototype Builder in the exploration of construction assemblies, architectural detail, material selection and finishes.
 - 3.2.4 Assist Construyamos in the documentation of the process by making all background material readily available to the team. (e.g. photos, drawings, data etc.)
 - 3.2.5 CES will provide one trainee volunteer (field representative) during the final three stages of the pilot implementation. (Transportation costs to/from Colombia outside of CIDA funding).

The role of the CES Field Representative is to coordinate the application of the CES Process to field conditions.

Specifically his/her activities include the following:

- 1) Communicate with Construyamos' representative(s), the individual member families, and CES (Berkeley) all aspects of the CES Process.
- 2) Work within Construyamos' established methodology for project implementation, modifying where necessary to accommodate the objectives of the CES Process.
- 3) Direct the activities of the Prototype Builder and the Graduate Architect to maximize technology transfer and replicability of the CES Process.
- 4) Assist Construyamos in encouraging the School of Architecture at Manizales to share in the process learning experience.

3.2.6 CES will send a senior representative from Berkeley for 3-4 weeks during the laying out of individual space and interior plans of the houses. This person will review the progress of process implementation, focus on critical lots (i.e. lots orientated to main streets, public plazas and typical conditions), and refine the process for ease of replicability.

3.2.7 CES will engage the services of a Prototype Builder (Colombian preferred) for a period of 6 months to construct prototype assemblies of typical architectural details (e.g. roof overhangs to street, balcony construction, angled corners, and material finishes). The experiments will be incorporated into the demonstration house being built by the community concurrently.

N.B. It is imperative that the procedures for administering Cost Control in the Process are clearly understood by the community's construction manager. The necessary administrative skills should be present in either the Prototype Builder or the Graduate Architect (see 3.2.8 below) to ensure proper transfer of this component.

3.2.8 CES will engage the services a Graduate Architect (Colombian) as part of the implementation team for a period of 6 months with the objective of promoting replicability of the process within Construyamos.

3.3 Construyamos: Roles & Responsibilities

Construyamos will be responsible for implementing the following project components:

3.3.1 Legal Tenure: Securing of the following:

- 1) Title of Ownership; (escritura publica);
- 2) Legal Plan;
- 3) Railway Right-of-Way use or easements;

3.3.2 Technical Assistance:

- 1) Assist CES to find a suitable candidate with construction experience for prototype experimentation;
- 2) Establish a resource base of professional engineering disciplines for site development (e.g soils and drainage engineers);

- 3) Revise development cost budgets to reflect actual site conditions:
 - 3.3.3 Credit: Assist CBO in fulfilling all requirements and securing funding from the Banco Central Hipotecario (BCH).
 - 3.3.4 Introduce the Regional Coordinators to the project as part of the Phase III training program.
 - 3.3.5 Encourage interest in the CES/Santa Rosa Process on the part of the University of Manizales.
 - 3.3.6 Encourage interest in the process on the part of the Colombian formal institutions and the architectural profession through the Risaralda Regional Chapter.
 - 3.3.7 Construyamos will identify funding in the amount of \$12,000.00 for the CES field representation during the final stage of implementation.
 - 3.3.8 Construyamos will ensure that Hernan Mesa as Project Manager devotes 10 days/mo. minimum to the implementation of the project.
- 3.4 RAIC: Roles & Responsibilities
 - 3.4.1 RAIC agrees to support the project administratively and financially:
 - 1) RAIC will provide financial support of \$300.00 CDN per month for 6 months for the Colombian (preferably) prototype builder;
 - 2) RAIC will provide financial support of \$400.00 CDN per month for 6 months for the Colombian graduate architect.
 - 3.4.2 RAIC will assist Construyamos to identify new financing to offset Construyamos' commitment to fund the final stage of implementation.

3.4.3 RAIC Field Coordinator will assume the following responsibilities:

- 1) Participate in the interview process for selection of architect and prototype builder;
- 2) Visit the Santa Rosa site, at a frequency and duration to his discretion, during critical stages of project implementation;
- 3) Act as a mediator, in consultation with the Professional Advisor, in areas of dispute in dovetailing the CES Process with the standard Construyamos implementation approach.

3.4.4 RAIC Project Coordinator will assume the following responsibilities:

- 1) Coordinate all communication within the RAIC Team and reporting responsibilities to CIDA;
- 2) Process all transfers of Stage funding to CES (Berkeley);
- 3) Promote interest in the CES/Santa Rosa Process among potentially supportive Canadian NGO's and institutions.

3.4.5 RAIC Professional Advisor will assume the following responsibilities:

- 1) Monitor progress during semi-annual visits to the field;
- 2) Evaluate conformance of project implementation to CES process design;
- 3) Review CES Memoranda of Instruction to Construyamos;
- 4) Assist the Field Coordinator in areas of mediation between CES and Construyamos related to project implementation.

4. OPERATING PRINCIPLES

The following principles will govern the operation of this project.

4.1 Assumptions

4.1.1 Justification for the level of financial support committed to the project demands that the project benefit more than just the local community receiving housing.

4.1.2 Technical and financial support for the pilot project will be provided in accordance with the terms of funding (5.0 below) as long as it is considered viable by the RAIC, Construyamos and CIDA.

4.1.3 Acceptance of this Agreement assumes that there are no outstanding debts owing to CES.

4.1.4 CIDA will have free and complete access to all information, documents, research materials and other findings pertaining to and generated by this pilot project, for future use, reference or publication.

4.2 Commitment of Resources

4.2.1 Since the project has a strong research objective, it is essential that the necessary human and financial resources be provided so as to benefit Construyamos.

4.2.2 The first stage of CIDA funding will begin as soon as all parties agree on the conditions included herein.

4.2.3 The second stage, which will involve the construction of approximately (67) houses, will begin immediately upon completion of the first stage and after meeting the following requirements:

- 1) Legal title to at least 90% of the land has been secured;
- 2) Municipal authorities have approved the site layout and have given authorization to start construction;
- 3) Construction of at least (1) of the two prototype houses has been completed;
- 4) Fulfillment of all requirements for securing funding from the BANCO CENTRAL HIPOTECARIO (BCH) of Colombia.

- 4.2.4 Any costs incurred between Stage 1 and Stage 2 funding are not the responsibility of CIDA.
- 4.2.5 The third stage involving street embellishment and landscaping will follow upon the completion of the second stage or when deemed appropriate to ensure proper coordination with the construction stage.
- 4.2.6 The \$42,000.00 for First and Second stage monthly support of CES will represent CIDA's final contribution toward this pilot project.
- 4.2.7 The \$4,200.00 for the Graduate Architect and Prototype Builder will represent the RAIC's final contribution toward this pilot project.
- 4.2.8 It is understood that CIDA, RAIC/Construyamos, reserve the rights to withdraw their financial support at any stage if progress is not deemed to be satisfactory or in accordance with the agreed terms.
- 4.2.9 The RAIC, Construyamos or CES are under no obligation to continue this pilot project if, for any reason, the RAIC/Construyamos program funding is terminated.

4.3 Management

- 4.3.1 CES Memoranda of instruction for directing Construyamos are to be faxed to Professional Advisor for review prior to being forwarded to the field.
- 4.3.2 The RAIC (Field Coordinator or Professional Advisor) will act to arbitrate differences between CES and Construyamos in the implementation of the pilot project.

5.0 FINANCIAL

5.1 Contract Budget

The budget specifically related to this contract is \$58,200, allocated as follows:

	Stage 1 (12 mos)	Stage 2 (9 mos.)	Stage 3 (6 mos.)	Total Cost
1. <u>CES Monthly Costs</u>				
1) Field Expenses	<u>US\$</u>			
- out of pocket @ \$250	2528.87	3,000	2,250	1,500
- food @ \$100	1011.55	1,200	900	600
- Mat'ls/photos @ \$125	1264.44	1,500	1,125	750
Sub-Total	5,700	4,275	2,850	
2) Communications				
- telephone @ \$480	4855.43	5,760	4,320	2,880
- telefax @ \$75	758.66	900	675	450
- courier @ \$45	455.20	540	405	270
Sub-Total	7,200	5,400	3,600	
3) CES Direction/ Training @ \$925	11,100	8,325	5,550	
Sub-Total (CES Monthly Costs)	2,000	2,000	2,000	
SUB-TOTAL STAGE COST	\$24,000	\$18,000	\$12,000	\$54,000
2. <u>Special Assistance</u>				
1) Graduate Architect: 6 mos. @ \$400	2023.10	2,400	N/A	N/A
2) Prototype Builder: 6 mos. @ \$300	1517.32	1,800	N/A	N/A
Sub-Total (Special Ass'nce)	\$4,200	/	/	
TOTAL	\$28,200	\$18,000	\$12,000	\$58,200

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STAGE 3 WILL NOT BE FUNDED

5.0 FINANCIAL

5.1 Contract Budget

The budget specifically related to this contract is \$58,200, allocated as follows:

	Stage 1 (12 mos)	Stage 2 (9 mos.)	Stage 3 (6 mos.)	Total Cost
1. <u>CES Monthly Costs</u>				
1) Field Expenses				
- out of pocket @ \$250	3,000	2,250	1,500	
- food @ \$100	1,200	900	600	
- Mat'ls/photos @ \$125	<u>1,500</u>	<u>1,125</u>	<u>750</u>	
Sub-Total	5,700	4,275	2,850	
2) Communications				
- telephone @ \$480	5,760	4,320	2,880	
- telefax @ \$75	900	675	450	
- courier @ \$45	<u>540</u>	<u>405</u>	<u>270</u>	
Sub-Total	7,200	5,400	3,600	
3) CES Direction/ Training @ \$925	<u>11,100</u>	<u>8,325</u>	<u>5,550</u>	
Sub-Total (CES Monthly Costs)	2,000	2,000	2,000	
SUB-TOTAL STAGE COST	\$24,000	\$18,000	\$12,000	\$54,000
2. <u>Special Assistance</u>				
1) Graduate Architect: 6 mos. @ \$400	2,400	N/A	N/A	
2) Prototype Builder: 6 mos. @ \$300	<u>1,800</u>	<u>N/A</u>	<u>N/A</u>	
Sub-Total (Special Ass'nce)	\$4,200	/	/	
TOTAL	\$28,200	\$18,000	\$12,000	\$58,200

5.2 Total Project Value

1. Appendix "A" outlines in detail the total cost of Stages 1, 2, and 3, and identifies the contribution of each of the project participants.
2. CIDA will amend the existing Phase III (1988-92) Agreement signed between RAIC and the Agency in July, 1988, to provide additional funding in the amount of \$42,000 to cover the CES monthly costs for Stages 1 and 2. This will represent CIDA's final contribution to this pilot project.
3. From within its existing Construyamos Project (Phase III) allocation, RAIC will provide funds in the amount of \$4,200 towards the monthly costs of the Graduate Architect (Colombian) and Prototype Builder (Colombian preferred). Further, RAIC will allocate person-days of its Project Coordinator, Field Coordinator, and Professional Advisor as required in support of this pilot project. This will represent the RAIC's final commitment of funds to this pilot project.
4. Construyamos will undertake to identify funding in the amount of \$12,000 to cover CES monthly costs for implementation of Stage 3. Also, Hernan Mesa will devote approximately 10 days/month toward this pilot project.
5. As outlined in Appendix "A", CES will undertake to secure funding from the University of California to cover costs related to training and travel of field staff, and from the World Bank for fees and travel of senior CES staff for periodic work sessions in Colombia.

5.3 Basis & Schedule For Payment

- 5.3.1 On Construyamos' behalf, RAIC will make three equal payments to CES for monthly support in each Stage as follows:
 - 1) Stage 1:
 - 1/3 effective _____.
 - 1/3 upon receipt of an interim report summarizing progress to date, and revised baseline data (legal title, budget costs, etc.)
 - 1/3 upon receipt of Stage 1 status report summarizing progress.
 - 2) Stage 2:
 - 1/3 intitial payment;
 - 1/3 upon receipt of interim status report;
 - 1/3 upon receipt of a final stage report.
 - 3) Stage 3:
 - 1/3 intitial payment;
 - 1/3 upon receipt of interim status report;
 - 1/3 upon receipt of a final stage report.

5.3.2 RAIC will transfer to CES funds for the support of the Colombian architect and prototype builder immediately upon acceptance of this agreement by all parties.

5.3.3 Funds for CES personnel and support will be paid directly to the CES bank account in California and CES will be responsible for their distribution to the field. The CES bank account is at Wells Fargo Bank, Elmwood branch, 2959 College Avenue, Berkeley, California, 94705. Account number 0129-026506.

6. REPORTING

6.1 Interim and Final Reports

- 6.1.1 CES will provide interim reports at (4) four month intervals during the implementation stages. The final report in each stage should reflect the completion of a stage and the basis for starting the next stage.
- 6.1.2 Construyamos will report on the progress of the project as part of Phase III project reporting.
- 6.1.3 Preparation of a revised and updated Manual to reflect CES/Santa Rosa Process as actually implemented will be completed with funding outside of this contract.

6.2 Other Deliverables

- 6.2.1 Construyamos and CES will submit to the RAIC copies of other CBO reports and drawings such as the following:
 - 1) Soils & drainage engineering reports
 - 2) Formal application for credit
 - 3) BCH analysis of the beneficiary socio/economic data
 - 4) Schedule of activities

7. SIGNATURES OF AGREEMENT

The terms and conditions of this agreement are clearly understood and accepted. IN WITNESS WHEREOF we have hereunto set our signatures.

DR. ESMAIL BANIASSAD, fRAIC
Vice-President
Royal Architectural Institute of Canada
Date:

HERNAN MESA
Presidente
Camara de Vivienda Popular por
Autogestion Comunitaria "Construyamos"
Date:

CHRISTOPHER ALEXANDER
President
Center for Environmental Structure
Berkeley, California, USA
Date:

APPENDIX "A"

SANTA ROSA PILOT PROJECT EXTENSION

Total Project Cost Revised June 15, 1989

	CIDA Project Amendment	Existing Phase 3 Budget	Center for Envir'l Structure	World Bank	Univ. of Calif.	Other	Total Project Value
1. CES MONTHLY COSTS							
.1 Stage 1	24,000						
.2 Stage 2	18,000						
.3 Stage 3						12,000	
2. SPECIAL TECHNICAL ASSISTANCE							
.1 Graduate Archiect		2,400					
.2 Prototype Builder		1,800					
3. CES FIELD STAFF: TRAINING/TRAVEL							
.1 Grad.Student Volunteers (Time donated to the project in Colombia)					*136,500		
.2 Training (Time donated to the project at CES/Berkeley)					* 9,900		
.3 Travel					* 3,750		
4. CES STAFF							
.1 Prof'l Staff in Field (40 days)					*10,000		
.2 Prof'l Staff Travel					* 7,500 due CES +(10,000 more expected)		
5. CES DIRECTION							
.1 Chris Alexander, Artemis Anninou, Gary Black, (donated) Marian Wattman, Stephen Duff				*93,800			
.6 RAIC TEAM							
.1 Project Coordinator		*					
.2 Field Coordinator		*					
.3 Professional Advisor		*					
.7 CONSTRUYAMOS							
.1 Hernan Mesa		*					
.2 Regional Chapter		*					
TOTAL	\$42,000	\$4,200	\$93,800	\$27,500	\$150,150	\$12,000	

* To be identified.

To: Christopher Alexander

Project: CES/RAIC
 Project No.: 88-440
 Date: June 19, 1989

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Remarks: I have forwarded 2 copies of the Agreement for signature and 1 copy is to be returned back to us. Please make 4 more copies of the signature page with the signatures on them and forward them back to us as well.

Any problems with this please contact us immediately.

Crystal Henry
 for Per: JOHN A. NEILSON

Title: PRINCIPAL

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