



BUILDING AUTHORITY

CITY OF NOVI

Building Authority Meeting

Thursday, December 6, 2007 | 8 A.M.

Activities Room | Novi Civic Center | 45175 W. Ten Mile Road

The meeting was called to order at 8:06 a.m.

Members Present: Larry Czekaj, Julie Farkas, Rob Hayes (arrived 8:20 a.m.), Clay Pearson, Steve Rumple, Kathy Smith-Roy, Mark Sturing

Others Present: Pamela Antil, Mary Ellen Mulcrone, Bob Cutler, Joel Dion, Bob Culter, Tom Schultz, Melissa Place

APPROVAL OF AGENDA

Motion by Pearson, seconded by Farkas: CARRIED UNANIMOUSLY: To approve the agenda as presented. (Hayes absent)

PURPOSE OF THE MEETING

1. Attorney Report on Architect Contract Completion

Mr. Schultz commented 1.95% standard of care provision was removed from the contract. The new draft contract will be signed on Friday and then Board Chair Czekaj will need to sign. Mr. Pearson said once the Building Authority signs the contract it is complete.

2. Updated Budget (carpet is in the \$12.5 million, etc.) Review

There were no comments on the budget document.

3. Updated Schedule Review

Mr. Pearson stated the schedule by BEI will be printed in a larger format for next week's meeting. The next six weeks are very intense until the end of January in which the pre-applications for the site plans will be submitted.

4. Approval of Project Management for Library Construction

Mr. Pearson explained the RFP was reviewed for project management. We took every task and reviewed, and decided who is best suited to oversee that job. The leads included are staff, Library Board, and outside services. Mr. Czekaj said the list looks good but asked for it to be deferred to the next meeting to discuss in detail. That was the consensus.

5. Direct BEI/Diamond and Schmitt to begin drafting specifications for RFP for Technology Consultant

Mr. Pearson said in the architectural contract, BEI is to begin drafting the RFP for technology scope of work. Ms. Farkas has concern with the FFE which she would like to have earlier from

a programming perspective. We need to think about this now because of the spacing. She would like earlier in the planning process. Mr. Pearson asked if there is any harm for BEI to start on FFE. Ms. Farkas said we can get other input out of architect perspective. Mr. Czekaj said we have worked hard to select an architect with library experience.

Motion by Pearson, seconded by Smith-Roy; CARRIED UNANIMOUSLY: To direct BEI/Diamond and Schmitt to begin creating a Request for Proposal for FFE and Technology. (Hayes absent)

6. Next Meeting scheduled for Thursday, December 13, 2007

Ms. Farkas commented BEI/Diamond and Schmitt will be town next Wednesday, and will be asked to come to the December 13, 2007 Building Authority meeting. Ms. Browne has expressed with the difficulty of travel. Mr. Czekaj said the comment is disappointing but expected.

Miscellaneous

Mr. Rumble commented it is never too earlier to talk about plan reviews. Mr. Culter commented residents are curious about how the project is coming along. Ms. Farkas confirmed that an update of the progress will be done at the monthly Library Board meetings. Mr. Czekaj commented the City will let BEI/Diamond and Schmitt know that in the near future we will be looking for them to make a presentation to City Council. Mr. Pearson said a lot has been accomplished in the one month since the ballot approval. Mr. Czekaj agreed that the project is moving at a fast pace.

Motion by Smith-Roy, seconded by Rumble; CARRIED UNANIMOUSLY: To adjourn the meeting at 8:25 a.m.

Minutes approved December 13, 2007