

SUMC Facilities Vision and Planning (FVP) Committee - April 26, 2019 Meeting Notes

Members In attendance: Brett Hall, Grant Bosshardt, Harry Gilger, Larry Eyer, Bob Rosas, Alan Hunt, Maggie Stasny, Judy Glenn, Shirley Thiel, Chris Wyatt

Congregants In attendance: Joan Derry, Jan Rosas, Pastor John Weston

The meeting began at 4:00 with representatives from Rice Fergus Miller (RFM), Steve Rice (architect) and Suzanne Portecorvo (project manager), presenting a chart to show the scope of work from now through construction.

There are four main phases to the scope of work, but they overlap. They are:

1. Predesign and Development
 - a. Concept Planning (CP) – More details on this phase are outlined in the Letter of Agreement.
 - i. CP Phase 1—RFM develops and presents 8-10 options for our church based on the preplanning information provided from the FVP Committee. RFP meets with us (3-4 hour meeting on a Saturday morning) to discuss these options and narrow it down to three to develop further.
 - ii. CP Phase 2—RFM develops concept designs with color depictions of plans for the three selected options and presents these to the FVP Committee.
 - b. Establish Direction (This is where the FVPC takes our recommendation to the congregation for a vote.)
 - c. Land Use Permitting/Site Planning, including Architectural and Civil Engineering (this looks at how what we do on the land effects other land around us)
 - d. Real Estate Dispensation
2. Design and Documents—this happens after selecting which option to proceed with (a contractor can be selected at the beginning of this phase if desired—there are pros and cons to this)
 - a. Schematic Design
 - b. Design Development
 - c. Conceptual Documents (to be used for construction)
3. Bidding or Negotiating (this is a short step where a contractor is selected if not already done in previous phase)
4. Construction (RFM could act as an owner's agent during this part if we want)

During a review of the phases above, Steve recommended bringing a developer on board during the Concept Planning phase so that they can contribute their expertise regarding value and uses of our land. His recommendation is Mike Brown. Mike met with the FVP Committee earlier in our work to give us an overview of land use development and answer questions that we had. The committee liked working with him and agreed that Mike would be a good choice. Steve explained that Mike would likely not charge for this service due to the nature of his work. Once a Letter of Agreement is signed, Steve will set-up a meeting with Mike and a couple of representatives from the FVP Committee.

After reviewing a chart regarding the phases listed above, Steve presented a proposed Letter of Agreement for RFM working with SUMC during the Concept Planning phase listed above. The proposal did not include providing cost estimates. After discussion, it was decided that it is important for us to have cost estimates included. Steve committed to revising the Letter of Agreement to include this for a total cost of \$20,000. He also explained that in any large construction project, "soft costs" (architects, contractors, etc.) will usually be about 35% of the total cost of the project.

Steve and Suzanne left at 5:05 pm. The FVP Committee took a short break and reconvened to discuss and vote on next steps.

Grant moved that:

The SUMC Finance Committee develop a proposal for funding options for working with Rice Fergus Miller on the Pre-Design and Development Work as outlined in the proposed Letter of Agreement with allowance for expenditures of up to \$25,000; and that the funding option(s) be taken to Church Council at their May meeting for a vote.

Harry seconded the motion. Discussion was held.

The motion passed unanimously.

The meeting ended at approximately 5:30pm.