



BUILDING AUTHORITY MEETING
THURSDAY, SEPTEMBER 13, 2007 AT 8:00 AM

NOVI CIVIC CENTER
COUNCIL CHAMBERS – 45175 W. TEN MILE ROAD

The meeting was called to order at 8:10 a.m.

Current Building Authority Members Present: Pamela Antil, Larry Czekaj, John Hines (8:13 a.m.), Kathy Smith-Roy, Mark Sturing

Future Expanded Building Authority Members Present: Rob Hayes (New) (8:15 a.m.), Mary Ellen Mulcrone (New), Clay Pearson (Replaces Antil) Steve Rumble (Replaces Hines – Absent)

Others Present: Barb Rutkowski, Joel Dion, David Asker, Melissa Place

PURPOSE OF THE MEETING

Mr. Czekaj began the meeting by announcing the purpose is to interview the top four architectural firms that submitted proposals for the proposed construction of a new library facility. The interviews are as follows:

Fanning Howey Presentation

Mr. Jim Mumby, Lead Principal in charge, Tracy Petrella, Project Designer, and Gary Sherman, Project Manager, were in attendance for the presentation. Mr. Mumby began the presentation by stating Fanning Howey has a wide-range of experience and exposure, particularly with library design. He gave a number of examples (West Bloomfield, Grosse Pointe Woods, Bloomfield) of cities that they have worked with in designing a new library facility. The Bloomfield Library is 100% self checkout with one staff member stationed at the circulation desk to float between the checkout stations. The library project is 70% complete but their cost was \$248 a square foot compared to the Novi project at \$267 a square foot. Mr. Mumby continued by saying electrical and mechanical is the biggest cost of construction.

Ms. Petrella began by commenting the proposed library needs a grand entrance that has a function with natural light and views. Mr. Sherman gave an overview of Fanning Howey firm and mentioned their Novi office has 23 people. He commented the reimbursables are at cost, no overhead, and Fanning Howey will do the printing and will reduce the cost from \$40,000 to \$25,000. In addition, there are no travel costs. Mr. Sherman also mentioned that the number of project hours has been increased from 7,151 to 10,564 when the consultant hours are added which makes the proposal more comparative to the other bids. Phase 7 construction administration is the highest because they are always

involved. For example, Fanning Howey met every two weeks with Farmington Hills officials on their project. .

Questions and Answers Discussion

Mr. Asker asked if their fee includes furniture, meeting with vendors, etc. Mr. Mumby mentioned the proposal includes furniture and technology in field only.

Mr. Asker asked what they see as a primary delay in such a project as the library construction. Mr. Mumby said with a progressive schedule the City personnel need to be ready to make timely discussions. There needs to be discipline over the job to get objective thinking such as flipping the footprint to accommodate the Old Town Hall, moving the Old Town Hall, considering a second floor and combining the drive with the high school.

Mr. Asker asked if/how Fanning Howey would involve residents, Friends of Library, etc. Mr. Mumby said the firm is very open to speak with all City staff and residents. Fanning Howey would speak first with library staff, would meet with City staff and stakeholders. We will give the City responses but we ask who will be making the decisions. Ms. Petrella interjected that their staff is ready to respond at a moment's notice.

Mr. Asker contacted their references and received good recommendations. He asked for an example when a project did not go well. Mr. Mumby explained their staff would set down and take responsibility when appropriate. We need to all work positively with each other so we would make it right. Mr. Asker asked if Fanning Howey was ever terminated. Mr. Mumby said there was a situation with the Ann Arbor Public Schools. Mr. Asker asked if there was litigation. Mr. Mumby answered not on a library project but does not know off hand regarding litigation for other projects.

Ms. Antil asked where the additional 3,000 hours came from and where will it be charged. Mr. Mumby said electrical, mechanical, civil is now involved. He offered to resubmit sheet 6 if important. Mr. Sherman confirmed that electrical, mechanical, and civil are now included and Fanning Howey will oversee all consultants.

Mr. Pearson asked what kind of firm is Fanning Howey. Mr. Mumby responded a K12 firm and referenced himself as a library design specialist. Mr. Pearson asked where are the significant dollars in the project are. Mr. Mumby said he likes the estimated cost list up front, and considers mechanical costs, operational consideration and flexibility for future expansion to be the significant cost areas. Mr. Pearson asked how to reduce the cost in design for "green" building. Mr. Mumby is green building certified and said some options are roof material, plant material, two floors reduces roof coverage, put durable materials in the high traffic areas.

Mr. Hayes asked how the firm handles change orders. Mr. Mumby commented there is only so much money so it is wise to talk about everything such as carpets, furniture to have an idea at the beginning. The most costly extras come from adding or moving electrical outlets.

Mr. Asker said a green building add costs. Mr. Mumby replied it depends on what you want and the best value is to see a return of 3-5%. He thanked the group for the opportunity to present.

BEI and Diamond & Schmitt Presentation

Mr. Chris Kittides, Project Executive; Roch LeBlanc, Project Director; David Sturges, Mechanical from BEI; Donald Schmitt, Project Principal; Sydney Browne, Project Architect from Schmitt were introduced. Mr. LeBlanc began the presentation by illustrating projects that they have won awards. The City of Novi must form a city campus focus, mentioned green design principals, and to meet with staff. Mr. Schmitt briefly stated his credentials then commented a design which keeps the circulation desk in an open floor is desirable. There must be separate areas for the various users such as sliding walls to accommodate child's programming, and an area like a living room with natural light. It is a must to be flexible in design such as movable walls or hold child's story hours at the Old Town Hall building. BEI/Diamond and Schmitt will work with residents and staff for input. There are always design challenges such as technology, mechanical, and electrical logistics. Green design can reduce costs as a sustainability process. Mr. Sturges commented on his credentials and projects he as been involved with as an engineer such as humidity control, and noise control elements to keep in budget. Mr. Asker asked who is the contact for the project. Mr. LaBlanc stated he is the contact on a day-to-day basis but Ms. Browne and Mr. LeBlanc will work as a team. Mr. Asker asked if the firms have worked together before. Mr. Kittides answered the Novi project would be their fifth collaboration.

Questions and Answers Discussion

Mr. Asker asked if consultant travel is included in costs. Mr. Kittides said yes. Mr. Asker commented there are no more professional costs including furniture, technology or additional fees. Mr. Kittides said yes. Mr. Asker mentioned green building and what can be done to reduce operational costs. Mr. Kittides commented energy costs are always the most costly so that would be a major focus. Mr. Schmitt said the use of natural lighting and control systems for mechanical are a couple of examples for reduction options.

Mr. Asker asked what a typical delay on this type of project is. Mr. Kittides answered if the project plan is incomplete and cost overruns in the field. Mr. Asker checked references and received good recommendations. He asked each firm if they have had a conflict and how it was resolved. Mr. Schmitt said there was an issue in Philadelphia where the project was four months in and some problem-solving had to be done but it seems to be resolved.

Has either firm been terminated Mr. Asker asked. Mr. Schmitt said twice. One involved a spa about 15 years ago where the company and client just could not agree on an issue. Then about 3 years ago there was a 26-story tower project where the community was not happy. Mr. Asker asked if either firm has been terminated. Both answered no.

Mr. Czekaj asked if the library should be one or two floors at 30,000 square feet. Ms. Browne said it depends on what kind of needs and how it operates. Mr. Schmitt said the proposed 60,000 project is on 1.5 acres. There could be some value in operational costs. It might be more efficient to go up.

Mr. Pearson commented Ms. Browne was not a big part of presentation. Ms. Browne said the projects spoken about her designs and knows them well. Mr. Pearson said that did not come across as being a key role.

Mr. Hayes asked how the firms see the split with this project. Mr. Kittides said BEI at 60% and Schmitt at 40%. In closing, Mr. Kittides thanked everyone for the opportunity said they have the most competitive fees, standard of care, and engineering and architectural are under one roof.

French Associates and MS & R Presentation

Mr. Dale Jerome, Chris Schmitt, and John Waldrop, Project Manager from French; and Mr. Jack Poling, Senior Principal and President of MS & R. Mr. Jerome introduced the team and then turned the discussion lead over to Mr. Poling. Mr. Poling stated 30-40% of MS & R work involves libraries. MS & R has done 15 libraries like the one proposed by Novi. Every community has what they want. A must for success is collaboration and public input. MS & R does not mind a pre-design report. We will work with clients. All need to participate so that the best idea wins. Every step we explore quickly and efficiently. It makes sense to keep the current library while the new one is under construction. We will meet one-on-one with staff. Mr. Jerome continued by explaining Mr. Waldrop is qualified and has library experience.

Questions and Answers Discussion

Have your firms worked together on other projects Mr. Asker asked. Mr. Jerome answered no but they have association. Mr. Asker asked how they see the ratio division between the firms for this project. Mr. Jerome said there are peaks and valleys so it depends on time of project. Mr. Poling commented the team can offer library services, create a building that is identifiable and competitive, and can have drawings in-hand on March 1, 2008. Mr. Asker asked if travel costs are included in fees. Mr. Jerome said travel is reimbursable but there can be an agreeable cap. Mr. Asker asked if furniture and technology vendors are included. Mr. Jerome said yes. Mr. Schmitt said some adjustments can be looked at but are all included. Have either firm ever been terminated Mr. Asker asked. Mr. Jerome said French has never been asked to leave a project. However, there was a project with Frankenmuth School District regarding panels that

were changed on-site from the original specifications. They took responsibility for the correction. We want repeat clients. Mr. Waldrop commented the situation must be dealt with immediately and aggressively. Mr. Schmitt said they have never been sued. Mr. Jerome commented there have been issues with construction related injuries but later removed from action.

Mr. Pearson commented the design phase is important and would like confirmation that they will be able to handle the timeframe. Mr. Waldrop answered his other projects will take not more than a few hours. Mr. Pearson commented on the campus setting of the site and what are their thoughts/impressions. Mr. Poling explained the boundaries of the site need to be stitched together. Mr. Pearson asked why he was drawn to the project. Mr. Poling commented he has designed for many library projects. Mr. Jerome said the Project Manager, Mr. Waldrop, is qualified and has library experience.

Ms. Antil asked whether they have experience with Master Plan design of historical buildings. Mr. Poling said yes they have had that experience.

Ms. Mulcrone asked if they worked with green building. Mr. Poling said yes, and there is a need to design buildings for the environment and the reduction of costs. Mr. Jerome commented sustainability of a project is something to explore but the payback for doing some of these things can take some time.

Neumann Smith and Hidell & Associates Presentation

Mr. Gene Carroll of Neumann Smith said they are excited about the project and want to work with the City to design a promotional and marketable showplace for the community. They will begin the process by meeting with stakeholders, residents and staff for input. The team assembled will come forward to talk about their role, etc. Mr. Bill Hidell has library experience and the firm has won 150 design awards. Hidell & Associates strives to have a balance between design and cost.

Mr. Hidell commented it is important to maintain the printed word, technology, social interactive process to support life-long learning, increase higher level of service because library use is alive and well. Mr. Tyrer mentioned the idea of an automated circulation area with a small circulation desk for overseeing the process. There is also the technology for a 24 hour access to pick up material. Mr. Hidell commented there needs to be children's area, teen zone, and special space like outdoor reading, and living room environment.

Mr. Dan Tyrer mentioned looking at the entire picture, and the site analysis speaks to a civic campus. May have programs in Town Hall and bring out the sidewalk towards Ten Mile for visible connectivity. Some of the key design issues are image, technology, flexibility, design and natural light for sustainability. Some studies have shown the tendency is for a work flow of counter-clockwise when entering a building. The Old Town Hall can be a location to hold story times. There is even a possibility that a café could be integrated to bring the living space to what is being done in the private sector.

Questions and Answers Discussion

Mr. Asker asked if the firms have worked together before this project. Mr. Leonardo Fabilli said yes. Ms. Antil asked what the balance will be between the two firms. Mr. Hidell said they have as a consultant, Florence Mason, who is a retired library director. Ms. Antil asked what their thoughts are regarding green building. Mr. Dennis Sczomak replied that long term savings for energy costs are the most beneficial but depends on system options. Mr. Hidell said the use of the glass can increase natural light but it can also make it warm if it is used in an area that reflects the high sun during the day if it is in the summer months, etc. Mr. Tyrer mentioned there are uses of materials for building that can be investigated.

Mr. Asker asked if travel costs are included in the fees. Mr. Carroll answered yes. The purchase of furniture or technology will be direct procurement with the City. Mr. Asker clarified that a consultant is not included. Mr. Carroll commented they can help select furniture, etc. Mr. Asker checked on their references and received good recommendations. He asked if they had ever been involved in a conflict or been terminated from a project. Mr. Carroll responded that they approach a project collaboratively to keep conflicts at a minimal. Mr. Hidell said they work to resolve conflicts. Mr. Asker asked if either firm has been terminated. Both answered no. Mr. Asker asked if they have been involved in litigation. Both answered no. Mr. Asker said there is an aggressive schedule. Mr. Hidell said it is an aggressive schedule but they always meet deadlines.

Mr. Pearson commented the team was impressive. Mr. Tyrer commented the library would be his primary focus. Mr. Hidell interjected Mr. Tony Blaas and he will work as a team. Mr. Blaas said time is not an issue. Mr. Hayes asked if they produce 3-dimensional drawings. Mr. Carroll said they can produce 3-dimensional, animated, and can even include music with all in-house staff and resources.

Mr. Pearson said Mr. Hidell one floor or two? Mr. Hidell answered there probably would not be any impact on staff but maybe on circulation with two floors. Something to look at also is the base of building as far as future use. If there is a possibility of building up the necessary steel should be put in place now.

Mr. Hines asked the availability of staff on-site throughout the project. Mr. Carroll said a representative will be at the site once a week. Mr. Sturing commented on the service points for the Warren library. Mr. Blaas said the atrium has a retail look like some libraries are modeling. Mr. Czekaj asked about the construction side. Mr. Carroll said the lack of projects has created a significant labor pool and competitive market.

Discussion

Mr. Asker asked any additional questions from the interview panel for the interviewed firms be forwarded to him no later than Tuesday, September 18, so that firms responses could be available for the September 20 Building Authority meeting.

Motion made by Sturing, seconded by Smith-Roy; CARRIED UNANIMOUSLY: To adjourn the meeting at 12:22 p.m.

Minutes approved November 1, 2007