



## **Design Meeting #17 – Minutes** Construction Documents

### **Holy Spirit Catholic Parish – Addition and Remodeling** Ellis Office – Lower Level April 10, 2019

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#### **Attendees**

**Father Steve Brice**, Holy Spirit  
**Lee Olsen**, Holy Spirit  
**Chris Burch**, Holy Spirit  
**Michele Miller**, Holy Spirit  
**John Krupka**, Holy Spirit  
**Wendy Mitch**, Holy Spirit  
**Bob Hollar**, Holy Spirit  
**Jim Anderson**, Ellis Construction  
**Steve D. Chizzo**, Ellis Construction  
**Soua Cheng**, Ellis Construction

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#### **Previous Meeting:**

*Design Meeting #16 – 3-27-19*

*(minutes not reviewed)*

#### **General:**

1. The first goal was to update the committee on the status of the Newman Center sale.
2. Other goals for the meeting were to review the plans before finishing the Construction Documents phase of design work.
3. The groundbreaking for the project will be May 19, as planned. There will be no farewell event for the Newman Center at this time.
4. The construction documents are scheduled to be completed next Friday, April 19, with bidding afterward. It is anticipated that we have a Guaranteed Maximum Price (GMP) ready for cursory review on May 10, and formally meet as a committee on Wednesday, May 15.
5. The pricing for the asbestos remediation will be sent directly to the Parish, but the work needs to be coordinated with Ellis. Ellis is planning on removing and replacing all of the basement ceilings to ensure the costs are covered for asbestos work and new heating piping.

#### **Newman Center:**

1. A meeting is set for April 11 with the Chancellor to further the discussion(s).
2. Ellis has instructed Rettler to have the parking lot and Rectory work shown as alternate bids in order to readily identify the costs and potentially delete or delay that work if the Newman sale comes in lower than expected.
3. Ellis will finish the construction documents and get 'hard bids'. The final GMP (guaranteed maximum price) will then be compared to the final funding projections and adjustments to the project will be made if necessary.

#### **Masonry:**

1. We have not received pricing, as suppliers are slow to respond with costs for the stone pieces.

2. We have heard that cast stone will be less costly than limestone, so that will be specified.
3. **UPDATE:** we received budgetary pricing from one contractor and it appears we are “in the ballpark” of the original budget!

#### **Audio Architects:**

1. Andy and I discussed the whole project will be broken down to: Sanctuary and Addition.
2. Sanctuary work is essentially min. four (4) new speakers to go with the updated system.
3. Work in the Addition includes screens, monitors, micropophones, speakers and a sound rack.
4. Pricing and options will need to be discussed with the committee, and the work can be contracted directly with the Parish.
5. Conduits, boxes, and other permanent features have been sent to the electrical designer to include in their plans.

#### **Review of Plans:**

1. Window treatments are not included in the GMP.
2. Furniture and artwork are not included in the GMP.
3. A/V equipment, monitors, phone system, etc. are not included in the GMP.
4. Change the closet doors in the Pastor’s office to bifolds.
5. The ‘Tree of Life’ should be incorporated into the exterior window and not be a stand-alone item in the room as planned. A film will be put on the exterior windows.
6. At the ‘Tree of Life’ window, there won’t be any ceiling element, but a focused downlight should be included for overnight lighting of the tree.
7. Clarification of the HVAC zones control is needed. Separate pumps for each zone isn’t desired.
8. The baptistry pool requires a pump and mixing valve, filter or chlorine or something to resist bio-growth, drain to special tank, etc. There is a Fond du Lac company that does custom fiberglass inserts like this.
9. The new doorway to the Sanctuary will be a double door as designed, but ‘panic hardware’ is not needed. We still need to identify a new location for the bottom section of the stained glass window – perhaps on a wall right next to the existing location, maybe over the exit door by the Kitchen, maybe over the Library doors?
10. There is an area of roof that requires a 1-hour fire rating. This necessitated the casket lift be moved further west so there is a raised area with railing on the upper level by the new doorway to the Sanctuary.
11. The plans need to show the 10mil underslab vapor barrier. (thanks John)
12. Add brick to the exterior of the firewall above the new doorway, as that is visible from below. The rest of the firewall can be painted as planned because it’s difficult to see from the ground.
13. The ductwork going up into the church attic will be painted to blend into the brick. No exterior box-out is planned.

#### **Finishes:**

1. There will be additional meetings planned to finalize the color selections and material choices for: paint colors, stain/wood colors, LVT, hardware color, laminates, solid surface, Sanctuary carpet and colors, railing styles, etc.

#### **Upcoming Design Meetings:**

1. ~~Weds. Feb. 13~~ – Exterior design of the addition and site plan: **DONE!**
  2. ~~Weds. Feb. 20~~ – ~~Diocese call~~, Gathering Space, Multi-Purpose Hall: **DONE!**
  3. ~~Weds. Mar. 6~~ **Feb. 27** – ~~Kitchen~~, Doors, windows, relocation of stained glass: **DONE!**
  4. ~~Weds. Mar. 20~~ **13th** – HVAC, plumbing, electrical, A/V, security, etc: **DONE!**
  5. ~~Weds. Apr. 3~~ **Mar. 20** – ~~Building Committee at Rectory to discuss schedule~~ **DONE!**
  6. ~~Weds. Mar. 27~~ – ~~Cabinets, furniture, finishes, Sanctuary~~ **DONE!**
  7. ~~Weds. Apr. 17~~ **10th** – Final review of plans and spec’s **DONE!**
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**Action Items**

- Ellis
    - o Contact Church Interiors about the possibility of design only.
    - o Contact Conrad Schmitt Studios about a price for design and installation.
    - o Get the plans done!
    - o F100 plan sheet to Lee and Chris
    - o Existing furniture information to Lee
  - Holy Spirit
    - o Finalize the Kitchen design and equipment selections.
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**Attachments**

- *The full plan set is too large to include in emails. They are available upon request thru a 'drop-box' type account, or we can put on a flash-drive.*
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***Next meeting: not scheduled***

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*If any of the preceding minutes are not per your understanding, or if there are items missing which you would like added, please notify sender of such updates within (2) business days of receipt of these minutes. Minutes will be amended and redistributed as necessary.*

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----- END OF MEETING MINUTES -----