



BUILDING AUTHORITY

CITY OF NOVI

Building Authority Meeting

Thursday, February 18, 2010 | 8 A.M.

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

Meeting was called to order at 8:02 a.m.

MEMBERS PRESENTS: Charles Boulard, Larry Czekaj, Julie Farkas, Rob Hayes, Clay Pearson, Kathy Smith-Roy, Mark Sturing

OTHERS PRESENT: Mary Ellen Mulcrone, Melissa Place

APPROVAL OF AGENDA

Motion by Hayes, seconded by Boulard; CARRIED UNANIMOUSLY: To approve the agenda with the addition as the new number 10. Approval of audio/visual opening day collections. (Smith-Roy absent)

PURPOSE OF THE MEETING

1. Approval of recognizing transfer of Construction budget contingency to Library Debt Service Fund for 2010-11 fiscal year

Mr. Larry Czekaj began by stating the \$300,000 is to be transferred from the library construction budget to the debt service. Mr. Clay Pearson said yes to build the FY 2010/2011 budget.

Motion by Boulard, seconded by Farkas; CARRIED UNANIMOUSLY: Approval of recognizing transfer of proceeds from construction contingency to the related Library Debt Service Fund for 2010-11 fiscal year.

2. Approval of change orders Amendment Number One and Two for Tech Logic (revised materials/tags/equipment) for RFID contract – net decrease in contract by \$26,950

Ms. Julie Farkas commented the work is not needed through Tech Logic. The extended rental/lease time for the tag machines and tag changes results in a net decrease of \$26,950.

Motion by Smith-Roy, seconded by Farkas; CARRIED UNANIMOUSLY: To approve the revised contract with Tech Logic for the RFID for a total net decrease of \$26,950.

3. Approval on placement of the address numbers for the north façade

Mr. Czekaj said the item is to discuss the location of the address numbers on the building. Is there a time constraint for number delivery? Mr. Paul Danko said no. There can be

temporary numbers placed on the window until the numbers are received. Mr. Sturing asked with the cost of a lift, if there is some merit in waiting until the logo is changed so that the logo and numbers are mounted at the same time. Mr. Danko explained the cost of a lift is not high and the installers would most likely use a boom. Mr. Al Blair recommended the location on the north elevation to be consistent with the other City buildings.

Motion by Pearson, seconded by Sturing; CARRIED UNANIMOUSLY: To approve the mounting of the address numbers on the north elevation as presented.

4. Presentation on Phenolic Panels options (east and north elevations)

North Elevation

Mr. Blair opened the discussion that several options have been submitted. These included recommendations with spandrel glass and a red panel with one bar. Mr. Danko said a decision is needed today if the phenolic panels are selected due to the lead time for this item. Mr. Czekaj noted there are three options being presented for the Board review. Mr. Charles Boulard asked if the panel divider can be moved. Mr. Danko said it cannot to be moved.

Motion by Sturing, seconded by Hayes; FAILED: To approve Option No. 1 to remove the light color panel on north elevation and replace with spandrel glass in the amount of \$6,188 as presented.

Yeas: Farkas, Hayes, Sturing Nays: Boulard, Czekaj, Pearson, Smith-Roy

Discussion

Mr. Pearson does not mind what is currently installed so he will not support the motion. Ms. Smith-Roy and Mr. Czekaj concurred. Ms. Farkas does not like the yellow panel and prefers the darker one.

East Elevation

Mr. Rob Hayes said if the north elevation is not changed than the east should be left alone. Mr. Czekaj agrees it should be left as is but the contractor will still address the horizontal splice.

5. Award moving bid to University Moving and Storage in the base bid amount of \$22,447

Mr. Chris de Bear commented 12 bids were opened on Tuesday. Based on the review of the bids and additional information, the recommendation is to award the bid to the second lowest bidder. The low bidder is not the lowest in all the areas. University Moving is local and Mr. de Bear is comfortable with the company. The third lowest bidder is good, too. Mr. Hayes asked if the lowest bidder had done local projects. Mr. de Bear said no. However, the low bidder has contracted with the second bidder for projects in this area. Mr. Pearson asked about the process. Mr. de Bear explained all the books will be put on carts for reshelving. The contractor will provide boxes for staff files, etc. Staff will load and label and the movers will transport to the new building.

Motion by Pearson, seconded by Boulard; CARRIED UNANIMOUSLY: To approve the disqualification of the lowest bidder and award the bid to the qualified second bidder, University Moving & Storage Company, for \$22,447 plus 20% for a not-to-exceed total of \$27,000. (See revised motion below)

Discussion

Mr. Boulard asked if there were any other costs to add to the move. Mr. de Bear said no since labor is included.

Discussion

After discussing the signage bid, it was determined the award needs to be awarded to Library Design to implement.

(Revised Motion) by Sturing, seconded by Farkas; CARRIED UNANIMOUSLY: To approve the moving contract award to Library Design for \$26,935 (\$22,447 plus 20% Library Design fee) based on the University Moving & Storage Company bid submittal.

6. Award interior signage bid to ASI Signage Systems in the amount of \$37,008.25

Mr. de Bear said six bids were received and reviewed. ASI bid met the criteria of what was asked. Mr. Czekaj asked what kind of signs are we talking about? Ms. Farkas said way-finding signs such as location of meeting rooms, welcome desk, magazines, and various collections. Mr. Czekaj asked if there will be more elaborate signs. Ms. Farkas said in certain areas there will be signage that states no food or beverages allowed. Mr. Boulard asked if the signs can be easily removed, etc. Mr. de Bear said yes along with them having Braille, and being ADA compliant. Ms. Farkas said there is a contingency amount built in if additional funds are needed. Mr. de Bear said we are about \$8,000 less than anticipated with this bid. Mr. Sturing asked about exterior signage for the parking lot, etc. These need to mirror other City signage. Mr. Czekaj asked about signage for the life tiles and original artwork. Ms. Farkas said the bid includes part of the life tiles. Staff is looking at identifying the life tiles by numbering to associate with a brochure or other media.

Motion by Smith-Roy, seconded by Pearson; CARRIED UNANIMOUSLY: To approve the signage award to Library Design based on the ASI submission for the cost of \$44,410 (ASI \$37,008 plus 20% Library Design \$7,402).

Discussion

Mr. Pearson said we do not usually award contingencies, in this case an additional \$3,000. Ms. Farkas and Mr. Sturing concur.

7. Library Construction Design Issues/Costs

Ms. Smith-Roy said a team met with BEI (Ron McKay) to review change orders which may have been deemed related to design issues. The team included Julie Farkas, Carl Adams,

Charles Boulard, Paul Danko, and Andy Gerecke. They identified whether the issue was design issue or owner. BEI has not charged the Authority for some time with any change orders. As a group (City/Library staff/Owners Rep) concluded BEI had provided more value architectural/engineering services than the cost of the change order costs relating to design issues. We are recommending to not pursue BEI for these costs. Ms. Farkas and Mr. Adams said BEI has been very helpful, responsive and done a good job on this project and provided added services. Mr. Hayes asked how was the value of the rework of \$15,000 determined? Ms. Smith-Roy explained the costs included items that had to be redone, as well as the additional costs associated with doing the work after the fact. Further, Mr. Danko and Mr. Adams helped assess the additional costs, or premium associated with not having the design and related work completed with the original contract work. The unit and other costs for doing the work would have had to have been paid and would have increased the original contract. Mr. Czekaj said including these items and moving of the wall by 15 inches, frost foundation and window infill between the rooms the Building Authority budget will absorb the cost.

Mr. Boulard asked for the cost of the frost foundation, time and materials. Mr. Danko does not have that information. Mr. Sturing does not agree on the premium cost if it was in the plans. He is in favor of resolving but does not think the \$15,000 is the difference. Mr. Czekaj referred to the material listed as field changes. Ms. Smith-Roy said the team reviewed the BEI items, and all agreed these changes were owner directed. Ms. Smith-Roy commented no action is required of the Board. Mr. Czekaj confirmed BEI will not amend the contract for the remainder of the project.

Motion by Smith-Roy seconded by Sturing; CARRIED UNANIMOUSLY: To accept the Change Order and Change Order Requests to date and that BEI will not change their contract from this point to the completion of the project.

8. Budget Update

Mr. Danko went through the change order requests. Mr. Czekaj asked if these were owner directed or not on plans. Mr. Danko responded they fall under both categories.

Motion by Smith-Roy, seconded by Farkas; CARRIED UNANIMOUSLY: To approve to move forward with not-to-exceed costs as presented.

9. Construction Update

Mr. Danko said the plumbing inspections will be completed the following week. The wood ceiling is getting installed. The life tiles are moving along with the glazing to happen shortly. The second week in March the final building cleaning will be done. The final punch list is coming along. Mr. Pearson asked when are the moving dates? Ms. Farkas said April 5 – 16 is the actual move.

10. Approval of audio visual opening day collections

Motion by Farkas; seconded by Smith-Roy; CARRIED UNANIMOUSLY: To approve Midwest Tape, Inc. to provide service for a not-to-exceed amount of \$30,000. (Boulard absent)

11. Discussion of Patio Furniture

Mr. Blair said Scheme No. 1 has open areas for events for the cost total of \$51,878.40. All the pieces are coated to avoid retaining heat. All the furniture can stay outside year round. Scheme No. 2 all the furniture is fixed which makes it not impossible but very difficult to have an outside event. After reviewing all the data, BEI is recommending Scheme No. 1 with the color of the umbrellas to be determined between Library staff and Library Design. Mr. Pearson questioned the 20% on the invoice. Mr. de Bear clarified it is a cost that is automatically included. However, Mr. Danko can explore other options and Library Design can come down on the fee. Mr. Danko explained by the time vendors are paid and his company adds 5% it would be about the same 20%. Mr. Pearson would like a finished product when the Library is open so he wants to move forward.

Mr. de Bear mentioned the one company has given him discount pricing. He is confident with the numbers since he has worked with the vendor and gets a good price and because they have done some work with Library Design he would consider lowering of the fee to 10%. Mr. Sturing asked how normal is it to attach the fee? Is the 10% on the materials only? Mr. de Bear explained the contract is actual costs instead of spreading the cost between the individual items. Ms. Smith-Roy has concerns with the umbrellas in terms of operations, maintenance. Mr. Blair reiterated they are able to be outside year round, are metal, and will not be impacted by weather. Ms. Farkas said with only half the patio covered it is important to have a shade option. Mr. de Bear said Library Design has warranties and they stand behind the products. Mr. Sturing asked if the benches would be facing the park. Ms. Farkas said yes. They are facing west.

Motion by Pearson, seconded by Farkas; CARRIED UNANIMOUSLY: To approve Scheme No. 1 for the west patio furniture for the cost of \$47,124 which includes the 10% fee on furniture (excludes fee on shipping and installation). (Boulard absent)

AUDIENCE COMMENTS

Paul Danko – requested the item regarding the irrigation well system be on the next agenda.

Motion by Farkas, seconded by Hayes; CARRIED UNANIMOUSLY: To adjourn the meeting at 9:51 a.m. (Boulard absent)

Minutes approved March 4, 2010