

NEXT STEPS

Updates from the Transition Team

- The Memorandum of Understanding (MOU) will be fully executed in mid-November. Once executed, the 120-day due diligence period will begin.
- We recommended to the Leadership Team that the church hire Dave Schoendorf from American Community Builders as our Owner's Representative, which the Leadership Team approved. His experience representing other churches through this process will be valuable to help us stay on budget and on schedule.
- Bids for environmental screenings and soil borings are being collected now.
- We asked 10 architecture firms about their interest in our project and 5 quickly responded. A Request For Proposal (RFP) has been sent to those 5. We will compare their services soon.
- A preliminary budget is being developed based on high-level, line-item cost estimates. The budget will be refined once an architect is selected.
- A design meeting to understand and incorporate David Smith's analysis on the current usage of our building and the facility needs of our ministries is scheduled for this week.
- We will continue to have in-person information sessions. The next in-person session is planned for Sunday, December 3rd.
- We will send a recap of the information session as a newsletter via email. Hard copies of the newsletter will be available for pick up on the Sunday following an information session. We may send additional newsletters between sessions, if needed.
- Pray for the team to have wisdom as we compare architects. Pray for satisfactory results from the environmental screening.
- Please email nextsteps@smyrnafirst.org if you have any questions.
- Check Smyrna First Website's "Next Steps" tab soon for copies of documents shared at our information sessions and an FAQs page.