

**Faith Lutheran Church
Building Committee Meeting**

Date: July 2, 2008, 6:30 PM
Location: St Michael's Hall

Attendees:	Dave Nerdig	Mike Gaul	Non-Attendees:	Jerry Waage	Dominic Punelli
	Roger Garrett	Amy Fetters		Jane Turner	Lance Noe
	Phil Parrott	Craig Murphy		Pat Norton	Don Blum
	Mark Brauer			Don Beck	Ryan F Larson
				Rob Funk	Dave Eppert
				Tom Hardin	Bob Olson
				Don Swanson	Ryan S Larson

Next Meeting: Wed. July 23, 2008 @ 6:30 a.m. in St. Michael's Hall

Site Development by Civil Engineer

1. Site plans have been submitted to P&Z for review and for the meeting scheduled on 7/22. Amy Fetters will attend this meeting. Durrant will be doing the presentation. It was suggested since it has been determined that screening isn't needed that some different sight lines be presented and perhaps even pictures taken from neighboring property to show how/where the RTU's will be on the roof.
2. The grease trap will be located near the main entry and will be underground. There should not be a smell issue from the grease trap since these have rubber gasket manhole lids on them.
3. Durrant took some measurements on the Gathering house ramp. Durrant is to mark the ramp by Owner but to have the sidewalk where the ramp will end by the contractor.

Building Design

1. Marker board and Tack boards are not necessary on the operable wall. Durrant to look for operable walls with an STC around 40 to the high 40's. No doors are required in the operable partition walls. The walls should have a tackable surface.
2. The DD plans provided last week were reviewed in detail with the following comments being made (Durrant took the marked up plans for scrubbing of the drawings).
 - a. Where existing doors that are shown to demo can be reused that should be done. This will be done at the entry to St. Michael's Hall. It was also confirmed that the existing Kitchen door will be reused with new hardware to allow the door to swing 180 degrees.
 - b. The work shown at the nursery will only be the reworking of the bathroom and opening up of the hallway. No other work in the nursery will be done as part of this project.
 - c. North doors at St. Michael should match the other existing doors with glass and muntins. All other doors shall be solid doors with sidelights in the hollow metal frames.
 - d. The skylights and light boxes are fine except for the skylight at the new hall. This should stay in the new roof and should not be as large as currently shown on the plans.
 - e. Durrant should check the floor to floor heights with the lighting and mechanical requirements along with structure because ceiling heights shown will not be able to be achieved.
 - f. Window heights will need to be checked once ceiling heights are verified. Window heights match existing windows, however that is in St. Michael where there are no ceiling requirements. Windows shouldn't be 7'-0" tall. There should be a 2'-0" transom above if windows can even be that tall once ceiling heights are known.
 - g. Structural plans and architectural details should be updated to show wood framed studs and structure with a "Gypcrete" type fill over the wood floor. Current plans shown metal decking and steel studs.
 - h. Amy to look up less expensive ceiling tile that still has a nice look to it and pass on to Durrant for a possible specification suggestion.

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- i. Finishes were discussed and written on the plans that Durrant will incorporate. It was discussed to use carpet tile in the hallways and to possibly use broadloom in the classrooms. Restrooms will have Ceramic Tile (CT) with CT cove base. All bathroom walls and kitchen will have epoxy paint. Rubber base will be installed throughout. VCT will be installed in the lower level bathroom that is getting relocated for the new hallway.
 - j. It was discussed since the men's restroom was not necessary to be finished out at this time that it should be stubbed in for plumbing but that it be used for storage day one for the risers. Durrant to go back and see if the changes will work to provide this as a storage room. Corner Guards (wood) were also suggested at the corners surrounding this area to better protect the corners.
 - k. Durrant to check if existing exits have emergency lighting as mentioned on the plans. Existing openings at this time are not thought to have that right now.
3. Kitchen layout of equipment will be by the Owner. Durrant to provide existing kitchen (from current plans) and a layout of the kitchen as shown in the plans. Once these are obtained the committee will work on getting some proposals from kitchen vendors to help layout the new kitchen.

Exterior Elevations

1. Screening of the RTU's are not required.
2. During review of the elevation plans it was noted that the west elevation and north elevation being shown as such will be very expensive exterior to install. It was suggested that for sure the west should match the more standard less expensive installation. Durrant to review the north elevation and see what should be done to minimize this cost. The main entry on that elevation could have the more expensive brick work but may not need to do that on the remainder of the north elevation
3. Restrooms will remain to have either glass block and/or windows. The windows will have a frosted film installed on the glass so that no one can see into the bathroom.
4. Durrant has not yet submitted the exterior elevations to P&Z for review and/or comment.

Mechanical Design

1. The ducts were partially reviewed and it was determined that it did not look like there was an issue. The company was afraid they might lose their camera in the ductwork. Committee members in attendance decided to move forward with assumption that ductwork is fine.
2. The existing office and storage in St. Michael's will not be flipped. It was discussed that the existing offices will still have light due to the light boxes planned.
3. The following mechanical is open and was not discussed:
 - a. Durrant mentioned that they just recently saw some new product literature on NIPCO that is a possibility for the new toilet rooms that are being considered at the preschool area.
 - b. Durrant to run some budgets on some of the mechanical options discussed at this evenings meeting to help the committee decide which way to go on making a final decision.

Electrical Design

1. At the next meeting the electrical engineer should come and present the electrical design and get further direction from the church on data/outlet locations.
2. The current phone system is maxed out and may need to be upgraded as part of this project.
3. It was suggested that all the classrooms have data and phone run to them.

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Budget Update

1. The original budget was carried as such:

a.	Site Development Costs:	\$200,000
b.	Construction Cost – Finished Space (8,000 SF @ \$178.06/SF):	\$1,424,480
c.	Construction Cost – Shelled (2,400 SF @ \$110/SF):	\$264,000
d.	Construction Contingency:	\$48,734
e.	Mechanical/HVAC Existing:	\$140,000
f.	Total Construction Budget:	\$2,077,214

2. Other budget Costs outside of the construction budget or already funded:

a.	Furniture & Equipment Costs:	\$35,612
b.	Design Contingency Allowance:	\$28,490
c.	Professional Design Fees (portion already paid):	\$200,132
d.	Geotechnical Services (already paid):	\$2,675
e.	Land Surveying (already paid):	\$7,515
f.	Project Expenses:	\$45,000
g.	Fund Raiser Cost (already paid):	\$52,700
h.	Kifula Companion Congregation Fund:	\$40,865
i.	Total Other Costs of Construction	\$412,989

3. Durrant will be in contact within the next two weeks with Rob Funk at Pinnacle to do another budget update and ensure that project is staying within the necessary budget.

Schedule Update

1. Durrant expects to be complete with 100% CD's by 8/10/2008
2. It was suggested that Don Beck was interested in helping to manage a separate site contractor from building contractor. The church and Durrant will look at bidding site work separate from the building. Mike G and/or Craig will verify with Don that he is interested in this.
3. Site would go out to bid mid to late August. Building would go out to bid late August or early September. There would be about 4 weeks for bidding for the building so award on building would be late September.
4. The plans will be put in the plan rooms and opened up to all bidders but will be required to provide a bid bond and meet the qualifications in the specifications. The plans will be submitted to Durrant who will then make a recommendation.
5. The bid document printing will be handled by the Owner. Mark B suggested that he may be able to get a good deal on the printing through his work.

Action Items

1. Durrant to update plans with comments and continue to complete design.
2. Durrant to have electrical come to the next meeting.
3. Durrant to contact the Weidt Group and meet direct with them to ensure that we are building the addition with energy efficiency in mind. Durrant to review findings with Committee at next meeting if possible.
4. Update will be provided of P&Z Meeting and path forward.
5. Mechanical pricing update to help finalize some decisions.
6. Durrant to provide a copy of the specifications planned for the committee to do a quick review.