



BUILDING AUTHORITY

CITY OF NOVI

Building Authority Meeting

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

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

Meeting was called to order at 8 a.m.

Members Present: Charles Boulard, Larry Czekaj, Julie Farkas, Rob Hayes, Clay Pearson, Kathy Smith-Roy (arrived 8:02 a.m.), Mark Sturing

Others Present: Barb Rutkowski, Melissa Place

APPROVAL OF AGENDA

Motion by Boulard, seconded by Sturing, CARRIED UNANIMOUSLY: To approve the agenda as presented.

APPROVAL OF MINUTES

Motion by Farkas, seconded by Sturing; CARRIED UNANIMOUSLY: To approve the March 4, 2010 meeting minutes as presented.

PURPOSE OF THE MEETING

1. Mural Artist recommendation

Ms. Julie Farkas met with Mr. Paul Danko to review specifications for the bid documents. Seven artists participated in the Library walk-through and three bids were received. After reviewing the proposals, it is the recommendation to award Stacy Schwartz the project.

Motion by Farkas, seconded by Sturing; CARRIED UNANIMOUSLY: To award the Library mural project to Murals Inc. for the amount of \$4,750 for Option B as presented.

Discussion

Mr. Mark Sturing asked if what was presented is what will be done? Ms. Farkas said yes. Mr. Rob Hayes said it looks like photos are incorporated. Ms. Farkas responded the mural is hand-painted with three-dimensional components. Mr. Charles Boulard asked if the murals are durable. Ms. Farkas said yes. In addition, the artist will come back to touch up as necessary. Mr. Larry Czekaj asked if the artist is local? Ms. Farkas said yes. Mr. Rob Hayes asked if the mural is too busy? Ms. Farkas answered no, and the youth area is a large space. This will draw people into that corner.

2. Award of telecommunications contract and related changes as indicated in Proposal A to SunTel Services in the amount of \$60,696

Ms. Farkas said the phone system is part of the technology budget and the recommendation is to award the contract to SunTel which is the same vendor that the City utilizes.

Motion by Farkas; seconded by Sturing; CARRIED UNANIMOUSLY: To approve contract award and related changes as indicated in Proposal A to SunTel Services in the amount of \$60,696.

Discussion

Mr. Czekaj asked if the proposal supports hardware and software. Ms. Farkas answered yes. Mr. Mark Sturing mentioned if a call comes to a City number it can now be transferred directly to the Library. Ms. Farkas said yes. Mr. Sturing asked what is the annual maintenance cost? Ms. Rutkowski said the contract includes two years of annual maintenance. Mr. Sturing stated after the two years then repairs are at cost. Ms. Smith-Roy mentioned the maintenance contract can be extended for a cost of \$3,300 a year which includes updates on software. Mr. Czekaj asked if the upgrades are needed. If the phone system can do what we want it to do now, why carry the maintenance for updates? Ms. Rutkowski responded the system can support the functions but the maintenance would be for updates and enhancements to the system. Mr. Czekaj asked why do we need to do this at a cost of \$3,300 a year. Ms. Smith-Roy commented the City maintains its own phone system and updates are happening continuously. Mr. Ron McKay had the same dilemma with BEI ten years ago. It was decided to freeze the system since the switch was old and would need to be replaced. However, for BEI that decision means that they now have higher costs for replacement. Ms. Farkas said the maintenance agreement should be compatible with the City, especially if the City moves forward to keep the Library at same platform. Mr. Sturing asked how many servers are we talking about? Ms. Rutkowski said one server in each building.

3. Approval to award printer award to HP-Public Sector Sales in the amount of \$10,759

Motion by Farkas, seconded by Smith-Roy; CARRIED UNANIMOUSLY: To approve the printer award to HP-Public Sector Sales in the amount of \$10,759.

Discussion

Mr. Boulard asked if this is for a purchase and not a lease. Mr. Sturing asked how the 27 printers are being divided. Ms. Rutkowski said 20 for staff and seven for the public. Mr. Sturing asked if seven is enough for the public. Ms. Farkas said there are printing stations. Mr. Sturing asked if more ports are needed if the public printers are increased. Ms. Farkas said no the building technology design will support additional technology. Mr. Czekaj said staff printers could be moved to the public if needed. Ms. Farkas said yes.

4. Approval of appliance award to Best Buy (Option 1 \$2,600; Option 2 \$1,840; Option 3 \$2,840) Details

Ms. Smith-Roy explained three options and quotes have been provided for a refrigerator and dishwasher for the staff and public areas for discussion.

Motion by Farkas, seconded by Pearson; CARRIED: To approve the award to Best Buy for Option 1 for the amount of \$2,600 for two refrigerators and two dishwashers as presented.

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

Mr. Sturing asked if the appliances are stainless steel or silver mist. Ms. Smith-Roy said the dishwashers for each room are stainless steel. Both refrigerators are silver mist. Ms. Farkas said there is a need to have a staff refrigerator large enough for food trays for special programming and events along with the ability for staff to put in their lunches since they only have a 30 minute break. The model with the French doors accommodates both of these requirements. Mr. Sturing asked if the public dishwasher will be noisy. Ms. Farkas said it can be run at night and does not see it as being an issue.

5. Parking Lot Signage

Ms. Farkas said the City is out to bid for the signage and the Library signage will tie into this proposal. A group was assembled between the Library, Engineering, Fire, Planning, and the architect to determine where the best locations for the wayfinding signs. A meeting with the Novi Community Schools will be scheduled since two signs are being proposed on or near school property. One is proposed off of Wildcat Drive and the other off of Taft Road for deliveries. There are a total of seven signs will be directional signage to direct traffic into the parking lot and around the site. This is a reduction of what was originally proposed. With the proposal there will be two ways to enter the parking lot. The Wildcat Drive is a more direct route to the drive-up window and material drop off box then Ten Mile.

6. Signage for North façade of building

Ms. Farkas said there are three quotes for the north façade signage (upgrade with logo replacement in place of what has been installed). The Friends of the Novi Public Library have gifted \$3,000 for signage with the possibility of gifting more. The Library Board has reviewed the options.

Motion by Farkas, seconded by Pearson; WITHDRAWN: To award to Universal Sign Systems for the cost of \$12,888 for Option 1 with color, back-light, installation and moving the current letterings to the south façade for a possible reduced cost.

Discussion

Mr. Boulard asked if there is the need for additional electrical. Ms. Farkas said the signs would be worked into what is currently available including using the same drill holes as much as possible. The Dailey Company has not been involved in this process. This item comes to the Board to make the decision as to whether the lettering on the north elevation is moved to the south elevation. Mr. Sturing commented if the proposal for the new lettering

could be limited to \$10,000 with the addition of the \$3,000 from the Friends contribution. Mr. Czekaj said it may be at the point that there is too much signage to add something on the south facade. Since the new building is in close proximity to the old location, he is not in favor of moving the letter to the south elevation. Mr. Hayes asked if the south elevation would be back-lighted? Ms. Farkas did not investigate that component. Mr. Boulard offered that the lettering could be stored for a future use.

Motion by Pearson, seconded by Hayes; CARRIED UNANIMOUSLY: To not relocate north elevation lettering to the south elevation.

Discussion

Ms. Farkas commented the award to Universal could be approved at a not-to-exceed amount of \$8,298 based on the \$3,000 from the Friends contribution.

Motion by Sturing, seconded by Pearson; WITHDRAWN: To award to Universal Sign Systems the installation of logo and lettering on the north elevation for \$12,888. In addition, the Building Authority budget is not-to-exceed \$10,000 for signage and negotiate out installation of lettering on the south elevation as outlined in Option 1.

Discussion

Mr. Czekaj asked if Harmond should be approached. Mr. Hayes said to ask Universal Sign System for a firm cost minus the letter move. Mr. Sturing thinks it could be lower by a few thousand. Ms. Farkas said there is a lead time of six to seven weeks for fabrication. Mr. Czekaj said we might get a better price particularly since Harmond is on site. He prefers to have Dailey oversee the process. Mr. Pearson commented we know the quality of work we get with Harmond. Ms. Farkas and Mr. Sturing withdrew their previous motions as noted.

Mr. Czekaj said why do ourselves and not go through the contractor. Mr. Sturing said there is a \$4,000 difference. Ms. Smith-Roy commented she will not be supporting a motion because she does not support rework of completed building and because logos come and go and do not stand the test of time. Mr. Czekaj would like a motion to include a not-to-exceed amount of \$12,000.

Motion by Farkas, seconded by Sturing; CARRIED: To proceed with investigating firms on cost out of signage and Library Director to make a decision with the not-to-exceed amount of \$12,888.

Yeas: Boulard, Farkas, Hayes, Pearson, Sturing

Nays: Czekaj, Smith-Roy

7. Consideration for Listening Stations (Technology Phase II)

Ms. Farkas explained the listening stations were included in the technology wish-list items. This technology allows patrons to listen to music or books on tape. The cost for three chairs and associated components is \$21,333.

Motion by Farkas, seconded by Sturing; MOTION FAILED: To approve the purchase of Listening Stations for \$21,333 for technology portion and \$3,500 for furniture to coordinate for a total of \$24,833. (Pearson absent)

Yeas: Farkas

Nays: Boulard, Czekaj, Hayes, Smith-Roy, Sturing

Discussion

Mr. Czekaj commented this is under the construction budget. Ms. Smith-Roy said the Board can use the technology budget. Mr. Czekaj said \$51,000 is in the technology contingency. Ms. Farkas said it was included in the bid from Fanning-Howey. Mr. Sturing asked if these chairs are in other libraries. Ms. Farkas answered Novi will be one of the first in the U.S. Mr. Czekaj asked where they would be located. Ms. Farkas said on the first floor in the media area. This is a perfect fit not only with the media selection but it is more conducive to the busy traffic. There will be signage and patrons are educated on how to use technology for the most part. Mr. Sturing is unfamiliar with the chairs. Mr. Boulard asked if there are headphones. Ms. Farkas said no. The sound is completely contained within the curved chair. Mr. Boulard suggested an i-Pod station where patrons could listen to music as a sample and be able to build their own play list. Since the material is owned maybe it would not be a copyright issue. Mr. Sturing asked about the durability of the chairs. Mr. Czekaj asked if there is a local library that has one. Ms. Farkas said this chair is common in the United Kingdom but it is rather new concept in America.

Mr. Sturing said this is a fair amount of money for three chairs that might come down in price with popularity and demand. The biowall was something all could enjoy in the Library which was not supported. There may be support for these chairs when they are \$1,000 each. Mr. Hayes said maybe one unit could be purchased. Mr. Boulard said the disc players are expensive. Mr. Sturing asked about wiring. Ms. Farkas said it is available. Mr. Sturing is struggling with supporting. Mr. Czekaj agrees.

8. Irrigation Well Update

Mr. Paul Danko explained a larger pump is being proposed so the pit needs to be bigger so it increases the size of the "pump-house" cover. There is a five to six week lead time for this project. This is for the irrigation of well water, not City water. Mr. Czekaj thinks the cost is high. Ms. Smith-Roy said it did not cost this much at Meadowbrook Commons which has significantly more lawn. Mr. McKay explained this system has a filtration which is added to the water. This system has less maintenance. Mr. Sturing asked for the payback analysis between City water and well. Ms. Smith-Roy responded less than 10 years because irrigation is very expensive. Mr. Danko said this system is being proposed to keep the sidewalk from being stained by sprayer heads. Mr. Hayes said a drip-irrigation could be done along Ten Mile Road. Mr. Danko said a drip cycle could be for the landscape beds as well but the lawn needs irrigation.

Mr. Czekaj asked for clarification that this system is to filter iron content. Mr. Danko said yes. Mr. McKay said the pump and amount of water filter specifications came out of the results of the water sample which had iron content so the filters need to be increased. We looked at a number of alternatives and contracted price to protect stains on the sidewalks. Mr. Hayes asked if the treatment system enclosures costs were considered. Mr. McKay responded all kinds of information was requested to make a recommendation. Mr. Sturing

commented Meadowbrook Commons has a smaller pump and a lot more grass. Ms. Smith-Roy said that it is a spray system. Mr. Hayes suggested the water could be divided into zones with a drip irrigation to get to the roots and use less water. Mr. Boulard said the pump size needs to match the amount of water required. Mr. Danko said maybe once a year someone could clean the sidewalk. Mr. McKay said all the discussions came to the same solution.

9. Approval of Change Order No. 16 to The Dailey Company in the amount of \$19,046 (for a new contract price of \$10,786,684)

Ms. Smith-Roy said most of the items have appeared or been discussed at a previous meeting.

Motion by Smith-Roy, seconded by Farkas; CARRIED UNANIMOUSLY: To approve Change Order No. 16 to The Dailey Company in the amount of \$19,046 for a new contract price of \$10,786,684.

10. Budget Update

Ms. Smith-Roy said there is nothing new to report. The information included in the meeting packet is current.

11. Construction Update

Mr. Danko said contractors are busy working on the punch list items. The art tiles glass work will be installed on Friday. The project is mostly completed. Items identified by Mr. Adams and Mr. Blair are being addressed and 50% complete according to Mr. Vince Washington. The furniture mover caused some wall damages. Mr. de Bear has been contacted. The Temporary Certificate of Occupancy was issued on Monday.

Mr. Carl Adams said the large canopy is being reviewed. When the snow melts it moved to the west so a solution to block the snow is being reviewed. That will be brought forward at a future meeting.

Mr. Danko said the mural artist recommendation dollar amount will be in a change order. The contractor will work with the artist on insurance. Ms. Farkas said she is working with the Midwest Auto Auction for furniture and equipment not being reused. The auction is scheduled for Wednesday, April 14, 2010 at 6 p.m. It is a cash and carry operation. However, if a vehicle is needed to haul the purchase they will have the next day from 7 a.m. to noon on April 15 to pick up. Fire and Police staff will take over the building the afternoon of April 15 until the scheduled demolition of April 19.

Mr. Al Blair said the sketch has been received for the apples display from Mr. Adams for the display case. A sketch for the associated lights needs to be given to Mr. Danko. The decorative stairs height raisers tips are being resurfaced with a tough epoxy paint to avoid scuff marks.

AUDIENCE COMMENTS – None

Motion by Boulard, seconded by Smith-Roy; CARRIED UNANIMOUSLY: To adjourn the meeting at 9:47 a.m.

Minutes approved April 1, 2010