

**Faith Lutheran Church
Building Committee Meeting**

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

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

Next Meeting: Thursday, August 7, 2008 @ 6:30 p.m. – Location T.B.D.

Site Development by Civil Engineer

1. The letter that Durrant wrote to respond to the City P&Z Comments was reviewed. It was requested that Durrant revise the comment on item 9 which spoke about the concrete parking lot being sealed black and just state that the owner prefers to use concrete. The City would need to tell us to paint the concrete black. The letter that Jane/Amy had drafted was discussed. The one area that there was an issue with how the City asked the letter to be drafted was that Faith would maintain the City Property. The letter was revised to state that Faith will maintain the City property that they encroach upon. This letter was modified during the meeting and provided to Durrant for the City meeting on Thursday, July 31.
2. There was significant discussion around the transformer location being near the main entry. Durrant to review this issue and discuss further with MidAmerican to see if this can be installed in the "bottom" of the window well area. The opening between the existing building and the light well where the transformer would be installed is approximately 11'-6" x 9'-6".
 - a. Retaining wall if moved out should be kept straight as much as possible to keep costs down. Installing a curve into the retaining wall will add money. However if retaining wall is moved out too much then this will affect the sidewalk adjacent to it.
 - b. **7/30 – This item was not discussed.**
3. The preschool playground area is going to be handled by the Church and should be shown on the plans to the City but marked "Not-in Contract" for the construction plans. Amy will contact Dominic to see what he is going to try to line up from the Weitz warehouse and what will need to be handled by others. Tom Hardin stated that he has already been in contact with Dominic about bull floats, skid loader, and other concrete placement equipment. It was noted that a 30'-0" x 30'-0" x 4" thick 4,000 psi concrete pad will be poured. All the playground work will be completed before September 8 when the preschool starts.
4. Temporary parking and drive information should be shown on the site plans. It was discussed that a turn island will need to be added around the main entry. It was also discussed that Durrant should address that the installation of the retaining wall and the backfill of the retaining wall should be shown as a priority as the set back's required to complete the forming and installation of the wall will take up a lot of usable parking spots. The church is going to need to discuss with the congregation that the use of the K-mart parking lot is going to be necessary. The preschool is also going to need to use this entrance and may need to have cones used to help direct traffic in far enough that University doesn't have standing vehicle traffic.
5. It was discussed that the small amount of asphalt shown to remain at the west end of the new addition should probably be shown to be replaced as it will more than likely be destroyed during the construction traffic and will need to be replaced at the end of the project. If it isn't shown to be replaced on the plans now, it could be an argument for a change order later by the contractor. Committee agreed to have Durrant show the paving in that area replaced as part of the project. Durrant to review grades in this area and the inlet in this area and try to minimize the current "hump" that is currently in this approach.

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Energy Review

1. We should have the report from the Weidt Group on July 28 explaining our options.
2. Phil will also call Jim Sharp with MidAmerican to see what can/could be done direct with MidAmerican.
3. **7/30 – The above items were not discussed.**

Building Design

1. Prior to the meeting a small group of committee members met to review the possible layouts for the kitchen. It was discussed that Durrant update the background as the existing door into the janitor/storage room is not shown in the correct location. It was also discussed that the new door into the kitchen be slid to the west further. Later it was suggested by Mark Brauer to possibly install a new door in the small dirty window location which may allow for better circulation. Durrant to review and advise if this would work and then the new wall would not have a door installed. An updated *.pdf is to be provided to Faith from Durrant so that the layouts can be completed.
 - a. Mark Brauer is going to have about three layouts completed. It was discussed that these layouts would then be run by key people that use the kitchen significantly to see which one of these was a preference and also to see which of the options is the most economical.
 - b. In one option the Fire Suppression system would need to be relocated.
 - c. In another option the stove would remain but the wash area would move significantly.
 - d. Roger G had a mechanical contractor price moving the sink and this cost was around \$23,000. The new grease interceptor was priced just under \$10,000 and the current budget that Pinnacle completed was \$15,000.
2. The specifications were partially reviewed by Amy. The specifications were provided to Rob F. for use in preparing a budget. After Rob is completed with these they will be returned to Durrant for review of the mark-up's made. The following comments were made:
 - a. A scheduling consultant is not necessary for this project nor is cost loading of a schedule.
 - b. The use of the church elevator should not be allowed by the contractors and should be removed from the specification.
 - c. There is no reason to have a multiple contract specification that requires a project coordinator.
 - d. There also is no reason to have a Construction Manager. The project should just be bid with the need of a General Contractor.
 - e. After Tom fills out the AIAG612 form by 8/6 and returns to Durrant then some of the front end questions can be answered. Don Beck agreed to be the Owner Representative listed in the specification.
 - f. The specifications need to address a phasing plan for the Air Conditioning to work again by a certain date. This would be the AC units that get removed and reinstalled/replaced onto the roof of the new addition.
 - i. It was decided that due to the time of year this would be completed that the Church will just plan to open windows for cooling the space while the units can't be used instead of requiring a temporary unit be provided.
 - g. Pre-Bid Conference should be a requirement to bidding on the project.
 - h. **The following comment was received post meeting by Don Beck:** The specs should state that no work be done on the kitchen until the addition is complete, or until next May when the church's Wed. program is over for the year. Then the kitchen work could be done next summer when it really isn't needed that much.

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3. During the staff's meeting on Thursday, July 24 it was decided to change the lower level storage room into the Computer Room next to the new "slimmer electrical/boiler room".
4. The boiler is tank less and mounts to the wall in the newly located electrical room. Therefore this can be at the entry to this room and all the electrical panels are shown to the back of the room.
5. The "future" office space on the lower level was discussed to ensure that all future rough-in and window locations would work. It was determined that there should be room for three closed offices, 10 workstations (cubicles), a copy room, a table/work counter space, and a unisex restroom. Durrant will need to add plumbing and keep 3'-0" below grade for the restroom. This will be part of the base project so that the cost to add later will not be significant.
6. The doors into the upstairs and lower storage rooms (102 and 202) will be changed so that the side light lines up with the apex of the building where the curtain wall band is located to allow the light to shine through and keep the line of site open. These will also have wood/glass doors to match the other glass doors throughout.

Exterior Elevations

1. The brick modifications made were reviewed and approved.
2. The changed windows were not approved. The "X" shape of the windows in the exterior walls do not fit the rest of the building exterior. Durrant is to review this again. The committee asked to go back to the original type window and just add transoms (if they fit). Durrant will review the windows again on the north and see what modifications should be done now that some of the "future" shell space has been discussed.
3. Durrant was asked to verify that the windows still shown at 9'-0" AFF will work and that ceiling will not hang below the either existing or new.
 - a. Durrant did confirm that there is a ceiling/structure/transom/duct issue. The ceiling could be at 8'-0" if needed. During the meeting it was suggested that the structural engineer was asked to change joist depth to still allow for a 9'-0" ceiling. A follow up e-mail later in the week asked Durrant to ensure that cost wasn't overlooked to keep ceiling height at 9'-0".

Mechanical Design

1. **7/23 and 7/30 - The following mechanical is open and was not discussed. Durrant to advise at next meeting:**
 - 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.**
2. The exhaust fans necessary for the future restrooms shall be installed day one with the structure and be penetrated through the roof.
3. Venting of the existing copy room should be brought up to the new roof and vented.
4. The location of the shaft shown in the southeast corner of the "future" space on 2nd level is in a poor location, as it will limit future use of this space. It was asked if the ductwork coming out of the RTU's could be moved more toward the center at the east end of level 2.
5. It was also discovered that the "temporary" future shell space walls on both the lower level and upper level were designed to be structural walls. Durrant will make sure the structural engineer changes this and these walls are no longer load bearing. Durrant stated at this time it is required as they have put an

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expansion joint between the new addition and the existing building. Durrant to ensure that an expansion joint between buildings is really necessary and have structural revise this.

6. Durrant discussed two possible gas piping routes to get to the new addition. One ran inside the building and the other ran on the roof. It was agreed that the gas pipe should run up the outside of the building (and be painted to match the existing brick color) then run above the roof over to the new addition.

Electrical Design

1. The electrical plans that were reviewed by staff on 7/24 were reviewed and approved.
2. Durrant to review cost difference between T5 vs. T8. T8 is standard now and T5 is expected to be standard in the future. **7/30 – This was not discussed.**
3. Durrant to try to obtain some samples of the fixtures being specified so that committee can review the light level of fixtures. If samples can't be obtained then location of where fixture has been installed would be another great option. **7/30 – This was not discussed.**
4. Lightning Protection needs were discussed. The committee agreed that a lightning protection system should not be necessary but installation of a Trans Voltage Surge Suppressor (TVSS) to protect the computers would probably be a good idea. It was discussed that this should cost about \$1,000.

Budget Update

1. Durrant is in the process of printing a set of documents for Rob Funk at Pinnacle to do another budget update and ensure that project is staying within the necessary budget.
2. Mark Brauer will advise on what the printing costs would be if we printed documents with Beeline and Blue. Durrant uses Action Reprographics. Costs will be checked with both printers to see which is most economical for printing.

Schedule Update

1. Durrant expects to be complete with 100% CD's by 8/10/2008. It was noted that this is when the plans will be turned over to Faith for final review and approval and that the project would not go out to bid until late August early September. The budget update will also be completed again to ensure that project will fit within the approved budget. **7/30 – No change on this information.**

Action Items

1. Durrant to update plans with comments from tonight's meeting and continue to complete design.
2. Tom Hardin to fill out AIAG612 form by 8/6 for Durrant to finish the specifications.
3. Update will be provided of P&Z Meeting and path forward.
4. Mechanical pricing update to help finalize some decisions.
5. Durrant to provide updated *.pdf kitchen plans for use by Mark Brauer.