

Phase II Design Task Force Meeting, May 22, 2016

Attendees: Diane Cassity, Holly Miller, Bonnie Postlethwaite, Bill Raney, Diann Spencer, Kevin Wineinger (Gastinger Walker)

Convener: Bonnie Postlethwaite

Recorder: Bonnie Postlethwaite

Minutes from the May 8 meeting were approved. They will be sent to Bob Miller for posting.

Status of action items from May 8 meeting

- Diann distributed the FAQs for discussion. It was decided everyone should read later and provide comments. By the end of the meeting, a number of changes were identified
- Bonnie still needs to draft the charge and get it to the committee for review.

Discussion with Kevin Wineinger from Gastinger Walker.

Kevin asked where we were with the fund-raising. At this point approximately \$1.2 million has been raised. Loans and borrowing from the endowment are options to add to the amount available for the project. We are looking at a realistic amount of \$1.5-1.7M. He also asked what are target date is for having the project completed. Ideally, we would like it done by the conference in 2018. That seems very feasible to Kevin.

Kevin explained the 3 options already in the conceptual design:

Scheme A: mechanical and infrastructure

Scheme B: Scheme A + new entrance

Scheme C: The whole proposed plan (aspirational, probably not feasible)

The next step is to set a concept fee. Gastinger Walker (GW) will provide an agreement for us to review by June 8. It will go to Bill Raney and Bonnie Postlethwaite for initial review before going to the committee at next meeting on June 12. It will need to go to the Board for approval at their June 15 meeting. A separate legal agreement will be drawn up for the whole project. They recommend a Design-Bid-Build process. Kevin reported that the studies already done will not need to be repeated but they will need to retain a cost estimator. We will need a survey done if we have any exterior work done and we will need a geo-technical report. The church will need to conduct the bid process for hiring the contractor. GW can help review the bids and recommend possible contractors. We all agreed there needs to be someone from the congregation to be the representative for the owner (church) through the construction.

Diane asked for clarification on a question from the congregation about the need for a

2nd exit on the lower level. Kevin explained that is not needed by code if less than 50% renovation is done.

A possible cost reduction may be found by relocating the elevator from where it is in the concept design. It will take more excavation where it is currently targeted. However, this will probably change the concept of the entrance.

The structural issues of the West wing (administrative offices) is not currently a life-safety matter so we will have options on renovating it or re-building it. At some point it will need to be dealt with it. It will be a question of cost and there was some review of estimates in the concept design. Kevin will review those costs as to the difference between renovation or replacement. We can re-think what a re-built West wing might be.

Other issues raised:

- There are concerns about technology and security.
- The elevator will allow for greater use of downstairs meeting rooms. How does that impact the upstairs rooms?

Future Meetings

The next meetings will be June 12 and June 19 at 9:30. Diane Cassity will schedule a room.

Action Items:

- GW will send a proposal for setting a concept fee to Bill Raney and Bonnie Postlethwaite by June 8. That will be taken to the committee and on to the Board for their June 15 meeting.
- GW will do a high-level check on the cost estimates we have so far.
- GW will provide names for doing the survey and geotechnical report as we need them.