

OVERSIGHT COMMITTEE REPORT

Ira Nelken

Jane Lundin

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Randolph Hudson

Tom Tripp

AGENDA

- Endowment Projects
- Oversight Committee
- Project Background
- Project Re configured
- Project Status
- Financial Forecast
- Recommendations

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ENDOWMENT PROJECTS

- Congregational Meeting January 28, 2018
- Resolution Passed
- From Endowment Fund - \$758,000
- Projects List
 - Safir Room Restoration
 - Rafter Tail Repair
 - Exterior Painting, Caulking and Sealing
 - Skylight Replacement
 - Mold Investigation and Remediation (up to \$35,000)



ENDOWMENT PROJECTS

- Congregational Resolution:
 - Expenditures Restricted to List of Items
 - Include Necessary Professional Management and Other Fees
 - As Soon As Prudently Possible
 - Oversight Committee (Five Church Members)
 - Oversight Committee Report to Congregation every 3 Months

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OVERSIGHT COMMITTEE

Ira Nelken, Jane Lundin, Larry Nagel, Randolph Hudson, Tom Tripp

- Created by Approved Resolution
- 5 Members – 2 At Large, 1 B & G, 1 Endowment Committee, 1 Board
- Mission of the Oversight Committee
 - Oversight Responsibility
 - Report to Congregation every three months
- We have reported in Beacon regularly (mostly monthly)
- Report Today

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PROJECT BACKGROUND

- Architect
 - F. Divine Architects (Pat Cousins)
- Studied the Projects
- Schematic Design
- Re-Configured Projects
- Proceed into Construction Documents
- Permits and Bidding

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PROJECTS - RECONFIGURED

- Bid Package # 1: Safir Room
 - Include the Skylights Impacting Safir Room
 - Include Upstairs Window Repairs (Potential Leak Source)
 - Include RoofTop Air Intake
 - Include Fire Sprinkler Removals (Chrysalis, Conference, Closet, Electrical Room, Outside)
- Bid Package N/A: Mold Remediation
 - Consultant Report – No Further Work Required
- Bid Package # 2: Painting
 - Include Rafter Tail Repair
 - Include Caulking and Sealants
- Bid Package # 3: Skylights
 - Atrium Skylights Only (other skylights transferred to Safir Room)



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PROJECT STATUS – SAFIR ROOM

- Work is Completed and room is open
- Some Team Challenges:
 - Rotted Exterior Walls
 - Matching Wood Work
 - Window Replacement
 - Broken Cabinets
 - Skylight Replacement and Repairs
 - Fire Sprinkler Issues
- Some punch list items remain



PROJECT STATUS – MOLD INVESTIGATION & REMEDIATION

- Investigation Completed
- No Evidence of Mold Discovered
- Documented by Environmental Consultant

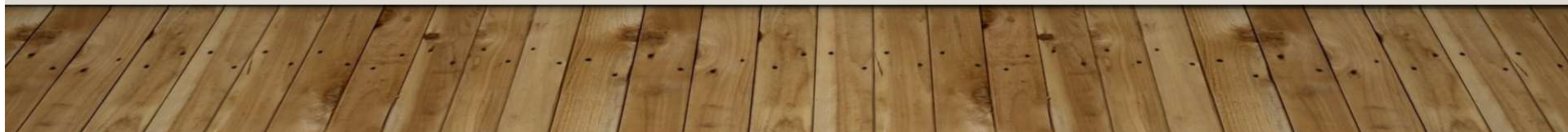
PROJECT STATUS – SKYLIGHTS

- Scope of Work
 - Atrium Skylights Only
- Investigation Completed
- Four Skylight Bids Received
- Architect Estimate for Other Work
 - Demolition
 - Other Miscellaneous Work to Enable Skylights
- Samples available
- Project on “HOLD”



PROJECT STATUS – SKYLIGHTS

- Leak Now (Bucket in the Atrium)
- Leaks can Impact Rentals
- Caulked for Years
- Risk of opening up more rot?
- Little to No Damage from Leaks
- Could Delay for a few Years, with little further Damage
- Forecast about \$200,000



PROJECT STATUS – PAINTING & SEALING

- Scope of Work
 - Paint or Seal all exterior wood (except redwood) & fix Rafter Tails
 - Crack Repair and Sealant on all Concrete Walls
 - Window Caulking
- Investigation Completed
- Two Bids Received
- Low Bid has been negotiated to refine Scope
- 1/3 of Bid is for Scaffolding
- Project on “HOLD”



PROJECT STATUS – PAINTING & SEALING

- Rafter Tails Important
- Caulking Windows Important
- Other Painting Less Urgent
- Large part of Bid is for Scaffolding
- Could do only Rafter Tails and Caulking (but Waste Scaffolding)
- Could Delay for a Short Time
- Forecast about \$200,000



PROJECT STATUS – PAINTING & SEALING

- Rafter Tail Repairs



PROJECT STATUS – PAINTING & SEALING

- Rafter Tail Repairs



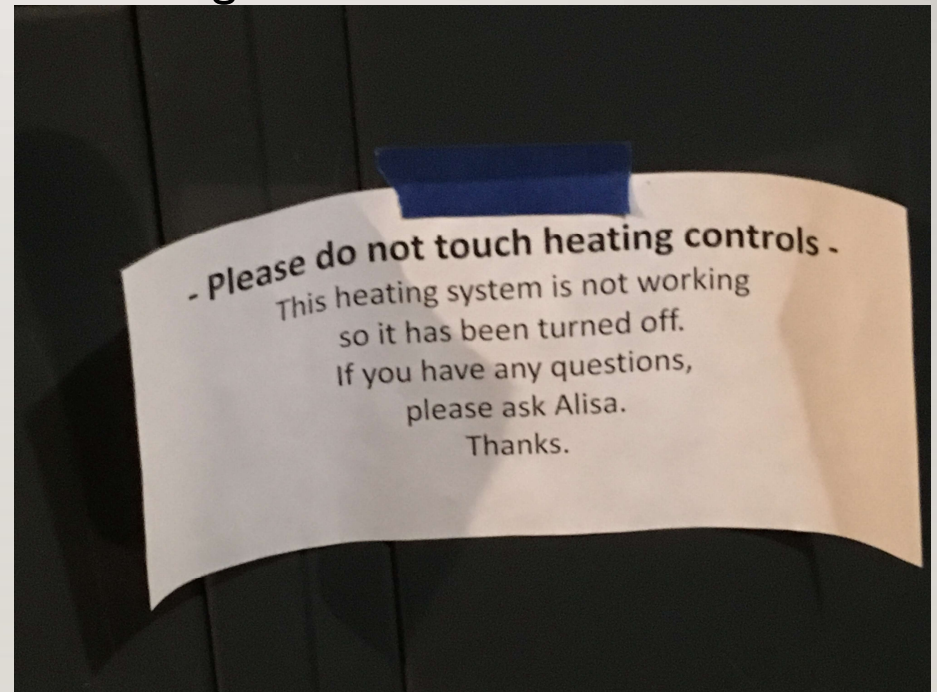
PROJECT STATUS – WINDOW CAULKING

- Window Caulking



PROJECT STATUS – HEATING

- Meditation and Music Rooms Heating



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- Recommendations

FINANCIAL FORECAST

• Congregation Authorization		\$758,000
• Cost and Commitments to Date:	\$301,743	
• Soft Costs - Consultants, Permits, Etc	\$ 82,993	
• Safir Room, Mold Remediation, Skylights, Painting, Construction Administration, Etc.		
• Construction Costs	\$218,750	
• Safir Room, Mold Remediation, Fire Sprinkler Removals, Etc.		
• Costs to Complete - Estimated (Currently on Hold)	\$442,685	
• Soft Costs – Consultants, Permits, Etc.	\$ 60,000	
• Construction Bids Received (Not Awarded)	\$297,685	
• Construction for Ancillary Work (Architect Estimate)	\$ 50,000	
• Contingency (10%)	\$ 35,000	
• Estimated Final Costs		\$744,428
• Forecasted Under Budget		\$ 13,572

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RECOMMENDATIONS

- Options:
 - Keep Going
 - Stop
 - Defer for a Period
 - Modify Scope based on Current Priorities

RECOMMENDATIONS

- Defer for 5 to 10 years, EXCEPT
 - Repair Rotted Purlin Tails (not Rafter Tails)
 - Remove and replace original window caulking at Sanctuary and Fireside room Windows
- Add Replacement of Music Room and Meditation Room Heating System (it is current not operational).
- Estimated Cost: About \$156,000
- Return to the Endowment: About \$300,000

RECOMMENDATIONS

• Estimate for Recommended Work		
• Repair Rotted Purlin Tails:	\$70,000	
• Window Caulking	\$10,000	
• Music Room Heating System	\$20,000	
• Soft Costs	\$20,000	
• Contingency	\$36,000	
• Total Estimate		\$156,000
• Costs and Commitments To Date		\$302,000
• Return to Endowment		\$300,000
• Total		\$758,000