



# BUILDING AUTHORITY

CITY OF NOVI

Building Authority Meeting

**Thursday, July 8, 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, Clay Pearson, Kathy Smith-Roy (arrived 8:03 a.m.)

**MEMBERS ABSENT:** Mark Sturing

**OTHERS PRESENT:** Julie Farkas (non-voting), Rob Hayes (non-voting), Melissa Place

## APPROVAL OF AGENDA

**Motion by Pearson, seconded by Boulard; CARRIED UNANIMOUSLY: To approve the agenda as presented. (Smith-Roy absent)**

## APPROVAL OF MINUTES

**Motion by Boulard, seconded by Pearson; CARRIED UNANIMOUSLY: To approve the June 10, 2010 meeting and June 24, 2010 meeting minutes as presented. (Smith-Roy absent)**

## PURPOSE OF THE MEETING

### 1. Consideration of Change Order for Owner's Representative Contract Amount

Item to be addressed under item no. 7 Budget Update.

### 2. Change Order Request No. 149 in the amount of \$1,510 for lights for the Apple Display

Mr. Larry Czekaj asked if this item is over budget. Ms. Julie Farkas said there was an estimate but is not recalling the amount. However, this cost is over the original estimate. Mr. Czekaj asked if the lights were installed. Ms. Farkas answered yes.

**Motion by Pearson, seconded by Boulard; CARRIED UNANIMOUSLY: To approve Change Order Request No. 149 in the amount of \$1,510 for the lights associated with the Apple Display.**

### 3. Change Order Request No. 174 in the amount of \$921 for time clock for sign lights

Mr. Czekaj asked if this has been done. Mr. Paul Danko responded no. Mr. Czekaj asked if this was a photocell. Mr. Danko said no. It is being referred to as astronomical. So, these lights can be set to go on at dusk and off at daybreak via a set timer. Mr. Charles Boulard clarified that Mr. Czekaj is referring to go off at a set time other than by sunshine. Mr. Danko is not positive. He will investigate the system and confirm.

**Motion by Pearson, seconded by Boulard; CARRIED UNANIMOUSLY: To approve Change Order Request No. 174 in the amount of \$921 for time clock for sign lights with the understanding that The Dailey Company will verify the unit is programmable.**

**4. Change Order Request No. 175 in the amount of \$1,543 for lights to highlight lobby art tiles**

Change Order Request No. 175 is for lights and associated costs to install lights to highlight the art tiles in the lobby, said Mr. Czekaj. Are these lights already installed? Mr. Danko responded no. There will be four lights along the wall as noted in the original sketch. That is how the cost amount was based upon. Ms. Julie Farkas said it is a little dark and would like the tiles highlighted similarly like the tiles on the south wall. Mr. Boulard asked if the existing south wall lights can be re-directed.

Ms. Farkas said no because the Library wants to keep the existing lights.

**Motion by Pearson, seconded by Smith-Roy; CARRIED UNANIMOUSLY: To approve Change Order Request No. 175 in the not-to-exceed amount of \$1,400 for lights to highlight lobby art tiles.**

**5. Change Order Request No. 103 RRR in the amount of \$35,703 for Irrigation Filter System**

Mr. Danko explained after the work was done the approved cost by the Building Authority was \$31,900 was exceeded. This request includes hard wiring and extending the filter pump station.

**Motion by Smith-Roy, seconded by Pearson; CARRIED UNANIMOUSLY: To approve \$3,907 for the cost difference between the previously approved amount of \$31,900 to the new balance of \$35,703.**

**Discussion**

Mr. Boulard asked if the credit for the pump house is included. Mr. Carl Adams answered yes.

**6. Screening wall cost for landscape options at an estimated cost of \$3,777.85**

Mr. Danko said BEI submitted two options. Mr. Czekaj said yes but one of the options was about \$30,000, and the consensus was for the soft wall concept with relocation of plantings.

**Motion by Smith-Roy, seconded by Pearson; CARRIED UNANIMOUSLY: To approve the not-to-exceed amount of \$3,778 for landscape screening wall and BEI and Ms. Farkas to approve plant material and seek relocation or credit for some plantings.**

**Discussion**

Mr. Czekaj asked if the upright pointed Juniper or seven foot hedge is preferred. Mr. Danko said if the top of any bush is cut it will make it fill out. Mr. Pearson said the idea is to make it look like a hedge. Mr. McKay said Great Oaks indicated the shrubs would be topped no matter the plant choice. Mr. Czekaj asked Ms. Farkas to work with Great Oaks on plant choices. Mr. Czekaj asked if this area has a sprinkler for irrigation. Mr. Danko said yes to the west side of the sidewalk which needs to be adjusted to accommodate. Mr. McKay said there are 60 plants that will be planted in other areas. Ms. Farkas asked if these plants can be

incorporated in the screening and/or receive a credit since these may not be needed. Mr. Czekaj asked Mr. Adams and Ms. Farkas to determine the options for these plants such as a credit or plant in other areas.

## **7. Budget Update**

- a) Pay Estimate No. 18 in the amount of \$68,322.65**
- b) Change Order No. 20 in the amount of \$7,225 for the new contract sum of \$10,859,763**

Ms. Smith-Roy said the material presented to the Board includes the current pay estimate, change order, budget and construction log. In addition, the first item for discussion is the Owner's Representative contract. The original purchase order was for a total of \$80,000. There has been work beyond this sum and the request is to amend the line item for an additional maximum amount of \$20,000.

**Motion by Boulard, seconded by Pearson; CARRIED UNANIMOUSLY: To increase the line item for the Owner's Representative contract amount for the not-to-exceed addition of \$20,000.**

**Motion by Pearson, seconded by Boulard; CARRIED UNANIMOUSLY: To approve Pay Estimate No. 18 in the amount of \$68,322.25.**

### **Discussion**

Mr. Boulard asked what is owed for the parking lot area. Mr. Danko said \$103,000 for asphalt, \$52,000 for earth moving and utilities, \$65,000 for irrigation, and \$26,200 for curb and gutter.

Ms. Farkas asked about the opening day collection budget. Ms. Smith-Roy confirmed the amount is being carried on page 2 of the budget-to-actual schedule.

**Motion by Smith-Roy, seconded by Pearson; CARRIED UNANIMOUSLY: To approve Change Order Request No. 20 in the amount of \$7,225 for the new contract sum of \$10,859,763.**

### **Discussion**

Mr. Danko said there is about \$20,000 outstanding on the log. Change Order Request No. 156 is for the additional concrete, curb and gutter to the east drive. Change Order Request No. 171 is for the furniture disposal which was not in the original contract for approximately \$8,700 and is still being negotiated.

## **8. Construction Update**

- a) Bioswale seeding – Carl Adams**

Mr. Danko said the boring for electrical and for fiber optics and installation of stone will be next week. The curbs will be started the end of next week as well. Mr. Adams asked if we know when the repairs to the school parking lot will be scheduled. Ms. Farkas is in communication with Ms. Gail Credit but does not know the exact dates. However, it is likely to start over the next few weeks since the school wants all of the lots done by the middle of August.

Mr. Adams commented the City Landscape Architect had some questions about the proposed landscaping. Mr. Boulard will make sure a call happens between the involved parties.

Mr. Boulard asked if the night lighting has three fixtures on one circuit. Mr. McKay said there are two circuits for the nine lights. So there can be a three and six split between the two and all circuits can be programmed.

Mr. Czekaj asked if there are any soft spots in the parking lot. Mr. Adams said there may be one area but otherwise it does not look like there will be any issues.

Mr. Adams asked for clarification for the plant materials regarding the bioswales as to whether the mulch will be removed and seeded. Mr. Danko said yes to both. Mr. Czekaj spoke with Ms. Lynne Paul, on behalf of the Beautification Commission, who said it is an all or nothing approach for the Commission to get involved. Mr. Adams understands it is staying as designed.

Ms. Farkas asked the next meeting include the final needed FF&E items.

**AUDIENCE COMMENTS – None**

**Motion by Smith-Roy, seconded by Boulard; CARRIED UNANIMOUSLY: To adjourn the meeting at 8:41 a.m.**

**Minutes approved July 22, 2010**