

# ST. JOHN THE BAPTIST GREEK ORTHODOX CHURCH BUILDING COMMITTEE MEETING NO. 2

## MEETING MINUTES 10/14/08

TO: **Joe Sullivan, Mirela Tudora, Ted Stoycos, Stacia Leeders, George Moutafis, Mitch Chokas, Buck Kinman, Taki Sofokidis, Fr. Vasile Tudora**  
Bold indicates those present for the meeting.

- Action Items from the previous meeting were reviewed:
  - AI-1** All BC members are to bring list of potential *interested* consultants to the next BC meeting scheduled for October 14<sup>th</sup> at 7:00pm at the Church. We will review the candidates and determine to whom we will be submitting a Request for Proposal (RFP) for budgetary costs for their services. **Complete**
  - AI-2** Joe to revise the existing RFP submitted previously to GC's to enable a simplified document to be reviewed by the selected design consultants. By the next BC meeting, Joe and Mirela to coordinate revisions of the Church description in the RFP based upon minor changes recommended by His Eminence. **Complete**
  - AI-3** Mirela to email the latest version of the Church Building Concept Design to all BC members to aid in their preliminary discussions with design consultants. **Complete**
  - AI-4** Joe to plot a color rendering of the exterior views of the Church and provide it to Stacia to mount and frame for Taverna Night. Costs for the framing can be turned into Harry for reimbursement. **Complete**
- The framed artist rendering of the Church will be displayed in the Church Hall near the bookstore. Our thanks to Stacia for the first class job of framing the rendering!
- Design consultants (Architecture, Site/Civil, Structural, Mechanical/Electrical/Plumbing (MEP), Fire Protection) were brought forward to enable the BC to select teams that will be called upon to provide proposals for Detailed Design of the Church. The following firms/individuals were recommended (BC member recommendation) and reviewed:
  - Richard Wright Architects (Joe)
  - Design team facilitated through Ashton Wynne Commercial (Stacia)
  - Hidell & Associates Architects (Buck)
  - Martsolf Architecture (Mirela / Fr. Vasile)
  - Ron Hobbs Architects (Buck)
- AI-1 Joe** to submit RFP and concept drawings to these five firms with proposals for Detailed Design due **October 31<sup>st</sup>**. **Buck** to confirm his two firms' interest in receiving the RFP. **Joe** to contact Scott Martsolf to discuss the project in detail.
- BC members agreed that the design team should be composed of all disciplines so that the overall Detailed Design can be implemented as a coordinated, cohesive package.

- After receiving the proposals, the next BC meeting will be devoted to qualifying the proposals and selecting the firm to conduct the Detailed Design. The next BC meeting was requested to be re-scheduled for Monday, **November 3<sup>rd</sup>**, at 7:00pm at the Church.
- It was recommended that prior to the November 9<sup>th</sup> General Assembly Meeting the BC presentation for Detailed Design be brought forward to the Parish Council for review and approval. This process may require a short, special session of the Parish Council the **week of November 2<sup>nd</sup>**.
- BC will present the following items for approval at the **November 9<sup>th</sup>** General Assembly Meeting: design consultant recommendation; strategy for implementing the Detailed Design of the Church Building based upon Mirela's concept design; overall budget and payment schedule for the Detailed Design effort; and schedule for Detailed Design.
- The Detailed Design process was discussed. It has been requested of the selected design consultant that progress submissions be made to the BC at the 50% and 90% design level. These submissions will allow the BC and the congregation to review and offer suggestions for revisions. As stated earlier, it will be the responsibility of the BC to review and approve any change requests based upon functionality, cost and proper Church architecture protocol.
- We discussed aspects of the Church Building that are to be considered "absolute" based upon their theological significance and those aspects that may be considered "flexible" in the event value engineering suggestions are required to maintain our construction budget. All agreed to begin the Detailed Design effort with the goal of maintaining the Byzantine-style architecture and character of the schematic design as currently depicted.
- Our BC Church blessing will be re-scheduled for **November 9<sup>th</sup>** as it was felt that most members of the committee will be present for the General Assembly meeting (apologies to Mirela, as she will be out of town).

Building Committee Meeting Schedule:

**November 3<sup>rd</sup>**

Meeting will be at 7:00pm at the Church.

General Assembly Meeting BC Presentation:

**November 9<sup>th</sup>**