



BUILDING AUTHORITY

CITY OF NOVI

Building Authority Meeting

Thursday, November 18, 2010 | 4 P.M.

Council Chambers | Novi Civic Center | 45175 W. Ten Mile Road

Mark Sturing called the meeting to order at 4:09 p.m.

MEMBERS PRESENT: Charles Boulard, Larry Czekaj (arrived 4:11 p.m.), Julie Farkas, Rob Hayes, Clay Pearson, Kathy Smith-Roy, Mark Sturing

OTHERS PRESENT: Thomas Schultz, Mary Ellen Mulcrone, Melissa Place

APPROVAL OF AGENDA

Motion by Boulard, seconded by Hayes; **CARRIED UNANIMOUSLY:** To approve the agenda as presented. (Czekaj absent)

APPROVAL OF MINUTES

Motion by Smith-Roy, seconded by Farkas; **CARRIED UNANIMOUSLY:** To approve the November 4, 2010 meeting minutes as presented. (Czekaj absent)

PURPOSE OF THE MEETING

1. Ditch east of Library drive and west of Wildcat Drive and north of sidewalk Update

Mr. Sturing opened the discussion by stating at the previous meeting a comment was made about the condition of the ditch along Ten Mile Road, specifically east of the Library Drive and west of Wildcat Drive. At that meeting Rob Hayes commented he would walk the site and report back to the Board. Mr. Hayes reported after the previous meeting he walked the site and there is some work that needs to be done. He previously shared that the area is fairly graded uniformly except for an area with several large soil clumps, and a second that may give the appearance of an irregular grade due to the landscaping mesh being pushed up because of the grass growth.

2. Approval of the Final Payment to The Dailey Company, including final balancing change order, subject to approval by City Attorney and BEI including submission of the following:

- Consent of Surety
- Engineer's Certificate
- Contractor's Sworn Statement (under the Construction Lien Act)
- Waivers of Lien

Ms. Kathy Smith-Roy commented this discussion item includes the final payment to The Dailey Company in the amount of \$10,913,380. A letter has been drafted for the Building Authority Chair to sign regarding the timing and acceptance and maintenance and guarantee bonds. For purposes of warrantee, the building acceptance is March 31, 2010 and the site and parking

lot work is November 18, 2010. Mr. Pearson said the record accounts for everything. Ms. Smith-Roy responded there are a few more waivers that need to be submitted from The Dailey Company, and billings from several vendors, then the financial final report will be complete by mid-December. Mr. Larry Czekaj asked if anything remains in contingency. Ms. Smith-Roy said no.

Motion by Smith-Roy, seconded by Pearson; CARRIED UNANIMOUSLY: To approve the final payment to The Dailey Company for the amount of \$10,913,380 including the balancing Change Order No. 24 for \$13,705 for lighting/changes.

Discussion

Mr. Sturing clarified we are looking for waivers from RAM Construction Services and from CTI & Associates. Mr. Czekaj asked if the \$13,705 is the last expenditure. Ms. Smith-Roy said yes, plus the \$5,000 retainage and the \$272 interest on retainage. Mr. Sturing said the \$73,686 is due. Ms. Smith-Roy said yes, this payment and the one previously approved on October 7th.

3. Project wrap-up; discuss remaining items to be closed by December 2010

Ms. Smith-Roy explained there are some open issues listed on the schedule distributed. The intention is to have the outstanding items completed over the next few weeks. The outstanding items are with Tech Logic, Thalner and Fanning-Howey. We are still receiving deliveries from Library Design but waiting for the remaining items of chair, table and signs, etc. BEI final sign-off will be received after the waivers have been submitted. Mr. Czekaj asked if this includes as-builts? Mr. Charles Boulard said the as-builts are on the checklist distributed. Mr. Ron McKay commented he has two CD's with CAD for the contractor mark-up as-builts. Mr. Czekaj asked if Library Design is within budget, and there are no additional costs. Ms. Smith-Roy explained the items on the original list have arrived and will not go over budget. Mr. Czekaj asked if there are associated fees. Ms. Smith-Roy said nothing is anticipated. So, over the next weeks all be cleared, said Mr. Czekaj. Ms. Smith-Roy said everyone has been put on notice.

Mr. Czekaj asked if there are minor issues with warranties? Ms. Farkas said there are some open issues so money is being held. Ms. Farkas said the parties are trying to resolve but the library will not be releasing the bond until projects are complete. Mr. Sturing is hopeful that these items get resolved quickly, when they have not been for the last four months. Mr. Czekaj said the chair will be here in two weeks? Ms. Farkas said most items are on their way. Mr. Pearson suggested the City Attorney make an inquiry. Mr. Czekaj said the amount for Tech Logic is \$7,700. What is the warranty, asked Mr. Pearson? Ms. Smtih-Roy said one year. Mr. Czekaj asked the City Attorney to send a letter. Also, Ms. Smith-Roy will email the report to the Members in December.

Mr. Sturing has two items of concern. What about the Fanning-Howey voicemail component and Tech Logic issues. Ms. Julie Farkas commented November 22 is the date for voicemail installation, and Tech Logic is still being addressed since additional training is still outstanding along with the bin issue. Mr. Sturing asked if the City is getting two copies of the as-builts so that the Civic Center and Library can each have one. Mr. McKay said the Library currently has working set. Ms. Farkas suggested that each building have a CD as well. Mr. Czekaj asked if Tech Logic training is on-going in regards to the contract. Ms. Farkas answered the training is not on-going.

AUDIENCE COMMENTS – None

Mr. Czekaj thanked the Board Members for a job well done. The last three years have been a pleasure working together towards the successful completion of a beautiful building that is providing an important service to the community now and into the future.

Motion by Sturing, seconded by Smith-Roy; CARRIED UNANIMOUSLY: To adjourn the meeting at 4:35 p.m.

Minutes approved April 27, 2011.