



BUILDING AUTHORITY

CITY OF NOVI

Building Authority Meeting

Thursday, November 19, 2009 | 8 A.M.

Conference Room C | Novi Civic Center | 45175 W. Ten Mile Road

Meeting was called to order at 8:03 a.m.

Members Present: Charles Boulard, Larry Czekaj, Julie Farkas, Rob Hayes, Clay Pearson, Kathy Smith-Roy (arrived at 8:05 a.m.)

Members Absent: Mark Sturing (absent/excused)

Others Present: Mary Ellen Mulcrone, Melissa Place

APPROVAL OF AGENDA

Motion by Pearson, seconded by Boulard; CARRIED UNANIMOUSLY: To approve agenda as presented.

APPROVAL OF MINUTES

Motion by Boulard, seconded by Hayes; CARRIED UNANIMOUSLY: To approve the November 12, 2009 minutes as presented.

PURPOSE OF THE MEETING

- 1. Approval of Change Order Request No. 24 and Change Order No. 9 for additional fire alarm device and deletion of voice enabled fire alarm system for \$6,239.**

Mr. Larry Czekaj asked for comments. Mr. Paul Danko said the addition of ten ceiling devices went through City review along with the addition of twelve pull cover stations to prevent false fire alarms, which was recommended by the City Fire Marshal. Mr. Carl Adams interjected the electrical contractor absorbed the \$3,000 for these changes which was not their responsibility but greatly appreciated.

Motion by Farkas, seconded by Hayes; CARRIED UNANIMOUSLY: To approve Change Order Request No. 24 and Change Order No. 9 as presented.

2. Construction Update

Mr. Adams commented the sod installation has begun, and the west elevation is to be completed by the weekend. The patio is complete with pavers and fence posts. Ms. Julie Farkas said the Library Board voiced negative comments about the west elevation. What is the issue, asked Mr. Rob Hayes? Ms. Farkas said the hill of dirt. Mr. Czekaj commented landscaping can be added. Mr. Danko agreed that landscaping beds can be installed.

Mr. Adams continued that all outside items should be done by the end of December. The interior work is moving along with elevators as well as the cabinets to be installed on the second floor along with painting. The security grills on the first floor will be complete in December. The lavatories are complete with floors, walls, and commodes. The cabling has been completed. Mr. Danko said the mechanical and electrical are almost complete. The wood trim will be done next week to finish the walls for final painting. He will have the canopy pricing next week since the proposals are due on Monday.

3. FF&E Budget Discussion

4. FF&E Presentation

Mr. Chris deBear of Library Design started the presentation that the project is running a little below budget as was presented to the Library Board the previous night. Multiple sample boards were displayed with one board for products and one board for materials for each of the Library areas. These sample boards are based on Library staff comments. As a reminder, the project includes using existing steel shelving for books in certain areas.

Mr. deBear commented a report was given to Ms. Farkas detailing what savings there are in public areas. Mr. Czekaj asked what is the budget, and when are the bids due? Mr. deBear responded the bid are due on January 6, 2010, and the budget is \$1,090,000. The bid has specific criteria based on a particular vendor, but allows for alternates/equivalents. The bid forms are set up by areas. Mr. Charles Boulard asked if a contingency is built in? Mr. deBear answered no, but once the bids are reviewed a final number will be determined and a small allowance for shipping/labor will be included. Mr. Boulard asked if the storage area can hold the load with the addition of the shelving. Ms. Farkas answered that was reviewed and it can. Mr. Danko confirmed there is substantial steel in that area.

Mr. deBear referred to project savings. There is a \$33,600 total savings on re-use of furnishings. There is a \$15,000 steel shelving savings for the adult area. However, there is a backstop that will be added to the existing shelves to prohibit books from being pushed through to the other side. The reference area will have existing shelving that is 24" in depth and the new shelves are 20" in depth. There is a little tweaking with the space planning to accommodate a large shelf for the book club bags for a cost of \$4,000. The first floor has shelving 66" high and specifying 72" high in alternate for new shelving. In the non-fiction area the books tend to be larger.

The youth area shelves are 42" high, and for new alternate, the specifications are 45" high with three shelves per unit. There are 2 or 3 areas where the current shelving can be used but there will be some compromises. Mr. Czekaj said the bids are for new shelving and the rest are alternates. Are there capacity numbers? Mr. deBear said 20-30% more shelving in the two areas where higher shelving is recommended; none in the adult area. Mr. Boulard clarified that A15 and A21 are capacity issues and the others are visual. Mr. deBear said yes. Mr. Czekaj commented the existing shelves will have a cover at the end to match the new shelves. Mr. Adams said they are rift-cut white oak. Mr. deBear mentioned there have been a few items that have come to the surface such as the need for two lecterns, atlas stand, and a bulletin board for the staff area. However, he believes the bid will be able to include the additional requests.

Discussion

Ms. Farkas said the Library Board passed a resolution stating the Library will be closed for the months of April and May of 2010 for moving into the new building. Staff will develop a weekly schedule to share with the Library Board which includes a soft opening date of June 1st. Mr. Czekaj said the delivery of the TCO is March 29, 2010. Mr. Danko believes they will have no trouble achieving this target date. The ceiling should be done in January with an inspection in February. Mr. Czekaj asked if Ms. Farkas and her staff are fine with the two months. Ms. Farkas said yes. The soft opening will be June 1st and with the grand opening on June 25th or 26th. Mr. Danko said the quicker the existing building is emptied the sooner the demolition of the existing building and construction of the parking lot and landscaping.

Ms. Farkas wanted confirmation that the hardware is included for the cabinets. Mr. Danko said the hardware comes with the cabinets but not installed during packaging to eliminate damage. The second floor storage area now has two windows so one window needs a window treatment. Also, the security report recommended doors at the circulation desk between the circulation area and staff area. Basically, each end of the circulation desk needs a door. Mr. Czekaj said people are not able to walk back. Ms. Farkas responded people can walk back by the elevator and staff voices can carry to the lobby. One of the openings is very narrow. Maybe an option is to close that area with a half-door or "gate". Ms. Farkas also mentioned she, Mr. Pearson and Ms. Kathy Crawford will be meeting this afternoon with glass artist, Richard Ritter, to explore original glass art pieces for the Library.

Mr. Danko mentioned if the Members want the yellow panel, Italian Walnut, changed to the red panel, the cost to cut and restock is \$16,990. Mr. Czekaj said when the Members approved the third color at the last meeting it was not necessary. Mr. Blair said yes. Mr. Czekaj asked if the Library Board approved the colors schemes presented today. Ms. Farkas said yes.

Motion by Farkas, seconded by Pearson; CARRIED UNANIMOUSLY: To defer to the Library Board to finalize the materials and fabrics as presented.

AUDIENCE COMMENTS – None

Motion by Farkas, seconded by Boulard; CARRIED UNANIMOUSLY: To adjourn the meeting at 9:05 a.m.

Minutes approved December 3, 2009