

**UUCB Endowment Projects
Oversight Committee Report Overview**

October 1, 2020

RECOMMENDATIONS

The Oversight committee concurs with the recommendation of the Building & Grounds Committee

- ◆ The work is consistent with the Congregational Authorizations
- ◆ The Rafter tail work is a very high priority
- ◆ There are sufficient funds in the Congregational Authorizations and the Endowment Fund
- ◆ there are not sufficient funds to award the painting and skylight contracts designed

Building & Grounds Committee Recommendation

The Building and Grounds committee has recommended that UUCB sign a Time and Expense contract with Precise Construction to repair the rotted rafter tails. This T & E contract includes a Maximum cost of \$40,000 for 4 weeks with a man lift and two men, to work on the rafter tails in accordance with the Design by Devine Architects. Precise has also agreed to complete other incidental high work, as authorized and directed by UUCB staff as time allows. The B & G committee has also recommended that UUCB engage the Architect for general oversight of the work

Endowment Program Financial Overview

Congregational Authorization (1/20/2018 Congregational Vote)		758,000
Spent to Date (see attached Accounting)	392,887.12	
Phase 1	286,988.33	
Safir Room, Adjacent Skylights, Mold Study and Design Services		
Phase 2	105,898.79	
Cottage (UUCB Costs Only), Gas Line Repairs, Sanctuary Furnace		
Proposed Expenditure (See Attached Estimate)	50,000.00	
Phase 3 - Rafter Tail Repairs (including Architect)	50,000.00	
Balance in Authorization for Additional Endowment Fund Capital Expenditures		315,113

See Limitation below

Limitation to Authorization (per Endowment Committee - Maintain Corpus plus 10%)

Endowment Fund Current Total	837,703.00	
Corpus Current Total	555,770.00	
10 % of Current Corpus	55,577.00	
Maintain a Minimum Endowment Fund total (Corpus + 10%)	611,347.00	
Currently Available in Endowment Fund for Capital Projects		226,356

Endowment Fund Capital Project Cash Flow Analysis

Previously Withdrawn for Capital Projects	475,000.00	
Spent on Capital Projects (Phases 1 & 2 - see above)	392,887.12	
Endowment Funds in Current Account for Capital Projects	82,112.88	
Proposed Rafter Tail Project (Phase 3)	50,000.00	
Endowment Funds in Current Account After Phase 3	32,112.88	
Available to Withdraw from Endowment Fund for Capital Projects (above)	226,356.00	
Balance Available for Future Projects (scope to be Determined)		258,469

UUCB Endowment Projects
Endowment Project Oversight Committee Report
List of Attachments

October 1, 2020

- ♦ Phase 1 - Detailed Expenses - Page 1 of 1
 - Safir Room
 - Skylights Adjacent to Safir Room
 - Mold Study in RE Building
 - Design Services - Safir Room, Skylights, Painting

- ♦ Phase 2 - Summary Report - Page 1 of 1
 - Cottage Costs
 - Gas Line Repair Costs
 - Sanctuary Furnace

- ♦ Phase 2 - Cottage Detail - Pages 1 and 2 of 2

- ♦ Phase 3 - Rafter Tail Repairs - Page 1 of 1
 - Proposed Contracts

Phase 1 Detail
UUCB Endowment Project Oversight Committee

September 6, 2020

Phase 1 - Actual Costs To Date

Vendor Name	Description of Work/Services	Note	Total Actual Costs	
			Detail	Summary
Devine Architects	Architectural Services		3,238.43	59,898.92
	- Safir Room		9,822.07	
	- Painting and Sealing		4,010.75	
	- Skylights		3,332.50	
	- Rafter Tails		2,731.33	
			808.50	
			15,189.35	
			6,514.79	
			8,770.20	
			5,224.50	
			256.50	
Mackey Builders	General Contractor - Safir Room		5,000.00	212,129.70
	- Safir Room		15,000.00	
	- Skylights related to Safir Room		12,000.00	
	- Fire Sprinkler Removals		34,190.00	
	- Negotiated Final Settlement		51,284.70	
			68,380.00	
			1,000.00	
			20,275.00	
			5,000.00	
Contra Costa County	Building Permit		3,496.71	3,496.71
MG Remediation	Mold Remediation Safir Room	1	6,504.00	6,504.00
ADT Protection	Alarm Systems - Safir Room		1,800.00	1,800.00
Abbey Carpets	Carpet Balance	2	1,064.00	1,064.00
J. Stanley	Mold Investigation - RE Building		1,095.00	1,095.00
Larry Nagle	Paid to Precise Construction		1,000.00	1,000.00
	- Rafter Tail Investigation			
			\$ 286,988.33	\$ 286,988.33

Notes:

- 1 Mold Remediation Contractor - Incurred prior to Congregational vote, but not invoiced or paid until after vote, therefore included in this report.
- 2 This includes the Carpet Balance paid during project. The \$3,000 pre-paid prior to vote is not included.

Balance not yet committed
Rafter Tail Repairs
Paint and Sealer
Atrium Windows

UUCB Endowment Project Oversight Committee

Phase 2 - Total Cost to Date

Work in Phase 2 was authorized by Vote of the Congregation on October 27, 2019, and includes:

- Cottage Remodel
- Gas Line Repair
- Sanctuary Furnace Replacement
- Other work, as authorized by the Board

Cottage Reconstruction Costs (See Detail)

Vendor Name	Description of Work/Services	Note	Actual Total Costs	
			Detail	Summary
	See attached Detail			
TOTAL UUCB COSTS				41,711.32
see detail	Paid by UUCB		41,711.32	
see detail	Paid by Roberts Family	1	66,074.22	
see detail	Total Cost of Cottage		107,785.54	

Sanctuary Furnace Costs

Vendor Name	Description of Work/Services	Note	Actual Total Costs	
			Detail	Summary
TOTAL				29,899.00
FARD Engineering	HVAC & Electrical Consulting	2	2,440.00	
Hassler	Sanctuary Furnace		25,134.05	
Hassler	Sanctuary Furnace		2,324.95	

Site Gas Piping Repair

Vendor Name	Description of Work/Services	Notes	Actual Total Costs	
			Detail	Summary
TOTAL				34,288.47
Benicia Plumbing	Gas line repair		10,750.00	
Subtronic	As-Is gas lines mapping		950.00	
Ashby Lumber	Concrete & delivery (minus return)		203.50	
Benicia Plumbing	Gas line repair (second payment)		10,750.00	
Guillermo Gonzalez Lan	Repair concrete around gas line		677.56	
Guillermo Gonzalez Lan	Repair concrete around gas line		1,000.00	
Benicia Plumbing	Diagnosis of lack of gas		3,525.00	
Benicia Plumbing	Gas leak repair		6,062.41	
Benicia Plumbing	Pilot light		370.00	

Endowment Project Oversight Committee

Cottage Remodel Expenses and Receipts

Category	Date	Vendor	Payment by UUCB	Payment by Roberts
Initial exterior and interior demolition and cleanup	Oct-19	Jose Barerra		1,950.00
Exterior dryrot and painting	19-Nov	Miguel Lopez	6,742.66	
Supervision - Antonio	31-Oct	Antonio	3,000.00	
Supervision - Dorothy Roberts	29-Apr	Dorothy Roberts		1,600.00
Supervision - Dorothy Roberts	15-May	Dorothy Roberts		2,400.00
Permits and inspections - construction			1,335.15	
Permits and Biz License for rentals			195.00	
Labor demolition	9-Oct	Nils Carlson		420.00
demolition and paint prep	16-Mar	Octavio Gonzalez		2,400.00
demolition and paint prep	5-Mar	Octavio Gonzalez		1,960.00
painting labor and materials	9-Apr	Octavio Gonzalez		3,351.87
landscaping labor	22-Apr	Octavio Gonzalez		1,500.00
Exterior cleanup, cut tree, haul trash	30-Apr	Octavio Gonzalez		2,203.94
landscaping labor	21-May	Octavio Gonzalez		2,725.00
Landscaping	1-Jun	Octavio Gonzalez		5,417.00
Landscaping	29-Feb	Octavio Gonzalez	2,829.38	
Labor - flooring installation, tiling, baseboards, etc	30-Apr	Jose Mares		8,000.00
Labor bathroom, tileing, installing cabinets, laying floor, mounting doors, installing countertops, tiling backsplash	26-May	Jose Mares		3,780.00
Labor bathroom, tileing, installing cabinets, laying floor, mounting doors, installing countertops, tiling backsplash	27-May	Jose Mares		2,000.00
Carpet bedroom	27-Apr	Strauss Carpet		1,083.00
Remodeling materials		Home Depot		1,000.00
Plywood/drywall/mud/etc for garage		Ashby Lumber	692.88	
Interior doors - Uber Doors		Uber doors		739.86
Closet doors - Wayfair		Wayfair		377.58
Sliding door hardware		amazon		218.00
Flooring	5-Oct	lumber liquidators		2,439.01
Flooring	6-Oct	Flooring Dimensions		288.00
Electrical Labor and Materials	19-Nov	Gerrard Electric	15,375.00	

Endowment Project Oversight Committee

Cottage Remodel Expenses and Receipts

Category	Date	Vendor	Payment by UUCB	Payment by Roberts
Electrical Labor and Materials, Final (incl permit)	18-Sep	Gerrard Electric	7,493.24	
Light bulbs	20-Apr	Ace		146.95
Wallpaper dining nook		Wallpaper Direct		583.71
Fixtures Wayfair	30-Apr	Wayfair		509.59
Fixtures - pendant bkfst nook	18-Apr	West Elm		189.87
Fixtures electrical	18-Apr	Crate & Barrel		253.24
Fixtures Ikea	18-Apr	Ikea		59.60
Plumbing labor kitchen		RVO Plumbing	325.00	
Plumbing Labor - bathroom	6-Apr	Pipe Arts Plumbing	1,341.60	1,515.00
Sink - bathroom	20-Apr	Signature Hardware		184.00
Toilet - bathroom	5-May	Home Depot		544.24
Bathroom tile, grout schlueter	15-Apr	Art Tile		475.14
Shower tile	16-Apr	Home Depot		149.68
Light bulbs, fan	29-Apr	Home Depot		314.00
Lighting fixture	17-Apr	Home Depot		128.92
Floor tile	16-Apr	Home Depot		712.16
Appliances	12-Apr	Home Depot		821.49
Appliances	29-Apr	Home Depot		1,605.45
Refridgerator	30-Aug	Ikea	928.08	
Furnace Inspection	13-Dec	Hassler	1,000.00	
Cabinets	5-Oct	Sincere Hardware		7,244.07
Additional Shelving & Cabinets		HD-Reimb Antonio	453.33	
Countertops, backsplash and grout	29-Apr	Granite Expo		1,031.78
Tub refinish	2-May	Miracle Retub		825.00
Landscaping materials				2,927.07
			41,711.32	66,074.22
Total Cost of Cottage Remodel				107,785.54
			Paid by Roberts Family	66,074.22
			Paid by UUCB	41,711.32

Phase 3 Recommendation
UUCB Endowment Project Oversight Committee

October 1, 2020

RECOMMENDATION

PHASE 3: Rafter Tail (Purlin Tail) Repairs

Background

The B & G committee had two bids for painting and sealing the entire main building, including a portion of the Purlin Tail repair. The low bidder was approximately \$165,000 (plus for some exclusions), which, along with the skylights would not fit within the Endowment project authorization.

Accordingly, and since the purlin tail repair is considered to be among the highest priority work, the B & G committee solicited a bid to work on the rafter tails on a cost plus basis, including a large lift.

B & G committee recommendation:

The B & G committee, unanimously among members present (by zoom) voted to recommend that we go forward with the purlin tail repair, using Precise construction, on an hourly basis, at \$150.00 per crew hour, for a 2 man crew, plus all material and equipment rentals, at cost plus 10%, not to exceed \$40,000 without additional authorization. This is based on a 4 week estimate, and Precise has agreed to do other "high" work, while the lift is there, as directed, within th 4 weeks.

The B & G committee, unanimously among members present (by zoom) voted to recommend that we engage Devine Architects (Pat Cousins) to oversee the work by Precise Construction

Forecasted Cost		\$50,000.00
Precise Construction (see proposal)	\$40,000.00	
Devine Architects (Estimate) (construction administration and oversight)	\$10,000.00	