



Community of Christ

Calgary Congregation

Facility Planning Team

Feasibility Study Proposal, March 18, 2018

The project feasibility study includes testing and validating the assumptions contained in the concept design. The concept design was developed with the assistance of the selected Architect based on the feedback received in the Congregation's facility needs assessment.

Basically, the feasibility study will help us move from identification of spatial needs and development of a concept to the steps involved in the proof of concept. The feasibility study treats the concept as a project and is focused on success by identifying the costs and benefits of the project and any barriers to a successful project.

The feasibility study is a set of steps where we test and validate the following:

- Investigation for possible sites in Calgary
- Identifying financial costs, benefits and budget impacts for:
 - Project Planning,
 - Project Construction,
 - Project Commissioning, and
 - Future Operations
- Identifying and assessing potential risks of the project
- Identifying an acquisition model (lease versus purchase)
- Identifying a construction management model
- Identifying potential partners to assist with the project
- Providing an independent audit report of financial risk assessment

The feasibility study will take several months to complete, involving the use of professionals and their expertise, with the conclusion being a proposal and plan to be presented to the Congregation. The feasibility study will help us progress from Step 3 to Step 6 of our Space Planning Process and is the step we take before we present for approval any project plan for facility acquisition and construction.

A budget for the project feasibility study will be proposed to the Congregation. The study will include the following professionals and expertise to assist us and we propose to enter agreements for services by contract:

- Engaging realtors for site visits and market information as consultants
- Engaging architects for site visits as design consultants



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- Engaging a project manager for site visits as construction consultant
- Engaging a lawyer to ensure all contracts are reviewed for due diligence before signing
- Engaging an auditor to report on the financial risk assessment
- Engaging other risk management, professional or construction expertise to assist with study, as required within the budget available

As this is a significant investment for the Congregation, the Facility Planning Team would like to recommend they be provided with authority to spend up to \$50,000 on due diligence on behalf of the Congregation to complete the work listed below, shown under the feasibility study.

The structure below illustrates the role and responsibility of the Facility Planning Team in overseeing work done for the Congregation and maintains accountability for the work on behalf of the Congregation to ensure success of the feasibility study and to manage risk. No project work will be undertaken until completion of the feasibility study and the Congregation has been presented with a specific project for approval.

Congregation



Facility Planning Team

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Gordon Snell
Sam Smalldon



Feasibility Study

Real Estate
Architect
Project Manager
Auditor
Lawyer



Project Team

Owners Representative
Project Manager
Architectural Design
Construction Management