

**ESQUIMALT CHURCH OF THE NAZARENE**  
**OUTLINE FOR CHURCH BUILDING PROGRAM**

A preliminary concept for the new building has been developed. At the present preliminary stage, the total cost (including escalation of 3% per year) is estimated to be \$3M (0.6M being “soft costs” i.e. management, architects, engineers and designers.)

Work on each stage of the program will commence only when the funds needed for that stage are in the church building fund account

The years for the stages are based on our anticipation of when the funds could become available and not on the program activities. We have been advised that Stage 1 should be completed ASAP. This is the feasibility and presentation stage which will both be required before any serious fundraising can be properly launched. The feasibility will answer the obvious questions any donors will ask. The presentation will allow donors to properly understand what we are planning and what their contributions will be used for. Most people do not properly understand architectural drawings.

We have also been advised against starting Stage 2 until funds are largely in place. Building permits are only good for one year if not acted upon. Building codes change on a regular basis and the changes are often broad in nature which then affects the entire permit application set. There may also be a desire to make changes to the concept plans in the very later stages of the work before we commit to construction. If we are certain that, in the final stages of fund raising, the funds will be forthcoming then we could start Stage 2 several months before the final funds are actually in place

**Formation of Committees**

Three committees are being formed. Each will be chaired by a church member with possible inclusion of outside experts who offer their services. These committees will be responsible for day-to-day activities in their area however they will require Church Board approval for any major actions/decisions relating to the building program.

- Building Program Funding Committee—This committee will be responsible for setting goals for fund raising and directing fund raising efforts to achieve these goals
- Building Program Works Committee---This committee will be responsible for overseeing the building process and keeping the church board, members and congregation informed of progress. They will be responsible for advising the Funding Committee of funding requirements during the progress of the program. The first task of this committee will be to finalize the building concept as currently developed. This will involve holding further information meetings to get input from the congregation and church members before submitting to the Board for approval.

- Ministry Committee----This committee will be responsible for developing a Ministry Plan to set and achieve a reasonable goal of congregation size before Stage 3 can commence. This is to ensure that upon completion of the new building, the congregation will be of adequate size to support the operation of the new building and the additional ministry and support staff. Pastor Barry will lead this committee.
- Digital Media Committee-----This committee will be responsible for getting the church website re-modelled and updated to include information on the building program. They will also be responsible for regular updating of the website to include current church activities including committee reports on the progress of the building program

### **Projected Schedule for Building Program**

#### **Stage 1                      2013-2014**

Based upon the present concept (after consultation with the church body and approval by the Board), the following activities will take place:

1. Engage Glen Wilson of Searidge Properties (2007) Ltd. to volunteer his services as Project Manager.
2. Engage the architect and an interior design consultant to refine the concept plan.
3. Coordinate preliminary discussions with structural, civil, mechanical and electrical engineers.
4. Meet with the city planning and building departments to review plans.
5. Engage a geotechnical engineer to complete site report.
6. Engage a consultant to prepare a photo montage of the building.
7. Engage a quantity surveyor to prepare cost estimate for construction.

Engineering activities would be as follows:

- Architect will conduct a code analysis to determine all features comply with current codes
- A geotechnical investigation and report will be necessary to determine foundation requirements and sub-surface capabilities for the building loads.
- The approval process with the city will be determined ( no political process is involved)
- An interior designer would develop preliminary concepts for furniture and fittings
- A structural engineer would develop preliminary concepts for the structure
- The architect would develop a “finish” schedule to show the interior/exterior wall finishes
- The architect and structural engineer would discuss the process of how the building would be constructed
- Sewer and water connections would be determined
- The city would be consulted on frontage requirements and possible landscaping requirements

- A quantity surveyor would provide a preliminary estimate of the total building cost

The costs associated with the above activities would be in the \$10,000-\$20,000 range. Coincident with the above activities, the church congregation will be consulted and involved with the concept details so that there will be full agreement on what is being proposed as the project moves to the next stage.

This stage will start when the estimated funds have been raised which we estimate will be sometime in 2014.

At the end of this stage the Funding Committee will be provided with a more definitive cost estimate for the building.

## **Stage 2                      2016-2017**

The detailed planning process follows in Stage 2 with the development of working drawings and a more detailed estimate. Final working drawings would be produced and there would be a tender call to establish bid prices. The quantity surveyor would then establish a final estimate. The final working drawings would be used to apply for a building permit. This latter stage involves a significant amount of work and the costs for this would be in the \$150,000-\$200,000 range.

This stage will start when the estimated funds have been raised which we estimate will be sometime in 2016

## **Stage 3                      2018-2019**

Construction work on the new church building is planned to start when all the necessary funds have been raised. A period of 5 years is planned for the necessary funds of approx. \$3M to be raised.

Depending upon the type of prices we ask for in the tender documents we would either hire a project manager or issue a fixed price contract. A quantity surveyor would be engaged to approve monthly invoices from the building contractor. The final stage in the construction would be the commissioning of the building with all its services and determination of the warranty periods.

The existing church building could remain in use until just before occupancy of the new building.

It is anticipated the construction could take up to 12 months during which time recruiting of new staff would take place