



# BUILDING AUTHORITY

CITY OF NOVI

Building Authority Meeting

Thursday, August 6, 2009 8 A.M.

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

Meeting was called to order at 8:03 a.m.

**MEMBERS PRESENT:** Charles Boulard, Larry Czekaj, Julie Farkas, Rob Hayes, Clay Pearson, Kathy Smith-Roy, Mark Sturing

**OTHERS PRESENT:** Mary Ellen Mulcrone, Joel Dion, Melissa Place

## APPROVAL OF AGENDA

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

## APPROVAL OF MINUTES

**Motion by Smith-Roy, seconded by Sturing; CARRIED UNANIMOUSLY: To approve the July 23, 2009 minutes as presented.**

## PURPOSE OF THE MEETING

### 1. Glass and Panel Update

Mr. Al Blair commented the glass has been approved. He reviewed the specifications and looked at the product since the last meeting. The color meets the requirements and specifications. The mixing of different manufacturer products is a typical practice. Mr. Czekaj asked about a warranty. Rochester Glass representative said Arch will be providing the warranty and has been in business for 30+ years and has over 6,000 employees. Mr. Czekaj is satisfied.

### 2. Opening Day Collections Contract Award to Brodart Co.

Ms. Smith-Roy said the bid summary on the first page will be updated with new computations. Mr. Sturing asked Ms. Farkas about the Open Day Collections implementation process. What books is the Library receiving? Brodart will be working with the Library staff to provide the optimum selections for the Library. Ms. Farkas further explained the library would be supplying the tags but Brodart would be applying the tags to the inventory. Mr. Sturing asked if Baker and Taylor included the same criteria. Ms. Farkas said yes.

Mr. Czekaj asked if the Library knows this process and is comfortable with the recommendation. Ms. Farkas said yes, we have worked with Brodart before. References were checked, and they were good. Brodart was ranked the highest by the Library staff involved in the evaluation process of the RFP's. Mr. Sturing said when reviewing the 26 page proposal, is

he correct in that each invoice and packaging slip will have the 14 items included as stated in the proposal? Ms. Farkas answered yes.

**Motion by Farkas, seconded by Boulard; CARRIED UNANIMOUSLY: To award Opening Day Collections contract to Brodart Co.**

### **3. Approval of Change Order No. 3, August 4, 2009**

Paul Danko has submitted Change Order No. 3, and Julie Farkas, Carl Adams, and BEI have reviewed Change Order No. 3. Mr. Sturing asked if the entire change order is in the construction budget? Ms. Smith-Roy said yes these are actual costs for previously approved change order requests.

### **4. Budget Update**

Ms. Smith-Roy commented the budget includes the cameras which were approved at the previous meeting. The Technology updates have been included at Mr. Sturing's request. The memorandum distributed this morning relates to the library construction fund and related debt. The Finance Department is proposing to transfer \$800,000 to \$1,200,000 to the library construction debt fund. Mr. Pearson asked what is the timeframe and direction. Ms. Smith-Roy commented the recommendation should be done by December 2009 to plan for the budget process (the transfer would not occur until after the construction fund was closed).

### **5. Construction Update**

Mr. Carl Adams commented the construction is moving forward on schedule. Next week the silhouette of the building will change due to the addition of the canopy. The landscaping for the bio swale and storm drain is moving forward. The target is to have the spandrel glass on site in four to six weeks and two or three for the vision glass.

Mr. Blair said 85%-90% of the color selection is complete. Mr. Danko commented the mason work will be done in early September. Mr. Czekaj asked if work is being done on the color board. Mr. Blair said no because the mosaic tiles, fabric, and paint colors for administration are not complete. Ms. Farkas and Mr. Blair will be sitting down to review and discuss the details of the countertops, and may be recommending a change at a future Building Authority meeting.

### **6. Lobby and Reading Room Upgrades**

Mr. Blair explained the lobby has a white ceiling with off-white walls with gray/green porcelain tile floor. There are three alternatives of schemes for the Board's consideration. Scheme A is a 2 x 2 wrapped acoustical fabric panel. There are 30 colors to choose from, and the recommended color will be a "warm" color. The tracks can be painted to match. Scheme A2 is the same as Scheme A, however it includes extending the fabric panels to the area by the elevator. Scheme B is a closely grooved Aluratone 900 wood panel. Scheme C is a wood panel grill needing a black installation or other color to match the wood dowels with a warm color fabric by the elevator and just outside the lobby. Scheme A is the most economical.

Another item to consider, said Mr. Blair, is the lobby bench at a cost of \$3,326.62 which needs to be added to each scheme. Ms. Smith-Roy commented in summary the material fabric is less expensive but the on-going maintenance may be higher than the more expensive wood alternative. Mr. Blair said yes. The fabric would have to be cleaned.

Mr. Czekaj commented air does not circulate through acoustical tiles? Mr. Blair clarified there needs to be an opening to blow air through them. Mr. Czekaj asked for information on the material. Mr. Blair will provide to the Board. Mr. Boulard asked if the vendor has installed this product in a similar lobby-type area locally. Is one wood better for acoustics than the other? Mr. Czekaj asked why not have a fabric on the floor? Mr. Blair explained the lobby is high traffic and a carpet is not practical. Mr. Czekaj commented he also likes the look of wood not fabric. Mr. Czekaj said the Board can discuss at the next meeting since the costs need to be updated for the adjustments to the mechanical system in the two wood schemes.

Continuing with the reading room, Mr. Blair said it has small fabric ceiling tiles. There is wood paneling and slate around the fireplace along with art tiles. The elevations show slate, wood and wood veneer panels. The costs have not been calculated; the drawings will be ready for the next meeting.

Mr. Hayes asked if there will be a ceiling credit. Mr. Danko will review the details.

Ms. Farkas does not want to lose sight of the patio furniture. Mr. Blair mentioned the revised Bulletin #5, east elevation, has two benches, 2 trash receptacles, and bike rack.

Mr. Czekaj commented the Board needs to see a sample board. Mr. Sturing agrees with Mr. Czekaj's comment. Mr. Blair agrees that the Board needs to see samples. Mr. McKay said BEI will have sample boards for the next meeting.

## **AUDIENCE COMMENTS**

Vicki McLean – likes the wood grill appearance but wood will not be as bright.

**Motion by Farkas, seconded by Hayes; CARRIED UNANIMOUSLY: To adjourn the meeting at 9:32 a.m.**

**Minutes approved August 20, 2009**