



# BUILDING AUTHORITY

CITY OF NOVI

Building Authority Meeting

Thursday, May 15, 2008 | 8 A.M.

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

Meeting was called to order at 8:04 a.m.

**Members Present:** Larry Czekaj, Julie Farkas, Rob Hayes, Steve Rumble,  
Kathy Smith-Roy, Mark Sturing

**Members Absent:** Clay Pearson

**Others Present:** Ramesh Verma, Mary Ellen Mulcrone, Joel Dion, Melissa Place

## APPROVAL OF AGENDA

**Motion by Smith-Roy, seconded by Farkas; CARRIED UNANIMOUSLY:** To approve the agenda with the addition of item 6. Discuss attendance at City Council meeting for update.

## APPROVAL OF MINUTES

**Motion by Sturing, seconded by Smith-Roy; CARRIED UNANIMOUSLY:** To approve the May 1, 2008 minutes as presented.

## PURPOSE OF THE MEETING

### 1. Review of Design Development Package

Mr. Kittides opened the discussion by stating BEI/Diamond and Schmitt are asking for approval of the bid document package. The final bid document packet will be 50% complete on June 26, 2008. He asked how the Members would like to proceed. The consensus was for Members to ask questions and make comments.

Ms. Browne began with a general overview regarding the bid document. It includes architectural, civil, landscape, structural, mechanical, and electrical drawings. Mr. Kittides said here is also a bid cost estimate included along with two independent estimates from DeMaria Building Company and Walsh Construction Company.

Mr. Czekaj asked if the changes previously discussed are reflected in the floor plans. Mr. Kittides said the café and Friends area have been switched and the drop off area had some modifications. Mr. Sturing asked what the dashes are at the opening of the Friends area? Ms. Farkas said the plan reflects a gate-grille that will come down from the ceiling when the café is not operating. Mr. Kittides asked who is paying for the gate-grille? Ms. Farkas said the Library Construction Fund. Mr. Sturing commented on the welcome desk location. Ms.

Farkas explained it has been pulled out for better visibility. Ms. Browne continued that the kitchen space by the meeting room is modest but has a small sink, dishwasher and counter space. There has also been some rearranging with the staff area.

Ms. Browne continued with the second floor by pointing out the history room, silent study area, computer lab, adult collection area, young adult area, conference room, and staff areas. Mr. Sturing asked the ceiling height for the meeting room. Ms. Browne said twelve (12) feet. Mr. Czekaj asked about using the second floor space as an option for future space. Ms. Farkas would like more useable space. BEI representative said it would need more load bearing and steel to accommodate the floor change. Mr. Czekaj asked if a pillar would serve the same purpose and would like to see the cost of the option. Ms. Smith-Roy commented a pillar in the meeting room would take away for the space. Mr. Sturing said the additional space would increase by almost 2,000 square feet. Mr. Czekaj commented it can be priced as an alternate for storage. Mr. Kittides commented BEI would provide estimates for the Building Authority to determine if this should be included as an alternate in the bid documents. Mr. Sturing agrees with Mr. Czekaj that the Board needs costs for the extra space.

Mr. Czekaj asked if the fireplace is externally/separately vented? Ms. Browne said yes. Mr. Czekaj asked if there are two fireplaces, one on each floor? Ms. Browne said no. The purpose is to keep the first floor space unique. Mr. Czekaj asked if the building material has changed. Ms. Browne responded very little. Mr. Czekaj clarified then what was displayed a number of months ago is what is currently being presented. Mr. Sturing would like to see more color pictures of the building materials and elevations to get a better view of how the building will look. Ms. Browne said renderings can be done but at a cost since it is not done by Diamond and Schmitt. Mr. Sturing was surprised and commented that software applications are available to produce similar pictures. Mr. Czekaj would like to see an aerial view, too. Ms. Farkas would like renderings so they could be added to the Library website and possible display. Mr. Kittides said the estimated cost for the renderings will be about \$5,000-\$7,000. A cost estimate will be provided. Ms. Browne will provide some drawings from the site plans and new renderings. Mr. Czekaj inquired about a model. Mr. Kittides said that would be about \$20,000. Mr. Czekaj rejected a model.

Mr. Sturing asked about the route from the high school to the Library. It shows the route crossing the drop off lane twice. The Board consensus is to make sure there is a safe passage. Ms. Browne said the drawings show the final recommendation to travel by way of the material drop off and not the parking lot. The Board concurred with Ms. Browne.

Mr. Sturing said along the same line is the route for patrons and visitors to travel from the high school parking lot to the Library during construction. Ms. Farkas commented Mr. Pete Dion will be contacted prior to construction. There already has been discussion regarding the use of the last three parking lanes near Ten Mile Road to be designated for Library use during construction. Mr. Czekaj confirmed Members will set down with the school when appropriate.

Mr. Rumble asked about the construction entrance. Mr. Kittides said it will be a dirt road off of Taft Road. Mr. Rumble asked about staging. Mr. Kittides said it will be on the northwest end of the site. Ms. Farkas added the Town Hall will be moved about mid-October. Mr. Ramesh

asked about the reuse of light poles. Mr. Kittides said there is not significant savings in saving the poles. It costs about \$7,000 and a new pole is more efficient. Mr. Ramesh asked about the acoustic system. Ms. Browne said the partitions in the meeting room have acoustic installation. People are sensitive to noise so there will always be the task of balancing cost effective approaches. Mr. Hayes asked if the stormwater master plan was improved? Mr. Kittides has been told yes but not seen anything.

## **AUDIENCE COMMENTS**

Mr. McLean commented the stairway needs to be widened and include a middle handrail to avoid youths occupying the full width. Mr. Czekaj asked if a wider staircase would change the structural plans. Mr. Kittides indicated the staircase is wider than required by code and provides the maximum use of space. Mr. Sturing said there are elevators and suggested different paint colors on each side of the staircase might provide the necessary distinction for use.

Ms. McLean said there was to be the incorporation of a donor wall as promoted during the campaign. Ms. Farkas explained this is currently being discussed, and staff is working with Library Design and Diamond and Schmitt. Ms. McLean continued, the second story above the meeting room might impact the exterior views negatively. Also, the pillar will be hard to work around with tables and chairs and prevent audience sight lines.

## **2. Review of Design Development Project Cost Estimate**

Mr. Kittides asked the Board what else they want to include in the documents. Mr. Sturing said the plans should include alternates that do not include major changes to the plans. Ms. Browne said the plans will include simple diagrams for certain alternates included in the bid documents.

Ms. Farkas commented the DeMaria cost estimate listed eleven alternates. Mr. Kittides pointed out that DeMaria estimates have no fees included. Mr. Sturing said what about a green roof? Mr. Kittides said the plans do not reflect a green roof. Mr. Sturing asked if it would require a change in the plan design, and Mr. Kittides indicated some changes may need to be made for the load. Ms. Smith-Roy said the second floor storage will make a change in plans also.

Mr. Kittides suggested approving the plans for bid purposes and then determining a good list of alternates with a small piece for professional fees. Mr. Sturing suggested including all of the alternates then eliminating once additional cost estimates were received. Mr. Kittides commented that the Board never said the building was to have a green roof but a conventional roof and therefore would result in additional fees. Mr. Sturing said he is inclined to add now and does not think some items will result in substantial architectural fees. Mr. Rumble asked if asbestos removal and disposal have been included. Mr. Hayes responded that our consulting proposals for the interior evaluation will be forthcoming and no concerns are foreseen.

**Motion by Smith-Roy, seconded by Rumples; CARRIED UNANIMOUSLY: To approve status of preliminary design development presented by BEI/Diamond and Schmitt through May 15, 2008 with the aforementioned comments and the cost review for a second floor storage over meeting room.**

### **3. Next Steps for Project**

Mr. Sturing asked if electrical needs to be addressed for the outdoor signage. Ms. Farkas said the technology budget includes this work. Ms. Browne asked if the conduits need to be reflected on the plans? Mr. Czekaj and Sturing said yes. Mr. Czekaj also commented the sign should be noted on the site plan for budget purposes. Ms. Farkas corrected that the electrical is under the technology budget. Ms. Mulcrone noted that there is currently power at the location. Mr. Czekaj said additional wattage is needed. Mr. Kittides will add the conduits on the plans. At the June 26, 2008 meeting 50% of the bid documents will be complete. Planning staff comments will be complete on May 21.

### **4. Update on FFE**

Mr. deBear opened the discussion by stating the latest floor plans have been reviewed, and Library Design is looking at all avenues such as ADA compliance, layout, etc. Furniture, fixture and fixture equipment (FF&E) counts have not been completed because of the desire to have the final drawings. Ms. Farkas commented staff and Library Design are looking at shelving, desks, furniture and other possible reuse opportunities. Mr. deBear again stated the plans were reviewed the previous Friday so they will be able to provide a list soon. Mr. Czekaj commented Library Design will be responsible for recommending what the City can afford for FF&E. Mr. deBear said they are working on what will be compatible with the building. The FF&E budget will be presented at the June 12, 2008 Building Authority meeting and distributed prior to this date. Mr. deBear said there is the possible reuse of shelves and some furniture.

### **5. Library Café Update**

Ms. Farkas commented three people attended the pre-bid meeting held on May 9, 2008. Mr. Czekaj asked what company's were interested? Ms. Farkas said two were food service firms and the current vendor operating out of the Farmington Public Library system. The plan is to make a recommendation to the Library Board at its May 21, 2008 meeting.

### **6. Discuss attendance at City Council meeting for Update**

Mr. Czekaj added this item for discussion. Mr. Sturing commented Mr. Pearson is updating the City Council so he is not sure if it is necessary to make a presentation. Mr. Czekaj was not particularly thinking of a presentation but will defer to Mr. Pearson to continue with the communication.

**Motion by Hayes, seconded by Farkas; CARRIED UNANIMOUSLY: To adjourn the meeting at 9:58 a.m.**

**Minutes approved June 12, 2008**