

Architect Selection Team Report and Recommendation

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Submitted by:

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Background

Following the completion of the capital needs discernment process, the Architect Selection Team explored options for engaging an architect to develop conceptual plans for the campus. The committee sought recommendations from local churches and conducted independent research to identify architects with experience working with faith communities and church facilities.

An initial list of sixteen prospective architects was developed, which was further narrowed to ten firms. Each of the ten firms was contacted with a preliminary request to determine interest. Of those ten firms, three expressed interest in learning more about the project and were provided with a formal Request for Proposals.

During the proposal process, one architect withdrew for personal health reasons and another withdrew for reasons unknown to the committee. The remaining respondent, Eric Doud, submitted a proposal for consideration.

Evaluation and Recommendation

The committee reviewed Mr. Doud's proposal and believes he is well qualified to perform the work. In addition to his professional experience, Mr. Doud is familiar with our campus, having participated in the parish's 2009 campus redesign efforts.

Based on the proposal received, the committee's assessment of his qualifications, and Mr. Doud's familiarity with the parish, the Selection Team recommends that the Vestry approve the engagement of Eric Doud as architect for the conceptual planning process.

The proposal estimates a total project cost of \$22,800. His proposal notes that there will be additional costs, to be determined based on the work provided, for 1) an energy consultant and 2) cost estimating performed by Monley Hamlin.

Proposed Next Steps

The Architect Selection Team recommends that the Vestry accept the proposal from Eric Doud.

Upon Vestry approval of this recommendation, the committee recommends the following actions:

1. Authorize the committee to work with Mr. Doud to finalize a contract that reflects the agreed-upon scope, timeline, and deliverables.
2. Establish a Vestry-appointed committee to serve as the primary liaison with Mr. Doud throughout the conceptual design process. The Architect Selection Team recommends having a representative from Vestry, Buildings and Grounds, and member-at-large, with at least one person having expertise in the construction industry. Rev. Pamela should be included in her role as Rector, though not as the convener of this committee, and the Selection Team also recommends Gabe Avila to serve in his role as communications liaison. The Selection Team also recommends that there be a clear chairperson for this committee.
3. Once established, said committee will begin the conceptual planning process and provide periodic progress reports to the Vestry.

Respectfully,

The Architect Selection Team

Attached: Proposal from Eric Doud