

## CTF Meeting Minutes

<b>Meeting attended by:</b>	Alan Barlow, Bonnie Postlethwaite, Diane Cassity, Don Wakefield, Marilyn Carpenter, Tom Everitt, Lamar Hicks, Jane Gilbreath, Tom Pistorius, Chuck Downing Jane Wilson (Steering Committee)
<b>Absent from meeting:</b>	Kendyl Gibbons, Keely Schneider
<b>Date:</b>	April 5, 2017
<b>Time:</b>	6:30PM
<p><b>Topic #1 Notes:</b> Alan distributed copies of the updated budget tracker (attached). Total CTF expenditures as of April 5th are \$121,974.88 which includes one outstanding/unpaid invoice to GW in the amount of \$12,115.00.</p> <p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	
<p><b>Topic #2 Notes:</b> The CTF's Report to the Steering Committee addressing the gap between the cost estimates and bids, including reasons for the gap and options for scaling back the scope of the renovations was sent by email to all Committee members (see attached). The Steering Committee has met and discussed the Report.</p> <p>At the Steering Committee's request GW sought new cost estimates from Straub for a scaled down scope for the renovation. The Steering Committee's recommended scope is a modified version of what was described as Option III(B) of the CTF's Report to the Steering Committee. GW provided Straub's new cost estimate and a revised total project budget (both attached). The CTF felt that, based upon Straub's new cost estimate for the modified scope, the new project budget seemed realistic under the circumstances.</p> <p>The Steering Committee requested input from the CTF regarding the propriety of contracting with a general contractor for the performance of the elevator-related work and hiring sub-contractors, overseen by the CTF, for the performance of the rest of the work. Though there is a potential for savings by relying on a general contractor for only part of the work, the CTF felt that the potential savings is more than offset by the potential risks of dividing the work in such a manner.</p> <p>The Steering Committee requested the CTF's "stamp of approval" on the new scope of work it is considering for recommendation to the congregation. There are members of the CTF who are willing to approve the recommendation. There are members of the CTF who would like to see consideration given to other avenues. Absent unanimity, CTF did not express a position on the recommendation.</p> <p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	
<p><b>Topic #3 Notes:</b> Don reported that the agreement with KCAI for parking spaces in the KCAI lot is working satisfactorily. Though there are typically a few non-ASUUC people parking in the spaces on Sunday morning, it is not yet an issue as the spaces is not being fully utilized.</p> <p>Tom E. reported that he spoke with American Century's Property Manager, Bryan Morrison, by telephone on April 4<sup>th</sup>. Mr. Morrison advises that they are not able to help address ASUUC's parking needs because of their risk management requirements and agreements with existing tenants. Additionally, access to their surface parking</p>	

areas is about to be closed off for several months as a result of their new construction.

Tom E. reported on ongoing email communications with KCMO Public Works Director, Sherri McIntyre, regarding the request to relax parking restrictions on the west side of Walnut. We are trying to get clarity from Public Works regarding the process is for accomplishing the change.

**Action Items:**

- Tom E. to continue to monitor status of KCMO Request for Service.

**Topic #4 Notes:**

The next church chat regarding the renovation will be April 9<sup>th</sup> and will be led by the Steering Committee. The congregation will be updated on project status.

**Action Items:**

- None

**Topic #5 Notes:**

Reports of the CTF meetings held March 1, 2017, March 11, 2017 and March 22, 2017 were circulated by email and are approved.

**Action Items:**

- None

**Next Meeting: Wednesday, April 19, 2017 at 6:30PM, in Conover at ASUUC.**

Project Cost Analysis  
ASUUC Renovation

<b>Total Renovation Budget</b>							<b>\$1,775,000.00</b>
<b>Construction Budget</b>							<b>\$1,383,900.00</b>
	<b>Budget</b>	<b>Paid</b>	<b>Invoiced-Unpaid</b>	<b>Total</b>			
Supplies/Materials				0.00			
Contractor Payments				0.00			
Landscaping				0.00			
Other				0.00			
Other				0.00			
Other				0.00			
<b>Total Construction Costs</b>				0.00			
<b>Construction Budget Balance</b>					<b>\$1,383,900.00</b>		
<b>Owner Expense &amp; Soft Costs Budget</b>							<b>\$191,877.00</b>
	<b>Budget</b>	<b>Paid</b>	<b>Invoiced-Unpaid</b>	<b>Total</b>			
Architect/Engineering Fees	\$130,390.00	\$98,552.33	\$12,115.00	\$110,667.33			
Consultant Fees				\$0.00			
Inspections, Testing, Site Surveys	\$10,000.00	\$5,750.00		\$5,750.00			
Environmental Testing/Abatement	\$10,000.00			\$0.00			
Permit Fees	\$12,387.00	\$5,230.50		\$5,230.50			
Builder's Risk Insurance	\$4,100.00			\$0.00			
Signage	\$5,000.00	\$327.05		\$327.05			
Furniture/Fixtures/Equipment	\$10,000.00			\$0.00			
Information Technology Expenses	\$5,000.00			\$0.00			
Moving/Temporary Office Expenses	\$5,000.00			\$0.00			
Other							
<b>Total Soft Costs</b>	\$191,877.00	\$109,859.88	\$12,115.00	\$121,974.88			
<b>Project Soft Costs Budget Balance</b>					<b>\$69,902.12</b>		
<b>Contingencies</b>							
	<b>Budget</b>	<b>Used</b>	<b>Unused</b>				
Owner's Contingency	\$64,056.00		\$64,056.00				
Construction Contingency	\$127,167.00		\$127,167.00				
Architect's Contingency	\$8,000.00		\$8,000.00				
<b>Contingency Totals</b>	<b>\$199,223.00</b>	<b>\$0.00</b>	<b>\$199,223.00</b>				
<b>Total Renovation Budget Balance</b>							<b>\$1,653,025.12</b>



## REPORT

**To:** Renovation Steering Committee

**From:** Construction Task Force

**Date:** March 25, 2017

### **I. Introduction**

The total renovation project budget (\$1.775M) as set by vote of the congregation included a construction budget of \$1.383M. In late December 2016, an independent construction cost estimate was generated by STR Partners (STR) based on Gastinger Walker's (GW) drawings at 50% completion. At 50%, major systems and components of the design are represented, but the finer details and specific materials are not fully illustrated. The STR estimated cost of construction was \$1.781M-\$1.959M. Per GW, there is an expected contingency of approximately 10% on an estimate performed at 50% completion.

In response to that cost estimate, the Construction Task Force (CTF) and GW performed a cost reduction exercise that identified items eligible for reduction/removal (approximating \$185K). Those potential reductions were addressed by GW in completing the construction drawings.

The range of bids received was \$2.284M-\$2.645M. In response to the higher than expected bid range, GW (at the direction of the CTF) reached out to the two lowest bidders for input on how their bids were calculated and how cost reductions could be achieved. GW and the CTF performed an additional cost reduction exercise based on the responses. As a result of that exercise possible reductions/alterations reduced the potential construction costs to \$1.900M. That level of construction costs results in a total project budget, with contingencies and owner's costs, of \$2.291M (Attachment #1).

The Steering Committee has requested that the CTF develop information on the following:

- Reason(s) for the gap between project cost estimates and bid amounts;
- Effect on project budget of scaling back the scope of the renovation;

### **II. Gap Between Cost Estimates and Bids**

GW reports that in the last few months, the construction industry has seen a spike in costs resulting from the demand for new construction. The spike has been reported by several contractors. GW is seeing it in recent bids. GW reports that their estimator with STR has recently spoken with several other estimators at the American Society of Professional Estimators. They all report a sharp increase in bid costs since the beginning of 2017. STR provided an example (Attachment #2) of a recent project where a client has repeated a similar scope in different locations over the last few years. It illustrates the following:

Date	Construction Cost
September 2015	\$128.97/sf
October 2016	\$116.47/sf
February 2017	\$228.25/sf - \$262.47/sf

GW reports seeing interior renovation work increases from \$50/sf to \$90/sf on two of their recent projects. The increase over only four months is, according to GW, unprecedented.

### III. Changes to the Scope of the Renovation

At GW's request, Straub Construction (low bidder) reviewed the "order of magnitude" for two cost reduction options, described below. The estimates are based on comparisons and bids, but cannot be refined until construction documents are revised to fully illustrate all changes and scopes of work.

**A. Delete Only the Music Room** - Remove the music room including associated foundations, exterior walls, the lantern, and all related doors, mechanical, electrical, lighting and finishes, but construct the new administrative wing. This would require construction of a brick wall on the west side of the entrance vestibule (to replace the east wall of the music room). That wall would require structural steel bracing inside the wall for lateral structural support. Straub estimates this would reduce the bid by approximately \$142,315.00 (approximately \$284.63/sf). The resulting total project budget (with contingencies and owners costs) would be \$2.149M.

**B. Delete Both the New Administration Wing and The Music Room** - Remove all the new construction from the project, except the elevator. The remaining construction would include:

- installation of an elevator;
- renovation of the lobby (including carpet and art wall panel replacement);
- roof repair and replacement (except Conover roof);
- tuck pointing brick;
- repairs at lower level fire walls;
- as-designed HVAC system replacement.

GW reports that Straub estimates the construction cost of this work to be approximately \$1.448M. This could be reduced by \$60K by reducing the quality of the roof system thereby potentially allowing budget room for replacing Conover's roof. The resulting total project budget (with contingencies and owners costs) would be \$1.839M.

### IV. Other Options

**A. Needed Repairs Only** - Pursue immediate repairs that could be completed without the aid of a general contractor. This could include the roof repairs (including Conover), brick tuck pointing and possibly the HVAC replacement. The roof has failed in areas and is in need of immediate repair or replacement. Defer/delay any new addition(s) and the elevator until either:

- 1) more funding/financing is obtained;
- 2) the bidding climate calms back down.

**B. Needed Repairs Plus ADA Lift** – Pursue immediate repairs and install an ADA lift. GW reports that a GC and multiple sub-contractors would be required. A lift eliminates the requirement for a pit below the lower level and eliminates the overhead roof bump-up. However, the load capacity is lower, the size is smaller and they require push-button controls that don't behave like a "normal" elevator. The lift is not seen as a permanent solution. Defer/delay any new addition(s) until either:

- 1) more funding/financing is obtained;
- 2) the bidding climate calms back down.

## V. Summary

The CTF believes that over the course of the two cost reduction (value engineering) exercises, the cost estimate for the renovation has been reduced as much as possible without materially affecting the congregation-approved design. The following table attempts to summarize alternatives:

Alternative	Lowest Bid (Straub) With All Cost Reductions	Delete Music Room	Delete Music Room & Admin. Wing	Needed Repairs Only	Needed Repairs & ADA Lift
Construction Cost	\$1,900,184.00	\$1,757,869.00	\$1,448,000.00	TBD	TBD
Contingencies & Owner's Costs	\$391,100.00	\$391,100.00	\$391,100.00	N/A	N/A
Total	\$2,291,284.00	\$2,148,969.00	\$1,839,100.00	TBD	TBD
Approved Budget	\$1,775,000.00	\$1,775,000.00	\$1,775,000.00	N/A	N/A
Variance from Approved Budget	\$516,284.00	\$373,969.00	\$64,100.00	N/A	N/A

All Souls Unitarian Universalist Church  
 Magnitude cost changes  
 4/5/2017



Miscellaneous interior and exterior masonry restoration, cleaning, and infill.	\$	18,022.00
Brick Veneer at upper elevator shaft	\$	2,228.00
New elevator shaft walls	\$	18,758.00
Demolition and Shoring for elevator work	\$	23,309.00
Concrete & excavation work associated with elevator pit construction	\$	10,000.00
Structural Steel for elevator shaft construction	\$	32,000.00
Rough Carpentry and general labor	\$	32,400.00
Drywall, metal Studs, and ACT ceilings	\$	35,000.00
Roofs A & B per original specification	\$	250,000.00
Elevator	\$	84,900.00
HVAC as designed for existing building only	\$	325,000.00
Replace lobby carpet	\$	12,400.00
Paint lobby walls and ceilings	\$	6,500.00
Lobby - new fabric wrapped panels	\$	12,384.00
Electrical & Fire alarm work for elevator shaft construction and Mechanical rooms.	\$	65,000.00
Venting and fan for elevator shaft	\$	4,000.00
Subtotal	\$	927,901.00
General Conditions	\$	188,756.00
Subtotal	\$	1,116,657.00
Overhead and Profit	\$	89,332.56
Total	\$	1,205,989.56

<b>Alternate</b>		
Extend carpet into Bragg Hall - Approximately 2500SF	\$	23,700.00
Roof Area C including Solar panel relocation	\$	98,000.00
	\$	121,700.00

Cost magnitude total including alternates \$ 1,327,689.56

<b>BUDGET</b>	<b>ALL SOULS UNITARIAN UNIVERSALIST CHURCH</b>
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5-Apr-17 GastingerWalker&

Costs Expended			
	1		
	2	\$-00	Owner's Contingency
	3		
	4		Information Technology
	7		FFE-Fixtures, Furnishings, Equipment
	9		Moving / Temporary Office Expenses
	10	\$-00	Subtotal for Owner Expenses
	11		
	13	\$4,510	Special Inspections (budget)
\$2,900		\$2,900	Site Survey
\$2,850		\$2,850	Geotechnical Testing
\$5,800	16	\$5,800	Haz Mat testing, design, construction observation and O&M (Family Environmental)
\$5,000		\$8,000	Permit Fees
		\$-00	Signage
		\$5,000	Builder's Risk Insurance
	18	\$29,060	Subtotal for Soft Costs
	19		
\$110,667	20	138,390	Architectural and Engineering Design Fees
	21		
	22	100,000	Construction Contingency
	23		
	24	\$1,205,990	Construction Budget
		\$121,700	Alternates
		<b>\$1,595,140 Total Project Budget</b>	

STEERING MTG ESTIMATE
\$400,000
\$200,000
\$10,000
\$20,000
\$240,000
\$80,000
\$15,000
\$144,750
<b>\$1,109,750</b>

STRAUB ESTIMATE
\$390,000
\$238,595
\$18,022
\$31,284
\$250,000
\$98,000
\$23,700
\$278,089
<b>\$1,327,690</b>

MAJOR SCOPES
HVAC Replacement (incl. elec)
Elevator
Tuckpointing
Lobby Refresh
Roof
Conover Roof
Bragg Carpet
General Conditions / O&P
<b>Total</b>

**\$127,217**